



Date: Tuesday, 28 November 2023
Time: 3.00pm
Location: Loddon Shire Council Chambers, Wedderburn

MINUTES

Council Meeting

**MINUTES OF LODDON SHIRE COUNCIL
COUNCIL MEETING
HELD AT THE LODDON SHIRE COUNCIL CHAMBERS, WEDDERBURN
ON TUESDAY, 28 NOVEMBER 2023 AT 3.00PM**

PRESENT: Cr Gavan Holt (Mayor), Cr Neil Beattie, Cr Dan Straub, Cr Linda Jungwirth and Cr Wendy Murphy

IN ATTENDANCE: Lincoln Fitzgerald (Chief Executive Officer), Wendy Gladman (Director Community Wellbeing), Steven Phillips (Director Operations), Daniel Hirth (Acting Director Corporate) and Lisa Clue (Manager Governance)

1 OPENING AFFIRMATION

The Mayor read the Opening Affirmation.

2 ACKNOWLEDGEMENT OF COUNTRY

The CEO read the Acknowledgement of Country.

3 APOLOGIES

Nil

4 DECLARATIONS OF CONFLICT OF INTEREST

Nil

5 PREVIOUS MINUTES**5.1 CONFIRMATION OF MINUTES****File Number:** FOL/19/45615**Author:** Tracy Hunt, Governance Coordinator**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council confirm the Minutes of the following meetings as previously circulated to Councillors:

1. Council Briefing of 24 October 2023
2. Council Meeting of 24 October 2023
3. Council Forum of 14 November 2023
4. Special Council Meeting 14 November 2023.

REPORT

This report seeks Council confirmation of Minutes from the October 2023 Council Briefing and Council Meeting, November 2023 Council Forum, and November 2023 Special Council Meeting as previously circulated to Councillors.

RESOLUTION 2023/113**Moved:** Cr Dan Straub**Seconded:** Cr Neil Beattie

That Council confirm the Minutes of the following meetings as previously circulated to Councillors:

1. Council Briefing of 24 October 2023
2. Council Meeting of 24 October 2023
3. Council Forum of 14 November 2023
4. Special Council Meeting 14 November 2023.

CARRIED

6 COUNCIL AUSPICED MEETINGS**6.1 RECORD OF COUNCIL AUSPICED MEETINGS****File Number:** 02/01/001**Author:** Tracy Hunt, Governance Coordinator**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council confirm records of the following as detailed within this report:

1. Council Briefing 24 October 2023
2. Council Forum 14 November 2023

Rule 35 of Council's Governance Rules requires a record of meetings conducted under the auspices of Council to be presented to the next available scheduled Council meeting for confirmation that must include:

- a) a record of which Councillors and officers attended the meeting;
- b) a summary of the matters considered in the meeting; and
- c) a record of any conflicts of interest disclosed by Councillors and officers and any Councillors or officers that left the meeting whilst a matter that their conflict of interest related to was being discussed.

Section 3 of the Governance Rules defines meetings conducted under the auspices of Council to mean a meeting of the kind described in section 131(1) of the Local Government Act 2020 and includes a meeting which:

- a) is schedule or planned for the purpose of discussing the business of Council or briefing Councillors;
- b) is attended by a majority of Councillors;
- c) is attended by at least one member of Council staff; and
- d) is not a Council meeting or delegated committee meeting.

This report seeks confirmation of the following Council auspiced meetings, conducted since the last scheduled meeting of Council and detailed within this report:

1. Council Briefing 24 October 2023
2. Council Forum 14 November 2023

Meeting details	Briefing
Date	24 October 2023
Councillor Attendees	Cr Beattie Cr Holt Cr Jungwirth Cr Murphy Cr Straub (Mayor)
Staff/ Stakeholder representatives	Lincoln Fitzgerald, Chief Executive Officer Wendy Gladman, Director Community Wellbeing Steven Phillips, Director Operations Amanda Wilson, Director Corporate Lisa Clue, Governance Manager Louise Johnston, Statutory Planning Coordinator and Darcy Jackson, Statutory Planning Officer - Item 2 below Chris Harrison, Loddon Vale Landcare Group, Luke Twigg, Karl Hooke and Will Hooke – Item 2 below
Item(s) discussed.	<ol style="list-style-type: none"> 1. Strategy Workshop 2. Planning Application 5917 – Retrospective Planning Application for Earthworks (laser grading and channel construction) 3. General Business: <ul style="list-style-type: none"> • Grant program eligibility criteria • Calder Highway Improvement Committee
Conflict of Interest Disclosures – Councillor/ officer making disclosure	n/a
Councillor/officer left room	n/a

Meeting details	Forum
Date	14 November 2023
Councillor Attendees	Cr Beattie Cr Holt Cr Jungwirth Cr Murphy Cr Straub (Mayor)
Staff/ Stakeholder representatives	Lincoln Fitzgerald, Chief Executive Officer Wendy Gladman, Director Community Wellbeing Steven Phillips, Director Operations Lisa Clue, Manager Governance Daniel Hirth, Manager Information Technology Tracy Hunt (Governance Coordinator) and Michelle Hargreaves (Administration Officer Governance) – Item 1 below David Stretch (Manager Tourism and Economic Development) – Items 3, 4 and 10 below Bruce Arthur (Major Projects Program Manager) – Items 4, 5 and 9 below Paul Scullie (Manager Community Partnerships) – Items 5 and 6 below Martin Mark (Community Development Officer) and Pam Plant and Wendy McCormick (Dingee Progress Association Inc) – Item 6 below Mark Hands (Goldfields Library Corporation) – Item 7 below Deanne Caserta (Manager Financial Services) – Item 8 below Louise Johnston (Statutory Planning Coordinator), Carolyn Stephenson (Statutory/Strategic Planner), Peter Hamilton (Senior Accountant) and Julian Perez and Greg Buckley (Villawood Properties) – Item 10 below
Item(s) discussed.	<ol style="list-style-type: none"> 1. Department Presentation - Governance 2. Council Meetings 2024 3. Tourism and Economic Development – Quarterly Update 4. Project Plan – Inglewood Streetscape 5. Pyramid Hill community Centre Redevelopment – Stage 1 6. Dingee Community Plan - Presentation 7. Goldfields Library – Community Partnerships and Achievements in Loddon for 22/23 8. Indexation for the Financial Plan 9. Wedderburn Housing Development Stage 2, Yelka Street 10. Unlocking Loddon’s Residential Growth Potential 11. General Business: <ul style="list-style-type: none"> • Australia Day Committee Update
Conflict of Interest Disclosures - Councillor/ officer making disclosure	n/a
Councillor/officer left room	n/a

RESOLUTION 2023/114

Moved: Cr Wendy Murphy

Seconded: Cr Linda Jungwirth

That Council confirm records of the following as detailed within this report:

1. Council Briefing 24 October 2023
2. Council Forum 14 November 2023

CARRIED

7 REVIEW OF ACTIONS**7.1 REVIEW OF ACTIONS****File Number: 02/01/002****Author: Tracy Hunt, Governance Coordinator****Authoriser: Lincoln Fitzgerald, Chief Executive Officer****Attachments: 1. Resolutions Acted Upon Since the October 2023 Council Meeting****RECOMMENDATION**

That Council receive and note resolutions acted upon since the October 2023 Council meeting as attached to this report.

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.

REPORT

A document containing the status of actions from Council meeting resolutions is attached to this report.

There were no outstanding actions from Council meeting resolutions prior to October 2023.

All actions from October 2023 Council meeting resolutions have been completed.

RESOLUTION 2023/115**Moved: Cr Linda Jungwirth****Seconded: Cr Wendy Murphy**

That Council receive and note resolutions acted upon since the October 2023 Council meeting as attached to this report.

CARRIED

8 MAYORAL REPORT**8.1 MAYORAL REPORT****File Number:** 02/01/001**Author:** Tracy Hunt, Governance Coordinator**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Mayoral Report.

REPORT

Mayor Holt presented a verbal report at the meeting.

Loddon Campaspe Councils	
17/11/2023 - Meeting – Bendigo	
Municipal Association of Victoria	
16/11/2023 - Rural and Regional Forum – Bendigo	
Murray River Group of Councils	
15/11/2023 – Meeting with Murray Darling Basin Authority Chair – Echuca	
Audit and Risk Committee	
13/11/2023 – Meeting - Wedderburn	
Section 65 Community Asset Committees:	
27/11/2023 - Donaldson Park – Meeting	
27/11/2023 - Hard Hill Tourist Reserve - Meeting	
Other Council activities	
Date	Activity
25/10/2023	Wedderburn Development Association/Community Planning Committee Annual General Meeting
02/11/2023	Meeting with Council officers re Yelka Street housing estate issues and options
14/11/2023	November Council Forum and Special Council Meeting for the election of Mayor and appointments to committees

Other Council activities (continued)	
Date	Activity
21/11/2023	Meeting with Tourism Collective re Bendigo Regional Tourism Destination Management Plan
24/11/2023	Buloke Loddon Campaspe Youth Awards Presentation Night – Boort

RESOLUTION 2023/116

Moved: Cr Gavan Holt (Mayor)

Seconded: Cr Dan Straub

That Council receive and note the Mayoral Report.

CARRIED

9 COUNCILLORS' REPORT**9.1 COUNCILLORS' REPORTS****File Number:** 02/01/001**Author:** Tracy Hunt, Governance Coordinator**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Councillors' reports.

REPORT

Each Councillor presented a verbal report at the meeting.

Cr Jungwirth

Australia Day Committee	
13/11/2023 - Meeting	
Municipal Emergency Management Planning Committee	
16/11/2023 - Meeting	
Other Council activities	
Date	Activity
24/10/2023	October Council Briefing and Council Meeting
26/10/2023	Meeting with CEO
05/11/2023	Inglewood Alive Festival
08/11/2023	Kooyoora Women's Network Dinner
10/11/2023	Webinar – Exploring Regional Benefit Sharing
13/11/2023	Tarnagulla Community Centre Meeting
14/11/2023	November Council Forum and Special Council meeting for the election of Mayor and appointments to committees
17/11/2023	Meeting with constituent
23/11/2023	Healthy Loddon Campaspe Regional Workshop
23/11/2023	Tarnagulla Parks Committee Workshop
24/11/2023	Wedderburn Patchwork Community Festival
	Meeting with Council IT staff
	LEAD Loddon Murray LMCLP Graduation

Cr Straub

Council activities	
Date	Activity
	Various flood recovery and roads meetings (Terrick Ward)
31/10/2023	Melbourne Cup National Sweep Draw
06/11/2023	Melbourne Cup Event at Government House
07/11/2023	Melbourne Cup - Flemington as Loddon Shire Representative
08/11/2023	Mitiamo Progress Association AGM
14/11/2023	November Council Forum and Special Council Meeting for the election of Mayor and appointments to committees
17/11/2023	Loddon Murray Leadership Program
19/11/2023	Dingee Bush Nursing AGM and Centenary Celebrations

Cr Beattie

Council activities	
Date	Activity
31/11/2023	Lake Boort Precinct Project Meeting
14/11/2023	November Council Forum and Special Council Meeting for the election of Mayor and appointments to committees

Cr Murphy

Calder Highway Improvement Committee	
27/10/2023 - Meeting - Wedderburn Council Chambers	
Healthy Minds Network	
26/10/2023 – Meeting (Chair) - Wedderburn Community House	
Section 65 Community Asset Committees:	
23/11/2023 - Inglewood Community Sports Centre – Meeting to discuss Masterplan	
24/11/2023 - Inglewood Community Elderly Persons Units – Meeting	
Other Council activities	
Date	Activity
24/10/2023	October Council Briefing, Council Meeting and Citizenship Ceremony
26/10/2023	Inglewood Development & Tourism Committee AGM
02/11/2023	Campbell's Forest Planning Group AGM
05/11/2023	Inglewood Alive Festival
14/11/2023	November Council Forum and Special Council Meeting for election of Mayor and appointments to committees
16/11/2023	Bridgewater on Loddon Development AGM
21/11/2023	Tourism Collective workshop – Council Chambers
22/11/2023	Meeting with Council Manager Tourism & Economic Development – Online
23/11/2023	Healthy Loddon Campaspe Regional Workshop – Galkangu, Bendigo
24/11/2023	2023 Buloke Loddon Gannawarra Youth Awards – viewed online
	Christmas Stall Market – Inglewood Town Hall
28/11/2023	November Council Briefing and Council Meeting

RESOLUTION 2023/117

Moved: Cr Dan Straub

Seconded: Cr Neil Beattie

That Council receive and note the Councillors' reports.

CARRIED

10 DECISION REPORTS**10.1 2024 COUNCIL MEETING SCHEDULE****File Number:** 02/04/001**Author:** Tracy Hunt, Governance Coordinator**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council:

1. approve the schedule of Council Meetings for 2024 contained within this report
2. provide public notice of the Council Meetings schedule in accordance with Council's Governance Rules.

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.

PREVIOUS COUNCIL DISCUSSION

Councillors discussed proposed dates at the November Council Forum held on Tuesday 14 November 2023.

BACKGROUND

The Loddon Shire Council has traditionally conducted Council Meetings on the fourth Tuesday of the month. It is proposed that this schedule be continued through 2024.

ISSUES/DISCUSSION*Council Meetings*

It is proposed that Council continue to conduct Scheduled Council Meetings on the fourth Tuesday of the month.

Meetings under the auspices of Council

It is proposed that Council continue to hold a Council Briefing prior to each Council Meeting, primarily to brief Councillors on Council Meeting agenda items for that day.

It is further proposed that Council Forums continue be held on the second Tuesday of the month to enable Councillors to consider any other current issues affecting the Loddon Shire; with the exception of January and December, when forum reports will be presented the morning of the Council Meeting in lieu of a Council Briefing, dependent on the issues at hand.

Meeting Schedule

The proposed 2024 schedule of Council Forums, Briefings and Council Meetings is as follows:

Council Forum	Council Briefing	Council Meeting
Tuesday 23 January	-	Tuesday 23 January
Tuesday 13 February	Tuesday 27 February	Tuesday 27 February
Tuesday 12 March	Tuesday 26 March	Tuesday 26 March
Tuesday 9 April	Tuesday 23 April	Tuesday 23 April

Council Forum	Council Briefing	Council Meeting
Tuesday 14 May	Tuesday 28 May	Tuesday 28 May
Tuesday 11 June	Tuesday 25 June	Tuesday 25 June
Tuesday 9 July	Tuesday 23 July	Tuesday 23 July
Tuesday 13 August	Tuesday 27 August	Tuesday 27 August
Tuesday 10 September	Tuesday 24 September	Tuesday 24 September
Tuesday 8 October	Tuesday 22 October	Tuesday 22 October
Tuesday 12 November	Tuesday 26 November	Tuesday 26 November
Tuesday 10 December		Tuesday 10 December

Meeting time and location

It is proposed that each Council Meeting be held in the Council Chambers, off Peters Street, Wedderburn commencing at 3pm.

In accordance with the requirements of *Local Government Act 2020* and Council's Governance Rules, Council Meetings will be open to the public and livestreamed, unless Council considers it necessary to close the meeting to the public to discuss confidential information, for security reasons or to enable the meeting to proceed in an orderly manner.

Publication of meeting dates

Once approved, the schedule of Council meetings will be posted on Council's website, published in the Loddon Bulletin and advertised in local print media.

COST/BENEFITS

Costs associated with the conduct of Council meetings are provided for in Council's adopted budget.

RISK ANALYSIS

Nil

CONSULTATION AND ENGAGEMENT

Nil

RESOLUTION 2023/118

Moved: Cr Linda Jungwirth

Seconded: Cr Wendy Murphy

That Council:

1. approve the schedule of Council Meetings for 2024 contained within this report
2. schedule all meetings to begin no earlier than 10am
3. provide public notice of the Council Meetings schedule in accordance with Council's Governance Rules.

CARRIED

10.2 DECISION REPORT 5924: PLANNING APPLICATION FOR EARTHWORKS ASSOCIATED WITH IRRIGATION (LASER GRADING AND REUSE DRAIN CONSTRUCTION)

File Number: FOL/21/2832

Author: Darcy Jackson, Statutory Planning Officer

Authoriser: Louise Johnston, Statutory Planning Coordinator

- Attachments:**
1. **Decision Report 5924**
 2. **Proposed Irrigation Design Plan**
 3. **Objection**
 4. **Objection - Confidential**

This attachment is designated as confidential in accordance with Section 3(1)(f) of the *Local Government Act 2020*. It contains personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

(under separate cover)

RECOMMENDATION

That the Responsible Authority having considered all matters which the *Planning and Environment Act, 1987*, requires it to consider, decides to issue a Notice of Decision to grant a planning permit 5924 for earthworks associated with irrigation (laser grading and drain construction).

1. **Layout not altered**

The development as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.

2. **Check Banks**

All check banks must be constructed no higher than 300mm above natural ground level

3. **Spoil**

All excavated material must be removed from the flood flow path and located in an area that is not flood affected.

4. **Reuse Pump**

The reuse pump must comply with EPA Publication – Noise limit and assessment protocol for the control of noise from commercial, industrial and trade premises and entertainment venues (Noise Protocol).

5. **Control of Mosquitos in Dam**

5.1. The reuse dam must be treated with a nontoxic water treatment solution such as *Aquatain AMF* to control mosquito breeding during the typical mosquito season of November through to April.

5.2. A suitable record must be kept detailing the dates of treatment and be made available to the responsible authority upon request.

6. **North Central CMA**

6.1. Access tracks located within the floodplain must not be raised above the existing natural ground level

6.2. The proposed sump must be setback a minimum of 30 metres from the top of bank of the Loddon River and constructed entirely below existing natural ground level.

6.3. Check banks must be curtailed a minimum of 60 metres from the proposed drain to preserve the flood path through the site.

6.4. Unless otherwise agreed in writing with the responsible authority and the North Central CMA, levels of the proposed laser bays must not be increased above the existing natural surface level within 60 metres of the proposed drain.

7. Expiry

This permit will expire if one of the following circumstances apply:

- a) the development is not started within two (2) years of the date of this permit;
- b) the development is not completed within four (4) years of the date of this permit.

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires or;

- a) within six (6) months afterwards if the development has not started;
- b) within twelve (12) months afterwards if the development has lawfully started but not completed.

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this paper, or involved in the subject matter of the paper.

PREVIOUS COUNCIL DISCUSSION

There have been no previous Council discussion on this matter.

BACKGROUND

The application was lodged on the 08 September 2023 for earthworks associated with irrigation which includes laser grading bays and construction of a reuse drain and sump.

The application was referred to North Central Catchment Management Authority, who have provided conditional consent, no other referrals were undertaken.

One objection was received to the application. The objection raised issues regarding the location of the reuse sump in proximity to their residence, noise generated from the pump and breeding of mosquitos in the reuse sump.

Officer recommendation is to issue a notice of decision to grant a permit.

ISSUES/DISCUSSION

Under the *Planning and Environment Act 1987* (the Act) the Minister of Planning delegates a municipal council power to become the planning authority for any planning scheme in force in its municipal district.

A municipal council is obligated to enforce and administer the relevant Planning Scheme and must use the scheme to determine applications. The Loddon Planning Scheme is the relevant Planning Scheme for Council. An application is referred to Council for determination, which:

- receive one or more objections, and/or
- are to be recommended for refusal by the Planning officer.

Pursuant to Section 52 of the *Planning and Environment Act 1987*, notices were sent to owners and occupiers of adjoining land. Council has received one objection as the result of the public notification and as such, the matter is being brought to Council for determination. A decision report detailing this application has been prepared and can be found in attachment 1, proposed plans in attachment 2, and the objection in attachment 3 with personal information removed and attachment 4 is the same objection with the personal information intact.

The objection has been included twice, once without any personal information and a second time in confidential items including the personal information. This is to insure Council complies with its obligations for handling personal information under the *Privacy and Data Protections Act 2014*. A complete copy of the objection can be made available to the public via an appointment.

COST/BENEFITS

There are various costs associated with having a delegated Planning officer consider an application and make a recommendation as well as with the time of the Councillors to consider this recommendation.

The benefits associated with this report is the ability of Council to fulfil its requirement under law and provide the community with a statutory service that delivers well-managed and appropriate development.

RISK ANALYSIS

The risks of Council not fulfilling its statutory obligation under the Act include:

- inappropriate use and development which could endanger life and property
- Council's reputation as a Responsible Authority
- breaches of the *Planning & Environment Act 1987* requiring compliance action.

CONSULTATION AND ENGAGEMENT

Refer to the decision report for further detail on the application.

RESOLUTION 2023/119

Moved: Cr Wendy Murphy

Seconded: Cr Neil Beattie

That the Responsible Authority having considered all matters which the *Planning and Environment Act, 1987*, requires it to consider, decides to issue a Notice of Decision to grant a planning permit 5924 for earthworks associated with irrigation (laser grading and drain construction).

1. Layout not altered

The development as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.

2. Check Banks

All check banks must be constructed no higher than 300mm above natural ground level

3. Spoil

All excavated material must be removed from the flood flow path and located in an area that is not flood affected.

4. Reuse Pump

The reuse pump must comply with EPA Publication – Noise limit and assessment protocol for the control of noise from commercial, industrial and trade premises and entertainment venues (Noise Protocol).

5. Control of Mosquitos in Dam

5.1. The reuse dam must be treated with a nontoxic water treatment solution such as *Aquatain AMF* to control mosquito breeding during the typical mosquito season of November through to April.

5.2. A suitable record must be kept detailing the dates of treatment and be made available to the responsible authority upon request.

6. North Central CMA

6.1. Access tracks located within the floodplain must not be raised above the existing natural ground level

6.2. The proposed sump must be setback a minimum of 30 metres from the top of bank of the Loddon River and constructed entirely below existing natural ground level.

6.3. Check banks must be curtailed a minimum of 60 metres from the proposed drain to preserve the flood path through the site.

6.4. Unless otherwise agreed in writing with the responsible authority and the North Central CMA, levels of the proposed laser bays must not be increased above the existing natural surface level within 60 metres of the proposed drain.

7. Expiry

This permit will expire if one of the following circumstances apply:

- a) the development is not started within two (2) years of the date of this permit;
- b) the development is not completed within four (4) years of the date of this permit.

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires or;

- a) within six (6) months afterwards if the development has not started;
- b) within twelve (12) months afterwards if the development has lawfully started but not completed.

CARRIED

10.3 INGLEWOOD STREETSCAPE DESIGN

File Number:**Author:** Bruce Arthur, Major Projects Program Manager**Authoriser:** David Stretch, Manager Tourism and Economic Development**Attachments:** 1. Inglewood street scape PMP draft 001

RECOMMENDATION

That Council allocate \$1 million from the Strategic Fund to enable detailed design and costing of the Inglewood streetscape and as seed funding for State, Federal and philanthropic funding applications.

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this paper, or involved in the subject matter of the paper.

PREVIOUS COUNCIL DISCUSSION

The Inglewood Streetscape project is included in Council's 2022 Priorities document. Council were briefed on this project and the project plan at the 14 November 2023 Council Forum.

BACKGROUND

The Inglewood Streetscape Project aims to enhance the visual appeal, functionality, safety, and cultural significance of the streetscape in Inglewood. The project will consider various elements, including beautification, kerb and channel improvements, footpaths, underground power installation, greening initiatives, traffic calming, pedestrian safety enhancements, overall amenity improvement, place-making, integration of public art and heritage walking trails.

The concept design was developed and updated in partnership with the Inglewood Development and Tourism Committee in 2022 and is a priority for the community.

The project is also listed in the 2022 Priorities document under the Growing and Vibrant Community focus area which was developed from the Community Vision 2023 and Council Plan 2021-2025.

ISSUES/DISCUSSION

This report should be read in conjunction with the attached draft Project Management Plan (PMP) which provides detail about the project. The PMP will be further refined and updated as the project progresses and key milestones are achieved.

A concept masterplan was developed by the Inglewood Development and Tourism Committee utilising funding support from Council. Following further consultation in 2022 and 2023, it is proposed to advance the project from the Project Concept and Planning phase to the Project Design and Approvals phase, aiming to provide documentation for future decisions regarding budget and project progression. The Detailed design will also inform funding opportunities.

To progress this project, funding is needed to undertake the Design and Approval phase and it is recommended that Council allocate funds from the Inglewood Strategic Fund for these activities and as seed funding to leverage other grant funding for the Construction phase.

The Design and Approvals stage would allow Council to design the infrastructure, consider delivery phasing to suit a range of construction budgets, develop detailed cost estimates and obtain the necessary permit approvals. At the conclusion of the Design & Approvals stage Council would have a 'shovel ready' project which is investment ready with staging options.

Elements of this proposal are of significant financial value and are beyond the financial capacity of Council. The project will only be possible if Council is able to secure significant external funding from State and/or Federal governments. It is therefore of critical importance that expectations are managed throughout the design and approvals stage.

COST/BENEFITS

Undertaking detailed design as the first stage in the project will provide the documentation necessary to accurately inform discussions with stakeholders. A number of key stakeholders with decision making responsibility include the Department of Transport & Planning who are the responsible road authority for the Calder Highway / Brooke Street and will determine what traffic calming, parking and crossing treatments are possible or permitted. Powercor is the responsible electricity infrastructure provider for the overhead power lines. Powercor will be a critical decision maker in regard to the infrastructure requirements and feasibility of undergrounding power. These two stakeholders (amongst others) will need a clear scope of works to determine the cost and therefore feasibility of these project elements.

The attached PMP includes a high level costing taken from the concept work of the community.

RISK ANALYSIS

Completing the Design and Approvals project phase, will mitigate a number of risks.

Undertaking detailed design will inform accurate cost estimates for the proposed works. This will allow Council to develop a funding strategy based on accurate information and assist in developing high quality, detailed external funding applications.

Completing this phase will also ensure all of the required permits, approvals, and regulatory requirements are met prior to proceeding to project delivery.

By undertaking design, Council will be able to accurately determine the financial and design feasibility of the proposal. This will assist in managing expectations of the community should elements or stages of the project not progress.

There has been a comprehensive risk analysis undertaken and recorded in the draft project management plan which further details and identifies risk mitigation for this project.

CONSULTATION AND ENGAGEMENT

This project was identified by the Inglewood Community who prepared an ambitious master plan of what their streetscape could be. Further consultation with the Inglewood Development and Tourism Committee and relevant community stakeholders has continued throughout the development of the concept plans. There will be further opportunity for community input as part of the project design and development stage.

RESOLUTION 2023/120

Moved: Cr Wendy Murphy
Seconded: Cr Linda Jungwirth

That Council allocate \$1 million from the Strategic Fund to enable detailed design and costing of the Inglewood streetscape and as seed funding for State, Federal and philanthropic funding applications.

CARRIED

11 INFORMATION REPORTS**11.1 PUBLIC HEALTH QUARTERLY ACTIVITY REPORT****File Number:** 12/02/001**Author:** Teresa Arnup, Senior Public Health Officer**Authoriser:** David Price, Manager Community Services**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Public Health Quarterly Activity Report.

CONFLICT OF INTEREST

There is no conflict of interest for any council staff member involved in writing this report, or involved in the subject matter of the report.

PREVIOUS COUNCIL DISCUSSION

This is the first report for the 2023-2024 financial year, summarising public health activities within the Community Services Department. It provides Council with a high level summary for the purpose of monitoring performance within this area.

BACKGROUND

Loddon Shire Council is responsible for the administration and enforcement of a number of Acts including the:

- Food Act 1984
- Public Health and Wellbeing Act 2008
- Residential Tenancies Act 1997
- Environment Protection Act 1970
- Tobacco Act 1987.

Council's Senior Public Health Officer has regular contact with business operators, community groups, homeowners and developers whilst administering the above Acts. Activities undertaken by the staff include inspection of registered premises, the taking of food and water samples, the issuing of septic tank permits and complaint investigations.

ISSUES/DISCUSSIONRegistered Premises

Council undertakes annual inspections of premises that are registered under the Food Act, Public Health and Wellbeing Act and Residential Tenancies Act. Inspections are also undertaken of public swimming pools and of properties that are required to meet the requirements of the Tobacco Act. Table 1 provides a summary of the inspections undertaken during the reporting period.

Table 1: Registered premises inspections

1 July 2023 to 30 September 2023		
Governing Legislation	Inspection Outcome	Number of inspections
Food Premises	Compliant*	27
	Major Non Compliance	2
Health Premises	Compliant*	3
	Major Non Compliance	0
Total number of inspections for reporting period		32

* Compliant includes sites that were fully compliant and some sites that required minor actions to become compliant

Council officers are working with the non-compliant premises to address identified issues.

Septic Systems

Table 2 summarises septic system permit applications processed during the reporting period.

Table 2: Septic system permits

1 July 2023 to 30 September 2023	
Permit Type	Number
Installation or alteration	9
Certificate to use	10
Total number of permits for reporting period	19

The average processing time for permits to install or alter is twelve days.

Table 3 summarises the activities associated with management of septic tank applications and installed systems.

Table 3: Septic system activity

1 July 2023 to 30 September 2023	
Activity / Inspection Type	Number
Initial application inspection	7
During installation inspection	3
Final inspection at completion	10
Additional inspection upon request	0
Inspection following a complaint received	0
Total number of inspections for reporting period	20

Sampling Program

The number of food samples required to be taken by Council is set annually in the government gazette. The program focuses on the microbiological quality of the food items that are being sampled to ensure that safe food handling practices are being implemented within food premises. The general focus is on sampling locally made and sold food products. This approach to the program also assists local businesses in verifying the content on the food label of their products. Food labelling is quite complex and small home businesses benefit by having their labels checked by the Food Analyst.

This year's sampling program focused on the presence of allergens in coffee. There are many different types of coffee and milk varieties – for example lactose free, soy milk and almond milk.

Traditional cow's milk, soy milk and almond milk are all allergens and need to be carefully managed by the food premises. Staff need to properly manage the potential risks of contamination every time a coffee is prepared and sold.

Thirteen almond lattes from food businesses within Loddon Shire were purchased. 38% of these coffees were found to contain traces of cow's milk. All premises that sold these coffees were then visited by Council's health staff with discussions focussing on possible areas of cross contamination during the coffee preparation process.

Follow up sampling will be taken during the 2024 sampling program.

Table 4 summarises the sampling program activities undertaken during the reporting period.

Table 4: Sampling program summary

1 July 2023 to 30 September 2023				
Sample Type	Number	Testing	Outcome	
Food	23	Microbiological	Satisfactory*	8
			Unsatisfactory	2
		Allergen	Not Detected	8
			Detected	5
Total number of Samples	23			

*satisfactory microbiological results include samples that were deemed marginal

Each unsatisfactory sample result is followed up with the applicable business that produced and/or sold the product (including swimming pools as applicable, where the sampling program included water quality) to ensure remedial actions are taken.

Public Health Complaints

Council is responsible for investigating nuisance complaints under the Public Health and Wellbeing Act. Complaints of nuisance can be complex and time consuming. Table 5 summarises the complaints during the reporting period.

Table 5: Public health complaints

1 July 2023 to 30 September 2023				
Nature of complaint	Number carried over from previous reporting period	Number received	Number resolved	Number currently pursuing resolution
Food Premises	0	0	0	0
Wastewater	3	0	0	3
Other	0	0	0	0
Total	3	0	0	3

COST/BENEFITS

The expenditure for the first quarter of the 2023-2024 financial year for the public health unit activities contained within this report is \$59,641, and is within the expected budget expenditure for this period.

Administration of the Acts that Council has responsibility for includes significant fieldwork, with staff regularly in the field engaging with business operators, developers, residents and ratepayers. This investment increases significantly when compliance issues are identified within registered premises and when complaints are received.

The benefits that stem from this investment include:

- improved public health and safety within registered premises
- improved local amenity
- full implementation by Council of our responsibilities under the various Acts and regulations.

RISK ANALYSIS

Failure of Council to adequately administer and enforce the provisions of the applicable legislation would pose the following possible risks:

- the spread of infectious diseases through the community including food poisoning
- a barrier to the new developments and economic growth within Council
- Council's reputation as a regulatory authority
- contamination of the local environment
- failure to meet obligations set within the relevant legislation.

CONSULTATION AND ENGAGEMENT

The Public Health Officer regularly engages with business operators, developers, residents and ratepayers during the administration of the various Acts which can range from annual assessments/inspections to the provision of advice for the processing of septic tank permits. Any business operator, developer, residents or ratepayer that is subject to enforcement action is regularly consulted with during the enforcement process.

RESOLUTION 2023/121

Moved: Cr Dan Straub

Seconded: Cr Linda Jungwirth

That Council receive and note the Public Health Quarterly Activity Report.

CARRIED

11.2 LOCAL LAWS AND PLANNING COMPLIANCE QUARTERLY ACTIVITY REPORT

File Number: FOL/19/115192
Author: David Price, Manager Community Services
Authoriser: Wendy Gladman, Director Community Wellbeing
Attachments: Nil

RECOMMENDATION

That Council receive and note the Local Laws and Planning Compliance Quarterly Activity Report.

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.

PREVIOUS COUNCIL DISCUSSION

This is the first report for the 2023-2024 financial year, summarising the animal control, local laws, planning compliance and enforcement actions taken within the Community Services Department. It provides Council with a high level summary for the purpose of monitoring performance within this area.

BACKGROUND

Council is responsible for a range of advisory, compliance and enforcement services to the community and maintains powers under various legislation and Council's local law to enable effective animal management, planning enforcement and local law compliance for community and township amenity.

A number of organisational policies and procedures have been developed, outlining the methodology and circumstances under which Council officers will undertake compliance action. Key areas of focus in respect to compliance action include:

- management of local law provisions, particularly with respect to unsightly properties
- effective animal management
- control of roadside activities, occupation and utilisation
- investigate planning scheme breaches and enforce planning permit conditions
- intervention in public nuisance issues.

ISSUES/DISCUSSIONAdministrative

Table 1 provides a summary of administrative functions undertaken.

Table 1: Administrative

Quarter 1 (1 July 2023 – 30 September 2023)			
Activity	After hours call outs (*)	Littering or illegal rubbish dumping	Local law permits issued
No. actions	4	3	17

(*) Council provides a 24 hour emergency call out service in respect to animal management or local law compliance and enforcement.

Unightly properties

A summary of activity statistics and locations that are the subject of compliance with local laws relating to unsightly properties is provided in Table 2. Identified unsightly properties are assessed and prioritised for compliance action.

Staffing vacancies within the unsightly properties area has limited the ability for significant progress to be made. Additional resourcing is allocated in the 2023/24 budget. The recruitment process has commenced, with positions being advertised and applications closed on 30 October 2023.

Table 2: Summary of unsightly properties activities

Quarter 1 (1 July 2023 – 30 September 2023)																
Town/Locality	Eddington	Rheola	Newbridge	Tarnagulla	Inglewood	Bridgewater	Wedderburn	Korong Vale	Borong	Boort	Pyramid Hill	Mitiamo	Dingee	Serpentine	Rural/Other	Total
No. identified from previous report period	2	0	5	2	6	2	19	3	4	4	4	1	1	0	3*	56
No. resolved during quarter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	2
New action commenced	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
No. currently pursuing	2	0	5	2	6	2	19	3	4	4	4	1	1	0	1	54
Progress Activities																
Site meeting / discussion held	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	2
Letter to comply issued	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Occupier has commenced clean-up work	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	2
Notice to comply issued	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Contractor engaged for clean-up work	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

(*) The rural/other location are properties in the Arnold area that were actioned in response to complaints received.

Animal management

Table 3 provides a high level summary of animal management activities.

Table 3: Summary of animal management activities

Quarter 1 (1 July 2023 – 30 September 2023)						
Activity	Wandering livestock	Trespassing livestock	Dog attack	Domestic animal at large	Distribution of cat traps	General complaints / other
No. of actions	10	5	1	20	16	38

Table 4 summarises animal management activities that resulted in impoundments, encompassing both domestic animals and livestock.

Table 4: Impoundment activities

Quarter 1 (1 July 2023 – 30 September 2023)				
Animal type	Impoundments	Returned to owners	Animals rehoused	Animals disposed
Livestock	0	0	0	0
Dogs	14	12	1	1 [^]
Cats	11	0	11	0
Feral Animals	-	-	-	37
Total	25	12	12	38

([^]) one dog surrendered was assessed as aggressive and not suitable to be rehoused

Planning Compliance and Enforcement

Table 5 provides a summary of planning compliance and enforcement activities undertaken.

Table 5: Planning compliance and enforcement activities

Quarter 1 (1 July 2023 – 30 September 2023)						
Type	No. identified from previous report period	New action	PIN's	Warning Letter	No. resolved during quarter	No. currently pursuing
Land use in contravention of planning scheme without a permit	8	2	0	0	3	7
Native vegetation removal without a permit	4	1	0	0	3	2
Breach of planning permit	0	0	0	0	0	0
Dog breeding / animal keeping	2	0	0	0	0	2
Land used as a store without planning permit	4	0	0	0	1	3
Occupation of a site without a planning permit	2	0	0	0	0	2
Total	20	3	0	0	7	16

Throughout all of the above compliance activities tabled, the Community Services Department aims to work proactively with property and animal owners to achieve a positive outcome within the legislative framework set by the State Government and Council's Local Law.

COST/BENEFITS

The expenditure for the first quarter of 2023-2024 financial year for the local laws and compliance activities contained within this report is \$63,184, and is within the expected budget expenditure for this period. As the identified properties are escalated through the compliance process, costs associated with legal proceedings may also be incurred by Council.

The resulting cost to Council can be significant in terms of officer(s) time; particularly undertaking various site inspections across Loddon Shire. Direct monetary costs can be significant should a matter progress to the Victorian Civil and Administrative Tribunal (VCAT) or the Magistrates Court. Therefore, it is of benefit to Council and the community that the Community Services Department work through these matters in a timely and respectful manner to reach an appropriate outcome wherever possible.

Benefits derived from investing in local law and planning compliance activities include:

- improving and maintaining township amenity
- ensuring that appropriate development occurs
- maintaining and improving public safety
- encouraging good domestic animal and livestock management
- reduced risks.

RISK ANALYSIS

Failure of Council to adequately manage the provisions associated with the Loddon Planning Scheme, *Planning and Environment Act 1987* or other applicable legislation including the *Domestic Animals Act 1994*, *Impounding of Livestock Act 1994* or Council's Community Local Law is considered to pose the following risks:

- barrier to development and associated economic growth within Loddon Shire
- inappropriate development
- Council's reputation as a regulatory authority
- public safety that endangers life and property
- adverse amenity of our townships
- increased hazards.

CONSULTATION AND ENGAGEMENT

Land and animal owners subject to compliance and enforcement actions under the abovementioned legislation and local laws are consulted with at each stage of the process.

RESOLUTION 2023/122

Moved: Cr Neil Beattie

Seconded: Cr Wendy Murphy

That Council receive and note the Local Laws and Planning Compliance Quarterly Activity Report.

CARRIED

11.3 QUARTERLY REPORT - STATUTORY PLANNING

File Number:**Author:** Louise Johnston, Statutory Planning Coordinator**Authoriser:** Glenn Harvey, Manager Development and Compliance**Attachments:**

1. Applications processed in the Quarter
2. Applications completed in the Quarter

RECOMMENDATION

That Council receive and note the Quarterly Statutory Planning Permit Activity Report for July to September 2023.

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this paper, or involved in the subject matter of the paper.

PREVIOUS COUNCIL DISCUSSION

This is the first report for the 2023- 2024 financial year summarising planning application activities undertaken within the Development and Compliance Department.

BACKGROUND

This report covers the planning permit activity for the previous quarter and provides Council with a high level summary for the purpose of monitoring performance within this area.

Council maintains powers under the *Planning & Environment Act 1987*, which are delegated to Planning Officers. Applications made under these powers may include but are not limited to the following:

- consideration of a planning application for a new use/development
- consideration of an amendment to an existing planning permit
- secondary consent applications (minor changes)
- extensions of time to existing planning permits.

ISSUES/DISCUSSIONPlanning permit activities

A detailed summary of the status of planning permits can be found in Attachments 1 and 2.

Timeframes

The *Planning & Environment Act 1987* requires a 60 day timeframe for the processing of planning applications by councils. The Act details how the 60 days is to be measured following the acceptance of a planning permit application.

Table 1 provides a summary of the average timeframe in which the Development and Compliance Department assessed and issued Planning Permits during the first quarter of the 2023-2024 financial year and compares these against the small to medium regional council's average.

Table 1: Average timeframes for decisions

Quarter 1 of the 2023/2024 financial year				
Month	Average gross days to determine	Median processing days to determine	Completed within 60 days	Rural average completed within 60 days
July	104	43	80%	66%
August	39	29	86%	62%
September	38	34	100%	66%
Total Quarterly average	60	34	89%	65%

During the first quarter of the 2023-2024 financial year 89% of all Planning Permit applications were assessed and issued within the timeframes as set in the *Planning & Environment Act 1987*. This is 24% above the rural average. In addition, the median processing days for Council to make a determination on applications is 30 days, well below the rural average of 74 days, a great result for Council and its planning team.

COST/BENEFITS

The expenditure for the first quarter of 2023-2024 financial year of the statutory planning activities contained within this report is \$49,380

Benefits derived from investing in the planning process managed by the Development and Compliance Department include:

- well managed and appropriate development
- well informed community members who understand the value of planning within local government
- applications processed in a timely manner
- correct implementation of regulations and standards

RISK ANALYSIS

Failure of Council to adequately implement the planning scheme poses the following risks:

- inappropriate development which could endanger life and property
- Council's reputation as a Responsible Authority
- breaches of the *Planning & Environment Act 1987* requiring compliance action.

Insufficient investment in resources in the Development and Compliance Department may result in extended timeframes for the processing of applications.

CONSULTATION AND ENGAGEMENT

The Planning Staff consult with a number of stakeholders on a regular basis including:

- applicants
- surrounding land owners
- regulatory authorities
- other Loddon Shire Council departments
- other municipalities

RESOLUTION 2023/123

Moved: Cr Dan Straub

Seconded: Cr Linda Jungwirth

That Council receive and note the Quarterly Statutory Planning Permit Activity Report for July to September 2023.

CARRIED

11.4 ROAD MANAGEMENT PLAN DEFECT RECTIFICATION COMPLIANCE REPORT

File Number: 14/01/022
Author: Daniel Lloyd, Manager Works
Authoriser: Steven Phillips, Director Operations
Attachments: Nil

RECOMMENDATION

That Council receive and note the road management plan defect rectification compliance report.

CONFLICT OF INTEREST

There is no conflict of interest for any council staff member involved in writing this report, or involved in the subject matter of the report.

PREVIOUS COUNCIL DISCUSSION

This is the first report for the 2023 - 2024 financial year, summarising road network defect rectification compliance against requirements specified within the Loddon Shire Road Management Plan (RMP).

BACKGROUND

This report is produced quarterly and provides statistical data with respect to the Organisation's performance in managing the road network. Performance is measured through a comparison of actual defect rectification timeframes against requirements specified in the RMP.

ISSUES/DISCUSSION

Table 1 below provides a summary of the compliance against the schedule of road and street inspection regimes as set in the RMP.

Table 1: Inspection summary report

Quarter 1 (01/07/2023 – 30/09/2023)						
Work Group	Number of scheduled inspections	Number completed by due date	Number completed after due date	Number not completed	Compliance	Number of Defects Raised
Loddon Plains	127	127	0	0	100.0%	510
Loddon Goldfields	141	140	1	0	99.3%	360
Total	268	267	1	0	99.6%	870

During the first quarter of 2023 - 2024 financial year, 99.6% of the programmed inspections were completed according to the schedule. This is 0.4% below the target of 100% set in the RMP.

Table 2 below provides a summary of compliance of actual response times for rectification works of defects as detailed in the defect intervention levels and response timetables of the RMP. The defects have been identified through programmed inspections, customer requests and works crews identifying and rectifying defects as they find them, known as ad hoc work actions.

Table 2: Defect rectification summary report

Quarter 1 (01/07/2023 – 30/09/2023)								
Work Group	Number of Defects				Compliant with RMP			
	Ad hoc	Requests	Defects from inspections	Total	Yes	No	Not complete	%
Loddon Goldfields	0	17	355	372	340	29	3	91.4%
Loddon Plains	1	17	449	467	466	1	0	99.8%
Shire Wide	0	10	390	400	398	2	0	99.5%
Townscape Services	41	0	25	66	66	0	0	100.0%
Total	42	44	1219	1305	1270	32	3	97.3%

During the first quarter of 2023 - 2024 financial year, 97.3% of all date imposed defects were completed before their due date. This is 2.7% below the target of 100% set in the RMP. There are 3 outstanding work actions to be completed. A plan is in place to complete the outstanding work actions in the next four weeks.

Table 3 provides a summary of performance against the unsealed road maintenance grading program, defects as identified through programed inspections, customer requests and works crews identifying and rectifying defects as they find them, known as ad hoc work actions. The maintenance grading program identifies each road segment by its road hierarchy and grading frequency as detailed in the RMP.

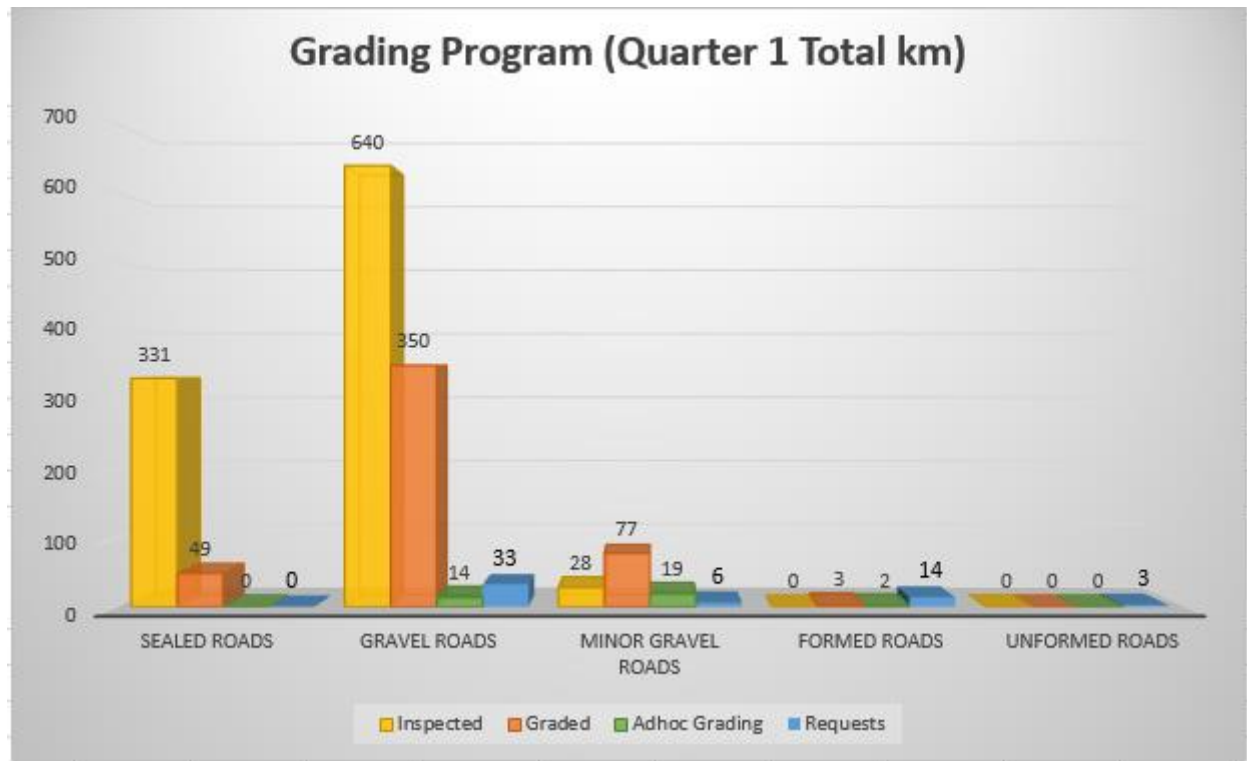
Table 3: Maintenance grading program

Quarter 1 (01/07/2023 – 30/09/2023)											
Work Group	Number of Grading Work Actions					Compliant within scheduled timeframes				KM Graded	KM Inspected
	Roads Graded	Defects	Requests	Ad hoc	Total	Yes	No	Not completed	%		
Loddon Goldfields	116	6	13	0	135	129	6	0	95.6%	246	299
Loddon Plains	91	3	16	0	110	109	1	0	99.1%	327	713
Shire Wide	0	0	2	0	2	2	0	0	100.0%	0.1	0
Total	207	9	31	0	247	240	7	0	97.2%	573	1012

The data in Table 3 indicates that 247 grading work actions were completed for the first quarter of 2023 - 2024 financial year. There is no set level of compliance for the maintenance grading program in the RMP.

A graph has been provided in Chart 1 indicating a breakdown of the grading work actions, by road hierarchy and kilometres. The sealed roads section relates to shoulder grading work actions on the Sealed Road network. The gravel road section includes all grading work actions on Gravel Collector and Gravel Access roads. The Gravel Minor and the Formed Road sections relate directly to Council's road hierarchy and show all grading work action on roads within that hierarchy.

Chart 1: Maintenance Grading Program



COST/BENEFITS

The year to date actual expenditure to the end of first quarter of 2023 - 2024 financial year of the Local Road Maintenance Program is \$2,262,357.

The benefits to the community in complying with the RMP are that it ensures a safe road network.

RISK ANALYSIS

Repairing 100% of all date imposed defects before their due date limits Council’s liability for any claims for damage made against Council.

CONSULTATION AND ENGAGEMENT

No internal or external consultation is required in the formation of this report.

RESOLUTION 2023/124

Moved: Cr Wendy Murphy
 Seconded: Cr Neil Beattie

That Council receive and note the road management plan defect rectification compliance report.

CARRIED

11.5 UPDATE ON THE PROGRESS OF THE ANNUAL INFRASTRUCTURE PROGRAM 2023-2024 AND FLOOD RESTORATION PROGRAM

File Number: FOL/19/432644
 Author: David Southcombe, Manager Assets and Infrastructure
 Authoriser: Steven Phillips, Director Operations
 Attachments: 1. Annual Infrastructure Program 2023 - 2024
 2. Flood Program 2022 - 2025

RECOMMENDATION

That Council note the update on progress of the Annual Infrastructure Program 2023-2024 and Flood Restoration Program as of September 2023.

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this paper, or involved in the subject matter of the paper.

PREVIOUS COUNCIL DISCUSSION

The Annual Infrastructure Program was presented at the June 2023 Council Meeting.

BACKGROUND

This report is produced quarterly and is provided to Council for the purpose of reporting progress of the Annual Infrastructure Program and the Flood Restoration Program. The information in this report covers progress up until the end of September 2023.

ISSUES/DISCUSSION

Annual Infrastructure Program

There are currently 101 individual projects, including carryovers from previous financial years that form part of the Annual Infrastructure Program 2023-2024. Six projects have been completed and 21 projects are in progress. Table 1 provides a progress summary for the first quarter of the 2023–2024 financial year of the Annual Infrastructure Program.

Table 1: Annual Infrastructure Program progress

Program Category	Total number of projects listed in Annual Infrastructure Program 2017 - 2018	Total number of projects carried over from previous year(s)	Total number of projects	Total number of projects completed to date	Total number of projects in progress	% Complete
Local Roads Gravel Resheet	6	3	9	0	2	0%
Local Roads Gravel Shoulder Resheet	3	0	3	0	2	0%
Local Road Construction - Asset Preservation	0	2	2	0	1	0%

Program Category	Total number of projects listed in Annual Infrastructure Program 2017 - 2018	Total number of projects carried over from previous year(s)	Total number of projects	Total number of projects completed to date	Total number of projects in progress	% Complete
Local Road Construction – Amenity	1	0	1	0	0	0%
Local Road Construction - Safety	0	1	1	0	1	0%
Township Street Improvement	3	6	9	2	3	22%
Local Bridges and Culverts	4	4	8	0	5	0%
Reseals	36	0	36	0	0	0%
Parks and Gardens	4	3	7	1	3	14%
Buildings	9	9	18	3	8	16%
Major Projects	0	7	7	0	7	0%
TOTAL	66	35	101	6	21	6%

Progress has been slow during the first quarter as Council crews have been waiting for the delivery of four new cartage trucks that are critical to support our resheeting and reconstruction programs. These new truck were delivered in November and works have now begun in earnest. Other items are delayed while work goes into developing detailed designs, contract specifications and procurement process. There is 20% of the program that is underway with works on the ground progressing.

Attachment 1 contains a detailed list of projects that forms the Annual Infrastructure Program.

Flood Restoration Program

Inspections following the October 2022 flood event initially identified approximately 1,200 items of damage. This data has now been audited and any double ups, errors and non-Council assets have been removed. The remaining list totals 992 items of damage which Council officers are in the process of rectifying, scoping, identifying required treatments, and delivering projects to address the damages. All packages of work to rectify the damages require submission to the Disaster Recovery Funding Arrangements (DRFA) for assessment by March 2024. The Flood Restoration program works must be completed by June 2025.

Officers are working with the Department of Transport and Planning DRFA assessors on approvals for further packages of works. This process is detailed and requires significant amounts of information.

Table 2 provides a summary of progress for the Flood Restoration Program.

Table 2: Flood Restoration Program summary

Treatment category	Total number of damages recorded	Total number of damages rectified	Number of damage rectifications currently seeking approval	Number of damage rectifications in progress	% Complete
Unsealed pavements	531	64	22	6	12%
Sealed pavements	215	7	33	0	3%

Treatment category	Total number of damages recorded	Total number of damages rectified	Number of damage rectifications currently seeking approval	Number of damage rectifications in progress	% Complete
Clearing and earthworks	9	0	0	0	0%
Road furniture and delineation	1	0	0	0	0%
Drainage structures	230	13	0	0	6%
Others	6	0	0	0	0%
Total	992	84	55	0	8.5%

To assist Council with cash flow it has received advance payments from the State Governments through its Natural Disaster Financial Assistance program totalling \$3,503,102. Attachment 2 summarises the reimbursement claims for works so far (October 2022 to now) in both, event response and restoration of essential public assets. To date Council has expended \$4,624,189 with \$113,021 reimbursed through the DRFA program. As works progress further claims for reimbursement will be added.

There are several non-essential public assets that were damaged during the October Flood event, these have been summarised in Table 3. The approximate value of the works listed in Table 3 is \$2.8 Million.

Table 3 Insurance items

Item	Asset Owner	Activity	Comments
Newbridge Recreation Reserve	DEECA	100%	
Bridgewater Caravan Park	Council	95%	Works complete, waiting on final inspection.
Durham Ox Hall	DEECA	100%	
Fentons Creek Hall	DEECA	20%	Cash settlement has been paid, CoM delivering the works.
Miscellaneous assets	Council	80%	Mix of minor assets on the Loddon River.

Council has also received State Government funding to assist with flood restoration through the Council Flood Support Fund. Several projects have been funded by this program, Table 4 summarises their progress.

Item	Activity	Comments
Emergency repairs to Skinners Flat Reservoir	Completed – 100%	
Repairs to river side walking tracks	Not yet started	
Lake Lyndger outflow doors	Completed – 100%	
Hydrographical survey of the Loddon River at Bridgewater	Completed – 100%	

Item	Activity	Comments
Bridgewater boat ramp repairs	Completed – 100%	
Bridgewater Swimming Hole pontoon	Under construction	Plan for installation in December
Skidders Flat Reservoir Flood damage remediation detailed engineering design	Not yet started	
Remediation works to Nardoo Creek in Wedderburn Township, Reef Street and Tantalla Street	Not yet started	

COST/BENEFITS

The Annual Infrastructure Program expenditure in the first quarter of the 2023–2024 financial year was \$2,243,771. Attachment 1 lists all projects in the program which have an allocated budget of \$16,440,307 for the 2023-2024 financial year.

The Roads to Recovery and Local Roads and Community Infrastructure Program (LRCIP) Phases 1, 2, and 3 require constructed for projects funded under these programs to be completed by June 30, 2024. Underspend from these projects is currently being reallocated to new projects. Council will be updated of new and/or allocation changes in this and future quarterly reports.

Council officers are currently seeking approval from the LRCIP to reallocate \$1,235,792 of funding from Phases 1, 2, and 3 to undertake a new project to reconstruct 2.5km of Pyramid Yarraberb Rd. Progress on this reallocation will be provided as part of the next quarterly report.

A Local Rural Gravel Road project LRG323275 Unnamed road Laanecoorie between Guiney St and Cairns Rd requires additional funds to complete. Culvert works are required as part of the project which were not included in the original scope. The existing allocation for this project is \$13,665, it is proposed to increase the allocation to \$45,000 to allow the completion of this project. The increase in allocation will be funded from underspend in the Commonwealth Roads to Recovery Program.

Expenditure in the first quarter of the 2023-2024 financial year for the Flood Restoration Program was \$1,615,044. A package of Immediate Restoration Works (IRW) was completed in the first quarter of 2023-2024, while the last IRW another package was in progress. Details of the entire program from commencement in 2022 can be found in Attachment 2.

RISK ANALYSIS

The DRFA has not informed Council of the funding methodology to be adopted in regards to resheet gravel depths. Council will be required to fund the gap between the cost of undertaking a 100mm gravel resheet versus the amount funded by the DRFA.

Long term rectification of the reservoir wall and spillway at Skidders Flat is not funded and is not eligible for funding under the DRFA. This work is also likely to be beyond the financial capacity of Council without significant financial assistance from State and/or Federal governments. Council has funded design of this work and a detailed costing will be prepared in accordance with that design for further discussion with Council. In the interim, a range of risk management and monitoring processes are in place to minimise risk.

CONSULTATION AND ENGAGEMENT

The report has been completed in consultation with officers from the Works, Community Support, Manager Governance and Finance departments and other external government agencies.

RESOLUTION 2023/125

Moved: Cr Dan Straub
Seconded: Cr Neil Beattie

That Council note the update on progress of the Annual Infrastructure Program 2023-2024 and Flood Restoration Program as of September 2023.

CARRIED

12 COMPLIANCE REPORTS

12.1 COMMUNITY ASSET COMMITTEE MEMBERSHIP - 2022/23

File Number: FOL/20/7622

Author: Lisa Clue, Manager Governance

Authoriser: Daniel Hirth, Acting Director Corporate

Attachments: Nil

RECOMMENDATION

That Council appoints members as listed in this report to the following Loddon Shire Council Community Asset Committees:

- Boort Aerodrome
- Boort Memorial Hall
- Boort Park
- Campbells Forrest Hall
- Donaldson Park
- East Loddon Community Centre
- Hard Hill Tourist Reserve
- Inglewood Community Elderly Persons Units
- Inglewood Community Sports Centre
- Inglewood Town Hall Hub
- Korong Vale Mechanics Hall
- Korong Vale Sports Centre
- Little Lake Boort
- Pyramid Hill Memorial Hall
- Wedderburn Community Centre
- Wedderburn Engine Park and Market Square Reserve
- Wedderburn Mechanics and Literary Institute Hall
- Yando Public Hall

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.

PREVIOUS COUNCIL DISCUSSION

Council last appointed members to the Community Asset Committees in November 2022 and February 2023.

BACKGROUND

The Local Government Act 2020 (the Act) provides for the establishment of, and appointment of members to Community Asset Committees for the purpose of management community assets in the municipal district. The Act further provides for the CEO to delegate certain powers, duties and functions of the Council to members of its Community Asset Committees.

Each Community Asset Committee Instrument of Delegation requires the Committee to nominate members to be formally appointed by Council for a one year term.

ISSUES/DISCUSSION

Community Asset Committees listed in this report have conducted Annual Meetings. Via provision of Minutes and online reporting, Committee membership nominations for appointment by Council for 2023/24 were advised as follows:

Name	Position
Boort Aerodrome	
Peter Eicher	Chair/Secretary
Vacant	Deputy Chair
Jamie Whitmore	Treasurer
Ken Loader	Airport reporting officer
Ray Stomann	Booking officer
Adam Wright	Committee Member
Dick Lanyon	Committee Member
Geoff Boutcher	Committee Member
Boort Memorial Hall	
Ian Potter	Chair
Neil Gardner	Deputy Chair
Narelle Vernon	Secretary
Marj Potter	Treasurer
Cindy Brown	Booking officer
Alan Stringer	Committee Member
Annie Meadows	Committee Member
Bradley Haw	Committee Member
Gail Zanker	Committee Member
Isobel Loader	Committee Member
John Vernon	Committee Member
Judy Parker	Committee Member
Ken C Loader	Committee Member
Kevin Sutton	Committee Member
Paul Haw	Committee Member
Boort Park	
Neil Beattie	Chair
Kelly Henderson	Deputy Chair
Karen Coutts	Secretary/Treasurer
Sharon Pickering	Booking officer
Alister Knight	Committee Member

Name	Position
Boort Park (continued)	
Gordon Parker	Committee Member
Jacque Verley	Committee Member
Kane Arnold	Committee Member
Marjory Potter	Committee Member
Ray Stomann	Committee Member
Campbell's Forest Hall	
Shaun Cattanach	Chair
Don Wilson	Deputy Chair
Fred Shea	Secretary
Gaye Larson	Treasurer
Glenda Wilson	Booking Officer
Garry Davis	Committee Member
Janine Cornish	Committee Member
Rae Broadbent	Committee Member
Robyn Shea	Committee Member
Toni Shea	Committee Member
Donaldson Park	
Gavan Holt	Chair
Bruce Hargreaves	Deputy Chair
Jon Chandler	Secretary/ Treasurer
Laurie Whitham	Committee Member
Lance Stanfield	Committee Member
Danny Forrest	Committee Member
Tom Nisbet	Committee Member
Peter McHugh	Committee Member
Maddison Postle	Committee Member
Alex Holt	Committee Member
Andrew Caserta	Committee Member
Jake Hayes	Committee Member
Julie Benaim	Committee Member
Sharyn Lockhart	Committee Member
Trudie Van de Wetering	Committee Member
East Loddon Community Centre	
Phil Hercus	Chair
Nadine Ray	Deputy Chair
Heather Atkinson	Secretary / Treasurer
Ann Meadows	Booking officer
Elizabeth Verley	Committee Member
Helen O'Donoghue	Committee Member
Marg Gledhill	Committee Member
Peta Lorenz	Committee Member

Name	Position
Hard Hill Tourist Reserve	
Karen Fazzani	Chair / Treasurer
Robyn Vella	Deputy Chair
Wendy Luttgens	Booking officer
Amber King	Secretary
Craig Fuller	Committee Member
Greg Canfield	Committee Member
Jude Raftis	Committee Member
Murray Smyth	Committee Member
Rob Guelfo	Committee Member
Ross Currie	Committee Member
Trevor Bailey	Committee Member
Trevor Pleydell	Committee Member
Warren Smith	Committee Member
Inglewood Community Elderly Persons Units	
Robert Condliffe	Chair
Cassandra Van de Ven	Secretary
Trevor Puckey	Treasurer
Colleen Condliffe	Committee Member
Dallas Coghill	Committee Member
Frank Stoel	Committee Member
Deb Coon	Committee Member
Inglewood Community Sports Centre	
Tim Birthisel	Chair
Andrew Nevins	Secretary / Treasurer
Leigh Lamprell	Deputy Chair
Colleen Condliffe	Booking Officer
Alan Last	Committee Member
Cindy Gould	Committee Member
Dallas Coghill	Committee Member
Gordon McNaughton	Committee Member
Suzie Birthisel	Committee Member
Tony Noonan	Committee Member
Chris Cohalan	Committee Member
Helen Canfield	Committee Member

Name	Position
Inglewood Town Hall Hub	
Enzo Scafati	Chair
Brian Rodwell	Deputy Chair
Kirsten Ward	Secretary
Lisa Calandro	Treasurer
Louise Bewley	Booking officer
Colleen Condliffe	Committee Member
Diana Zhangda	Committee Member
Kim Doherty	Committee Member
Pauline Wellman	Committee Member
Korong Vale Mechanics Hall	
Glenda Brooker	Chair
Darren Quigley	Secretary
Lyn Chapman	Treasurer
Lisa Hoherfels	Booking Officer
David McTaggart	Committee Member
Heather Charry	Committee Member
John Charry	Committee Member
Rhonda McTaggart	Committee Member
Rita Tosch	Committee Member
Robert Chapman	Committee Member
Korong Vale Sports Centre	
Joan Earl	Chair / booking officer
Robert Day	Deputy chair
Faye Day	Secretary/ Treasurer
Andrew Day	Committee Member
John Murnane	Committee Member
Judy Matthews	Committee Member
Peter Gibson	Committee Member
Little Lake Boort	
Neil Beattie	Chair/ Booking officer
Doug Aldrich	Deputy Chair
Stacey Streader	Secretary
Raymond Stomann	Treasurer
Paul Haw	Booking Officer
Barry Barnes	Committee Member
Guy Contarino	Committee Member
John Nelson	Committee Member
Kevin Sutton	Committee Member
Luke Stomann	Committee Member

Name	Position
Little Lake Boort – (continued)	
Murray Chalmers	Committee Member
Rod Stringer	Committee Member
Tim James	Committee Member
Wendy James	Committee Member
Pyramid Hill Memorial Hall	
Andrew Scott	Chair
Bill Quinn	Deputy Chair
Jean Mann	Secretary
Carolyn Ryan	Treasurer
Raeleen Fletcher	Booking officer
Adam Caspani	Committee Member
Allan Mann	Committee Member
Betty Mann	Committee Member
Cheryl McKinnon	Committee Member
Jan Vincent	Committee Member
Kate Wood	Committee Member
Sherrie Gumley	Committee Member
Wedderburn Community Centre	
Dallas Coghill	Chair
Kara Mamouny-Brown	Secretary
Coralie Lockhart	Treasurer
Marg Van Veen	Booking officer
Richard Stephenson	Committee Member
Wedderburn Engine Park and Market Square Reserve	
Bruce Hargreaves	Chair
Neville White	Deputy Chair
Gary Roberts	Secretary
Trevor Bailey	Treasurer
Barry Finch	Committee Member
Ian Gould	Committee Member
Jeff Rogers	Committee Member
Jordan Hargreaves	Committee Member
Ken Hunt	Committee Member
Roy Man	Committee Member

Name	Position
Wedderburn Mechanics and Literary Institute Hall	
Robert Steel	Chair
Jon Chandler	Deputy Chair
Dede Williams	Secretary
Julie Ritchie	Booking Officer
Coralie Lockhart	Treasurer
Barry Finch	Committee Member
Jeff Loone	Committee Member
Joan Bartlett	Committee Member
Peter Zubov	Committee Member
Yando Public Hall	
Anna Beamish	Chair
Ashley Gawne	Deputy Chair
Rosalyn Gawne	Secretary /Treasurer
Bradley Haw	Booking officer
Amanda Whykes	Committee Member
Craig Slatter	Committee Member
Damien Lanyon	Committee Member
Emma Gawne	Committee Member
Paul Haw	Committee Member

COST/BENEFITS

Community Asset Committees provide an opportunity for community members to play a key role in assisting Council with the management and maintenance of a number of important facilities within the Loddon Shire, for the benefit of their local community. Without this group of valued volunteers, Loddon Shire would not be able to resource the number and quality of facilities within the municipality.

RISK ANALYSIS

Risks associated with Community Asset Committee member management of Council facilities are mitigated as much as possible through the Instruments of Delegation including clause 7.3 which provides for the removal or refusal of a member or members.

Without these Community Asset Committees it would not be possible for Loddon Shire to resource the number or quality of facilities currently offered. There is a risk that if Council is not able to recruit and retain volunteers, the level of service provided to the community may decline.

CONSULTATION AND ENGAGEMENT

Reporting by Community Asset Committees to Council, including nominated members occurs through an online portal, with support provided by Council Officers as required.

RESOLUTION 2023/126

Moved: Cr Linda Jungwirth

Seconded: Cr Wendy Murphy

That Council appoints members as listed in this report to the following Loddon Shire Council Community Asset Committees:

- Boort Aerodrome
- Boort Memorial Hall
- Boort Park
- Campbells Forrest Hall
- Donaldson Park
- East Loddon Community Centre
- Hard Hill Tourist Reserve
- Inglewood Community Elderly Persons Units
- Inglewood Community Sports Centre
- Inglewood Town Hall Hub
- Korong Vale Mechanics Hall
- Korong Vale Sports Centre
- Little Lake Boort
- Pyramid Hill Memorial Hall
- Wedderburn Community Centre
- Wedderburn Engine Park and Market Square Reserve
- Wedderburn Mechanics and Literary Institute Hall
- Yando Public Hall

CARRIED

12.2 AUDIT AND RISK COMMITTEE UPDATE

File Number:

Author: Lisa Clue, Manager Governance

Authoriser: Lincoln Fitzgerald, Chief Executive Officer

Attachments: 1. Audit and Risk Committee - Biannual Report - November 2023

RECOMMENDATION

That Council receives and notes the:

1. Audit and Risk Committee - Biannual Report - November 2023, and
2. Summary of Audit and Risk Committee Meeting - 13 November 2023.

CONFLICT OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.

PREVIOUS COUNCIL DISCUSSION

BIANNUAL REPORT

A biannual report from the Audit and Risk Committee (ARC) is a requirement of the Act. Council received the previous report at its May 2023 meeting.

SUMMARY OF MEETING

Council most recently received an update on a Loddon Shire Council ARC meeting at its August 2023 meeting.

BACKGROUND

Pursuant to Section 53 of the Act, Loddon Shire Council has established the ARC to support it in discharging its oversight responsibilities related to financial and performance reporting, risk management, fraud prevention systems and control, maintenance of a sound internal control environment, assurance activities including internal and external audit, and Council's performance with regard to compliance with its policies and legislative and regulatory requirements. This report includes the following ARC legislative and regulatory requirements:

BIANNUAL REPORT

Under Section 54(5) of the Act:

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

SUMMARY OF MEETING

Section 9 of the ARC Charter states:

'A summary of each ARC meeting will be reported at the next meeting of the Council.'

ISSUES/DISCUSSION**BIANNUAL REPORT**

The biannual report encompasses the activities of the ARC for the April 2023 to October 2023 period and is attached to this Agenda report.

The Biannual report includes details on ARC membership, meetings, governance, remuneration, internal audit plan, assessment against the Committee Charter, and focus for the next reporting period.

SUMMARY OF MEETING

Below is a summary of the ARC meeting held on Monday, 13 November 2023 in the Loddon Shire Council Chambers.

Member attendees:

Rod Baker – Independent Member – Chair
 Rachelle Tippett – Independent Member
 Marg Allan – Independent Member
 Cr Gavan Holt – Councillor Representative

Officer attendees:

Lincoln Fitzgerald – Chief Executive Officer
 Amanda Wilson – Director Corporate
 Lisa Clue – Manager Governance
 Tracy Hunt – Governance Coordinator
 Michelle Hargreaves – Administration Officer Governance
 Deanne Caserta – Manager Financial Services

Other attendees:

Brad Ead – AFS & Associates

Apologies:

Rod Poxon – Independent Member and Mahesh Silva (RSD Audit)

The following matters were considered by the ARC at the meeting:

Report	Discussion points
Review status of actions generated during ARC meetings	1. The ARC discussed the status of actions arising from both decision and compliance reports as well as those requested by members during the course of the August 2023 meeting, including those that have been acted upon and those that are progressing. The ARC acknowledged the action related to gifts is deemed complete and noted the Strategic Risk Review will now be presented to the ARC when it next meets in February.
Internal audit risk assessment and proposed Strategic Internal Audit Program	The ARC considered and subsequently endorsed the Internal Audit Risk Assessment and Strategic Internal Audit Program 2023-26, developed following fieldwork undertaken by AFS & Associates during August and September.

Report	Discussion points
Review of internal control environment against Council's governing principles	<p>The ARC received and noted a report on:</p> <ul style="list-style-type: none"> • Council plans and strategies that align with and support the overarching governance principles contained within section 9 of the Local Government Act 2020; and • Council policies in place to support legislative compliance, achieving the objectives of the Council Plan and other strategic documents, and to manage risk.
Audit and Risk Committee Biannual Report	The ARC considered and subsequently endorsed the ARC Biannual Report – November 2023, reporting on the activities and compliance requirements of the Committee for the reporting period April 2023 to October 2023.
Internal Audit Report – Emergency Management	The ARC considered and subsequently endorsed the Internal Audit Report – Emergency Management and accepted the five recommended actions contained within the report, with one requested risk rating change.
2022/23 End of Financial Year Variance Analysis	The ARC received and noted the 2022/23 End of Financial Year Variance Analysis detailing results and closing off the 2022/23 financial year.
Annual Review of Performance of External Auditor	The ARC received and noted a report on the performance of the external auditors, RSD Audit relevant to the conduct of the 2022/23 financial audit.
Ensure that management responses to audit findings are appropriate and timely	The ARC received and noted a report on three actions outstanding in relation to external audit findings.
Quarterly review of finance reports and performance reports	The ARC received and noted the Finance Report for the quarter ending 30 September 2023 that included information relating to budget variations, cash, investments, interest, debtors and creditors and a comparison of year-to-date actual results to year-to-date budget.
Review reimbursement of Councillors expenses	The ARC received, and subsequently noted a report on Councillor expenses, including allowances and reimbursements; and comparative quarterly data.
Review of key policies	The ARC received an update on the review status of key strategic documents and policies that provide a sound internal control environment, noting the review of ten documents are well progressed.

Report	Discussion points
Review systems and processes to monitor compliance with legislation and regulations	The ARC received a report detailing systems and processes that exist across Council to identify legislative and regulatory obligations and monitor compliance noting that those systems and processes have been assessed as appropriate to monitor compliance, inform staff of the compliance obligations and to manage instances of non-compliance.
Review of risk management documents	The ARC considered and subsequently endorsed the reviewed Risk Management Policy v7, Risk Appetite Statement v2, Risk Management Framework v4 and Risk Implementation Plan v2 ahead of their presentation to a future Council for formal adoption.
Risk Management Implementation Plan Progress Report	The ARC received an update on the status of 22 actions included in the Risk Management Implementation Plan, including 7 actions deemed complete, 5 actions that have commenced and 10 actions that have not yet commenced.
Review progress by management on open audit recommendations	The ARC received a report on the status of actions from past internal audits noting actions completed since the last report, and actions that are progressing towards completion.
Industry Update: Regulatory and integrity agency findings relevant to Local Government	The ARC received and noted an update from AFS & Associates on examinations and investigations undertaken by regulatory and integrity agencies, and their findings, relevant to the local government sector.
Report on new and emerging risks and fraud related incidents	The ARC received and noted a report from Council's CEO on emerging risks and fraud related incidents including those relating to information technology, unethical behaviour, financial risk and reputation risk. The report included an update on the financial impact of the October 2022 flood event and Council's Road Maintenance contract with the Department of Transport and Planning.
Update on matters referred by Councillor representative	The ARC received and noted a verbal update from the Committee's Councillor representative, Cr Holt, including discussion on Councillors attendance at meetings from time to time as observers.
General Business	The ARC acknowledged and thanked Director Corporate, Amanda Wilson for her contribution to the Committee and Council during her time at Loddon.

COST/BENEFITS

This report provides Council with oversight of the work of the ARC, providing a level of surety that services are undertaken efficiently and effectively.

There are no costs associated with development of this report, however there are costs associated with undertaking regular internal and external auditing of Council activities, provided for in Council's approved budget.

RISK ANALYSIS

The ARC has risk management oversight for the Council and monitors, reviews, endorses and advises Council on the matters as set out in the Charter.

CONSULTATION AND ENGAGEMENT**BIANNUAL REPORT**

Relevant officers were consulted in the preparation of the ARC Biannual Report - November 2023. The report was endorsed by the Audit and Risk Committee at the 13 November 2023 meeting.

SUMMARY OF MEETING

Officers involved in the conduct of the ARC meeting were consulted in the preparation of this report.

RESOLUTION 2023/127

Moved: Cr Linda Jungwirth

Seconded: Cr Dan Straub)

That Council receives and notes the:

1. Audit and Risk Committee - Biannual Report - November 2023, and
2. Summary of Audit and Risk Committee Meeting - 13 November 2023.

CARRIED

13 URGENT BUSINESS

Nil

14 CONFIDENTIAL ITEMS**RECOMMENDATION**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 66(1) and 66(2)(a) of the Local Government Act 2020:

14.1 Pyramid Hill Community Centre Redevelopment

This matter is considered to be confidential under Section 3(1)(a) and (g(ii)) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released and private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

Pursuant to section 66(5)(b) of the Local Government Act 2020, if released the information to be received, discussed or considered in relation to this agenda item, may prejudice the commercial position of Council and/or disadvantage a private business, as various negotiations remain pending.

14.2 First Right of Refusal - 2 St Arnaud Road, Wedderburn

This matter is considered to be confidential under Section 89(2)((d)), ((e)) and ((h)) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with contractual matters, proposed developments and Any other matter which the Council or special committee considers would prejudice the Council or any person

RESOLUTION 2023/128

Moved: Cr Neil Beattie
Seconded: Cr Dan Straub)

That the meeting be closed to the public in accordance with Section 66(1) and 66(2) of the Local Government Act 2020 while Council considers Agenda items:

- 14.1 – Pyramid Hill Community Centre Redevelopment; and
- 14.2 – First Right of Refusal – 2 St Arnaud Road, Wedderburn.

CARRIED

14.1 PYRAMID HILL COMMUNITY CENTRE REDEVELOPMENT**RESOLUTION 2023/129**

Moved: Cr Dan Straub

Seconded: Cr Neil Beattie

That Council;

- (a) award Contract C573 – Construction of Pyramid Hill Community Centre Redevelopment, separable portion A (Stage 1);
- (b) authorise the Chief Executive Officer to undertake the necessary administrative actions to complete the Contract documents;
- (c) authorise the Chief Executive Officer to approve expenditure associated with the project within the total funding approved by Council;
- (d) approve the release of funds from the Terrick Ward strategic fund to form part of the project budget enabling commencement of separable portion A; and
- (e) Subject to separable portion B successfully securing sufficient funding, authorise the Chief Executive Officer to award Contract C573 – Construction of Pyramid Hill Community Centre Redevelopment, separable portion B (Stages 2 and 3) to Searle Bros.

CARRIED

14.2 FIRST RIGHT OF REFUSAL - 2 ST ARNAUD ROAD, WEDDERBURN**RESOLUTION 2023/130**

Moved: Cr Linda Jungwirth

Seconded: Cr Wendy Murphy

That Council:

1. purchase the former Wedderburn Police Station at 2 St Arnaud Road, Wedderburn;
2. fund the purchase from the Land and Buildings Reserve;
3. authorise the Chief Executive Officer to negotiate a final purchase price within the valuation range; and
4. following settlement of the 2 St Arnaud Road property, authorise the Chief Executive Officer to dispose of the Council owned property at 26 High Street, Wedderburn, with proceeds to be returned to the Land and Buildings Reserve.

CARRIED

NEXT MEETING

The next Meeting of Council will be held on 12 December 2023 at Wedderburn commencing at 3.00pm.

There being no further business the meeting was closed at 4.20 pm .

Confirmed this.....day of..... 2023

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CHAIRPERSON