



**Date:** Tuesday, 22 March 2022  
**Time:** 3pm  
**Location:** Loddon Shire Council Chambers, Wedderburn

# **MINUTES**

## **Council Meeting**

**22 March 2022**

**MINUTES OF LODDON SHIRE COUNCIL  
COUNCIL MEETING  
HELD AT THE LODDON SHIRE COUNCIL CHAMBERS, WEDDERBURN  
ON TUESDAY, 22 MARCH 2022 AT 3PM**

**PRESENT:** Cr Dan Straub (Mayor), Cr Gavan Holt, Cr Linda Jungwirth, Cr Wendy Murphy

**APOLOGY:** Cr Neil Beattie

**IN ATTENDANCE:** Lincoln Fitzgerald (Chief Executive Officer), Wendy Gladman (Director Community Wellbeing), Jude Holt (Acting Director Corporate Services), Steven Phillips (Director Operations), Lynne Habner (Manager Executive and Commercial Services)

**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**

**APOLOGY**

**RESOLUTION 2022/37**

Moved: Cr Dan Straub (Mayor)

Seconded: Cr Gavan Holt

That the apology received from Cr Beattie be accepted and leave of absence granted.

**CARRIED**

**4 DECLARATIONS OF CONFLICT OF INTEREST**

Nil.

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

That Council confirm:

1. The minutes of the Council Briefing of 22 February 2022.
2. The minutes of the Council Meeting of 22 February 2022.
3. The minutes of the Confidential Council Meeting of 22 February 2022.
4. The minutes of the Council Forum 8 March 2022.

**REPORT**

Seeking approval of the unconfirmed minutes of the previous meetings.

**RESOLUTION 2022/38**

Moved: Cr Wendy Murphy

Seconded: Cr Linda Jungwirth

That Council confirm:

1. The minutes of the Council Briefing of 22 February 2022.
2. The minutes of the Council Meeting of 22 February 2022.
3. The minutes of the Confidential Council Meeting of 22 February 2022.
4. The minutes of the Council Forum 8 March 2022.

**CARRIED**

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

That Council note the record of the following advisory meetings :

1. Council Briefing 22 February 2022.
2. Council Forum 8 March 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 record is therefore presented for Council's noting.

Meeting details	Briefing
Date	22 February 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 Jude Holt, Acting Director Corporate Services Steven Phillips, Director Operations Lynne Habner, Manager Executive and Commercial Services Janine Jackson, Manager Organisation Development
Items discussed.	<ol style="list-style-type: none"> <li>1. Chief Executive Officer's 90 Day Reflection (CEO and Councillors only)</li> <li>2. Victorian Local Government Women's Charter Annual Review</li> <li>3. Lake Boort Scarred Trees Concept Masterplan</li> <li>4. Progress with Annual Plan Actions for 2021/22</li> <li>5. General business: <ul style="list-style-type: none"> <li>• VAGO Audit of Fraud and Corruption in Community Grants</li> <li>• Motion for MAV State Council</li> </ul> </li> </ol>
Conflict of Interest Disclosures - Councillor/officer making disclosure	Nil
Councillor/officer left room	

Meeting details	Forum
Date	8 March 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 Jude Holt, Acting Director Corporate Services Lynne Habner, Manager Executive and Commercial Services Deanne Caserta, Manager Financial Services Janine Jackson, Manager Organisation Development David Southcombe, Manager Assets and Infrastructure Daniel McQueen, Asset Management Coordinator Shelby Hutchinson, Tourism and Marketing Coordinator Amy Holmes, Manager Community Wellbeing Kate Pallister, Community Wellbeing Officer  Victorian Goldfields World Heritage Listing representatives
Items discussed.	<ol style="list-style-type: none"> <li>1. Economic Development and Tourism Monthly Progress</li> <li>2. Victorian Goldfields World Heritage Listing background</li> <li>3. Review of the Financial Reserves Policy</li> <li>4. Fees and Charges 2022/23</li> <li>5. Draft Road Asset Management Plan</li> <li>6. Draft Building Asset Management Plan</li> <li>7. Disability Access and Inclusion Plan</li> <li>8. Future Resourcing of specific Council Functions</li> <li>9. General business: <ul style="list-style-type: none"> <li>• Tarnagulla Ward Strategic Fund – Tarnagulla Recreation Reserve</li> <li>• Meeting with candidate for Ripon – Martha Haylett</li> <li>• Meeting with Stuart Grimley</li> <li>• Royal Hotel Inglewood</li> <li>• Bridgewater NDIS proposal from BOLD</li> </ul> </li> </ol>
Conflict of Interest Disclosures - Councillor/officer making disclosure	Nil
Councillor/officer left room	

**RESOLUTION 2022/39**

Moved: Cr Linda Jungwirth

Seconded: Cr Wendy Murphy

That Council note the record of the following advisory meetings :

1. Council Briefing 22 February 2022.
2. Council Forum 8 March 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

**Attachments:** 1. Action sheet

**RECOMMENDATION**

That Council receive and note the action sheet.

**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**

Refer attachment.

**RESOLUTION 2022/40**

Moved: Cr Gavan Holt

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, Executive and Commercial Services Officer**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Mayoral Report

**REPORT**

The Mayor will present a report at the meeting.

**Cr Straub**

<b>Loddon Campaspe Councils</b>	
<b>Murray River Group of Councils</b>	
<b>North Central Goldfields Regional Library</b>	
<b>North Central Local Learning and Employment Network</b>	
<b>Special Committees Of Council (Section 65 Community Asset Committees):</b>	
East Loddon Community Centre Community Asset Committee	
Pyramid Hill Memorial Hall Community Asset Committee	
Pyramid Hill Swimming Pool Kiosk Community Asset Committee	
<b>Other Council activities</b>	
<b>DATE</b>	<b>Activity</b>
22/2/22	CEO and Mayor catch up, Council Briefing and Council Meeting
25/2/22	East Loddon P12 Australia Day awards assembly, MRGC Mayors and CEO online meeting and Loddon Valley Stud Merino Field Day

28/2/22	CEO and Mayor catchup, met with State MP Stuart Grimley
	Community engagement committee meeting, Dingee Bush Nursing Centre
3/3/22	Murray River Group of Councils Mayors only meeting online
6/3/22	Boort Pacing and Trotting Cup
7/3/22	Met with CEO and candidate for Ripon, Martha Haylett
8/3/22	Council Forum, Wedderburn
9/3/22	East Loddon Lions Club Dinner meeting
11/3/22	Online information session for Mayors and Councillors regarding Goldfields World Heritage bid
13/3/22	Wedderburn Detector Jamboree, Cr Holt and myself attended and made a presentation to the winner of the Loddon Shire sponsored prize
16/3/22	Attended the opening of the 2022 duck hunting season with family friends and other hunting community members from the Loddon Shire
18/3/22	Australia Day Awards and student representative presentation at Pyramid Hill P12 College
20/3/22	Serpentine Air Race
21/3/22	Catalyst Metals, Community Consultation Committee

**RESOLUTION 2022/41**

Moved: Cr Dan Straub (Mayor)

Seconded: Cr Linda Jungwirth

That Council receive and note the Mayoral Report

**CARRIED**

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

That Council receive and note the Councillors' reports

**REPORT**

Each Councillor will present a report at the meeting.

**Cr Holt**

<b>Municipal Association of Victoria</b>	
<b>Audit and Risk Committee</b>	
24/2/22: Audit and Risk Committee, Loddon Shire Council Chambers	
<b>Special Committees Of Council (Section 65 Community Asset Committees):</b> Donaldson Park Community Asset Committee Wedderburn Community Centre Community Asset Committee Wedderburn Engine Park and Market Square Reserve Community Asset Committee Wedderburn Mechanics and Literary Institute Hall Community Asset Committee Hard Hill Tourist Reserve Community Asset Committee	
<b>Other Council activities</b>	
<b>DATE</b>	<b>Activity</b>
6/3/22	Attended the Boort Trotting Club Cup meeting
8/3/22	Attended meeting of the Council's caravan park leasing sub-committee
8/3/22	Attended Council Forum at Council Chambers
13/3/22	With the Mayor, attended the Wedderburn Detector Jamboree presentation ceremony
17/3/22	Attended meeting of the Council's caravan park leasing sub-committee
20/3/22	Attended the Serpentine Community Air Race Centenary program

22/3/22	Attended at Shire Council Chambers where representatives of Wedderburn College students attended to learn about leadership and Council procedure and responsibilities
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**Cr Jungwirth**

<b>Loddon Mallee Local Government Waste Forum</b>	
<b>Central Victorian Greenhouse Alliance</b>	
<b>Municipal Emergency Management Plan Committee</b>	
<b>Other Council activities</b>	
<b>DATE</b>	<b>Activity</b>
22/2/22	Council briefing and meeting, Wedderburn
23/2/22	Central Victorian Greenhouse Alliance Board meeting
24/3/22	Circular economy leadership course webinar
	Loddon Mallee Local Government Waste Forum meeting
27/2/22	Tarnagulla Rec Reserve meeting
2/3/22	Workshop on discrimination, bullying and harassment
	Macedon Ranges session, four bin service
3/3/22	Circular Economy leadership course
	Newbridge CWA held AGM for the wider Central Victorian Group
	Farewell to CEO, Rob Law, CVGA
8/3/22	Council Forum leadership course
9/3/22	Met with Lincoln Fitzgerald CEO
10/3/22	Circular Economy
	Boort Scarred Trees information session
11/3/22	Central Victorian Goldfields World heritage Bid information session

17/3/22	Circular Economy leadership course webinar
18/3/22	Fast Track professional development conference by VLGA
20/3/22	Serpentine Air Race – East Loddon Historical Society

**Cr Murphy**

<b>Calder Highway Improvement Committee</b>	
<b>Local Government Women's Charter</b>	
<b>Australia Day Committee</b>	
<b>Healthy Minds Network</b>	
<b>Special Committees Of Council (Section 65 Community Asset Committees):</b>	
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	
Jones Eucalyptus Distillery Site Community Asset Committee	
<b>Other Council activities</b>	
<b>DATE</b>	<b>Activity</b>
25/2/22	I attended the St Marys Primary School assembly to present students with their Australia Day certificates
25/2/22	I attended the launch of the 2022 Loddon Murray Community Leadership Program. LSC Scholarship participant is Cindy Gould who works with Inglewood Districts Health Services. Also Andrea Bouchville who is a non-executive member of the Board of Management for the Dingee Bush Nursing Centre. Andrea received the Minerals Council of Australia Scholarship.
1/3/22	I attended an online meeting for the Regenerative Forestry Plantation Establishment Program
4/3/22	I attended an online Child and Adolescent Mental Health discussion. I encourage people to follow the Loddon Healthy Minds Network to get notification of similar

	discussions.
8/3/22	I attended the Loddon Shire Council Forum
10/3/22	I attended the online Boort Scarred Trees Masterplan community presentation
11/3/22	I attended the online Central Victorian Goldfields World Heritage bid information session
14/3/22 – 20/3/22	Due to being a household contact to a COVID positive child I was in isolation for 7 days. This meant I was an apology for the Campbells Forest Hall CAC meeting and the Serpentine Airshow
22/3/22	Attended the Council Briefing and Meeting.

**RESOLUTION 2022/42**

Moved: Cr Wendy Murphy

Seconded: Cr Gavan Holt

That Council receive and note the Councillors' reports

**CARRIED**

## 10 DECISION REPORTS

### 10.1 PLANNING APPLICATION 5725 - DEVELOPMENT OF A MAJOR PROMOTION SIGN AT LOT 2, BOORT-CHARLTON ROAD, BOORT

**File Number:** FOL/21/6557

**Author:** Louise Johnston, Statutory Planning Coordinator

**Authoriser:** Glenn Harvey, Manager Development and Compliance

**Attachments:** 1. PA5725 - Development of a Major Promotion Sign

#### RECOMMENDATION

That Council determines to issue a Notice of Decision to refuse planning application 5725 for the development of a double sided, externally illuminated Major Promotion Sign subject to the following grounds:

- (1) The proposed sign is not consistent with the decision guidelines of Clause 52.05-8 of the Planning Scheme.
- (2) The sign is excessive and will have an unacceptable impact on the visual amenity and character of the area.
- (3) The sign will be out of character with the surrounding built form and will be visually intrusive in the low scale context of the site and surrounds.
- (4) The sign does not have any relationship to the subject site, streetscape and landscape.
- (5) The sign would compromise the operational efficiency of the road and poses an unacceptable road safety risk.

#### 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 discussions on this matter.

#### BACKGROUND

The application was lodged on the 19<sup>th</sup> October, 2021 proposing to display a major promotion sign on the subject land.

The application was advertised to surrounding landowners; one objection has been received.

The application was referred to the Department of Transport, as the Manager of the adjoining arterial road. The Department of Transport have objected to the application based on the sign compromising the operational efficiency of the road and posing an unacceptable road safety risk because of its location.

#### 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 as well as land opposite and surrounding the site. Council has received one objection as the result of the public notification process and the Officers Recommendation is to refuse the application 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.

### **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 2022/43**

Moved: Cr Gavan Holt

Seconded: Cr Wendy Murphy

That Council determines to issue a Notice of Decision to refuse planning application 5725 for the development of a double sided, externally illuminated Major Promotion Sign subject to the following grounds:

- (1) The proposed sign is not consistent with the decision guidelines of Clause 52.05-8 of the Planning Scheme.
- (2) The sign is excessive and will have an unacceptable impact on the visual amenity and character of the area.
- (3) The sign will be out of character with the surrounding built form and will be visually intrusive in the low scale context of the site and surrounds.
- (4) The sign does not have any relationship to the subject site, streetscape and landscape.
- (5) The sign would compromise the operational efficiency of the road and poses an unacceptable road safety risk.

**CARRIED**



**10.1 AUDIT AND RISK COMMITTEE MEETING HELD ON 24 FEBRUARY 2022****File Number:** FOL/20/612**Author:** Jude Holt, Acting Director Corporate**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**Attachments:** 1. **Audit and Risk Committee Meeting (Unconfirmed) Minutes - 24 February 2022 - Confidential**

This attachment is designated as confidential in accordance with Section 3(1)(h) of the *Local Government Act 2020*. It contains confidential meeting information, being the records of meetings closed to the public under section 66(2)(a).

The Audit and Risk Committee Meetings are held in camera. **(under separate cover)**

**RECOMMENDATION**

That Council receive and notes the unconfirmed minutes of the Audit and Risk Committee Meeting held on 24 February 2022.

**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 is provided with the minutes of the Audit and Risk Committee Meetings for information following each meeting.

**BACKGROUND**

The February 2022 Audit and Risk Committee Meeting was held after the February 2022 Council Meeting; therefore, this is the first opportunity to provide the minutes to Council.

**ISSUES/DISCUSSION**

The unconfirmed minutes of the Audit and Risk Committee held on 24 February 2022 are attached for receiving and noting.

**COST/BENEFITS**

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.

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.

**RISK ANALYSIS**

The internal audit program has been created and is annually updated on a risk basis, ensuring that Council's program addresses the areas of highest risk or greatest concern to Audit and Risk Committee members and Council officers.

**CONSULTATION AND ENGAGEMENT**

Nil

**RESOLUTION 2022/44**

Moved: Cr Gavan Holt

Seconded: Cr Wendy Murphy

That Council receive and notes the unconfirmed minutes of the Audit and Risk Committee Meeting held on 24 February 2022.

**CARRIED**

### 10.3 APPOINTMENT OF CHAIR AND INDEPENDENT COMMITTEE MEMBER OF THE AUDIT AND RISK COMMITTEE

**File Number:** FOL/20/612  
**Author:** Jude Holt, Acting Director Corporate  
**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer  
**Attachments:** Nil

#### RECOMMENDATION

That Council:

1. Upon recommendation of the Audit and Risk Committee, appoint Mr Rodney Baker as the Chair of the Audit and Risk Committee until a Council resolution is passed appointing a new Chair; and
2. Reappoint Mr Rod Poxon as an independent member of the Committee until 30 April 2026.

#### 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 approves the appointment of the Chair of the Audit and Risk Committee annually.

Annually, the term of one independent committee member expires to ensure succession for the committee.

#### BACKGROUND

##### Appointment of Chair:

Clause 5.4 (Chairperson) of the Audit and Risk Committee Charter v10 states:

- *"The Chairperson of the Committee must be an independent member*
- *Council will appoint the Chairperson of the Committee*
- *If the Chairperson is unable to attend a meeting, the members in attendance at the meeting will appoint a Chairperson for that meeting from among the attending members"*.

Appendix 1: Terms of Appointment of the Audit and Risk Committee Charter v10 states:

*"...the term of the current Chair is to 28 February 2022 or the date of the Ordinary Meeting in February 2022 where resolution for appointment of Chair for the new term will be made, whichever is the earlier."*

##### Appointment of Independent Member:

Clause 5.1 (Composition) and 5.2 (Independent Members) state:

*"The Committee will consist of five members appointed by Council, four of whom must be Independent members.*

*Independent members will be appointed for four-year terms*

*Independent members may be reappointed for two additional four-year terms, subject to satisfactory performance, that is, a maximum of 12 years."*

## ISSUES/DISCUSSION

### Appointment of Chair:

This year the Council Meeting for February (22<sup>nd</sup>) was held prior to the Audit and Risk Committee Meeting (24<sup>th</sup>); therefore, the Chair appointment by Council could not be formalised at the February 2022 Council Meeting.

In order to progress the appointment of Chair the Chief Executive Officer facilitated an election at the Audit and Risk Committee Meeting on 24 February 2022, and the Committee resolved “that Mr Rodney Baker be elected Chair of the Audit and Risk Committee for 2022.”

Mr Baker has been a member of Council’s Audit and Risk Committee since 1 May 2012 and has been Chair of the Committee since 25 February 2020.

The recommendation in this report to appoint Mr Baker remains silent on the end date. The Charter will be reviewed to eliminate any potential reoccurrence of this year’s appointment. (i.e. The Charter states the appointment ends on 28 February 2022; however, Council could not appoint at the February 2022 Council Meeting as the Audit and Risk Committee Meeting fell after the Council Meeting date).

### Appointment of Independent Member:

Each year the four-year term of one independent committee member expires. This rolling expiry date supports transition of knowledge and continuity as new members are appointed.

In 2022, the term of Independent Committee Member Mr Rod Poxon will conclude. Mr Poxon was appointed as an Independent Committee Member on 1 May 2015 (for a three-year term) and is current finalising his second (four-year) term with the committee. If reappointed this will be his final term.

Mr Poxon has been an active and committed contributor to the Audit and Risk Committee, and is seeking a third term. The Chief Executive Officer has consulted with Councillor Holt, the Council appointed representative for the Committee, and the Mayor regarding options available and the performance of Mr Poxon. Both support Mr Poxon’s appointment for a third and final term.

## COST/BENEFITS

The benefit of an annual election is providing all Committee Members with the opportunity to lead the Committee in its work for and on behalf of Council.

Clause 5.2.5 states that remuneration is paid to each independent member as approved by Council from time to time. At the Council Meeting on 27 April 2021, Council resolved to increase the quarterly remuneration paid to independent members of the Audit and Risk Committee to \$490, effective the quarter commencing 1 May 2021, with the Chair received one additional quarterly payment for the year in recognition of the increased workload for that role.

## RISK ANALYSIS

An annual appointment of Chair provides all committee members with the opportunity to lead the Committee, and reduces people risk around succession.

## CONSULTATION AND ENGAGEMENT

The members of the Audit and Risk Committee nominate the Chair of the Audit and Risk Committee and recommend appointment to Council.

In forming a recommendation to Council regarding reappointment of the independent committee member, Mr Rod Poxon, staff have consulted with the Councillor appointed representative and Mayor regarding the options available and performance of the committee member.

**RESOLUTION 2022/45**

Moved: Cr Gavan Holt

Seconded: Cr Linda Jungwirth

That Council:

1. Upon recommendation of the Audit and Risk Committee, appoint Mr Rodney Baker as the Chair of the Audit and Risk Committee until a Council resolution is passed appointing a new Chair; and
2. Reappoint Mr Rod Poxon as an independent member of the Committee until 30 April 2026.

**CARRIED**

## 10.2 ANNUAL INFRASTRUCTURE PROGRAM, AMENDMENT TO PROJECT ALLOCATIONS

**File Number:** FOL/19/432620

**Author:** David Southcombe, Manager Assets and Infrastructure

**Authoriser:** Steven Phillips, Director Operations

**Attachments:** 1. **Proposed Additional funding allocation - Confidential**

This attachment is designated as confidential in accordance with Section 3(1)(a) and (g(ii)) of the *Local Government Act 2020*. It contains 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.

**(under separate cover)**

### RECOMMENDATION

That Council approve the proposed changes to the project allocations outlined in the Attachment.

### 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 adopted at the July 2021 Council Meeting.

### BACKGROUND

Every year Council allocates and spends significant funds on capital infrastructure projects. Council continually carries out scoping of new infrastructure projects and maintains a rolling program of these projects. The rolling program is a database that forms the basis of the elements of the Annual Infrastructure Program.

An estimate of the project cost is undertaken as part of scoping up projects. Project estimates are based on construction unit rates or estimates developed by consultants and/or Council engineers. Occasionally project estimates need to be reviewed after tendering for projects or due to increased costs due to specific project requirements that were not accounted for as part of estimates.

A number of existing projects require a review of their allocations to allow them to be delivered. The total value as well as many of the adjustments being greater than 10% of each projects allocation require approval for them at Council level.

### ISSUES/DISCUSSION

All of the projects requiring adjustment to their budget allocations are still required to be undertaken. The following projects require a review of their budget allocation to allow their delivery.

#### Prairie Road reconstruction

This Local Road Reconstruction project requires significant additional funding due to a change in the subbase structure. The costs associated with the chemical stabilisation of the subbase was significantly under estimated when the project was scoped. Without additional funds the project

will be delivered with a substandard subbase, resulting in a road that will have a reduced asset life. The Council's Works Department is completing this project.

#### Lily Street upgrade

This Local Road Construction Safety project requires significant increase to complete. Council has sort three quotations for this project. To date it has received two responses. Of the two responses both are significantly higher than the estimated cost at the time the project was scoped. The additional funding is required to complete this project.

The attachment details the current and proposed allocations. No overall increase to the total allocation for the Annual Infrastructure Program is proposed.

#### **COST/BENEFITS**

There is no change to the overall allocation for the Annual Infrastructure Program. The proposed additional funding will be allocated from savings in other projects within the Program.

#### **RISK ANALYSIS**

There is minimal risks associated with the proposed changes to the project allocations. There is sufficient funding within the Annual Infrastructure Program. It is unlikely that additional Council funding will be required for the remainder of the Program.

#### **CONSULTATION AND ENGAGEMENT**

The updated allocations for each project were developed after consultation with Council officers from the Assets & Infrastructure team and Works Department.

#### **RESOLUTION 2022/46**

Moved: Cr Wendy Murphy  
Seconded: Cr Linda Jungwirth

That Council approve the proposed changes to the project allocations outlined in the Attachment.

**CARRIED**

**10.5 LAKE BOORT FORESHORE RECREATION PRECINCT PROJECT****File Number:** DOC/22/25194**Author:** Sarah Perry, Manager Community Support**Authoriser:** Wendy Gladman, Director Community Wellbeing**Attachments:** Nil**RECOMMENDATION**

That Council:

1. endorse the staging of the Lake Boort Foreshore Recreation Precinct Project as follows:
  - a) stage 1 - Boort Bowls Club Inc Synthetic Turf Project
  - b) stage 2 - Design of Lake Boort Foreshore Recreation Precinct Project which will include costing estimates and identification of potential external funding opportunities
  - c) stage 3 - Construction of Lake Boort Foreshore Recreation Precinct Project as identified in the stage 2 design
2. approve the funding application from Boort Bowls Club for the amount of \$301,970 to deliver stage 1:
  - a) with the funds allocated from the Lake Boort Foreshore Recreation Precinct Project budget
  - b) and subject to a funding agreement signed and executed by the CEO on behalf of Council
3. confirm Stages 2 and 3 are to be completed as a single project, planned and delivered in line with Council's Annual Plan timeline.

**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 Boort Ward Strategic Fund was allocated to the Boort Foreshore Sporting Precinct by Council resolution at the September 2020 Ordinary Council meeting. Without any detailed plans in place, the intention was to return the final plans for the precinct to Council for approval prior to the project commencing.

Staging of the project was discussed at the February 2022 Council Forum.

**BACKGROUND**

It is understood that the project scope includes, bowls club synthetic green, tennis courts fencing and lighting and the installation of a pump park and basketball half court (using a portion of the current tennis courts). There may be additional works identified at the Croquet Club as planning progresses. To more accurately reflect the scope of the project, the project title has been revised to Lake Boort Foreshore Recreation Precinct Project.

Staging the project would create three distinct stages, identified as follows:

Stage 1 being the replacement of the Boort Bowls Club irrigated turf with a suitable synthetic alternative. It was discussed at the Forum that subject to an application process and execution of a funding agreement, this project could be funded from the Lake Boort Foreshore Recreation Precinct Project (the Project) budget for immediate delivery.



The proposed timing of Stage 1 will allow the installation of synthetic turf before the next bowls season.

Stage 2 being the planning, design and costing of the pump track and basketball half-court, tennis fencing and lighting and potentially works at the croquet club. There may be additional works to support these identified elements such as footpaths and drainage.

Stage 3 being the funding and construction of the works as identified in Stage 2.

### ISSUES/DISCUSSION

This report relates to the decision to separate the project into three stages and commit funds from the Project budget to complete Stage 1, being the Boort Bowls Club (the Club) synthetic turf installation.

The Club will install a World Bowls approved synthetic surface at the Bowls Club, with the project costing \$301,970 ex GST. The Club have registered for GST and have committed to covering the GST component of the project. The Club have also committed to taking responsibility for any cost overruns.

If the proposed staging arrangement were approved by Council including Stage 1 being funded prior to the design stage, the Club will be required to enter into a formal funding agreement, with specific milestones and acquittal requirements. The project and payment milestones have been provided by the Club as per their application for funding.

The application has been assessed by a panel of Council officers and has been deemed to be satisfactory. There are no funding guidelines available to direct the assessment panel, rather the application is deemed compliant, as sufficient information has been provided to enable an understanding of the project particulars, to develop a funding agreement and to assess the planned delivery of the project. This model of funding the project delivery has been considered as the project is being delivered on an existing like for like footprint with a low risk of unidentified issues.

The project has the following timing and payment milestones as provided by the Club:

Schedule - Strategic Fund Contribution (application form)	Payment (%)	Payment (\$)	Start	Completion date	Milestone Date	Milestone Requirement
Place Order	30%	\$90,591	31/03/22	1/04/22	1/04/22	Executed Funding Agreement
Commencement	15%	\$45,295	1/05/22	19/05/22	19/05/22	Site Visit - CSD
Delivery of Playing Surface	40%	\$120,788	20/05/22	10/06/22	10/6/22	Milestone Report & Site Visit
Practical Completion	10%	\$30,197	15/06/22	18/06/22	18/06/22	Completion Report
Final Approval	5%	\$15,099	3/06/22	1/07/22	20/06/22	Acquittal Report

These timing and payment milestones will be included in the funding agreement. Any variations to the timing and payment milestones will need to be submitted by the club in writing and agreed by both parties.

**COST/BENEFITS**

A competed application for funding has been submitted by the Boort Bowls Club Inc. They have requested funding of a total of \$301,970. The project delivery cost is \$301,970 excl GST, noting that the GST component will be covered by the club. The club have advised they are now registered for GST.

The Project budget currently has \$500,000 available. Following the allocation of funding for stage 1 of the project, the remaining funds will support the planning component of stage 2 and any unspent funds held to attract identified external funding opportunities to deliver the remaining components of the project (stage 3).

Stage 1 will require some administration and supervision by Council officers. Council will not be providing resources to deliver the project.

**RISK ANALYSIS**

The risk of the project delivery exceeding the expected price, due to unexpected circumstances or situations, has been identified which may result in the Club returning to Council seeking additional funds to complete the project. The Club have indicated that they have mitigated this risk through the arrangements in place with the contractor and accept that they are responsible for any project overspend.

Stage 1 has been brought forward of the Annual Plan timeline of 2022/2023, which may create an expectation from the community that stage 3 will immediately follow the delivery of stage 1 without undertaking the planning identified as stage 2. The planning phase (stage 2) will provide important information on scope, complexity, design and cost (particularly identifying additional external funding that will need to be sourced). As an example of the complexity involved, the pump track is to be located within an extended Nolens Park and is adjacent to an area subject to localised flooding, the design of the project will need to be considered carefully not to exacerbate known issues.

The removal of funds from the strategic fund balance reduces the co-contribution available to attract external funding and may result in delays to the delivery of the rest of the project whilst the required level of funding is sourced.

The Club have also identified a risk to their ongoing operations through ageing and loss of volunteers, which are required to contribute significant time and energy in maintaining the current turf green. As synthetic turf has a life span, it has been recommended that the Club continue to bank funds to cover the cost associated with future replacement of the synthetic surface.

**CONSULTATION AND ENGAGEMENT**

The Boort Community Planning Committee have discussed, and are supportive of, the proposal to stage the Lake Boort Foreshore Recreation Project; with stage 1 being the delivery of the Bowls Club synthetic surface.

The Club has completed the planning to support the delivery of stage 1 of the Lake Boort Foreshore Recreation Project. Council staff have not been involved in the development of the synthetic turf project beyond providing consent for the works as per the Boort Bowls Club Inc. Management Agreement requirements.

**RESOLUTION 2022/47**

Moved: Cr Linda Jungwirth

Seconded: Cr Gavan Holt

That Council:

1. endorse the staging of the Lake Boort Foreshore Recreation Precinct Project as follows:
  - a) stage 1 - Boort Bowls Club Inc Synthetic Turf Project
  - b) stage 2 - Design of Lake Boort Foreshore Recreation Precinct Project which will include costing estimates and identification of potential external funding opportunities
  - c) stage 3 - Construction of Lake Boort Foreshore Recreation Precinct Project as identified in the stage 2 design
2. approve the funding application from Boort Bowls Club for the amount of \$301,970 to deliver stage 1:
  - a) with the funds allocated from the Lake Boort Foreshore Recreation Precinct Project budget
  - b) and subject to a funding agreement signed and executed by the CEO on behalf of Council
3. confirm Stages 2 and 3 are to be completed as a single project, planned and delivered in line with Council's Annual Plan timeline.

**CARRIED**

**10.6 DISABILITY ACCESS AND INCLUSION PLAN 2018-21 EXTENSION**

**File Number:** FOL/19/432362

**Author:** Kate Pallister, Wellbeing Officer

**Authoriser:** Amy Holmes, Manager Community Wellbeing

**Attachments:**

1. **Disability Access and Inclusion Plan DAIP 2018-21 extension Action Plan 2022**
2. **Disability Access and Inclusion Plan DAIP 2018-21 - progress, review and recommendations for extensions 2022**

**RECOMMENDATION**

That Council endorse the extension of the Disability Access and Inclusion Plan 2018-21 for a period of 12 months, and approve the proposed 2022 Action Plan.

**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 was presented with an update on the Disability, Access and Inclusion Plan 2018-21 at the Council Forum held 8 March 2022. This included a report on the progress of the 2018-20 Action Plan; review and recommendations based on the actions included in both the 2018-20 and 2020-21 Action Plans; and a draft Action Plan for 2022.

**BACKGROUND**

The 2018-21 Disability, Access and Inclusion Plan (DAIP) has built on the success of previous reports, which have seen Council make considerable steps towards embracing accessibility and inclusion in its organisational values.

While it has now reached the end of its four-year term, Council did not have capacity to develop a new DAIP prior to the end of this term due to a number of factors, including disruptions and service redirections resulting from lockdowns, and the absence of an Officer working solely in the accessibility and inclusion space.

**ISSUES/DISCUSSION**

Disability is complex and recognises the interaction between a person and the community in which they live. Some people's support and accommodation requirements can increase over time, whereas some can fluctuate or be episodic.

At least 7.4% of Loddon Shire's population need help in their day-to-day lives due to disability, with almost 76% of these residents over the age of 75. Additionally, 13.5% of the population provides unpaid care to a person with a disability, long term illness or old age. However, this figure increases taking into consideration temporary disabilities as well as the Shire's ageing population, many of whom do not identify as "having a disability", and therefore are not reflected in demographic statistics.

While barriers to individuals reaching their full potential can be physical and technical, it is often societal attitudes that impose barriers, rather than the "disability" itself. The DAIP is Council's commitment to continue to reduce these barriers, so that all individuals in Loddon Shire have equal opportunity to improve their quality of life and achieve optimal health and wellbeing outcomes.

The 2018-21 DAIP identified six key outcomes that address the needs of people with a disability in the Loddon Shire community and strategies that fit within Council’s area of influence to help achieve these outcomes over the four years of the Plan. Action Plans were developed to guide Council staff to achieve each strategy and ensure the plan is implemented efficiently and effectively over its four years.

In the second half of 2021, progress against previous years’ Action Plans were reported and feasibility for delivery in 2022 determined. The following proposed Action Plan includes priority actions from the previous Action Plans that have not yet been completed. There are 13 items outlined within this Action Plan- situated within five of the six key outcomes- which Council will endeavour to deliver within the next 12 months. The complete Action Plan is attached, indicating responsible staff and partners in achieving these actions.

<b>Outcome</b>	<b>Strategy</b>	<b>Actions</b>
The Loddon Shire’s built and natural environments are accessible and people with a disability are able to move around and get to the places they want to go.	We will ensure new developments and infrastructure are built to the principles of universal design, planning beyond the Access Standards to meet community needs.	Deliver training to increase awareness and understanding of universal design principles for all relevant staff.
	We will work to increase the accessibility of our built and natural environments to reduce the physical barriers experienced by people with a disability.	Undertake activities to identify high use buildings and public toilets within the Loddon Shire, with the vision to determine the compliance of identified buildings and the budget required to improve their accessibility (Disability Discrimination Act). To inform a business case and budget bid for the 22/23 financial year.
	We will support our residents to maintain their independence to get about town.	Implement the Outdoor Style Guide. Identify the need and locations for new mobility scooter and wheelchair recharge points. Investigate whether the EV charging points implemented during the Charging the Regions project are able to charge mobility scooters and wheelchairs and promote as such.
People with a disability are engaged in flexible and sustainable employment within the Loddon Shire and have opportunities to develop and succeed.	We will offer opportunities for people with a disability to increase their skills and confidence in the workplace.	Investigate the feasibility of a targeted work experience program for people with a disability within various Council departments.
People with a disability can access the information they need to make informed decisions and choices and contribute to leading, shaping and influencing the Loddon Shire.	We will continue to improve our communication and information approaches to ensure that people with a disability can access information and know what is happening in their community.	Deliver training to staff on how to write in plain and easy English. Promote the use of the Communications Plan template to staff, to be used in liaison with Council’s Media Officer.
	We will ensure our community	Upload the plain and easy English

	engagement approaches are accessible and inclusive of people with a disability and ensure all Loddon Shire residents have the opportunity to have their say.	versions of the 2018-2021 DAIP to Council's website.
People with a disability, their families and carers are able to connect and participate in activities that are aligned to their interests and identities, and experience a high level of wellbeing in all aspects of their life.	We will continue to improve access to and from activities, services and events for people with a disability in the Loddon Shire community and reduce isolation.	Advocate for improved and accessible public transport systems. Explore potential partnerships and funding opportunities for transport programs to events, activities and towns outside of the Loddon Shire for accessing services.
	We will lead and work with others to increase opportunities for people with a disability, their families and carers to connect and feel supported in the Loddon Shire community.	Compile a list of available local support groups for carers and publish on Council's website.
People with a disability feel welcome and safe, and are as recognised and respected as any other resident in the Loddon Shire.	We will promote the importance of inclusion for all and provide information and education about good models of inclusive practices and approaches.	Run an annual internal International Day of People with Disability event to promote positive stories of disability that increase awareness and inclusion in the workplace.
		Disability awareness will become part of the Position Description in all new positions and Personal Development.

**COST/BENEFITS**

The Disability Access and Inclusion Plan (DAIP) reflects Council's commitment to continue to reduce barriers experienced by people with disability. Reducing these barriers means that more people are able to access and participate in services, employment and social activities within the Loddon Shire community. Not having access to services, employment and social activities can significantly affect a person's health and wellbeing and therefore addressing these barriers can reduce the demand on health services, increase employment rates, and increase the Shire's social capital.

The funding for the Rural Access Officer role is no longer provided by the State Government. A Wellbeing Officer position (0.6EFT) forms part of the Community Wellbeing directorate and Access Inclusion is within the remit of this position.

The 13 items outlined within the proposed 2022 Action Plan can be achieved using existing resources and will not require additional funding.

**RISK ANALYSIS**

The DAIP supports Council in achieving its obligations under international, federal and state legislation, plans and policies, namely:

- United Nations Convention of the Rights of Persons with Disabilities 2006

- Disability Discrimination Act 1992
- Disability Strategy 2021-31
- Building Code of Australia 2013
- Charter of Human Rights and Responsibilities Act 2006
- Equal Opportunity Act 2010
- Local Government Act 2020
- Disability Act 2006 (Section 38)
- Disability Amendment Act 2012 (revises the Disability Act 2006)
- Public Health and Wellbeing Act 2008
- Public Health and Wellbeing Plan 2019-23
- Absolutely Everyone, State Disability Plan 2017-20.

If Council does not see the DAIP to completion, it will be at risk for non-compliance and discrimination against people with disabilities and/or their carers/family members.

See page 11 and 12 of the DAIP 2018-21, for a detailed risk analysis of not implementing the plan.

### CONSULTATION AND ENGAGEMENT

Progress of the 2018-21 DAIP was reported and feasibility for action implementation in 2022 determined in consultation with staff at departmental level.

#### RESOLUTION 2022/48

Moved: Cr Linda Jungwirth

Seconded: Cr Wendy Murphy

That Council:

1. endorse the extension of the Disability Access and Inclusion Plan 2018-21 for a period of 12 months
2. approve the proposed 2022 Action Plan
3. rename the Plan to remove the word 'Disability' and call it the 'Access and Inclusion Plan'
4. undertake to introduce more diverse stock photography into Council publications with the inclusion of people of all ages and abilities.

**CARRIED**

**10.7 ROAD ASSET MANAGEMENT PLAN****File Number:** FOL/19/432732**Author:** David Southcombe, Manager Assets and Infrastructure**Authoriser:** Steven Phillips, Director Operations**Attachments:** 1. Road Asset Management Plan**RECOMMENDATION**

That Council adopts the Road Asset Management Plan.

**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 Road Asset Management Plan was discussed at the March 2022 Council Forum.

**BACKGROUND**

Council's current Road Asset Management Plan (RAMP) was adopted in March 2017. The first version of the plan was developed and adopted in 2008. The RAMP has been reviewed and updated as part of preparing for the completion of the Asset Plan. The Asset Plan is required by the Local Government Act 2020 and must be adopted by 30 June 2022.

The road network is the largest asset class at Council by value and quantity. The network was valued at \$375,393,062 in 2020/21 values and comprises approximately 4,700km of sealed, gravel, and formed roads. This Asset Management Plan is informed through the conducting of formal condition inspections of all sealed and gravel roads, which are undertaken on a five-year cycle.

The RAMP outlines key elements involved in managing Council's road assets. It combines management, financial, engineering and technical practices to ensure that the level of service required by the community is provided at the lowest long-term cost and is within the limits of Council's fiscal constraints.

**ISSUES/DISCUSSION**

Only minor updates and a review of the renewal modelling and recommended funding strategy were undertaken in the development of this version of the RAMP. The updates that were undertaken include:

- references to legislation, e.g. Local Government Act 2020
- asset data such as road lengths, condition graphs, and age graphs
- effective asset lives as part of the modelling, sealed pavement life was increased from 90 to 120 years, gravel shoulders and gravel pavement was increased from 30 to 32 years
- the funding strategy was reviewed with the preferred option being the current Financial Plan allocations minus an allocation for new assets in other programs e.g. increasing the footpath network.

The review of the funding strategy is the most impactful change undertaken as it affects the future direction of Council in regards to renewing or upgrading road assets. The funding strategy comprises two main components, these are:



1. maintenance and operations expenditure which is recommended as per the existing Financial Plan,
2. capital renewal and capital new or upgrade from which adjustments were made versus the current Financial Plan.

The following table shows the proposed funding strategy.

**Table 1 – Proposed renewal and new/upgrade funding for road assets**

Budget Year	Maintenance & operations expenditure (\$)	Capital renewal (\$)					Capital new or upgrade (\$)				Total annual capital expenditure (\$)
		Sealed pavement	Sealed surface	Gravel shoulder	Unsealed pavement	K & C	K & C	Amenity Program	Safety Program	Other	
21-22	6,295,694	4,905,633	723,259	86,580	838,018	166,576	0	397,084	459,407	0	7,576,557
22-23	6,385,040	1,243,513	1,130,667	194,156	405,419	85,995	30,000	78,831	90,093	300,000	3,558,674
23-24	6,477,869	1,369,169	1,027,403	202,040	458,325	58,449	30,000	120,957	120,957	300,000	3,687,300
24-25	6,579,619	1,402,659	1,074,384	210,081	517,874	63,733	30,000	75,000	75,000	300,000	3,748,731
25-26	6,669,388	1,638,857	1,121,578	218,282	586,791	69,193	30,000	75,000	75,000	300,000	4,114,701
26-27	6,768,598	1,778,469	1,167,733	226,649	670,447	74,834	30,000	75,000	75,000	300,000	4,398,132
27-28	6,877,595	1,814,161	1,192,770	237,316	683,185	76,825	30,000	75,000	75,000	300,000	4,484,257
28-29	6,989,222	1,850,530	1,218,283	248,249	696,166	78,855	30,000	75,000	75,000	300,000	4,572,083
30-31	7,103,516	1,887,580	1,244,280	259,453	709,393	80,923	30,000	75,000	75,000	300,000	4,661,629
31-32	7,220,631	1,925,353	1,270,771	270,941	722,872	83,031	30,000	75,000	75,000	300,000	4,752,968

A summary of the changes versus the previous version of the RAMP and the current Financial Plan is provided below.

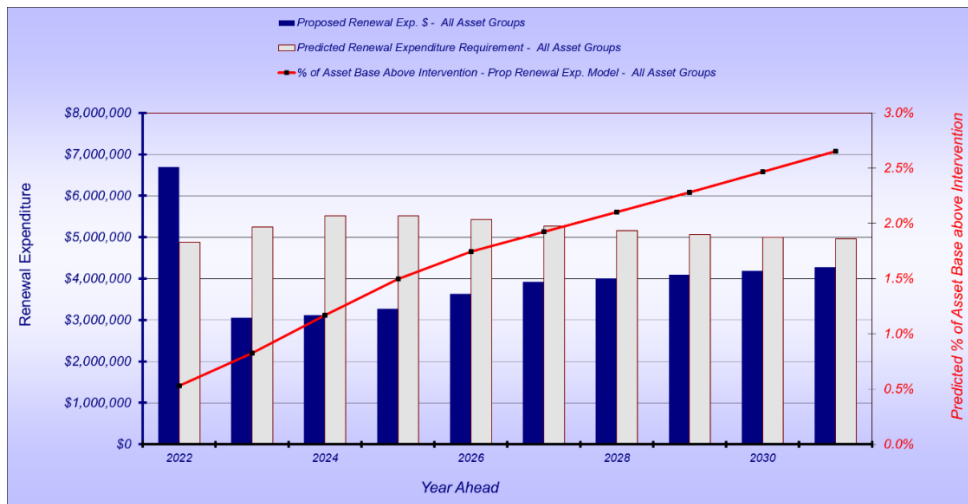
A reduction in renewal funding of \$300,000 per annum for sealed pavements from 2022/23 onwards. This allocation has been redirected to the Other category in capital new or upgrade and can be used for new footpaths. This will result in the percentage of sealed pavements being above the condition intervention score increasing from 0.5% to 3% after 10 years. Refer Figure 2 in the Appendix for details. While redirecting \$300,000 from sealed pavements to new assets such as footpaths is projected to increase the percentage of sealed pavements above the condition intervention level, this will be managed in two ways:

- continuing regular condition assessment of sealed pavements to monitor their condition
- continuing to apply for grant funding to reduce the renewal gap.

A reduction in the renewal funding of \$150,000 per annum for sealed surface renewals from 2023/24 onwards. This has been reallocated to the capital new or upgrade program in the amenity program and safety program as \$75,000 per annum for each to allow these programs to continue which are due to finish in 2023/24 as per the current Financial Plan. This will not result in any material change in condition of sealed surfaces in 10 years. Refer Figure 3 in the Appendix for details.

The following Figure 1 looks at only the renewal expenditure for the combined road assets. The modelling forecasts that \$52.03 million is required for road renewals over the next 10 years. The proposed funding is \$40.27 million. Adopting the proposed funding strategy could result in a slight degradation in the combined road assets condition intervention score over time. That is the model indicates that the condition intervention level will rise from 0.6% in year 1 to 2.6% at year 10. This is within an acceptable limit for managing assets and does not represent a significant impact to the current level of service.

Figure 1 – Renewal projections for roads



**COST/BENEFITS**

The cost of maintaining Council’s road network in adequate condition over the next 10 financial years is \$112.92 million. This comprises \$67.37 million for operations and maintenance and \$45.55 million for capital expenditure. The benefits of this are numerous including supporting the free movement by road, improving the safety for road users, and supporting a number of industries within Council boundaries.

**RISK ANALYSIS**

The adoption of the Road Asset Management Plan will minimise Council’s risks associated with managing all of these assets.

The two highest risks on Council’s roads have been identified as vehicle accidents on narrow sealed roads and vehicle accidents on heavily trafficked unsealed roads. Adopting and managing road assets in accordance with the RAMP along with the Road Management Plan will minimise and control these risks.

**CONSULTATION AND ENGAGEMENT**

The draft RAMP has been discussed with internal stakeholders on a number of occasions. This includes Loddon Leaders and other staff who have had opportunities to review the outcomes of both plans and provide feedback.

APPENDIX

Figure 2 – Renewal projections for sealed pavements

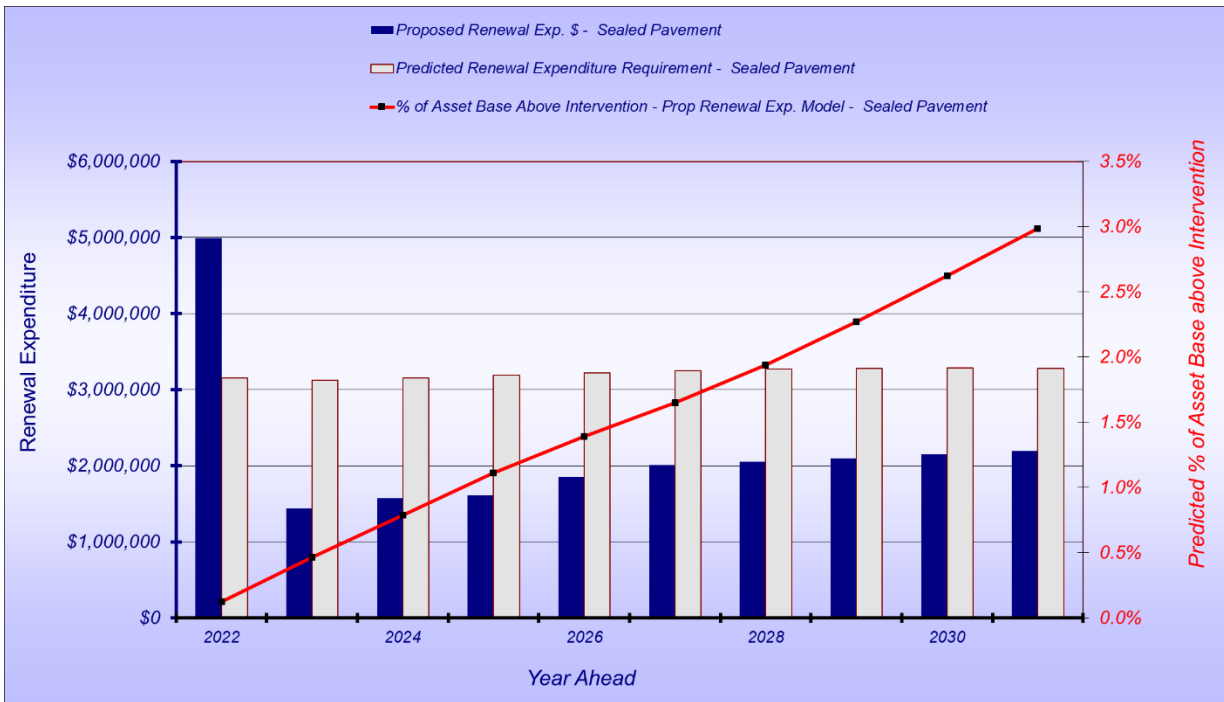
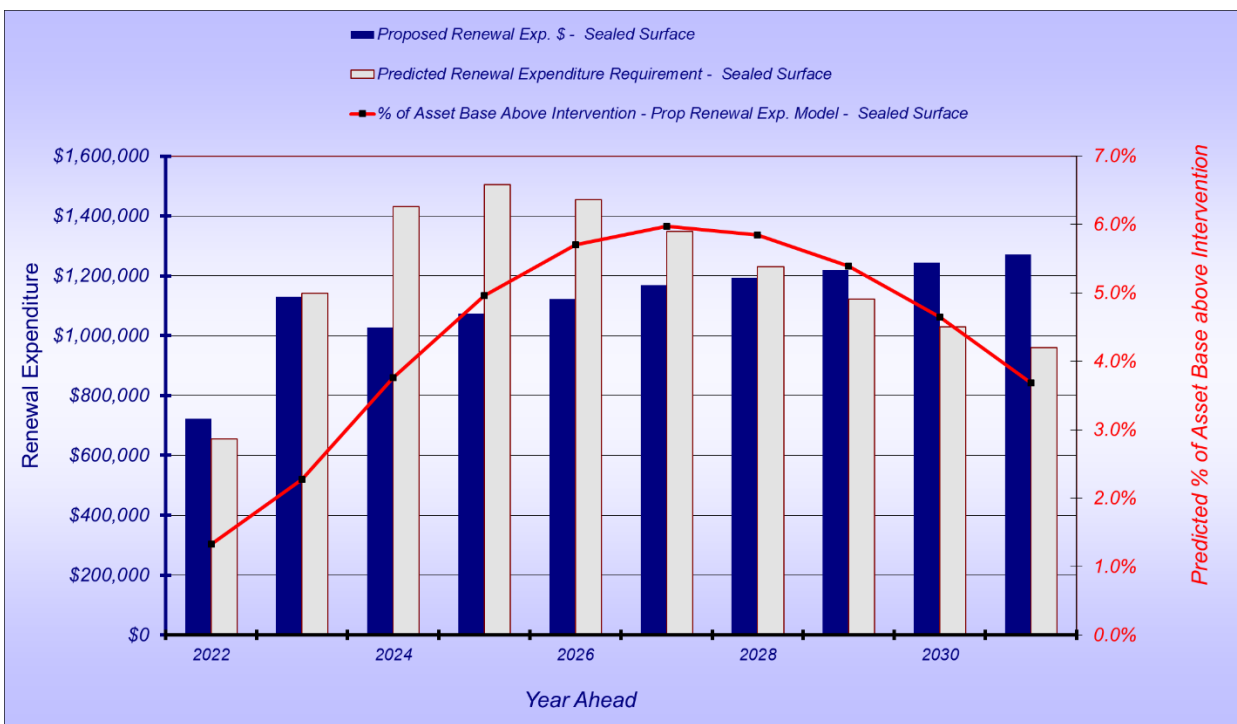


Figure 3 – Renewal projections for sealed surfaces



**RESOLUTION 2022/49**

Moved: Cr Wendy Murphy  
 Seconded: Cr Gavan Holt

That Council adopts the Road Asset Management Plan.

**CARRIED**

**10.8 BUILDING ASSET MANAGEMENT PLAN****File Number:** FOL/19/432737**Author:** Daniel McQueen, Asset Management Coordinator**Authoriser:** David Southcombe, Manager Assets and Infrastructure**Attachments:** 1. Building Asset Management Plan**RECOMMENDATION**

That Council adopt the Building Asset Management Plan.

**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 Building Asset Management Plan (BAMP) was discussed at the March 2022 Council Forum.

**BACKGROUND**

Council's current Building Asset Management Plan (BAMP) was adopted in 2019 and was the second version of this document. The 2019 version of the BAMP recommended a capital renewal allocation of \$400,000 per annum.

The BAMP outlines key elements involved in managing Council's building assets associated with caravan parks, community centres, Council depots, elderly persons units, Council offices, preschools and child health centres, public halls, public toilets, recreation reserve buildings, senior citizens centres, staff accommodation and miscellaneous 'other' buildings.

It combines management, financial, engineering and technical practices to ensure that the level of service required by user groups is provided at the lowest long-term cost to the community and is within the limits of Councils fiscal constraints.

**ISSUES/DISCUSSION**

The 2019 BAMP recommend that \$400,000 per annum be allocated for the renewal of Council's buildings. This was based on modelling undertaken and is forecast to improve the condition of Council's buildings from 2.82 to 2.23 over a 10 year period (starting in 2019). No changes to the renewal allocation is proposed as part of the 2022 review of the BAMP. The renewal modelling was not updated in this review. As the current modelling is only three years old and no new condition assessments have been undertaken since 2019.

The review of the Plan entailed minor changes such as:

- updated references to Section 86: Committee of Management to Section 65: Community Asset Committee as per the Local Government Act 2020
- Council department name changes
- included Inglewood EPU's
- simplified future demand forecast table to align with other Council Asset Management Plans
- maintenance guidelines updated to include solar as well as rubbish and recycling in Appendix E.

**COST/BENEFITS**

No changes to the proposed renewal allocation from the 2019 BAMP are proposed in the 2022 update. During the process of data collection and assessment for the 2019 BAMP, it was identified that the total replacement value of the Council owned 173 buildings was just over \$60 million (2017/18 data). The annual depreciation expense was evaluated to be \$1,184,447 (2017/18 data). Whilst this is far greater than the \$400,000 proposed capital renewal. Council spending on renewal is considered adequate at this point in time.

**RISK ANALYSIS**

There are no significant risks associated with the adoption of the new Plan. However, deviation from the proposed expenditure based on the financial modelling may increase future annual liability on building assets.

**CONSULTATION AND ENGAGEMENT**

The BAMP has been discussed with internal stakeholders on a number of occasions.

**RESOLUTION 2022/50**

Moved: Cr Wendy Murphy

Seconded: Cr Gavan Holt

That Council adopts the Building Asset Management Plan.

**CARRIED**

**11 INFORMATION REPORTS**

Nil

## 12 COMPLIANCE REPORTS

### 12.1 GENDER EQUALITY ACTION PLAN

**File Number:**

**Author:** Casey Shelton, Human Resources Coordinator

**Authoriser:** Janine Jackson, Manager Organisation Development

**Attachments:** 1. Draft Gender Equality Action Plan

#### RECOMMENDATION

That Council approves the Gender Equality Action Plan as a legislated requirement of the Gender Equality Act 2020.

#### 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 Gender Equality Action Plan is a new requirement under the Gender Equality Act 2020 and has not been discussed at Council previously.

#### BACKGROUND

The Gender Equality Action Plan (GEAP) is required to be approved by 31 March 2022.

The GEAP seeks to provide measurable actions to achieve gender equality in the workplace. Key outcomes of the GEAP include:

- ensuring Council staff understand the importance of gender equality
- identifying where change is needed at Council
- planning and implementing actions that will achieve progress.

By developing the GEAP and submitting to the Commission for Gender Equality in the Public Sector, Council is ensuring its obligation is met under the Gender Equality Act 2020 and achieves positive progress toward gender equality in the workplace.

#### ISSUES/DISCUSSION

The Gender Equality Action Plan is reliant on data obtained from the People Matter Survey and the Gender Equality Audit, both of which were completed in 2021.

The People Matter Survey was promoted heavily to all staff during the survey period, with 30% of staff responding. As there was a minority of staff that responded, the data may not be truly representative of all staff views, but does provide a baseline for further action.

The Gender Equality Audit was completed internally and involved manual reporting, collation and interpretation of data that was not easily accessible via existing systems. This included the conversion of all staff to a full-time equivalent and the calculation of total remuneration of all fixed and variable amounts received for all 217 reportable staff during the reporting period. Due to the manual nature of the process, it should be acknowledged that there may a margin for error.

The Commission for Gender Equality in the Public Sector conducts data cleansing practices to ensure compliance, which may also negatively affect the data.

The results of the Gender Equality Audit, whilst valuable as a general overview, does not provide an accurate reflection of the current state of gender equality within Council and there is work to do to ensure systems are in a position to provide more easily accessible data for the next audit.

**COST/BENEFITS**

Through the successful promotion of its progress toward the actions contained in the Gender Equality Action Plan, Council can promote itself as an inclusive organisation, which in turn will position Council as an employer of choice.

It is intended that the bulk of the actions contained within this Plan will be undertaken within the current operational budget parameters. Where additional activities require additional resources, external funding will be sought to support these.

**RISK ANALYSIS**

Without a Gender Equality Action Plan, Council will not be compliant against its obligations under the Gender Equality Act 2020.

**CONSULTATION AND ENGAGEMENT**

The Gender Equality Action Plan has been developed by the Human Resources Coordinator, with input actively encouraged via distribution through the Consultative Committee, which is representative of staff from across Council. The Management Executive Group approved the Gender Equality Action Plan on Friday 4 March 2022.

**RESOLUTION 2022/51**

Moved: Cr Gavan Holt  
Seconded: Cr Linda Jungwirth

That Council approves the Gender Equality Action Plan as a legislated requirement of the Gender Equality Act 2020.

**CARRIED**



**13 URGENT BUSINESS**

In accordance with Council's Governance Rules, Clause 53 provides that at a scheduled or special meeting of Council, business that is not included in the agenda notice must only be considered if no more than one Councillor is absent and the Council resolves that the matter is urgent.

Despite this requirement, a matter that is not included in the agenda notice must not be considered at a Council meeting if it will:

- (a) directly and significantly affect the exercise of a person's rights;
- (b) alter the Council Plan or the budget; or
- (c) commit the Council to expenditure exceeding \$20,000.

**POWER OUTAGES AND TELSTRA**

Cr Holt referred to instances of power outages which extend beyond the capacity of the battery backup for the Telstra exchange, which impacts on internet and EFTPOS services for businesses. He suggested that Council could advocate on behalf of its community to Telstra regarding having a better power backup system to address these problems.

Mr Fitzgerald responded that the Council Plan has an existing action to advocate for connectivity matters, and noted that this matter would fit within that remit. Councillors were supportive of staff contacting the providers to raise this issue.

**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)

Closing of Meeting to the Public

**RESOLUTION 2022/52**

Moved: Cr Wendy Murphy  
Seconded: Cr Linda Jungwirth

That the meeting be closed to the public at 4.09pm.

**CARRIED**

**14.1 REVIEW OF CONFIDENTIAL ACTIONS****RESOLUTION 2022/53**

Moved: Cr Wendy Murphy  
Seconded: Cr Gavan Holt

That Council receive and note the action sheet.

**CARRIED**

**NEXT MEETING**

The next Ordinary Meeting of Council will be held on 26 April 2022 at Wedderburn commencing at 3pm.

There being no further business the meeting was closed at 4.13pm.

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

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**CHAIRPERSON**