



Date: Tuesday, 23 August 2022
Time: 3pm
Location: Loddon Shire Council Chambers, Wedderburn

MINUTES

Council Meeting

23 August 2022

**MINUTES OF LODDON SHIRE COUNCIL
COUNCIL MEETING
HELD AT THE LODDON SHIRE COUNCIL CHAMBERS, WEDDERBURN
ON TUESDAY, 23 AUGUST 2022 AT 3PM**

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

IN ATTENDANCE: Lincoln Fitzgerald (Chief Executive Officer), Wendy Gladman (Director Community Wellbeing), Steven Phillips (Director Operations), Amanda Wilson (Director Corporate), Christine Coombes (Acting Manager Executive and Commercial Services) and Lisa Clue (Manager Governance)

1 OPENING AFFIRMATION

“We, the Councillors of the Loddon Shire, declare that we will carry out our duties in the best interests of the community, and through collective leadership will maintain the highest standards of good governance.”

2 ACKNOWLEDGEMENT OF COUNTRY

“The Loddon Shire Council acknowledges the Traditional Custodians of the land on which we are gathered and pays its respects to their Elders both past and present.”

3 APOLOGIES

Cr Gavan Holt

4 DECLARATIONS OF CONFLICT OF INTEREST

Nil

5 PREVIOUS MINUTES**5.1 CONFIRMATION OF MINUTES****File Number:** 02/01/001**Author:** Christine Coombes, Executive and Commercial Services Officer**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**RECOMMENDATION**

That Council confirm:

1. The minutes of the Council Briefing of 26 July 2022.
2. The minutes of the Council Meeting of 26 July 2022.
3. The minutes of the Confidential Council Meeting of 26 July 2022.
4. The minutes of the Council Forum 9 August 2022.

REPORT

Seeking approval of the unconfirmed minutes of the previous meetings.

RESOLUTION 2022/88

Moved: Cr Wendy Murphy

Seconded: Cr Linda Jungwirth

That Council confirm:

1. The minutes of the Council Briefing of 26 July 2022.
2. The minutes of the Council Meeting of 26 July 2022.
3. The minutes of the Confidential Council Meeting of 26 July 2022.
4. The minutes of the Council Forum 9 August 2022.

CARRIED

6 ADVISORY MEETINGS**6.1 RECORD OF ADVISORY MEETINGS****File Number: 02/01/001****Author: Christine Coombes, Acting Manager Executive and Commercial Services****Authoriser: Lincoln Fitzgerald, Chief Executive Officer****RECOMMENDATION**

That Council note the record of the following advisory meetings :

1. Council Briefing 26 July 2022.
2. Council Forum 9 August 2022.

In accordance with Clause 51 of Council's Governance Rules, records of Councillor Briefings and Forums must be reported to the next Council Meeting and confirmed in the minutes.

The records are therefore presented for Council's noting.

Meeting details	Briefing
Date	26 July 2022
Councillor Attendees	Cr Beattie Cr Holt Cr Jungwirth Cr Murphy Cr Straub
Staff/Stakeholder representatives	Lincoln Fitzgerald, Chief Executive Officer Wendy Gladman, Director Community Wellbeing Steven Phillips, Director Operations Amanda Wilson, Director Corporate Christine Coombes, Acting Manager Executive and Commercial Services Glenn Harvey, Manager Development and Compliance Louise Johnston, Statutory Planning Coordinator ASU representative Aged Care consultant
Items discussed.	1. Planning application 5711 2. Aged Care Transition Presentations 3. General business: <ul style="list-style-type: none"> • Building Asset Management Plan
Conflict of Interest Disclosures - Councillor/officer making disclosure	Nil
Councillor/officer left room	

Meeting details	Forum
Date	9 August 2022
Councillor Attendees	Cr Beattie Cr Jungwirth Cr Murphy Cr Straub
Staff/Stakeholder representatives	Lincoln Fitzgerald, Chief Executive Officer Wendy Gladman, Director Community Wellbeing Steven Phillips, Director Operations Amanda Wilson, Director Corporate Christine Coombes, Acting Manager Executive and Commercial Services Assets and Infrastructure team members Paul Scullie, Acting Manager Community Support
Items discussed.	<ol style="list-style-type: none"> 1. Introduction to Assets and Infrastructure 2. 2022-2023 Community Grants – Group 2 3. Community Grants Guidelines 4. Aged Care Transition discussion 5. General business: <ul style="list-style-type: none"> • ALGWA 2024 • Officer in charge at Wedderburn Police Station • ABC report of elevated lead poisoning in ducks on the Serpentine Creek • Request for an Ambulance Victoria shelter at Durham Ox • VNI West PADR • Passing of the Mayor of Northern Grampians Shire Council
Conflict of Interest Disclosures - Councillor/officer making disclosure	Nil
Councillor/officer left room	

RESOLUTION 2022/89

Moved: Cr Linda Jungwirth

Seconded: Cr Neil Beattie

That Council note the record of the following advisory meetings :

1. Council Briefing 26 July 2022.
2. Council Forum 9 August 2022.

CARRIED

7 REVIEW OF ACTION SHEET

7.1 REVIEW OF ACTIONS

File Number: 02/01/002

Author: Christine Coombes, Executive and Commercial Services Officer

Authoriser: Lincoln Fitzgerald, Chief Executive Officer

RECOMMENDATION

That Council receive and note the action sheet.

REPORT

Refer attachment to Meeting Agenda.

RESOLUTION 2022/90

Moved: Cr Neil Beattie

Seconded: Cr Wendy Murphy

That Council receive and note the action sheet.

CARRIED

8 MAYORAL REPORT**8.1 MAYORAL REPORT****File Number:** 02/01/001**Author:** Christine Coombes, Acting Manager Executive and Commercial Services**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**RECOMMENDATION**

That Council receive and note the Mayoral Report

REPORT

The Mayor presented a verbal report to the meeting.

Cr Straub

Loddon Campaspe Councils	
Last meeting was held 12 August 2022.	
Murray River Group of Councils	
Last meeting was held 22 July 2022.	
North Central Goldfields Regional Library	
Last meeting 29 July 2022.	
North Central Local Learning and Employment Network	
Meetings were recently held 10 August, 16 August and 17 August 2022.	
Rural Councils Victoria	
Section 65 Community Asset Committees:	
East Loddon Community Centre Community Asset Committee	
Pyramid Hill Memorial Hall Community Asset Committee	
Other Council activities	
DATE	Activity
26.07.2022	Council Briefing, Citizenship Ceremony and Council meeting

29.07.2022	North Central Goldfields Regional Library Board meeting. Discussion around Draft Library Plan and Annual Report. Also noted financial reports
02.08.2022	East Loddon Lions Club Dinner where I presented Helen O'Donoghue with her Australia Day Community Service Award
07.08.2022	Attended Lions Junior Pubic Speaking competition in Cohuna. Four students from the Terrick Ward spoke on the day - East Loddon P-12 students Talia Smith and Paige Sith and Pyramid Hill College students Elsie Poole and Thomas Hercott. Talia won the 3/4 section and will move on to the next round
08.08.2022	Buloke Loddon Gannawarra (BLG) Local Health and Community Services celebration in Kerang Health Needs Analysis Implementation Plan
09.08.2022	Council Forum
10.08.2022	North Central LLEN FAR Committee meeting
11.08.2022	CWA Conference Opening
12.08.2022	Loddon Campaspe Group of Councils meeting in Echuca. Peter Walsh MP also attended the meeting
16.08.2022	North Central LLEN Board meeting (first as Board Chair)
17.08.2022	Meeting with the Collins family and Daniel McQueen in Bridgewater North to discuss road surfacing
17.08.2022	Pyramid Hill Progress Meeting
17.08.2022	LLEN contract discussion with Board Chairs
19.08.2022	Sat in on MAV Rural North Central Regional online meeting

RESOLUTION 2022/91

Moved: Cr Dan Straub (Mayor)

Seconded: Cr Wendy Murphy

That Council receive and note the Mayoral Report

CARRIED

9 COUNCILLORS' REPORT**9.1 COUNCILLORS' REPORTS****File Number:** 02/01/001**Author:** Christine Coombes, Acting Manager Executive and Commercial Services**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**RECOMMENDATION**

That Council receive and note the Councillors' reports

REPORT

Each Councillor presented a verbal report to the meeting.

Cr Beattie

Rail Freight Alliance	
Section 65 Community Asset Committees:	
Boort Aerodrome Community Asset Committee	
Boort Memorial Hall Community Asset Committee	
Boort Park Community Asset Committee	
Korong Vale Mechanics Hall Community Asset Committee	
Korong Vale Sports Centre Community Asset Committee	
Little Lake Boort Community Asset Committee	
Yando Public Hall Community Asset Committee	
DATE	Activity
01.08.2022	Audit and Risk Committee, substitute representative while Cr Holt is on leave
04.08.2022	Boort Park Community Asset Committee meeting
09.08.2022	Council Forum
	In the past week, worked with Steven Phillips, Director Operations in regard to a proposed Ambulance Victoria patient transfer shelter at Durham Ox

Cr Jungwirth

Central Victorian Greenhouse Alliance	
Municipal Emergency Management Planning Committee	
Other Council activities	
DATE	Activity
26.07.2022	Council Briefing, Citizenship Ceremony and Council meeting
28.07.2022	Mentoring session for councillors
04.08.2022	Integrated Municipal Emergency Management Planning Committee meeting
05.08.2022	CEO/Councillor catch up
09.08.2022	Council Forum
09.08.2022	Tarnagulla Park Committee meeting
10.08.2022	Tarnagulla Community Centre meeting
11.08.2022	Primary School with Danielle Green MP and Martha Haylett – candidate for Ripon
11.08.2022	Meeting with Cr Murphy, Danielle Green MP and Martha Haylett.
12.08.2022	Tesla test drive with a local resident
14.08.2022	Tarnagulla Park Committee Special Meeting
18.08.2022	Australian Local Government Women's Association – ' Navigating difficult conversations and managing conflict'

Cr Murphy

Calder Highway Improvement Committee	
Local Government Women's Charter	
Australia Day Committee	
Healthy Minds Network	
Section 65 Community Asset Committees:	
Bridgewater on Loddon Memorial Hall Community Asset Committee	
Campbells Forest Hall Community Asset Committee	
Inglewood Community Sports Centre Community Asset Committee	
Inglewood Community Elderly Persons Units Community Asset Committee	
Inglewood Town Hall Hub Community Asset Committee	
Other Council activities	
DATE	Activity
28.07.2022	Attended the Inglewood Development and Tourism Committee meeting
01.08.2022	Online webinar - Renewable Energy Zones – Loddon Mallee
05.08.2022	Attended Lifeline Central Victoria and Mallee's 'Hello for Hope' launch luncheon in Bendigo
08.08.2022	Attended Inglewood Town Hall Hub Community Asset Committee
09.08.2022	Attended Council Forum – Loddon Shire Council Chambers
11.08.2022	Visited Inglewood Ambulance Station and met with Senior Team Leader Danny, who gave a rundown of the new works. Also in attendance was Martha Haylett – Labour candidate for Ripon and Danielle Green MP, Member for Yan Yean, and her advisor Virginia.
11.08.2022	Attended the Inglewood Eucy Museum AGM
11.08.2022	Met with the Inglewood Development & Tourism Committee and Martha Haylett and Danielle Green MP
11.08.2022	Had dinner with Cr Jungwirth, Martha Haylett, Danielle Green MP and Virginia at Bridgewater Hotel.

14.08.2022	Attended the Inglewood Community Sports Centre Community Asset Committee meeting. Acting Manager Community Support, Paul Scullie attended and provided the Committee with information on future Council works and opportunities.
15.08.2022	Attended the Inglewood Senior Citizens AGM
17.08.2022	Attended the Loddon Healthy Minds network meeting in Wedderburn
18.08.2022	Attended the Bridgewater on Loddon Development Committee AGM
18.08.2022	Online session 'How to effectively lead and communicate successfully in a crisis' hosted by Nuffield Group.
18.08.2022	Attended the Inglewood-Bridgewater RSL Sub-branch Vietnam Veteran's Day service at the Inglewood cenotaph

RESOLUTION 2022/92

Moved: Cr Wendy Murphy

Seconded: Cr Linda Jungwirth

That Council receive and note the Councillors' reports

CARRIED

10 DECISION REPORTS**10.1 2021/22 FINANCIAL AND PERFORMANCE STATEMENTS IN PRINCIPLE REPORT****File Number:** FOL/20/2518**Author:** Deanne Caserta, Manager Financial Services**Authoriser:** Amanda Wilson, Director Corporate**RECOMMENDATION**

That Council

1. Adopts the Financial Statements and Performance Statement for the year ended 30 June 2022 as presented "in principle".
2. Authorises the Chief Executive Officer to make any amendments to the Financial Statements and Performance Statement for the year ended 30 June 2022 that may be requested by the Victorian Auditor-General.
3. Authorises the Mayor Cr Dan Straub, one other Councillor, and the Chief Executive Officer to certify the audited Financial Statements and Performance Statement for the year ended 30 June 2022.

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

Nil.

BACKGROUND

Council's external auditors, RSD Audit, acting on behalf of the Victorian Auditor-General, have finalised remotely the audit of Council's Financial Statements and Performance Statement for the year ended 30 June 2022.

A requirement of the Local Government Act 1989 (s132(2) which is still in force) is that Council cannot formally submit the Financial Statements or Performance Statement to the Minister without having passed a motion giving in principle support to those statements.

It is also a requirement of the Local Government Act 1989 (s132(5) that Council must ensure that the Financial Statements and Performance Statement, in their final form after any changes recommended or agreed by the auditor have been made, are certified in accordance with the regulations by two Councillors and any other prescribed person authorised by Council for this purpose.

ISSUES/DISCUSSION

The annual Financial Statements are presented in accordance with all relevant Australian Accounting Standards and consist of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, and Statement of Cash Flows, along with detailed notes expanding on each of these.

The Performance Statement is in line with the Regulations. It includes:

- seven sustainable capacity indicators, which are financial and non-financial indicators of the sustainability of Council
- 10 service performance indicators, which are non-financial indicators
- 11 financial performance indicators, which are all financial indicators taken from the financial statements.

A standard format for the Performance Statement is provided by Local Government Victoria.

COST/BENEFITS

The benefit to Council and the community is accurate financial and non-financial information which shows the Council's results for the financial year, and provides insight into Council's sustainability.

RISK ANALYSIS

Preparation and auditing of Financial Statements and the Performance Statement are legislated functions of Council. Council must provide these documents along with the Report of Operations to the Minister for Local Government by 30 September 2022.

By having a structured project plan for delivery of the statements to the Victorian Auditor-General's representative, the risk of not meeting the legislative timeline is mitigated.

CONSULTATION AND ENGAGEMENT

The Audit Committee has been provided with an overview of the Financial Statements and Performance Statement at the Audit Committee Meeting held on 1 August 2022.

RESOLUTION 2022/93

Moved: Cr Neil Beattie

Seconded: Cr Linda Jungwirth

That Council

1. Adopts the Financial Statements and Performance Statement for the year ended 30 June 2022 as presented "in principle".
2. Authorises the Chief Executive Officer to make any amendments to the Financial Statements and Performance Statement for the year ended 30 June 2022 that may be requested by the Victorian Auditor-General.
3. Authorises the Mayor Cr Dan Straub, one other Councillor, and the Chief Executive Officer to certify the audited Financial Statements and Performance Statement for the year ended 30 June 2022.

CARRIED

10.2 PROVISION FOR DOUBTFUL DEBTS AND WRITING OFF BAD DEBTS POLICY V4

File Number: FOL/19/432511

Author: Deanne Caserta, Manager Financial Services

Authoriser: Amanda Wilson, Director Corporate

RECOMMENDATION

That Council rescinds the Provision for Doubtful Debts and Writing Off Bad Debts Policy v4.

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

Council approved the Provision for Doubtful Debts and Writing Off Bad Debts Policy (the Policy) v4 on 23 June 2020.

Council discussed the rescinding of the Policy at the July Council Briefing.

BACKGROUND

The Policy sets the principles for variations of the provision for doubtful debts and write-off of bad debts.

ISSUES/DISCUSSION

A review of the document has been undertaken and has been determined that it is no longer needed. Instead the key statements outlined in the Policy will sit within the relevant delegation document. This provides a simplified process for determining the correct action required by Council officers.

In order for Council officers to effectively and efficiently discharge their duties, these specific delegations, authorisations and appointments are required under a variety of Acts.

Council is required to review its delegations within 12 months after a general election. Council also reviews and updates the delegations to reflect any necessary changes in structure or legislation as needed.

COST/BENEFITS

There are no direct costs associated with the adoption of this policy, the benefits are to remove an unnecessary policy from within Council.

RISK ANALYSIS

This process will still exist, instead staff will follow the delegations document to determine the relevant course of action to be taken and who is the authorised staff member.

CONSULTATION AND ENGAGEMENT

These updates were made in consultation with the Chief Executive Officer.

RESOLUTION 2022/94

Moved: Cr Linda Jungwirth

Seconded: Cr Wendy Murphy

That Council rescinds the Provision for Doubtful Debts and Writing Off Bad Debts Policy v4.

CARRIED

10.3 AUDIT AND RISK COMMITTEE CHARTER

File Number:

Author: Amanda Wilson, Director Corporate

Authoriser: Lincoln Fitzgerald, Chief Executive Officer

RECOMMENDATION

That Council approve the Audit and Risk Committee Charter.

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

Council approved the previous version of the Audit and Risk Committee Charter at the Ordinary Meeting of Council held on 23 November 2021.

BACKGROUND

The Audit and Risk Committee Charter is required under Section 54 of the Local Government Act 2020. The Audit and Risk Committee Charter is the governing document for the Audit and Risk Committee, ensuring that all roles and responsibilities expected by the Committee under the Act are met.

To ensure a consistent approach under the new Act, the sector established a collaborative working group to develop a standard charter template with an associated work plan that covered all of the Committee's responsibilities. The template was reviewed by an internal audit expert, and amended from that review. The final charter and work plan templates were provided to the sector for use in 2020.

ISSUES/DISCUSSION

The Audit and Risk Committee Charter has been reviewed in line with the sector template and associated work plan to ensure that all obligations of the Committee are met.

To provide full transparency, any content not specific to the sector template has been identified as:

- **Blue bold text:** This is new Loddon Shire specific content not identified in the sector template
- **Orange bold text:** This is content changed from the sector template. Specifically, clause 5.2.1, 5.2.2, and 5.2.3 are changed. The sector template states three-year terms and a maximum of nine years. Loddon Shire's template states four-year terms and a maximum of 12 years.

COST/BENEFITS

The benefit of endorsing the Charter is that it is aligned to the requirements of the Local Government Act 2020, and the associated work plan provides a clear roadmap for the Committee's activities.

There is no expectation that this report will incur any costs.

RISK ANALYSIS

The Audit and Risk Committee's role is to manage risk on behalf of the Council, and to provide the Council with advice about risk management within the organisation.

CONSULTATION AND ENGAGEMENT

The Audit and Risk Committee discussed and subsequently endorsed the attached version of the Audit and Risk Committee Charter at the 2 May 2022 meeting.

RESOLUTION 2022/95

Moved: Cr Wendy Murphy

Seconded: Cr Neil Beattie

That Council approve the Audit and Risk Committee Charter.

CARRIED

10.4 2021/22 END OF FINANCIAL YEAR VARIATION ANALYSIS**File Number:** FOL/20/2500**Author:** Deanne Caserta, Manager Financial Services**Authoriser:** Amanda Wilson, Director Corporate**RECOMMENDATION**

That Council receives and notes the '2021/22 End of Financial Year Variation Analysis' Report.

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

As part of the 2022/23 budget process, budget projections for the end of 2021/22 financial year were presented to Council in the form of a Revised Budget.

At the August Council Briefing a snapshot at activity level of the major variations between the 2021/22 Revised Budget and the 2021/22 Actuals was presented. Explanations were given where variances existed outside Council's threshold of 10% or \$20,000.

BACKGROUND

The annual budget process requires that budget projections of the current financial year be undertaken to calculate the potential carried forward surplus that will form part of the next year's budget.

As this process is generally finalised in late March or early April, there are a further three months of activity to the end of June which may give rise to variations to the budget projections.

This report outlines the variations which have arisen between the budget projections made and the actual final results achieved at year end 30 June 2022.

ISSUES/DISCUSSION

The revised budget projections called for an end of financial year closing cash surplus position of \$4.63M. The actual cash surplus was \$8.99M, a positive variance of \$4.37M.

The monthly Finance Report tables are provided as an attachment to this report, and include the budget, actuals, variance in dollars and percentage terms.

Whilst there are a number of variances, this report focuses on those which fall outside a 10% or \$20,000 threshold, whichever is the greater.

SUMMARISED FINANCIAL RESULT

The table below discloses the actual result for the year in comparison to the budget:

Report item	2021/22 Revised Budget \$	2021/22 Actual \$	Variance of Actual to Budget \$	Variance of Actual to Budget %
Revenue	(41,296,740)	(33,386,344)	7,910,396	81%
Expenses	38,712,386	31,388,216	(7,324,170)	81%
Net operating result	(2,584,354)	(1,998,128)	586,226	77%
Funding decisions	(8,872,433)	1,034,646	9,907,079	-12%
Capital expenditure	23,061,625	7,602,852	(15,458,773)	33%
Non cash adjustments	(9,908,459)	(9,310,715)	597,744	94%
Accumulated deficit b/f	(6,321,696)	(6,321,696)	0	100%
Net cash (surplus) / deficit	(4,625,317)	(8,993,042)	(4,367,725)	194%

INCOME

Income for the year was \$33.39M representing a variance of 19% or \$7.91M lower than the budget of \$41.30M. Within the income items the following variances occurred:

Statutory fees

Statutory fees received were higher than the budget by \$104K.

Instances where Council received income that were greater than the budget were:

- local laws fees and fines of \$28K due to higher animal registrations
- public health fees of \$17K due to an increase in health licence requests
- strategic and statutory fees of \$71K with a large increase in planning permit applications.

Contributions

Contributions received were less than the budget by \$157K.

Instances where Council received income that was less than the budget were:

- Donaldson Park Wedderburn contributions of \$50K which will not be required until the project commences
- Lake Boort precinct contribution of \$100K will not be required due to a change in the project scope.

Interest

Interest received were higher than the budget by \$63K.

There was a sharp increase in interest rates towards the end of the year which has increased the interest amounts accrued to the end of 2021/22.

Reimbursements

Reimbursements received were higher than the budget by \$35K.

Instances where Council received income that were greater than the budget were:

- WorkCover income higher than expected by \$22K due to an increase in claims against what was expected.

Recurrent capital grants

Recurrent capital grants received were less than the budget by \$0.56M.

Instances where Council received income that was less than the budget were:

- Roads to Recovery funding of \$166K where claims are made as the projects are completed
- caravan park funding of \$393K where claims are made as the required project stages are met.

Non recurrent capital grants

Non recurrent capital grants received were less than the budget by \$7.89M.

Instances where Council received income that was less than the budget were:

- Donaldson Park and Pyramid Hill Community Centre grants are recognised as a 'grant in advance'. Partial income has been received but it will not be recognised until the required stages are complete.
- local roads community infrastructure program grants of \$1.9M where claims are made as the required project stages are met.

EXPENDITURE

Expenditure for the year was \$31.39M representing a variance of 19% or \$7.32M lower than budget. Within the line items the following variances occurred:

Materials and services

Materials and services were \$5.31M or 45% lower than budget; the main reasons are outlined below.

Items below budget:

- home and community care unspent funds of \$341K, with some carried forward into 2022/23 to be spent on services
- economic development strategy delivery items of \$326K with delays in permits and other items still to be delivered
- program delivery and strategy costs of \$533K across administration and management with project contract staff on hold due to COVID
- plant and fleet operating expenses of \$501K with lower usages reflecting lower ongoing maintenance costs.
- community planning projects and other community grants of \$572K due to completion delays as a result of COVID shutdowns.

Stores

Stores were \$42K or 58% lower than budget.

Limited stores are now kept at all depot sites due to the transitioning of purchasing direct from local suppliers as needed.

Fuel

Fuel was \$263K or 25% lower than budget. The main reason was a decrease in demand with many staff required to work from home due to the COVID lockdowns; therefore, there was a decrease in vehicle usage.

Profit / (Loss) on sale of assets

There is no budget allocation for the profit or loss on the sale of assets due to its unpredictable nature. There was a \$34K profit for the 2021/22 financial year. This relates to the sale of land along with plant and equipment. In 2020/21 this was a profit of \$89K.

CAPITAL EXPENDITURE

Capital expenditure was \$7.60M representing a variance of 67% or \$15.46M below the revised budget of \$23.06M. Significant variations are set out below.

Community planning

Community planning project spend was \$826M below the set budget of \$836K. This is mainly due to a delay in commencement with COVID lockdowns and the budget allocation to new projects with the relevant committees.

These projects have been carried forward into 2022/23.

Community facilities

The Donaldson Park Wedderburn project is behind budget by \$3.34M where a delay in final grant allocations had put a pause on the commencement.

These projects have been carried forward into 2022/23 and are expected to be almost complete by 30 June 2023.

Plant and equipment

Plant and equipment was 47% or \$649K below the set budget of \$1.39M.

The main variance was the delay in delivery of new plant with shortages in some heavy equipment pieces in the marketplace.

Roads infrastructure

Roadworks were 48% or \$5.56M below the set budget of \$10.78M. All projects that were not completed have been carried over to 2022/23, however there is some project delivery savings that has been returned to surplus for Council to redistribute to other expenditure needs.

The main variances below budget which are offset by transfers to reserves were:

- bridge and culvert works of \$0.73M
- footpath works of \$735K
- road construction works of \$1.23M.

FUNDING DECISIONS

Funding decisions were \$9.91M or 112% different than expected within the budget.

Transfers from reserves

Transfers from reserves were \$1.05M higher than the set budget.

The main reasons were:

- plant and fleet purchase delays resulted in lower amounts required to be expended from the relevant reserves of \$518K.

Transfers to reserves

Transfers to reserves were \$8.71M higher than the set budget.

The main reasons were:

- Unspent Grants Reserve was \$2.95M above budget which represents funds received for a variety of projects that remained unspent at 30 June 2022
- Capital Expenditure Reserve was \$3.74M above budget which represents projects that will now be added to the 2022/23 program
- Community Planning Reserve was \$1.76M above budget which represents projects that are either incomplete or will not commence until 2022/23.

Proceeds from sale of assets

Proceeds from sale of assets were \$143K or 38% lower than budget.

SUMMARY

In summary, at the end of the financial year Council had a surplus of \$4.37M in excess of expectation.

There are variances throughout the different elements of the financial statements, however, it can be reported that:

- Council used Capital Expenditure, Community Planning and Unspent Grants Reserves to capture any financial items that were not concluded in 2021/22 and will be completed in 2022/23 or subsequent years
- COVID impacts are being seen in delays to project commencement, lead times on major plant and materials and inflationary pressures of construction
- savings in many areas of the accounts were realised due to strong financial management by the officers responsible for delivering projects and programs.

COST/BENEFITS

The benefit of Council receiving a variation report of actual to projected budget is that it gives Council an understanding of the difference in the cash surplus position and keeps Council fully informed.

RISK ANALYSIS

The provision of a variance to budget report to Council minimises the risk of Council not understanding the financial position at year end, and provides reasons for carry over projects.

With delays in expenditure due to COVID shutdown, difficulty securing contractors, difficulty sourcing major plant items and construction escalations, there will continue to be a backlog of projects. Consideration should be given to increasing resourcing for delivery or deferring projects to future years.

CONSULTATION AND ENGAGEMENT

There has been considerable consultation internally with respective managers in understanding their budget responsibilities and keeping within budgetary constraints.

External engagement with the community was undertaken during the submission period for the Budget, and regular reporting provides a mechanism for monitoring the financial outcomes of Council against the Budget.

RESOLUTION 2022/96

Moved: Cr Linda Jungwirth

Seconded: Cr Neil Beattie

That Council receives and notes the '2021/22 End of Financial Year Variation Analysis' Report.

CARRIED

10.5 2022-2023 COMMUNITY GRANTS PROGRAM - GROUP 2**File Number:** FOL/22/1385**Author:** Paul Scullie, Acting Manager Community Support**Authoriser:** Wendy Gladman, Director Community Wellbeing**RECOMMENDATION**

That Council endorse the allocation of \$69,851 in funding to the ten (10), Group 2 applicants as per the 2022-2023 Community Grants program, outlined in the attachment provided with this report.

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

Information on the Community Grant applications received for the 2022-2023 allocation was provided to Council at the 12 July 2022 and 9 August 2022 Council Forums.

BACKGROUND

The Loddon Shire Community Grants Program (program) commenced in 2000/2001. The council initiated the program to assist sporting, recreation and service organisations to deliver community-led projects that improve the quality of life for residents. Since the program was initiated, Council has invested approximately \$2,830,000, supporting over seven hundred community-based projects worth over \$5,610,000. Council's 2022/23 budget includes an allocation of \$180,000 for the Community Grants Program.

To support community newsletters, the annual Community Newsletter allocations have a budget of \$20,000 from the overall program budget of \$200,000. The newsletter allocation review period closes on 30 June 2022 for payment in early July. Any surplus funds not allocated to the newsletters will be returned to the program budget.

In addition to the 2022/23 budget allocation of \$180,000, \$68,436 of unallocated funding has been carried over from the 2021/2022 program. This means that an amount of \$248,436 is available in the 2022/23 financial year for allocation through the program.

Applications for the 2022/23 program opened on 1 March 2022 and closed on 1 May 2022. Round one of the Community Grants program was endorsed by Council at the July meeting, resulting in \$38,140 being allocated to successful applicants.

To be eligible to apply, groups must:

- be a not-for-profit organisation/group and incorporated body (or be auspiced by one)
- have Public Liability insurance (to the minimum of \$20 million)
- have projects that take place within (or for the benefit of) the Loddon Shire Council municipality

Applications have been assessed against the following criteria:

- demonstrated community need
- improved existing facilities
- increased participation
- multi-use and broad community benefit
- self-help i.e. in-kind and/or cash commitment

Where applicable, projects have also been assessed against:

- the efficient use of resources, for example, energy efficiency components of the project or sharing of resources with the wider community
- the ability to provide access for all, for example, does the project consider the needs of people with a disability or the elderly
- any inherent risk in terms of public safety has been assessed in terms of the severity of the risk prior to being considered for funding

As per the guidelines, the following types of projects are ineligible for funding:

- applicants who have outstanding acquittals from previous funding rounds
- retrospective projects or projects which have already been commenced
- projects which are not ready and which will not be completed within a 12-month period from the date of receiving the funding
- projects that are considered the sole responsibility of another authority (for example water authorities and health and welfare agencies)
- activities (programs, services, projects or initiatives) that are the responsibility of others:
 - activities that the Council considers the responsibility of other authorities, agencies or levels of government
 - activities that are the funding responsibility of other levels of government
 - proposals that address shortfalls in funding from other authorities levels of government
 - curriculum-based activities or where the activity is confined to the school or kindergarten, including groups and organisations proposing to work with schools and kindergartens (excluding shared facility use by community groups for their specific activity – for example, local cricket clubs using school ovals)
- activities that duplicate other local service responses (unless it can be demonstrated that it meets an unmet community need)
- open space projects on publicly owned or managed land
- activities such as administrative costs (such as wages, rent or insurance), utility charges (such as a power bill) or projects of an ongoing maintenance nature (such as mowing lawns)
- political, religious or spiritual activities:
 - projects designed to promote political or religious ideals
 - organisations whose sole or dominant purpose is of a political nature
 - proselytising, religious worship or sectarian activities
- individuals
- community groups with access to sufficient cash reserves to undertake the project independently
- projects, which do not meet the funding ratio

Additionally:

- applications are unable to be submitted after the application closing date
- incomplete applications have not been considered in the first round of assessments
- incomplete applications have been provided with 14 days to supply required information/documentation to qualify for a second round assessment; those who do not supply the required information within the 14 days will not be eligible for assessment.

The 2022/23 Community Grants – Group 2 enabled applicants, that were required to provide further information, a limited opportunity to provide the required documentation before being presented to Council at the August Council meeting.

ISSUES/DISCUSSION

In total 24 applications requesting financial assistance to the approximate value of \$163,600 were received. Of these 24 applications:

- Four (4) applications were subsequently withdrawn by applicants.
- Seven (7) applications were complete and endorsed at the July Council meeting.

Of the remaining 13 applications, ten (10) have been recommended for funding totalling \$69,851 – further details are provided in attachment 1.

These projects are:

- Boort Yando Cricket Club – Install storage, shade and viewing structure
- Bridgewater Cricket Club – Reinstate cricket nets and new matting
- Calivil United Football and Netball Club – Calivil Recreation Reserve Hall internal repainting
- Inglewood Bowling Club – Bowling green renovation
- Inglewood Town Hall Hub Community Asset Committee – Installation of blinds in the board room
- Lifeline Central Victoria and Mallee – Accidental Counsellor workshops
- Northern Victorian Quarter Horse Association – Wash Bay improvements
- Pyramid Hill Golf Club – Installation of split system air-conditioner
- Wedderburn Band Cricket Club – Construction of two new practice nets
- Wedderburn Bowls Club – Construction of footpath from the clubhouse to carpark

The following applications are not recommended for funding, as they do not adhere to the programs application guidelines:

- Boort Memorial Hall
- Pyramid Hill Memorial Hall Committee of Management
- Wedderburn Community House

COST/BENEFITS

The Community Grants Program offers significant benefits to the local community through the provision of funding for specific projects, which may otherwise struggle to secure funding through other infrastructure programs or initiatives. As demonstrated in the value of projects delivered since the inception of the program, Council's investment towards these grants yields far greater community benefit in terms of both financial investment and social wellbeing.

Without the significant volunteer contribution and drive of Loddon Shire residents, projects such as those recommended for funding would not be possible within the limited financial resources of Council or the community alone. The benefits of this partnership with our small communities contributes significantly to the quality of life within Loddon Shire.

RISK ANALYSIS

Primary risks associated with the Community Grants Program are believed to be as follows:

Adherence to Program Guidelines: Detailed program guidelines identify which projects and programs are considered eligible for Community Grants. All applications are assessed against these guidelines for eligibility to ensure that funding made available through this program is distributed equitably and provides the greatest benefit to the overall Loddon community.

Failure to adhere to these guidelines could comprise the integrity of the grant program and the ability of the Council to adequately fund appropriate community projects.

Failure to deliver projects: All successful applicants are required to adhere to a formal funding agreement, which clearly identifies the purpose of the grant, delivery timeframes and reporting requirements. This is to ensure that the expenditure of public money is conducted in a transparent and efficient manner.

CONSULTATION AND ENGAGEMENT

The Loddon Shire Community Grants program is advertised annually with applications for the 2022/23 round closing on 1 May 2022. During this period, community groups or individuals interested in applying for grants were able to contact relevant staff to discuss their proposals.

Funding guidelines are made available to prospective applicants via Council's website.

All unsuccessful applicants will be provided with feedback about their applications after recommendations are finalised and endorsed by Council.

RESOLUTION 2022/97

Moved: Cr Linda Jungwirth

Seconded: Cr Wendy Murphy

That Council endorse the allocation of \$69,851 in funding to the ten (10), Group 2 applicants as per the 2022-2023 Community Grants program, outlined in the attachment provided with this report.

CARRIED

11 INFORMATION REPORTS

11.1 PUBLIC HEALTH QUARTERLY ACTIVITY REPORT

File Number: 12/02/001

Author: Teresa Arnup, Senior Public Health Officer

Authoriser: Glenn Harvey, Manager Development and Compliance

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 final report for the 2021-22 financial year, summarising public health activities within the Development and Compliance Department for the months from April 2022 to June 2022.

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/DISCUSSION

Pandemic Response

Council's Senior Public Health Officer is currently on secondment into the role of Pandemic Coordinator. The Pandemic Coordinator role is a requirement of Council's Municipal Pandemic Plan which was activated in March 2020 due to the declaration of the Coronavirus Pandemic.

Considerable time has been devoted to both roles including community messaging, visiting businesses impacted by the restrictions, management of funding applications, provision of advice to community groups and attendance at briefings. There has been a significant number of enquiries regarding the restrictions and the impacts that they have on community gatherings, community facilities and businesses, and this increases each time changes to the restrictions are announced. This has affected the normal functions significantly of Council's Public Health staff.

When available an additional staff member has been supporting the public health activities in order to address urgent public health duties such as enquiries, complaints and applications.

Japanese Encephalitis Virus (JEV)

Council was advised in early March 2022 that the presence of JEV had been confirmed at a piggery within the Shire. This is the first time that JEV has been detected in Australia and on March 4th the Federal Government declared JEV to be a communicable disease of national significance.

Japanese encephalitis virus (JEV) is a rare but potentially serious infection of the brain caused by a virus spread to humans through mosquito bites. Most JEV infections are asymptomatic, however those with severe infection (less than one per cent) may experience headache, vomiting, disorientation, seizures, coma, and more rarely, permanent neurological complications or death

The presence of JEV has now been confirmed in three piggeries within Loddon Shire, at the request of the Department of Health, Council's Senior Public Health Officer with the assistance of 2 staff members has been undertaking mosquito trapping at the piggeries and around the Bridgewater on Loddon township. Spraying has also been undertaken within Bridgewater Township to reduce the number of adult mosquitos.

The Department of Health have request that Council continue to monitor mosquito numbers across the Shire over winter with fortnightly trapping occurring in Wedderburn, Boort, Pyramid Hill, Serpentine and Bridgewater.

Registered 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 April 2022 to 30 June 2022		
Governing Legislation	Inspection Outcome	Number of inspections
Food Premises	Compliant*	55
	Major Non Compliance	2
Health Premises	Compliant*	7
	Major Non Compliance	1
Swimming Pools	Satisfactory	0
	Unsatisfactory	0
Residential Tenancies	Compliant*	0
Total number of inspections for reporting period		65

* 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 the issues that were identified.

Tobacco Act

Council is funded to undertake a set number of tobacco inspections throughout the year. Most of the inspections are carried out in conjunction with Food Act inspections; however, a number of them are non-smoking public outdoor venues such as kindergartens, schools, playgrounds and sporting reserves. Table 2 summaries the Tobacco Act activities undertaken during the reporting period.

Table 2: Tobacco Act inspections

1 April 2022 to 30 June 2022	
Inspection Type	Number
Tobacco Retailer (including vending machine)	8
Tobacco – Indoor Dining and drinking area	10
Tobacco – Outdoor Dining and drinking area	3
Outdoors & Other locations	6
Total number of inspections	27

Septic Systems

Table 4 summarises septic system permit applications processed during the reporting period.

Table 4: Septic system permits

1 April 2022 to 30 June 2022	
Permit Type	Number
Installation or alteration	8
Certificate to use	7
Total number of Permits	15

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

Table 5 summarises the activities associated with management of septic tank applications and installed systems.

Table 5: Septic system activity

1 April 2022 to 30 June 2022	
Activity / Inspection Type	Number
Application Inspection	8
Installation Inspection	5
Final Inspection	5
Total number of inspections	18

Public Health Complaints

Council is responsible for the investigation of nuisance complaints under the Public Health and Wellbeing Act. Complaints of nuisance can be complex and time consuming. Table 6 summarises the complaints during the reporting period.

Table 6: Public health complaints

1 April 2022 to 30 June 2022				
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	1	0	1	0
Other	0	0	0	0
Total	1	0	1	0

COST/BENEFITS

The actual expenditure for the fourth quarter of the 2021-2022 financial year of the public health unit activities contained within this report is \$41,851.

Administration of the Acts that the Public Health Officer 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 2022/98

Moved: Cr Neil Beattie

Seconded: Cr Linda Jungwirth

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

CARRIED

11.2 QUARTERLY ROAD MANAGEMENT PLAN DEFECT RECTIFICATION COMPLIANCE REPORT

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

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 fourth report for the 2021 - 2022 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 4 (01/04/2022 – 30/06/2022)						
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	120	120	0	0	100.0%	240
Loddon Goldfields	128	128	0	0	100.0%	256
Total	248	248	0	0	100.0%	496

During the fourth quarter of 2021 – 2022 financial year, 100.0% of the programmed inspections were completed according to the schedule.

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.

Table 2: Defect rectification summary report

Quarter 4 (01/04/2022 – 30/06/2022)								
Work Group	Number of Defects				Compliant with RMP			
	Ad hoc	Requests	Defects from inspections	Total	Yes	No	Not complete	%
Loddon Goldfields	19	33	229	281	277	4	0	98.6
Loddon Plains	1	19	260	280	278	2	0	99.3
Shire Wide	4	7	205	216	213	3	0	98.6
Townscape Services	24	1	147	172	157	15	0	91.3
Total	48	60	841	949	925	24	0	97.5

Table 2 comprises a summary of defects that 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. During the fourth quarter of 2021 – 2022 financial year, 97.5% of all date imposed defects were completed before their due date. This is 2.5% below the target of 100% set in the RMP.

Table 3 provides a summary of performance against the unsealed road maintenance grading program, defects as identified through programmed 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.

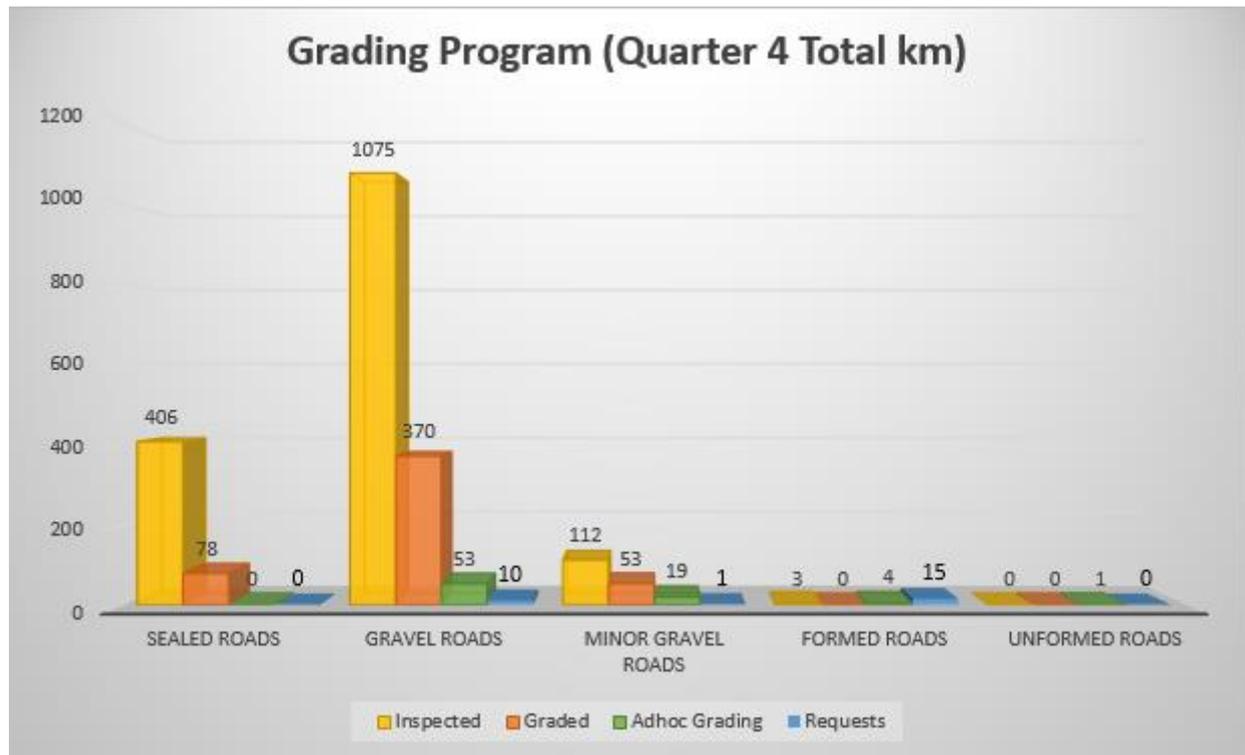
Table 3: Maintenance grading program

Quarter 4 (01/04/2022 – 30/06/2022)											
Work Group	Number of Grading Work Actions					Compliant with scheduled timeframes				KM Graded	KM Inspected
	Roads Graded	Defects	Requests	Ad hoc	Total	Yes	No	Now completed	%		
Loddon Goldfields	151	1	5	0	157	156	1	0	99.4.0%	309	648
Loddon Plains	87	0	10	0	97	97	0	0	100.0%	295	950
Shire Wide	0	0	2	0	2	2	0	0	100.0%	0	0
Total	238	1	17	0	256	255	1	0	99.6%	604	1597

The data in Table 3 indicates that 256 grading work actions were completed in the fourth quarter of 2021 – 2022 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 fourth quarter of 2021 – 2022 financial year of the Local Road Maintenance Program is \$6,346,173. The expenditure for the fourth quarter was \$1,480,377

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 2022/99

Moved: Cr Neil Beattie
 Seconded: Cr Linda Jungwirth

That Council receive and note the Road Management Plan Defect Rectification Compliance Report.

CARRIED

11.3 LOCAL LAWS AND PLANNING COMPLIANCE QUARTERLY ACTIVITY REPORT**File Number:** FOL/19/115192**Author:** David Price, Local Laws \ Planning Compliance Officer**Authoriser:** Glenn Harvey, Manager Development and Compliance**RECOMMENDATION**

That Council receive and note the Local Laws 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 paper, or involved in the subject matter of the paper.

PREVIOUS COUNCIL DISCUSSION

This is the fourth and final report for the 2021-2022 financial year, summarising the local law and planning compliance and enforcement actions taken within the Development and Compliance 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 local laws 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 laws, 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 4 (1 April 2022 – 30 June 2022)			
Activity	After hours call outs (*)	Littering or illegal rubbish dumping	Local law permits issued
No. actions	4	1	19

(*) 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 in this area.

Table 2: Summary of unsightly properties activities

Quarter 4 (1 April 2022 – 30 June 2022)																
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	1	6	2	19	3	4	4	4	1	1	0	0	52
No. resolved during quarter	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	2
New action commenced	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	2
No. currently pursuing	2	0	5	1	6	2	19	3	4	4	4	1	1	0	0	52
Progress Activities																
Site meeting / discussion held	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	2
Letter to comply issued	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	2
Occupier has commenced clean-up work	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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

Animal management

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

Table 3: Summary of animal management activities

Quarter 4 (1 April 2022 – 30 June 2022)						
Activity	Wandering livestock	Trespassing livestock	Dog attack	Domestic animal at large	Distribution of cat traps	General complaints / other
No. of actions	0	2	2	8	16	28

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

Table 4: Impoundment activities

Quarter 4 (1 April 2022 – 30 June 2022)				
Animal type	Impoundments	Returned to owners	Animals rehoused	Animals disposed
Livestock	0	0	0	0
Dogs	7	5	2	0
Cats	9	1	8	0
Feral Animals	-	-	-	43
Total	16	6	10	43

Planning Compliance and Enforcement

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

Table 5: Planning compliance and enforcement activities

Quarter 4 (1 April 2022 – 30 June 2022)					
Type	No. identified from previous report period	New action commenced	PIN's issued	No. resolved during this quarter	No. currently pursuing resolution
Land use in contravention of planning scheme without a permit	4	1	0	1	4
Native vegetation removal without a permit	5	2	0	1	6
Breach of planning permit	2	0	0	1	1
Dog breeding / animal keeping	3	2	0	1	4
Land used as a store without planning permit	1	1	0	0	2
Occupation of a site without a planning permit	5	0	0	0	5
Total	20	6	0	4	22

Throughout all of the above compliance activities tabled, the Development and Compliance 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 Local Laws.

COST/BENEFITS

The expenditure for the fourth quarter of 2021-2022 financial year for the local laws and compliance activities contained within this report is \$64,996. 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 Development and Compliance 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 Local Laws 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 2022/100

Moved: Cr Wendy Murphy
Seconded: Cr Neil Beattie

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

CARRIED

11.4 QUARTERLY REPORT: ANNUAL INFRASTRUCTURE PROGRAM 2021-2022 AND OTHER PROJECTS.**File Number:** 14.01.001**Author:** Adam Cooper, Project Management Coordinator**Authoriser:** David Southcombe, Manager Assets and Infrastructure**RECOMMENDATION**

That Council note the update on progress of the Annual Infrastructure Program 2021-2022 and Other Projects as at the end of June 2022.

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 report is for the final quarter of 2021-2022 financial year, providing an update on the progress of the Annual Infrastructure Program. The status of other projects that are delivered by the Assets & Infrastructure Department, but are not part of the Annual Infrastructure Program, are also included in the report.

The Annual Infrastructure Program 2021-2022 was approved at the July 2021 Council meeting with a budget expenditure of \$3,985,985.

BACKGROUND

This report is produced quarterly and is provided to Council for the purpose of reporting progress of the Annual Infrastructure Program and other projects that the Assets & Infrastructure Department is responsible for delivering.

ISSUES/DISCUSSIONAnnual Infrastructure Program

Attachment 1 provides a progress summary of the Annual Infrastructure Program for the final quarter of the 2021-2022 financial year.

There are 73 individual projects listed including carryovers from the previous financial year 82% of these are either complete or have commenced. Of these projects, 42 are complete and 18 have commenced and/or are under contract. Three projects had been awarded and now require re-quoting due to the contractor withdrawing.

Other Projects

In addition to the Annual Infrastructure Program, the Assets & Infrastructure Department is responsible to oversee the delivery of a number of different projects. Attachment 2 provides a summary of the other projects at the end of second quarter of 2021-2022 financial year. All completed projects are removed from subsequent quarterly progress reports.

Community Support Projects of Donaldson Park upgrade – Stage 2 have been added to the list.

COST/BENEFITS

Attachment 1 gives a summary of progress of individual projects within this program as at 30 June 2022. Please note that the attachment includes additional projects such as new grants and carry over projects in addition to the 2021-2022 Annual Infrastructure Program. This brings the total value of projects being delivered to \$9,800,149. The attachment is including recently completed projects with expenditure figures to be finalised. The expenditure at the end of the final quarter is \$6,493,363, this includes payments made against projects completed just after the end of the last financial year.

The Assets & Infrastructure Department is currently managing other significant, multi-year, complex projects covered in Attachment 2, which are in different stages of progress. The combined value currently of such projects is \$14,991,352. With a number of these projects having recently commenced, expenditure to date on these active projects is \$460,314. While some projects are at construction stage, others are currently within the design stage and will progress to construction in the coming financial years.

RISK ANALYSIS

There are a number of risks associated with the delivery of the Annual Infrastructure Program and other significant projects. The following is a list of some but not all of the associated risks:

- delivering within timeframe and budget
- meeting community expectations
- delivering projects in accordance with engineering standards
- compliance with procurement legislation.

Council officers are committed to monitoring and managing the risks associated with the Annual Infrastructure Program and other significant projects to ensure that any issues are minimised.

CONSULTATION AND ENGAGEMENT

The information provided in this report is presented after consultation with the Manager Assets and Infrastructure and the Works Department.

RESOLUTION 2022/101

Moved: Cr Wendy Murphy
Seconded: Cr Linda Jungwirth

That Council note the update on progress of the Annual Infrastructure Program 2021-2022 and Other Projects as at the end of June 2022.

CARRIED

11.5 QUARTERLY STATUTORY PLANNING PERMIT ACTIVITY REPORT**File Number:****Author:** Louise Johnston, Statutory Planning Coordinator**Authoriser:** Glenn Harvey, Manager Development and Compliance**RECOMMENDATION**

That Council receive and note the Quarterly Statutory Planning Permit Activity Report for April to June 2022.

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 fourth report for the 2021- 2022 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 fourth quarter of the 2022-2022 financial year and compares these to the Victorian rural average.

Table 1: Average timeframes for decisions

Quarter 2 of the 2021/2022 financial year				
Month	Average gross days to determine	Median processing days to determine	Completed within 60 days	Rural average completed within 60 days
April	70	25	78%	65.1%
May	67	61	75%	68.6%
June	159	34	88%	63.6%
Total Quarterly average	104	33	81.0%	64.6%

During the fourth quarter of the 2021-2022 financial year 81% of all Planning Permit applications were assessed and issued within the timeframes as set in the Planning & Environment Act 1987. This is 16% above the rural average. In addition, the median processing days for Council to make a determination on applications is 33 days, well below the rural average of 73 days, a great result for Council and its planning team.

COST/BENEFITS

The expenditure for the fourth quarter of 2021-2022 financial year of the statutory planning activities contained within this report is \$78,623

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 2022/102

Moved: Cr Neil Beattie

Seconded: Cr Linda Jungwirth

That Council receive and note the Quarterly Statutory Planning Permit Activity Report for April to June 2022.

CARRIED

11.6 STRATEGIC PLANNING QUARTERLY ACTIVITY REPORT**File Number:** 13/01/002**Author:** Carolyn Stephenson, Statutory / Strategic Planner**Authoriser:** Glenn Harvey, Manager Development and Compliance**RECOMMENDATION**

That Council receive and note the Strategic Planning 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 final report for the 2021-2022 financial year summarising the strategic planning activities undertaken within the Development and Compliance Department.

BACKGROUND

Council undertakes strategic land use planning projects to ensure that its planning scheme is robust, relevant and is consistent with the Council Plan.

This report provides an overview of the current activities of the Strategic Planner. The Strategic Planner's time is divided between statutory planning (10 hours per week) and strategic planning (8 hours per week) activities. It is the strategic planning activities that are the subject of this report.

ISSUES/DISCUSSIONCurrent Strategic Planning Projects

Table 1 provides a summary of current strategic planning projects and the activities undertaken as part of these projects during the final quarter of the 2021-2022 financial year.

Table 1: Current Strategic Planning Projects

Current Strategic Planning Projects Quarter 3 (1 April 2022 – 30 June 2022)			
Project	Tasks undertaken during the quarter	Future tasks	Estimated task completion
Heritage loan policy	Preparation of a draft that provides conditions and criteria for applications has been completed.	Internal review by Policy Review Group.	October 2022
Wedderburn Housing Development (Stage 2) feasibility assessment.	A report containing concept design and estimated costing has been completed. An additional economic analysis has been prepared to improve the	Presentation to Council at the October Forum.	October 2022

Current Strategic Planning Projects Quarter 3 (1 April 2022 – 30 June 2022)			
Project	Tasks undertaken during the quarter	Future tasks	Estimated task completion
	understanding of the cost / benefit of the project.		
Industrial Land Strategy.	A discussion paper is being finalised. The information in the discussion paper will provide a starting point for community consultation.	Internal review by Policy Review Group.	December 2022
Detailed feasibility assessment of key residential development sites identified in the Settlement Strategy.	Preliminary assessment of the sites has commenced in house. A funding submission to the Victorian Planning Authority has been lodged seeking support for this project.	Seek suitable consultant to provide additional assessment following refinement of the issues.	November 2022
Planning Scheme Review	The review report has been commenced.	Internal review by Policy Review Group.	December 2022
Updated flood controls planning scheme amendment (Land Subject to Inundation Overlay and Floodway Overlay).	Draft amendment documents are being prepared in conjunction with the NCCMA.	Exhibition of the planning scheme amendment.	December 2022

COST/BENEFITS

The expenditure for the final quarter of the 2021-2022 financial year for the strategic planning activities contained within this report is \$16,399.

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

- clearly defined directions for land use and development that are underpinned by research and supported by the community
- a relevant and effective planning scheme that provides for economic development, population growth, attractive townships and protection of heritage and the environment.

RISK ANALYSIS

Failure of Council to undertake strategic planning includes:

- outdated planning controls that do not respond to current issues and opportunities
- inappropriate development that compromises the amenity of towns and undermines economic development opportunities
- loss of opportunities for population and residential growth.

CONSULTATION AND ENGAGEMENT

The strategic planning staff member consults with a number of stakeholders on a regular basis including:

- community members and organisations
- government agencies including Department of Environment Land Water & Planning, Department of Economic Development Jobs Transport & Resources and the North Central Catchment Management Authority
- other Loddon Shire Council departments
- other municipalities.

RESOLUTION 2022/103

Moved: Cr Wendy Murphy

Seconded: Cr Neil Beattie

That Council receive and note the Strategic Planning Quarterly Activity report.

CARRIED

11.7 QUARTERLY BUILDING SERVICES ACTIVITY REPORT

File Number: 13/06/001, 13/08/001, 13/08/003

Author: Glenn Harvey, Manager Development and Compliance

Authoriser: Steven Phillips, Director Operations

RECOMMENDATION

That Council receive and note the Quarterly Building Services 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

Council is provided with information quarterly summarising building services activities relating to permits, certificates and statutory enforcement activity undertaken within the Development & Compliance Department. This is the fourth quarterly report for the 2021-2022 financial year.

BACKGROUND

Council provides a range of building services through the Municipal Building Surveyor including the following:

- issuing relevant permits and certificates
- issuing report and consent determinations on matters not complying with the Building regulations
- building advisory and information services including legal point of discharge requests
- consultancy and building control functions
- administrative functions prescribed by the Building Act and Regulations including keeping records relating to the activity of private building surveyors issuing permits within Loddon Shire
- regulatory enforcement of relevant Acts.

The number of building permits, occupancy permits and final inspections is a basic indicator of building development and investment within the Loddon Shire Council area.

ISSUES/DISCUSSION

Throughout the fourth quarter of the 2021-2022 financial year, items of significance relating to the activity of Council's building services include:

- swimming pool registration requirements and registration of the Complying Barrier Certificates
- inspecting and decommissioning over 60 pools and spas
- follow up on enforcement activities including following up Court and Building Appeals items
- ongoing implementation and improvement of software system changes.

Building permits

Table 1 provides the number and total value of building permits issued for the last quarter of 2020-2021 and the first, second and third quarters of 2021-2022. There is variation in the value of permits throughout any given financial year and this is attributable to the scale and cost of individual projects.

Table 1: Summary of new building permits issued

	Quarter 1 2021-22 (01/07/2021 – 30/09/2021)	Quarter 2 2021-22 (01/10/2021 – 31/12/2021)	Quarter 3 2021-22 (01/01/2022 – 31/03/2022)	Quarter 4 2021-22 (01/04/2022 – 30/06/2022)
No. of new Permits	39	45	37	47
Value of Works	\$3,144,433	\$5,782,648	\$4,324,892	\$16,258,455

The significant increase in value of works for quarter four is due to a high value extension to a Piggery in Yarrawalla.

Table 2 provides a summary of the number of final inspections and certificates of occupancy issued for building permits for each quarter.

Table 2: Summary of final inspections and occupancy permits

	Quarter 1 2021-22 (01/07/2021 – 30/09/2021)	Quarter 2 2021-22 (01/10/2021 – 31/12/2021)	Quarter 3 2021-22 (01/01/2022 – 31/03/2022)	Quarter 4 2021-22 (01/04/2022 – 30/06/2022)
Certificates of final inspection	21	34	31	25
Occupancy Permits	9	9	18	8

Council Building Services staff continue to work proactively with Council issued permit holders, sending follow up letters to notify building owners approximately two months before their building permits are due to lapse. This allows owners to arrange a final inspection/occupancy permit or apply for an extension of time for their building permit.

Statutory enforcement

Table 3 provides a high level summary of statutory enforcement activities undertaken by the Municipal Building Surveyor.

Table 3: Summary of statutory enforcement activities

Type	Actions incomplete from previous report period	New action started	Total actions	Building notice issued	Building order issued	Appeal to Building Appeals Board	Legal action / solicitors letter started this quarter	Legal action ongoing	No. resolved during this quarter
Building damaged by fire	0	1	1	0	0	0	0	0	0
Works required to make building safe (including pools)	19	1	20	3	2	1	0	1	0
Carrying out building works without a permit	4	4	8	1	1	0	0	0	0
Works not in accordance with building permit	2	0	2	0	0	0	0	0	0
Illegal occupation of non-habitable building	0	0	0	0	0	0	0	0	0
Building with non-complying essential safety measures	1	0	1	0	0	0	0	0	0

Whilst new issues requiring enforcement are identified regularly, it is also noted there are some longstanding enforcement activities that are ongoing. The time spent on individual items can be significant particularly when it requires escalation to Court. Council officers work to try to resolve matters without legal intervention.

The Manager Development and Compliance is currently also performing the role of Municipal Building Surveyor whilst recruitment for the vacancy is continuing. This is impacting on progressing compliance matters as well as permit applications. Community members that are making Building Permit applications are being advised that there will be delays in processing their applications due to our current situation. They are also being informed of the alternative of engaging a Private Building Surveyor.

COST/BENEFITS

The expenditure for the fourth quarter of the 2021-2022 financial year for building services activities was \$14,732. The functions associated with the delivery of the Municipal Building Surveyor service have been delivered by the Manager Development and Compliance.

The cost to Council of enforcement activity can be quite significant, particularly in terms of Council officers' time. This in turn impacts on other activities such as the timeframe for building permits. Direct monetary costs significantly escalate if matters progress to a Magistrate's hearing or the Municipal Building Surveyor needs to arrange for the work associated with any order to be completed by Council. As such, the Municipal Building Surveyor, together with other Development & Compliance Department staff endeavour to work through enforcement matters in a manner that engages with property owners/occupiers to have required works completed.

RISK ANALYSIS

There are risks associated with all building and development works. As such, it is vital that Building legislation, standards and controls are administered effectively. Failure of Council to adequately enforce the provisions of applicable legislation poses the following possible risks:

- unsafe development and building works which may affect the safety of property owners, occupiers and the general public within Loddon Shire
- Council's reputation as a regulatory authority
- Council being held liable for failure to act in a matter which results in damage to other property, or injury or death to a person
- failure to meet statutory obligations set within relevant legislation.

As part of the risk management process when undertaking enforcement work, the Municipal Building Surveyor makes reference to the building enforcement intervention filter criteria, developed by the Victorian Municipal Building Surveyors Group and which forms part of the procedures covered in Loddon Shire Council's Building Control Policy.

A significant risk within Loddon Shire is unregulated developments, in particular small allotments which are sold to purchasers that have expectations of using it for a cheap home or "weekender". Often the landholder is unable or unwilling to meet the regulatory requirements to safely utilise the site as they desire. This has led to a number of undesirable and potentially unsafe outcomes of unregulated developments. This remains a matter of concern for Council's Municipal Building Surveyor and Local Laws & Planning Compliance Officer.

CONSULTATION AND ENGAGEMENT

The Municipal Building Surveyor regularly engages with business operators, developers, residents and ratepayers during the administration of the various Acts, which can range from essential safety measures assessments/inspections to the provision of advice relating to the need for building permits and other functions administered by the Municipal Building Surveyor under the Building Act and Building Regulations. Any business operator, developer, resident or ratepayer that is subject to enforcement action is regularly consulted with during the enforcement process to give them the opportunity to avoid the escalation of enforcement action.

RESOLUTION 2022/104

Moved: Cr Wendy Murphy
Seconded: Cr Linda Jungwirth

That Council receive and note the Quarterly Building Services Activity Report.

CARRIED

12 COMPLIANCE REPORTS

12.1 MINUTES OF AUDIT AND RISK COMMITTEE MEETING

File Number:

Author: Amanda Wilson, Director Corporate

Authoriser: Lincoln Fitzgerald, Chief Executive Officer

RECOMMENDATION

That Council receives and notes the unconfirmed minutes of the Audit and Risk Committee 1 August 2022

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

Council is provided with the minutes of each Audit and Risk Committee meeting. There are four Audit and Risk Committee meetings held each year – February, May, August and November.

BACKGROUND

This report is provided under the Local Government Act 2020 (the Act) and the Audit and Risk Committee Charter.

Section 9 of the Charter states:

- a) *Minutes of Committee meetings will be provided to Council at the first available opportunity after clearance by the Committee Chairperson following each Committee meeting.*
- b) *The Director Corporate will provide a copy of the Audit and Risk Committee annual self-assessment survey to the Chief Executive Officer for tabling at the next Council meeting, in accordance with section 54(4)(b).*

ISSUES/DISCUSSION

The Audit and Risk Committee agenda for the meeting held on 1 August 2022 included the following items:

Decision Reports

- Internal audit report: review of Council Governance Framework
- VAGO fraud control over local governance grants
- Financial and performance statements for endorsing the year ended 30 June 2022
- Business impact analysis - Operations

Compliance Reports

- Outstanding audit actions reports
- Proposed outstanding audit actions report
- Verbal fraud and corruption report presented by the Chief Executive Officer
- Matters referred by Council that may impact the Audit and Risk Committee

Information Reports

- Management letter – end of financial year
- Quarterly report on Councillor expenses

An in camera meeting was also held with internal and external auditors without Officers present.

There was full Committee attendance at the meeting of all Independent Members, a Councillor representative, the Chief Executive Officer, Director Corporate and relevant Officers.

COST/BENEFITS

There are no financial resource requirements from this report.

There are costs associated with the Audit and Risk Committee and internal audit function. However, in most cases, actions resulting from audit reviews do not bear any new costs as they are undertaken by current staff.

The benefits that the internal audit function provides Council are:

- business improvement relating to the audit review areas
- standard policy and procedure documents which are developed through the action list
- improvement in knowledge management that will assist with succession planning over time
- a reduction in risk in areas relating to audit reviews.

RISK ANALYSIS

The Audit and Risk Committee oversees all risks related to the organisation. There is significant risk management value for Council by having independent people providing oversight and expertise for Loddon Shire Council's audit and risk functions.

CONSULTATION AND ENGAGEMENT

Nil

RESOLUTION 2022/105

Moved: Cr Neil Beattie

Seconded: Cr Linda Jungwirth

That Council receives and notes the unconfirmed minutes of the Audit and Risk Committee 1 August 2022

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 REVIEW OF CONFIDENTIAL ACTIONS

This matter is considered to be confidential under Section 3(1)(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 confidential meeting information, being the records of meetings closed to the public under section 66(2)(a).

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 disclose confidential meeting information, being the records of meetings closed to the public under section 66(2)(a)

14.2 Lease of Council Property - Inglewood

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.

Contractual - lease matters

RESOLUTION 2022/106

Moved: Cr Neil Beattie

Seconded: Cr Wendy Murphy

That the meeting be closed to the public.

CARRIED

14.1 REVIEW OF CONFIDENTIAL ACTIONS**RESOLUTION 2022/107**

Moved: Cr Wendy Murphy
Seconded: Cr Linda Jungwirth

That Council receive and note the action sheet.

CARRIED

14.2 LEASE OF COUNCIL PROPERTY - INGLEWOOD**RESOLUTION 2022/108**

Moved: Cr Linda Jungwirth
Seconded: Cr Neil Beattie

That Council:

1. Approve renewing a lease with Inglewood and Districts Community Enterprises Limited for the use of 64 Brooke Street Inglewood, CA 24 Sec 5 Township and Parish of Inglewood at the rate as outlined in the report below, indexed in accordance with the agreement for the period 1 June 2022 to 31 May 2027, with an option for a further two options of five years commencing 1 June 2027 and 1 June 2032;
2. Note that the rental rate recommended is in accordance with the independent valuation report; and
3. Approve the application of the Council Seal by the Chief Executive Officer to any documentation required to complete transactions relating to recommendation 1 above.

CARRIED

NEXT MEETING

The next Ordinary Meeting of Council will be held on 27 September 2022 at Wedderburn commencing at 3pm.

There being no further business the meeting was closed at 4.01 pm.

Confirmed this.....day of..... 2022

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CHAIRPERSON