



Notice is given that a Meeting of Council will be held on:

Date: Tuesday, 17 December 2024

Time: 3.00pm

Location: Loddon Shire Council Chambers, Wedderburn

AGENDA

Council Meeting

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OPENING COMMENT

This meeting is being recorded and audio streamed via the Council website and Facebook.

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**4 DECLARATIONS OF CONFLICT OF INTEREST**

5 PREVIOUS MINUTES**5.1 CONFIRMATION OF MINUTES**

File Number: FOL/19/45615
Author: Lisa Clue, Manager Governance
Authoriser: Lincoln Fitzgerald, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

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

1. Council Briefing of 26 November 2024
2. Council Meeting of 26 November 2024

REPORT

This report seeks Council confirmation of Minutes from the November 2024 Council Briefing and Council Meeting, as previously circulated to Councillors.

6 COUNCIL AUSPICED MEETINGS**6.1 RECORD OF COUNCIL AUSPICED MEETINGS**

File Number: 02/01/001
Author: Lisa Clue, Manager Governance
Authoriser: Lincoln Fitzgerald, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

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

1. Council Briefing held 26 November 2024,
2. Councillor Induction Session 'Understanding Council Finances' held 3 December 2024, and
3. Councillor Induction Session 'Strategic and Statutory Planning and Introduction to the Integrated Strategic Planning Framework' held 10 December 2024.

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

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

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

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

This report seeks confirmation of the Council Briefing held on 26 November 2024, and Councillor Induction Sessions 'Understanding Council Finances' held 3 December 2024 and 'Strategic and Statutory Planning and Introduction to the Integrated Strategic Planning Framework' held 10 December 2024.

Meeting details	Briefing
Date	26 November 2024
Councillor Attendees	Cr Straub (Mayor) Cr Angelo Cr Holt Cr Weaver Cr Wilson
Staff/ Stakeholder representatives	<ol style="list-style-type: none"> 1. Lincoln Fitzgerald, Chief Executive Officer 2. Wendy Gladman, Director Community Wellbeing 3. Glenn Harvey, Manager Development and Compliance 4. Michelle Stedman, Director Corporate 5. Lisa Clue, Manager Governance 6. David Stretch, Manager Tourism and Development, Bradd Worrell, Tourism and Marketing Coordinator, Jackie Hicks and Giovanna Lever, Sparrowly Group – item 2 below 7. Darcy Jackson, Statutory Planning Officer and Louise Johnston, Statutory Planning Coordinator – item 4 below
Item(s) discussed.	<ol style="list-style-type: none"> 1. Review of Council Meeting Agenda 2. Visitor Economy Strategy – Project Update 3. Kingower Development and Tourism Committee – Fee Waiver Application 4. Planning Application 5969 – 4577 Bridgewater Maldon Road, Bridgewater 5. Australia Day 2025 6. General Business <ul style="list-style-type: none"> • 30 Years of Loddon • Council meeting matters
Conflict of Interest Disclosures – Councillor/ officer making disclosure	Cr Weaver disclosed a General Conflict of Interest in relation to Agenda Item 4 as a North Central Catchment Management Authority Board Member.
Councillor/officer left room	Cr Weaver left the room while Agenda Item 4 was being discussed.

Meeting details	Councillor Induction – Understanding Council Finances
Date	3 December 2024
Councillor Attendees	Cr Straub (Mayor) Cr Angelo Cr Holt Cr Weaver Cr Wilson
Staff/ Stakeholder representatives	1. Lincoln Fitzgerald, Chief Executive Officer 2. Wendy Gladman, Director Community Wellbeing 3. Steven Phillips, Director Operations 4. Michelle Stedman, Director Corporate 5. Kevin Leddin, Acting Manager Financial Services 6. Mark Davies, Financial Performance Solutions
Item(s) discussed.	Integrated strategic management planning and performance Strategic risk management and oversight Financial Management
Conflict of Interest Disclosures – Councillor/ officer making disclosure	Nil
Councillor/officer left room	n/a

Meeting details	Councillor Induction - 'Strategic and Statutory Planning and Introduction to the Integrated Strategic Planning Framework'
Date	10 December 2024
Councillor Attendees	Cr Straub (Mayor) Cr Angelo Cr Holt Cr Weaver Cr Wilson
Staff/ Stakeholder representatives	<ol style="list-style-type: none"> 1. Lincoln Fitzgerald, Chief Executive Officer 2. Wendy Gladman, Director Community Wellbeing 3. Steven Phillips, Director Operations 4. Lisa Clue, Manager Governance 5. Glenn Harvey, Manager Development and Compliance 6. Carolyn Stephenson, Senior Strategic Planner 7. Louise Johnston, Statutory Planning Coordinator 8. Darcy Jackson, Statutory Planning Officer
Item(s) discussed.	<p>Strategic Planning:</p> <ul style="list-style-type: none"> • Plan and policy development • Planning scheme amendments • Council involvement • Planning Scheme Review • 2025 Project Opportunities <p>Statutory Planning:</p> <ul style="list-style-type: none"> • The Victoria Planning Provisions and planning schemes • Planning permits and the planning permit process • Council's role in the planning permit process <p>Introduction to the Integrated Strategic Planning Framework</p> <p>General Business:</p> <ul style="list-style-type: none"> • 30 Years of Loddon
Conflict of Interest Disclosures – Councillor/ officer making disclosure	Nil
Councillor/officer left room	n/a

7 REVIEW OF ACTIONS**7.1 REVIEW OF ACTIONS**

File Number: 02/01/002

Author: Lisa Clue, Manager Governance

Authoriser: Lincoln Fitzgerald, Chief Executive Officer

Attachments: 1. Resolutions acted upon since the November 2025 Council meeting

RECOMMENDATION

That Council receive and note resolutions acted upon since the November 2024 Council meeting as attached to this report.

CONFLICT OF INTEREST

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

REPORT

A document containing the status of actions arising from November Council meeting resolutions, and one action from a September Council meeting resolution (reported on as progressing at the November Council meeting), is attached to this Agenda report.

Three actions generated from November Council meeting resolutions have been acted upon, one action will be completed when a report on Newbridge Water and Sewerage is presented to the March 2025 Council meeting (in accordance with the resolution).

The action reported on as progressing at the November Council meeting relates to a resolution requiring a report to be provided to Council at the December 2024 or January 2025 Council meeting. This report is being prepared for presentation to Council in January 2025.

Council resolutions acted upon since the November 2024 Council meeting

Meeting	Officer/Director	Section	Subject
Council 16/09/2024	Clue, Lisa Stedman, Michelle	Compliance Reports	Notice of Motion - Amendment to Governance Rule 65
RESOLUTION 2024/124			
Moved: Cr Linda Jungwirth			
Seconded: Cr Wendy Murphy			
That a report be provided to Council at a meeting in December 2024 or January 2025 on:			
an amendment of Loddon Shire Council's Governance Rules to -			
<ul style="list-style-type: none"> a. removing 65, item (4)(b) - must relate to a matter of business on the meeting agenda b. amending Rule 65, item (4)(c) to add a time period. Ie. Must not relate to subject matter previously responded to by Council in the last six months 			
CARRIED			
10 Oct 2024 2:57pm Clue, Lisa			
In accordance with the resolution, a report will be provided to Council at a meeting in December 2024 or January 2025.			

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Colls, Renae Fitzgerald, Lincoln	Decision Reports	Newbridge Water and Sewerage Update
RESOLUTION 2024/148			
Moved: Cr Nick Angelo			
Seconded: Cr Gavan Holt			
That Council			
<ul style="list-style-type: none"> 1. acknowledge that following the 2024 Council elections there has been minimal time to brief the incoming Council on this item; and 2. defer consideration of this matter until March 2025. 			
CARRIED			
09 Dec 2024 3:35pm Colls, Renae			
In accordance with the resolution, a report will be provided to Council at a meeting in March 2025.			

Council resolutions acted upon since the November 2024 Council meeting

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Jackson, Darcy Phillips, Steven	Decision Reports	Planning Application 5969 - 4577 Bridgewater Maldon Road Bridgewater
RESOLUTION 2024/147			
Moved: Cr Miki Wilson Seconded: Cr Nick Angelo			
That Council determines to issue a notice of decision to refuse planning permit application 5969 for the use and development of the land for accommodation (camping and caravan park), development of a machinery shed, relocation of an existing storage shed, creation of new access to Transport Zone 2, for the following reasons:			
<ol style="list-style-type: none"> 1) The proposal is inconsistent with Clause 14.01-1S Protection of agricultural land of the Planning Policy Framework. 2) The proposal is inconsistent with the purpose and decision guidelines of Clause 35.07 Farming Zone 			
NCCMA			
<ol style="list-style-type: none"> 3) The proposal is inconsistent with the purpose and decision guidelines of Clause 44.04 Land Subject to Inundation Overlay, in particular: <ol style="list-style-type: none"> a. Ensure that development maintains the free passage and temporary storage of floodwaters, minimises flood damage, responds to the flood hazard and local drainage conditions and will not cause any significant rise in flood level or flow velocity. b. To minimise the potential flood risk to life, health and safety associated with development. 4) The proposal is not consistent with the decision guidelines in the Victorian Planning Provisions Practice Note 11 'Applying for a Planning Permit Under the Flood Provisions', in that: <ol style="list-style-type: none"> a) It is likely to result in danger to the life, health and safety of the occupants due to flooding on the site. b) It relies on low-level access to and from the site. c) It is likely to increase the burden on emergency services and the risk to emergency d) personnel. e) It is likely to increase the amount of flood damage to public or private assets. f) It is likely to raise flood levels or flow velocities to the detriment of other properties. Potentially adverse effects on upstream and downstream areas must be identified and addressed. Development should not transfer flooding problems from one location to another. g) It is likely to obstruct flood flows or reduce natural flood storage. The capacity of land subject to inundation to convey and store floodwater must be maintained. h) It is likely to increase the number of buildings located in a floodway area. 			

Council resolutions acted upon since the November 2024 Council meeting

5) The proposal is not consistent with the objectives of the State Planning Policy Framework (SPPF) at Clause 13.03-1S Floodplain management, in particular to assist the protection of life, property and community infrastructure from flood hazard, including coastal inundation riverine and overland flows.

CARRIED

Completed by Jackson, Darcy (action officer) on 09 December 2024 at 5:28:35 PM - Notice of Decision issued in accordance with the resolution.

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Clue, Lisa Stedman, Michelle	Decision Reports	Council Meeting Schedule
RESOLUTION 2024/145			
Moved: Cr Miki Wilson			
Seconded: Cr Nick Angelo			
That Council:			
<ol style="list-style-type: none"> 1. approves the schedule of Council Meetings for 2025 contained within this report; and 2. approves amending the date of the December 2024 Council meeting from Tuesday, 10 December to Tuesday 17 December; and 3. notes that dates and times for Special Meetings and meetings conducted under the auspices of Council are to be determined as required and may commence earlier than 10am; and 4. provides public notice of the 2025 Schedule of Council Meetings and amended December 2024 Council meeting date in accordance with Council's Governance Rules. 			
CARRIED			
Completed by Clue, Lisa (action officer) on 09 December 2024 at 4:37:22 PM - Change of meeting date communicated or scheduled for communication via social media, Mayoral Column and local print media. 2025 Council Meeting dates are available on Council's website and have been scheduled to appear in local print media over coming weeks.			

Council resolutions acted upon since the November 2024 Council meeting

Meeting	Officer/Director	Section	Subject
Council 26/11/2024	Phillips, Steven Fitzgerald, Lincoln	Decision Reports	Kingower Development and Tourism Committee - Fee Waiver and reduction Application
RESOLUTION 2024/146			
Moved: Cr Gavan Holt			
Seconded: Cr Nick Angelo			
That Council waive the Planning Permit Application fee of \$473.60 and remove Council's fee of \$617.50 from the Building Permit Application for the Kingower Development and Tourism Committee's shed project.			
CARRIED			
Completed by Clue, Lisa on behalf of Phillips, Steven (action officer) on 09 December 2024 at 4:07:28 PM - The Planning Permit Application fee has been waived and Council's fee removed from the Building Permit Application.			

8 MAYORAL REPORT

8.1 MAYORAL REPORT

File Number: 02/01/001
Author: Lisa Clue, Manager Governance
Authoriser: Lincoln Fitzgerald, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That Council receive and note the Mayoral Report.

REPORT

Mayor Straub will present a verbal report at the meeting.

Loddon Campaspe Councils	
Loddon Healthy Minds Network	
Murray River Group of Councils	
North Central Local Learning and Employment Network	
Rural Councils Victoria	
Section 65 Community Asset Committees:	
East Loddon Community Centre	
Pyramid Hill Memorial Hall	
Other Council activities	
Date	Activity

9 COUNCILLORS' REPORT

9.1 COUNCILLORS' REPORTS

File Number: 02/01/001
Author: Lisa Clue, Manager Governance
Authoriser: Lincoln Fitzgerald, Chief Executive Officer
Attachments: Nil

RECOMMENDATION

That Council receive and note the Councillors' reports.

REPORT

Each Councillor will present a verbal report at the meeting.

Cr Angelo

Australia Day Committee	
North Central Goldfields Regional Library	
Other Council activities	
Date	Activity

Cr Holt

Audit and Risk Committee	
Municipal Association of Victoria	
Section 65 Community Asset Committees:	
Donaldson Park	
Hard Hill Tourist Reserve	
Wedderburn Community Centre	
Wedderburn Engine Park and Market Square Reserve	
Wedderburn Mechanics and Literary Institute Hall	
Other Council activities	
Date	Activity

Cr Weaver

Municipal Emergency Management Planning Committee	
Rail Freight Alliance	
Section 65 Community Asset Committees:	
Boort Aerodrome	
Boort Memorial Hall	
Boort Park	
Korong Vale Mechanics Hall	
Korong Vale Sports Centre	
Little Lake Boort	
Yando Public Hall	
Other Council activities	
Date	Activity

Cr Wilson

Calder Highway Improvement Committee	
Section 65 Community Asset Committees:	
Campbells Forest Hall	
Inglewood Community Sports Centre	
Inglewood Community Elderly Persons Units	
Inglewood Town Hall Hub	
Other Council activities	
Date	Activity

10 DECISION REPORTS**10.1 PA 6009 - INSTALLATION OF A PRIVATE TREATED EFFLUENT PIPELINE (WITHIN THE ROAD RESERVE) AT 565 CALIVIL MAIL ROAD, CALIVIL****File Number:****Author:** Louise Johnston, Statutory Planning Coordinator**Authoriser:** Glenn Harvey, Manager Development and Compliance

- Attachments:**
1. **Decision Report - PA6009**
 2. **Aerial Plan of the proposed pipeline location**
 3. **Objections - Confidential**

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

(under separate cover)

RECOMMENDATION

That the Responsible Authority having considered all matters which the Planning and Environment Act, 1987, requires it to consider, decides to issue a Notice of Decision to grant a planning permit 6009 for the installation of a private treated effluent pipeline subject to the following conditions:

Amended Plans Required

1. Before the development start(s), amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application but modified to show:

- a) Construction Management Plan as required by condition 6 below.

Layout not altered

2. The development and works as shown on the endorsed plans must not be altered or modified unless otherwise agreed in writing by the Responsible Authority.

Road Reserve- Calivil Mail Road

3. Prior to the commencement of any works on the road reserve the owner/applicant must submit a Works in a Road Reserve application and be issued a permit to occupy the road for works.

4. All existing road reservation assets are to be protected and maintained throughout the works including all utilities and services. Any damage is to be restored to the satisfaction of the Responsible Authority.

Erosion

5. All works must be carried out in accordance with Construction Techniques for Sediment Pollution Control (EPA May 1991) and Control of Erosion on Construction Sites (Soil Conservation Authority) to the satisfaction of the Responsible Authority.

Construction Management Plan

6. Prior to the commencement of the works associated with the private pipeline, an Construction Management Plan (CMP) must be prepared, approved and implemented to the satisfaction of the responsible authority. The CMP must include:

- a) procedures to ensure that no significant adverse environmental impacts occur as a result of the pipeline.
- b) on going maintenance of the pipeline.
- c) Monitoring systems to ensure overflow does not occur and ongoing operational control to avoid contamination of land and water from the pipeline. These may include level instruments, high level alarms and/or interlock to shut down the pump if required.
- d) an emergency contact that is available for 24 hours per day for residents and the Responsible Authority in the event of urgent queries or problems experienced .

7. The CMP must be reviewed every three years by the owner/operator and any consequential amendments to the CMP must be submitted to and approved by the responsible authority.

GMW

8. All construction and ongoing activities must be in accordance with EPA Publication 1834.1 Civil Construction, Building and Demolition Guide (September 2023).

9. Prior to commencement of works, the applicant must obtain a 'Private irrigation works on GMW land licensing' (Private Works Licence) from GMW for the construction of the effluent pipeline should any works be carried out on GMW freehold land, easement or reserves or across/under any GMW Assets.

Expiry

10. This permit will expire if the permitted development is not started within two years of the date of this permit, or is not completed within four years of that date, or the permitted use is not started within two years of the completion of the development, or is discontinued for a period of two years. The responsible authority may extend these periods if a request is made in writing before the permit expires, or:

Within six months afterwards if the development has not been started, or the development is complete but the use has not started, or the use has been discontinued for a period of two years.

Within twelve months afterwards if the development started lawfully before the permit expired.

Notes:

Department of Transport and Planning

- Separate consent for works within the road reserve and the specifications of these works is required under the *Road Management Act 2004*.

EPA

The amended Environment Protection Act 2017 came into effect on 1 July 2021. The general environmental duty (GED) is a centrepiece of the laws. It applies to all Victorians. If your business engages in activities that may give rise to a risk to human health or the environment from pollution or waste, you must understand those risks and take action to minimise them as far as reasonably practicable.

This involves a continuous, preventative approach and should be undertaken with the understanding that where an operation presents low-level risks, or already has appropriate risk mitigation measures in place, further mitigation measures may still be necessary at a future point.

For further information on what the laws mean for Victorian businesses and community go to:

<https://www.epa.vic.gov.au/about-epa/news-media-and-updates/whats-the-harm-ged-campaign>

Further Guidance

The following provide further guidance and helpful information regarding risk mitigation:

- Civil construction, building and demolition guide, EPA Publication 1834

<https://www.epa.vic.gov.au/about-epa/publications/1834>

- .Odour Controls, EPA website,

<https://www.epa.vic.gov.au/for-business/find-a-topic/odour/advice-for-businesses/control-details>

- Wastewater Guidance for Industry, EPA website,

<https://www.epa.vic.gov.au/for-business/find-a-topic/prevent-water-pollution/wastewater-guidance-for-industry>

GMW

The applicant must obtain a 'Private irrigation works on GMW land licensing' (Private Works Licence) from Goulburn Murray Water for works on any GMW freehold land, easement or reserves or across/under any GMW Assets. Applications can be made by contacting Goulburn Murray Water on 1800 013 357 or by following the link the Form 130 - Private irrigation works on GMW land licensing - Goulburn Murray Water

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

There have been no previous Council discussions on this matter.

BACKGROUND

The application was received on 17/09/2024 for the installation of a private treated effluent pipeline, to carry treated effluent resulting from the existing intensive dairy feedlot operating on the land to be re-distributed throughout the farm.

The total length of pipe is approximately 2,631m in length.

The land is located within the Farming Zone & Transport Road Zone 2.

The application was advertised to adjoining and adjacent property owners and three objections have been received.

Issues raised in the objections include concerns with the pipe bursting, odour, noise and risk of effluent spilling into stock and domestic water supplies.

The application was referred externally to Department of Transport, EPA, NCCMA & GMW. No concerns have been raised by any authority to the pipeline.

Officer recommendation is to issue a Notice of Decision to grant a planning permit.

ISSUES/DISCUSSION

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

A municipal council is obligated to enforce and administer the relevant Planning Scheme, which must use the scheme to determine applications, which are put forth to the council.

For Council, the Loddon Planning Scheme is the relevant Planning Scheme, which must be used by Council when determining applications.

Council has delegated authority to its Planning officer to determine outcomes of applications, however it is the policy/practice for the Council to make the final determination for applications 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 three objections as the result of the public notification process.

A decision report detailing this application and assessment 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 cost are the ability for 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

LODDON SHIRE COUNCIL

**DECISION REPORT 6009:
Development of a private treated
effluent pipeline(within the road
reserve) at 565 Calivil Mail Road ,
Calivil**



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SUMMARY

Application Number:	6009
Applicant:	Planright Surveying Pty Ltd
Subject Land:	565 Calivil Mail Road, Calivil
Owner:	JA & BM Clymo
Zone:	Farming Zone
Overlay(s):	Specific Control Overlay – Schedule 2
Existing use:	Intensive Dairy and agriculture
Proposal:	Installation of a private treated effluent pipeline

The following dot points provide a summary of the application:

- The application was received on 17/09/2024 for the installation of a private treated effluent pipeline, to carry treated effluent resulting from the existing intensive dairy feedlot operating on the land to be re-distributed throughout the farm.
- The total length of pipe is approximately 2,631m in length.
- The land is located within the Farming Zone & Transport Road Zone 2.
- The application was advertised to adjoining and adjacent property owners and three objections have been received.
- Issues raised in the objections include concerns with the pipe bursting, odour, noise and risk of effluent spilling into stock and domestic water supplies.
- The application was referred externally to Department of Transport, EPA, NCCMA & GMW. No concerns have been raised by any authority to the pipeline.
- Officer recommendation is to issue a Notice of Decision to grant a planning permit.

1 RECOMMENDATION

That the Responsible Authority having considered all matters which the Planning and Environment Act, 1987, requires it to consider, decides to issue a Notice of Decision to grant a planning permit 6009 for the installation of a private treated effluent pipeline subject to the following conditions:

Amended Plans Required

1. Before the development start(s), amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application but modified to show:
 - a) Construction Management Plan as required by condition 6 below.

Layout not altered

2. The development and works as shown on the endorsed plans must not be altered or modified unless otherwise agreed in writing by the Responsible Authority.

Road Reserve- Calivil Mail Road

3. Prior to the commencement of any works on the road reserve the owner/applicant must submit a Works in a Road Reserve application and be issued a permit to occupy the road for works.
4. All existing road reservation assets are to be protected and maintained throughout the works including all utilities and services. Any damage is to be restored to the satisfaction of the Responsible Authority.

Erosion

5. All works must be carried out in accordance with Construction Techniques for Sediment Pollution Control (EPA May 1991) and Control of Erosion on Construction Sites (Soil Conservation Authority) to the satisfaction of the Responsible Authority.

Construction Management Plan

6. Prior to the commencement of the works associated with the private pipeline, a Construction Management Plan (CMP) must be prepared, approved and implemented to the satisfaction of the responsible authority. The CMP must include:
 - a) procedures to ensure that no significant adverse environmental impacts occur as a result of the pipeline.
 - b) on going maintenance of the pipeline.
 - c) Monitoring systems to ensure overflow does not occur and ongoing operational control to avoid contamination of land and water from the pipeline. These may include level instruments, high level alarms and/or interlock to shut down the pump if required.
 - d) an emergency contact that is available for 24 hours per day for residents and the Responsible Authority in the event of urgent queries or problems experienced .

7. The CMP must be reviewed every three years by the owner/operator and any consequential amendments to the CMP must be submitted to and approved by the responsible authority.

GMW

8. All construction and ongoing activities must be in accordance with EPA Publication 1834.1 Civil Construction, Building and Demolition Guide (September 2023).

9. Prior to commencement of works, the applicant must obtain a 'Private irrigation works on GMW land licensing' (Private Works Licence) from GMW for the construction of the effluent pipeline should any works be carried out on GMW freehold land, easement or reserves or across/under any GMW Assets.

Expiry

10. This permit will expire if the permitted development is not started within two years of the date of this permit, or is not completed within four years of that date, or the permitted use is not started within two years of the completion of the development, or is discontinued for a period of two years.

The responsible authority may extend these periods if a request is made in writing before the permit expires, or:

Within six months afterwards if the development has not been started, or the development is complete but the use has not started, or the use has been discontinued for a period of two years.

Within twelve months afterwards if the development started lawfully before the permit expired.

Notes:

Department of Transport and Planning

- Separate consent for works within the road reserve and the specifications of these works is required under the *Road Management Act 2004*.

EPA

The amended Environment Protection Act 2017 came into effect on 1 July 2021. The general environmental duty (GED) is a centrepiece of the laws. It applies to all Victorians. If your business engages in activities that may give rise to a risk to human health or the environment from pollution or waste, you must understand those risks and take action to minimise them as far as reasonably practicable.

This involves a continuous, preventative approach and should be undertaken with the understanding that where an operation presents low-level risks, or already has appropriate risk mitigation measures in place, further mitigation measures may still be necessary at a future point.

For further information on what the laws mean for Victorian businesses and community go to:

<https://www.epa.vic.gov.au/about-epa/news-media-and-updates/whats-the-harm-ged-campaign>

Further Guidance

The following provide further guidance and helpful information regarding risk mitigation:

- Civil construction, building and demolition guide, EPA Publication 1834

<https://www.epa.vic.gov.au/about-epa/publications/1834>

- .Odour Controls, EPA website,

<https://www.epa.vic.gov.au/for-business/find-a-topic/odour/advice-for-businesses/control-details>

- Wastewater Guidance for Industry, EPA website,

<https://www.epa.vic.gov.au/for-business/find-a-topic/prevent-water-pollution/wastewater-guidance-for-industry>

GMW

The applicant must obtain a 'Private irrigation works on GMW land licensing' (Private Works Licence) from Goulburn Murray Water for works on any GMW freehold land, easement or reserves or across/under any GMW Assets. Applications can be made by contacting Goulburn Murray Water on 1800 013 357 or by following the link the Form 130 - Private irrigation works on GMW land licensing - Goulburn Murray Water. If you require further information please e-mail propertyservices@gmwater.com.au or contact 1800 013 357.

2 DISCUSSION

2.1 The Site & Locality

The site of the private treated effluent pipe is proposed between the properties of 565 Calivil Mail Road (PC379973) and Boort-Mitiamo Road, Calivil (1/TP162635). The pipeline would commence on the subject land within PC379973, dissecting CA 2003, CA 100, continuing within the Calivil Mail Road Reserve heading north up to and under the Boort Mitiamo Road ending at Lot 1 TP162635.

Calmo farms run an intensive dairy farm on their home block, PC379973 at 565 Calivil Mail Road, Calivil. The subject site comprises a number of crown allotments that are currently used for an intensive Dairy and feed production. The Clymo farms includes both sides of Calivil Mail Road and a number of paddocks known as 'Marlows' north of Boort -Mitiamo Road.

The land is relatively flat and contains a number of paddocks utilised for agricultural purposes and infrastructure associated with the intensive dairy.

Adjoining land is generally irrigated cropping land provided with irrigation water via the Waranga Channel.

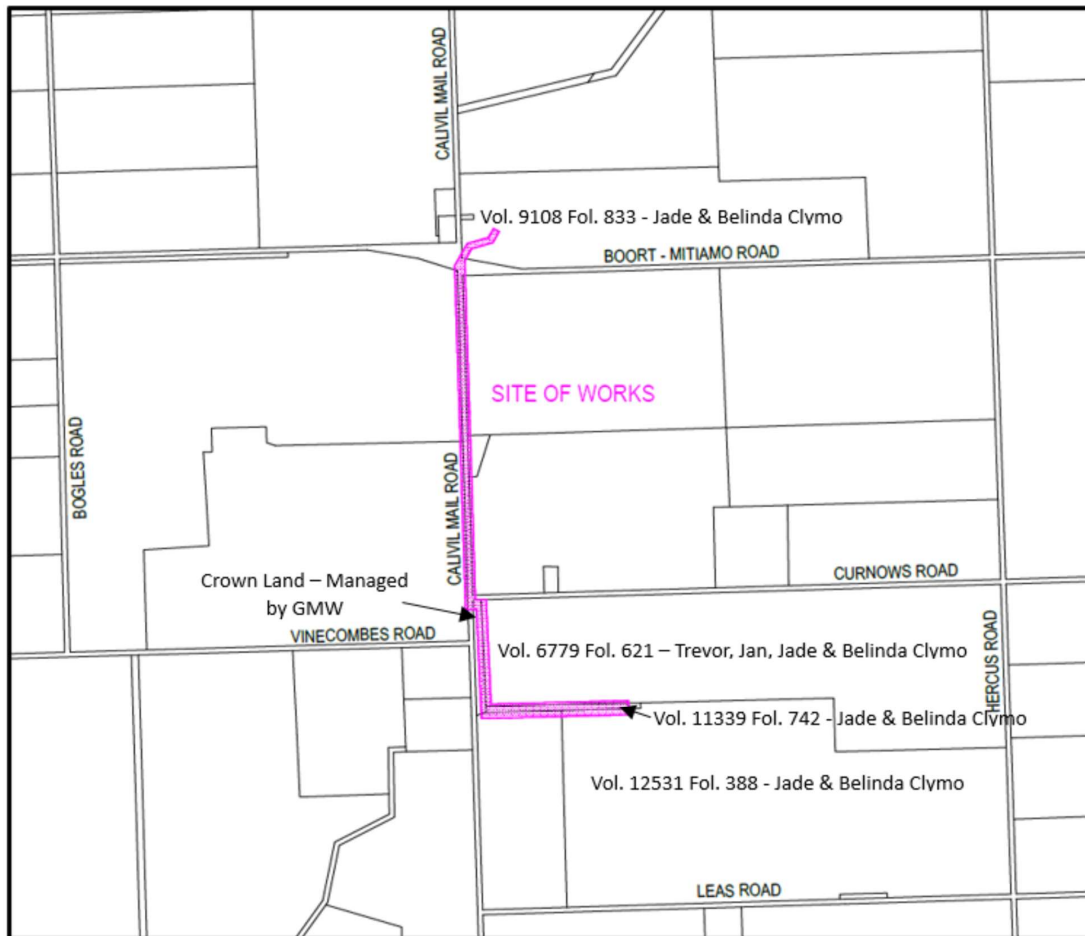


Image: Site plan of the proposed pipeline

2.2 Site History

Historically the land has been used as a dairy for many years. A permit was issued in 2020 permitting the use and development of an intensive dairy on the land, which has included the construction of two new free stall sheds. There has been an amendment since the issuing of the permit which included changes to the endorsed plans to include a shed to accommodate calving cows and mating heifers and changes to sediment ponds and effluent storage.

Below is a summary of the planning application history:

Permit No:	Use/Development	Date
5521	Use and development of an intensive dairy	20/05/2020
5769	Installation of a drainage flow control structure and associated works within the north-eastern corner of the land to allow outflow, stormwater discharge point	30/10/2022

	from the land and associated works	
5794	Staff room/workers accommodation building 12m x 4m.	29/07/2022

There has been some non-compliance with this site, relating to the discharge of water from the land to adjoining parcels and into seven months creek. As a result of this investigation which included the EPA & NCCMA, the application for the drainage flow control structure was submitted, assessed and a permit has been granted which permits the land owner to discharge excess water from within the north western corner of the land in significant rain events.

2.3 Proposal

The proposal seeks the installation of a private treated effluent pipe between the properties of 565 Calivil Mail Road (PC379973) and Boort-Mitiamo Road, Calivil (1/TP162635).

The pipeline would utilise a 250mm diameter High Density Polyethylene pipeline between the two properties, both in the same ownership. The pipeline would run from the free stall Dairy parcel north through private parcels in the same ownership and in different ownership, then within the Calivil Mail Road reserve (local road), alongside and under the GMW Channel No 5/1, cross the Boort-Mitiamo Road (Department of Transport) and into private land in the same ownership for immediate dilution and distribution. The total length of pipe is approximately 2,631m in length. The pipeline is proposed to change the way the treated effluent produced by the intensive dairy is transported and re-distributed throughout the farm, to replace the trucks that currently carry the treated effluent, which can result in up to to 1,000 vehicle movements per year.

Installation of the pipeline would be undertaken in accordance with the submitted Engineering Plans. The plans show the pipeline is proposed to be located approximately one (1) metre in depth along its location path with the exception of two (2) metre depth under the GMW Channel. The pipeline has been purposely located to avoid significant vegetation and would be installed through boring rather than trenching to minimise any impact to existing infrastructure and vegetation. The pipeline will operate via a pressure system, which is powered by an electric pump. No native vegetation would be removed to accommodate the pipeline.

The pipeline would only operate during the GMW irrigation season from mid-August to mid-May as the raw irrigation water is necessary to distribute the treated effluent and make the system work. The pipeline would contain air valves in strategical locations placed along the pipelines, to operate effectively they have been positioned at the highest points in the pipe and consideration has also been given to the location of dwellings in order to minimize any impact. The pipeline would be flushed with raw irrigation water at the end of each season, which would prevent sludge build up in the pipe to ensure that it operates effectively.

The air valves would only vent the air out pipe while it is being filled with raw irrigation water at the start of each season, ensuring absolutely minimal odour discharge, once full of water there should be no discharges to the atmosphere, then treated effluent* will be added and the pipeline will remain full for the duration of the season (*the term 'effluent' refers to liquid manure; i.e. a mix of water and largely dissolved or inorganic solids).

The pipeline is anticipated to transport 4-5ML per day, or 200-300 ML per year.

The current operation does not require any additional licence, permit, or registration with EPA Victoria as it is below the 5000 animal threshold (prescribed activity type B01a, Schedule 1 of Environment Protection Regulations 2021).

Cultural Sensitivity

In relation to the requirement for a Cultural Heritage Management Plan, under the provisions of the [Aboriginal Heritage Act 2006](#) and the [Aboriginal Heritage Regulations 2018](#), a CHMP is required for an activity if:

- all or part of the activity area for the activity is an area of cultural heritage sensitivity; and
- all or part of the activity is a high impact activity.

The proposed works are a high impact activity however land is not located an area of cultural heritage sensitivity therefore a CHMP is not required.

2.4 Loddon Planning Scheme

2.4.1 Zone

The subject site is within the Farming Zone & Transport Road Zone

Farming Zone

Clause 35.07 of the scheme states that the purpose of the Farming Zone is:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To provide for the use of land for agriculture.*
- *To encourage the retention of productive agricultural land.*
- *To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.*
- *To encourage the retention of employment and population to support rural communities.*
- *To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.*
- *To provide for the use and development of land for the specific purposes identified in a schedule to this zone.*

Under Clause 35.07-4, a permit is required for building and works associated with a Section 2 Use.

This proposal is consistent with the purpose of the Farming zone. It provides for the continued use of the land for agriculture and provides for improved practices associated with the transportation of treated effluent resulting from the established intensive dairy on the site. The pathway of the pipeline has been purposely designed and located to minimise amenity impacts to adjoining properties, particularly dwellings and to existing vegetation.

Transport Road Zone

The pipeline is proposed to go under the Boort-Mitiamo Road, which is located within the TRZ2. Clause 36.04-2 of the scheme states a permit is required to carry out works for any use in section 2 of Clause 36.04-1.

Clause 36.04-3 requires that any application by a person other than the relevant transport Manager, must be accompanied by the written consent of the Head, Transport for Victoria, indicating that the Head, Transport Victoria consents generally or conditionally to the application being made.

The Head, Transport Victoria provided conditional consent for the lodging of the application to be made on 29/10/2024.

2.4.2 Overlay

45.12- Specific Controls Overlay – Schedule 2 - Goulburn-Murray Water- Connections Project and Water Efficiency Project Incorporated Document, November 2021

No planning permit triggers under this overlay.

2.4.3 Relevant Particular Provisions

Nil

2.4.4 Permit trigger

Under Clause 35.07-4 of the Farming Zone, a permit is required to construct buildings and works associated with a section 2 use (intensive dairy).

Under Clause 36.04-2, a planning permit is required to carry out works in a Transport Zone 2.

2.4.5 Restrictive Covenant

The agreements on title relate to the relevant community drains affecting some of the parcels of the subject land. The community drains as shown on the title are not within the area of the proposed pipeline.

2.4.6 Planning Policy Framework

The following section considers the relevant sections of the Planning Policy Framework for this application.

Clause 14.01-1S Protection of Agricultural Land

This clause aims to protect the State's agricultural base by preserving productive farmland. Strategies include:

- Identify areas of productive agricultural land, including land for primary production and intensive agriculture.
- Consider state, regional and local, issues and characteristics when assessing agricultural quality and productivity.
- Avoid permanent removal of productive agricultural land from the state's agricultural base without consideration of the economic importance of the land for the agricultural production and processing sectors.
- Protect productive farmland that is of strategic significance in the local or regional context.
- Protect productive agricultural land from unplanned loss due to permanent changes in land use.

14.01-2S- Sustainable agricultural land use

Objective:

To encourage sustainable agricultural land use.

Strategies include:

- *Ensure agricultural and productive rural land use activities are managed to maintain the long-term sustainable use and management of existing natural resources.*

- *Support the development of innovative and sustainable approaches to agricultural and associated rural land use practices.*
- *Support adaptation of the agricultural sector to respond to the potential risks arising from climate change.*
- *Encourage diversification and value-adding of agriculture through effective agricultural production and processing, rural industry and farm-related retailing.*
- *Support agricultural investment through the protection and enhancement of appropriate infrastructure.*
- *Facilitate ongoing productivity and investment in high value agriculture.*
- *Facilitate the establishment and expansion of cattle feedlots, pig farms, poultry farms and other intensive animal industries in a manner consistent with orderly and proper planning and protection of the environment.*

2.4.7 Local Planning Policy Framework

The following section gives consideration to be the relevant sections of the Local Planning Policy Framework for this application.

Clause 02-.03-4 – Agriculture

Much of the north of the Shire is provided with irrigation water from the Goulburn River, supplemented from the Loddon River, via the Waranga Channel. In the interests of the long-term viability of agriculture, Council supports improved efficiency in the use of irrigation water and the transfer of water from low value uses such as grazing to high value horticulture.

A key strategic direction to consider in Councils Municipal Planning Strategy is:

- *Support the effective restructure and redevelopment of farm holdings to maximise opportunities for diversification and intensification of agricultural land use.*

Clause 14.01-1L- Agriculture

This policy applies to applications for use and development in the farming zone. Strategies include:

- Direct non soil based agricultural activity away from quality agricultural land.
- Support development (including subdivision) in agricultural areas that is directly related to ongoing agricultural use of the land.
- Site buildings and works to avoid or minimise loss of quality agricultural land.

14.01-2L Sustainable farming

- The strategy includes encourage on farm drainage re-use for effective nutrient management.

The proposed development aligns with both the state and local planning policies of the planning scheme as it provides a more efficient method of transporting treated effluent from the intensive dairy feedlot throughout the farm, improve soil quality and increase cropping yields, aligning with Clause 14.01-2L and Clause 14.01-2S as outlined above.

The reuse of treated effluent through the pipeline would replace the current transport of treated effluent of up to 1000 truck movements between the farm parcels. The pathway of the pipeline has been purposely designed and located to minimise amenity impacts to adjoining properties, particularly dwellings and to existing vegetation.

2.5 Referrals

External referrals- Section 52

Department of Transport	No objection – will require separate approvals and consent for works within the road reserve and the specifications of these works is required under the <i>Road Management Act 2004</i>
NCCMA	No objection, no conditions
Ag Vic	No objection no conditions
GMW	Conditional consent
EPA	EPA is not a statutory referral authority under Section 55 of the P&E Act, since this proposal: a) does not require a licence or permission or amendment to a licence or permission; b) is not proposed to be used for an industry or warehouse for a purpose listed in the table to Clause 53.10 for which the threshold distance cannot be met; and c) is not a proposed extractive industry intended to be used at a later date for landfill. No objection – recommended permit notes to be included on any permit issued

Internal referrals

Council’s Asset Coordinator	No objection subject to conditions
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2.6 Public Notification

The application is not exempt from the notice requirement. Pursuant to Section 52 of the Planning and Environment Act 1987, the following forms of advertising were undertaken:

- Notices were sent to owners and occupiers of adjoining land (including opposite and surrounding).

Three objections were received in response to the application. The matters raised in the objection are summarised below and with Officers response in italics:

- Too close to our residence

The pipeline is proposed to be installed within the road reserve, approximately at one (1) metre depth. The installation of the pipeline would be via boring rather than trenching which would minimise any impacts as such to vegetation and would operate in a similar manner to a sewer rising main. The pipe would be adequately separated from existing assets. The pipeline would be located approximately 50 metres from the existing dwelling, within the Calivil Mail Road reserve.

- Concerns of the pipe bursting and a threat to Biosecurity

As above, the pipeline would operate in a similar manner to a sewer rising main and would be constructed in accordance with relevant Australian Standards. The pipeline is a closed pipeline. Effluent sent through the pipe is treated, not raw effluent. The designed pressure within the

proposed pipeline is significantly less than the designed maximum pressure of the class of pipe, being installed.

I.e., a PN 8 HDPE pipe (high-density polyethylene pipe) has a nominal working pressure 0.80 MPa. The proposed operating pressure of the pipeline be a maximum of 0.15 MPa, so the pipe will only be operating at 19% of its rated capacity and it is very highly unlikely that the pipe will burst at that pressure. Further to this the pipe has pressure relief valves to prevent failure of the pipe.

The effluent transported is subject to the EPA Determination' in 2021 (Specifications for receiving livestock manure and effluent), and as such is not considered a biosecurity risk.

EPA have not raised any concerns with the proposed pipeline and state ongoing monitoring is required particularly on the land to receive the treated effluent to ensure overflow does not occur. EPA recommends the requirement for a Construction Management Plan to ensure procedures are put in place for regular maintenance of the pipeline and in case of emergencies. This will be required under condition 1 of any permit issued.

- Concerns of air vent smell causing health issues and ongoing odours

As stated in the report, the use of the air valves will only vent the air out pipe while it is being filled with raw irrigation water at the start of each season, ensuring absolutely minimal odour discharge, once full of water there should be no discharges to the atmosphere. In addition, the location of the air valves have been strategically located along the pipes at the highest points to operate effectively. The closest dwelling to a proposed air vent is approximately 100 metres.

Odours from irrigated effluent (which infiltrates into the soil) should also be less than odours from slurry which are applied via a tanker or truck. In relation to Odour:

- *the effluent is transported in a closed pipeline system. Air valves are used to push effluent along the pipeline, not as a form of dilution;*
- *The pipeline will replace the many tractors, truck, and trailers that have been previously carting open and exposed effluent on the road;*
- *The location of the areas that are applied effluent will not change. The paddocks already receiving effluent will continue to do so.*

- Noise of pumps

The location of the pumps have been located away from existing dwellings along the pipeline route to minimise any potential noise impacts, located at the effluent dam site, approximately 1100 metres from the objectors land. In addition, the transport of treated effluent via the pipeline would replace the up to 1000 vehicles on the road network, reducing noise and dust along the route.

- Disturbance of sandy soils and habitat

As stated above, the pipeline is to be installed using boring method rather than trenching to minimise any impact to existing vegetation and habitat. In addition, the pipeline has purposely been located to avoid existing significant vegetation.

- Risk of effluent spilling into stock and domestic water supplies.

As above, the pipeline would operate in a similar manner to a sewer rising main. The works would need to achieve compliance with current EPA practice for wastewater management and GMW requirements.

- Interference with existing infrastructure

The location of the pipeline has considered existing infrastructure assets and consultation with other relevant authorities, including GMW, Loddon Shire & Department of Transport.

- We would like the applicant to explore other options,
- Example – going down Hercus’s Rd, where they would not have to go under any G-M Water channels or past residences.

The option of locating the pipeline down Hercus’s Road was not a viable option for the owner given the location of the existing effluent ponds and infrastructure associated with the Intensive dairy. In addition, the location of the pipe has been designed to follow the most direct route which does not impact upon native vegetation. Clearance to GMW channel has been provided and the pipe will be constructed in accordance with their requirements.

- Decrease of property value due to the smell

Loss of property values is not a planning consideration as demonstrated through many VCAT determinations. It is noted that the land and adjoining land is located within the Farming Zone where there is established agricultural uses and development.

3 ASSESSMENT

3.1 Planner assessment

Is the proposed pipeline acceptable on the subject land taking into consideration planning policies for the protection of agricultural land in the Farming Zone?

Does the proposed pipeline meet current effluent management practices?

Policies for the protection of agricultural land in the Loddon Planning Scheme are grouped at Clause 14.01. Taken together, the policies have the objectives of:

- Preserving productive farmland.
- Protecting productive agricultural land from the encroachment of incompatible use and development.
- Encouraging sustainable land use.

Historically the land has been used as a dairy for many years. A permit was issued in 2020 permitting the use and development of an intensive dairy on the land, which has included the construction of two new free stall sheds. The proposed private treated effluent pipe, which will transport effluent (liquid manure) from the established intensive dairy feedlot at 565 Calivil Mail Road, to Boort-Mitiamo Road, in Calivil, seeks to remove the requirement for trucks to transport the treated effluent associated with the intensive dairy. Free stall dairy operations generate a significant amount of nutrients in manure and effluent that are best used as a soil amendment and fertiliser replacement on paddocks growing forages used to feed the herd. Reuse as a soil amendment supports a sustainable closing of the nutrient cycle.

The Planning Policy Framework and Local Planning Policy Framework place a strong emphasis on protecting agricultural land for on-going agricultural use.

The proposal performs well against the State policy at Clause 14.01-1S as the land would continue to be used for agriculture as the main activity/use on the site, land would not be removed from agricultural use and the installation of the pipeline would not result in permanent changes in land use.

The proposal meets specific guidance provided in Clause 14.01-2S & Clause 14.01-2L to facilitate the expansion of intensive animal industries in a manner consistent with the orderly and proper planning and protection of the environment. In addition, the private treated pipeline

would encourage a more efficient method of re-use farm drainage for effective nutrient management. While road transport via vacuum tankers is a legitimate approach, effluent is largely water with a relatively low nutrient concentration so it is not a cost-effective option and can have impacts on local roads and neighbours.

The private treated effluent pipeline would remove amenity issues and improve practices associated with the transportation of treated effluent resulting from the established intensive dairy feedlot within the farm. A pipeline would allow effluent to be shandied with clean water during irrigation events on additional owned parcels forming part of the farm and be distributed over an additional ~300 ha of forage producing area owned and managed by Calmo Farms

Effluent Management over the land.

The change of use to an intensive dairy farm and the introduction of feed stall sheds on the land has significantly changed how the farm operates and manages its waste and its water use over the farm. Previous grazed pastures have been converted to a cropping rotation between maize, cereal and Lucerne.

The management of effluent and recycling of wastewater generated within the farm is a key component of the change to the farming practice occurring on the farm. Any farming practices that involve the management of effluent and wastewater over the land must be undertaken to ensure compliance with current standards and publications for managing wastewater on Dairy Farms and all works must seek to mitigate the risk of farm water impacting waterways.

Recognizing that the dairy industry has well developed guidelines for the reuse of manure and effluent, EPA Victoria released a 'Determination' in 2021 (Specifications for receiving livestock manure and effluent) that establishes the requirements for the supply and use of manure and effluent to avoid unnecessary approvals.

The determination applies to livestock manure, effluent (faecal matter in liquid form and wastewater from collection or treatment systems that are ancillary to livestock management) or any mixture of faecal matter and biodegradable animal bedding. The determination states that a person or place is authorised to receive livestock manure, effluent or a mixture of both if the following conditions are satisfied:

- (1) The waste receiver must inspect each consignment of industrial waste when received at the receiving site and confirm the consignment only contains livestock manure, effluent or a mixture of both.
- (2) The waste receiver must only accept the livestock manure, effluent or mixture of both for the purposes of depositing the waste to land –
 - (a) as a soil amendment; or
 - (b) for irrigation.

The effluent would be produced by Calmo Farms and received by Calmo Farms. The above conditions would be met with the proposed pipeline at the Calmo Farms operation as: The effluent ponds only contain manure and effluent and do not receive any other by-product. The effluent conveyed by the pipeline will be applied to land as a soil amendment during irrigation.

Inspection of effluent and storage occurs regularly and irrigation events are supervised closely. The pipeline is an efficient method to support sustainable reuse of the nutrients from the free stall operation as well as boost productivity on others parcels of the farm.

Ag Vic in their referral response stated:

- The beneficial re-use of animal manures and effluent generated on-farm and used on-farm as a soil improver for the production of pastures and crops is recommended in reducing the reliance on the importation and use of synthetic fertilisers.

- The transport of effluent via a pipeline would appear an efficient alternative to the transport by heavy vehicle on the road network.
- Any potential for environmental and community amenity impacts regards the beneficial re-use of animal effluent would fall under a land holder's responsibilities as per a General Environmental Duty, *Environment Protection Act 2017*.

4 CONCLUSION

The proposal is consistent with the purpose of the Farming Zone and relevant State and Local Planning Policy Framework as it relates to the support and enhancing agricultural production on the land. The pipeline would value add to the intensive dairy farm wastewater management and provide for more efficient practices over the farm as demonstrated in the report.

5 Appendix 1:

Objection 1

To the Planning Department of the Loddon Shire Council,

I write this letter today to object to the
Application for Planning Approval 6009.

We object to Planning Approval 6009, for the following reasons:

- Biosecurity risk to our farm

- Potential water and soil contamination risk that could greatly impact productivity at our farm. From potential failure of valves, and or pipe welding due to pressure build up.

- We would like the applicant to explore other options,
- Example – going down Hercus’s Rd, where they would not have to go under any G-M Water channels or past residences.

- At present if we get a southerly breeze, we are subject to the odour that comes from their current effluent management.
If this was to go ahead, we will be exposed to odour from multiple directions.

Kind Regards,

Objection 2

11/11/2024

Calivil Mail Rd
CALIVIL VIC 3573

Attention: Louise Johnston

Statutory Planning Coordinator

PO Box 21 WEDDERBURN VIC 3518

Dear Madam,

RE: Planning Application No: 6009

Proposal: Installation of private treated effluent pipeline within Calivil Mail Road Reserve

Property Address: 565 Calivil Mail Road Calivil VIC 3573

Property Details: CA 98B 98C 99 100 107AI 2004 PO CALIVIL

We strongly object to the installation of the private treated effluent pipeline with in the Calivil Mail Rd Reserve due to:

A: Too close to our living residence.

B: Concerns of the pipe bursting.

C: Concerns of Air vent smell causing health issues.

D: Noise of pumps'

E: Disturbance of sandy soils and habitat.

F: Possible interference of Power and Telephone cables.

G: Mental and physical trauma.

H: Risk of effluent spilling into Stock and domestic water supplies.

Should you require any further information please contact us on xx or emailing at

Objection 3

25th November 2024

Attention: Louise Johnston
Statutory Planning Coordinator
Loddon Shire
41 High Street
WEDDERBURN VIC 3518

Dear Ms Johnston,

RE: Planning Application No: 6009

Proposal: Installation of private treated effluent pipeline (within Calivil Mail Road Reserve)

Property Address: 565 Calivil Mail Road, Calivil Vic 3573

Property Details: CA 98B 98C 99 100 107A1 2003 PO CALIVIL

We live at 350 Calivil Mail Road, Calivil, and conduct our Mechanical business from this property. We strongly object to the installation of the private treated effluent pipeline within the Calivil Mail Road Reserve. Our objection encompasses the following concerns:

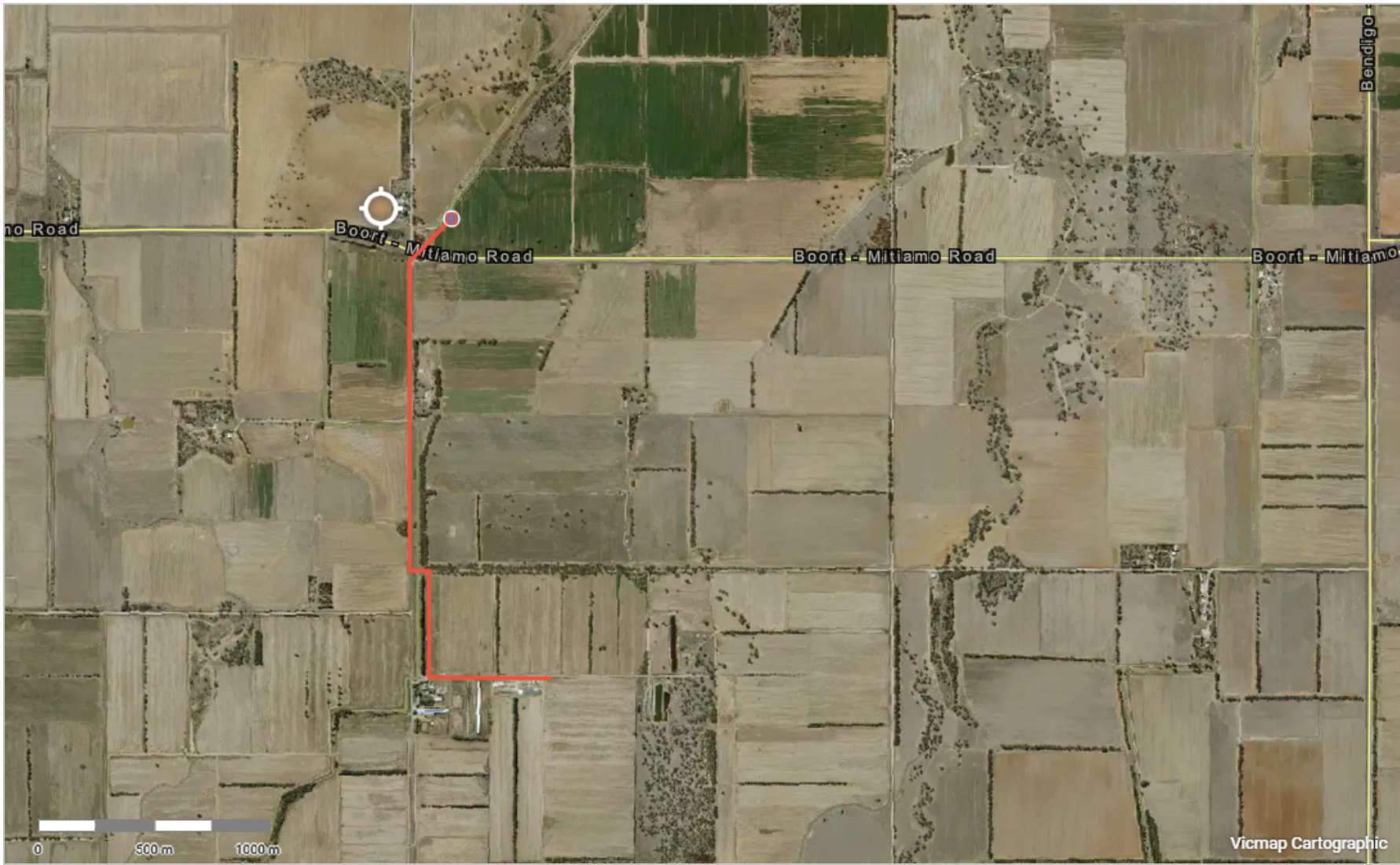
1. Concerns over the pipe bursting, and effluent being released into the environment.
2. Concerns over the foul smell of the effluent causing health issues.
3. The stench of effluent negatively impacting our quality of life, as the pipeline will operate for nine months out of twelve, every year, notably throughout the summer months (August – May).
4. Concerns that dilution will be insufficient to reduce or eliminate the odour, and over the lack of information over the ratio of irrigation water to effluent.
5. Risk of effluent spilling into the Stock and Domestic water supplies, and contaminating the channel which we and others rely on for water.
6. Disturbance of soil, habitat, and wildlife.
7. Further increased fly infestation due to the smell.
8. A decrease in the property value and discouragement of potential future buyers due to the smell.

We have already experienced the negative effects of solid waste and effluent being transported and spread on their property, adjacent to our home – particularly with regards to the repulsive smell and dust (which makes it intolerable to be outside) and the increase in the number of flies.

We therefore believe that the proposed pipeline may further adversely impact our living standards.

Should you require further information please contact xxxx.

Kind Regards,



Pozi - Loddon

Disclaimer: This content is provided "as is" without warranty of any kind. 25-Nov-2024

[View map online](#)



1 : 21,774 at A4

10.2 FINANCE REPORT FOR THE QUARTER ENDING 30 SEPTEMBER 2024

File Number: FOL/22/4399

Author: Kevin Leddin, Acting Manager Financial Services

Authoriser: Michelle Stedman, Director Corporate

Attachments: 1. Loddon Shire Council - Quarterly Finance Report - September 2024

RECOMMENDATION

That Council

1. receives and notes 'Finance Report for the quarter ending 30 September 2024
2. approves budget revisions included in the report for internal reporting purposes only
3. approves the supplementary valuations of rateable and non-rateable properties in respect of the 2024/25 financial year, as returned by the Shire Valuer, LG Valuations Pty Ltd, and endorses them being incorporated into the Register of Rateable and Non-Rateable Properties and Rate Book for 2024/25.

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

The last quarterly report presented was for the March 2024 quarter at the May 2024 Council Meeting. The 2023/24 full financial result was presented to Council at the October 2024 Council Briefing and the Annual Report 2023/24 was adopted at the October Council Meeting including the audited Financial and Performance Statements.

BACKGROUND

Section 97 of the Local Government Act 2020 outlines that a quarterly budget report is to be presented:

- 1) *As soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a quarterly budget report is presented to the Council at a Council meeting which is open to the public.*
- 2) *A quarterly budget report must include—*
 - (a) *a comparison of the actual and budgeted results to date; and*
 - (b) *an explanation of any material variations; and*
 - (c) *any other matters prescribed by the regulations.*
- 3) *In addition, the second quarterly report of a financial year must include a statement by the Chief Executive Officer as to whether a revised budget is, or may be, required.*

The Finance Report for the quarter ended 30 September 2024 includes standard quarterly information about budget variations, cash, investments, interest, debtors and creditors. It provides a comparison of year-to-date actual results to year-to-date budget (by dollars and percentage) and total revised budget (by percentage), where the data is available.

The information is in the format provided in the adopted 2024/25 Budget, and includes operating results, capital expenditure and funding sources. The report also includes community planning program financials.

This Finance Report also includes reporting on supplementary valuations. Each year Council makes a number of additions, subtractions and alterations to the valuations contained in the annual rate book. These changes arise from various sources including:

- splitting of parcels into new rateable assessments
- development of vacant or unproductive land (urban and rural)
- consolidation of separate rateable assessments into one assessment
- re-assessment of property valuations arising from objections to the initial valuation
- additions and cancellations of licences (grazing and water frontages)
- change of use
- covenant on Title
- area amendment
- change of Australian Valuation Property Classification Code (AVPCC)
- supplementary valuation corrections.

ISSUES/DISCUSSION

Opening Statement

During the first quarter of 2024/25, work has been underway on the finalisation of the 30 June 2024 financials and associated audit work. This was signed off by VAGO early in October and now work has been underway with various further reporting and survey completions.

The 2024/25 Budget was adopted by Council in late June 2024 and associated reserve transfers have been completed to bring any unspent amounts back into the revised budget for 2024/25.

Due to the timing of this report and with only partial work underway within the timing allocation of the projects, no variance reporting is included within this report.

There has also been a slight change to the reports to show the Year to Date (YTD) expenditure percentage against the full revised budget.

Budgeted Surplus

Council's budgeted cash surplus has increased from \$0.4M to **\$5.56M**. The main variation is the actual carried forward surplus amount which was much higher than budgeted.

Income Statement (revenue)

Council's year to date (YTD) operating revenue received is **\$26.9M** or 47% of total revised budget.

As rates are raised within the first quarter of the year, this is time that a significant amount of income is recognised for Council, however the payment of these rates debtors is split throughout the year.

Income Statement (expenditure)

Council's YTD operating expenditure of **\$6.91M** or 11% of the total revised budget. Most of the expenditure for the quarter has occurred within salaries and related costs along with materials and services.

Capital Works

The revised budget for capital works is \$15.5M and is 13% (**\$1.97M**) expended in financial terms for the current financial year.

Projects that have been progressed within quarter one are;

- flood mitigation works at both Boort and Pyramid Hill
- Pyramid Hill streetscape

- Pyramid Hill Community Centre
- various bridge and culvert works
- various building asset management programmed works.

Balance Sheet

Council has a cash total of **\$39.4M**. Total debtors at the end of the September 2024 are \$16.19M, this includes \$13.98M in rates (June 2024 were \$1.68M). Sundry debtors total \$2.38M with invoices outstanding for 90 or more days relating to community wellbeing debtors and local community groups totalling approximately \$40,000.

COST/BENEFITS

The benefit to Council and the community is that accurate and regular financial reporting is disclosed, along with an accurate representation of property valuations being reflected in Council's rating system and the distribution of rate notices for the year 2024/25.

Provision of financial reports on at least a quarterly basis is a requirement of the *Local Government Act 2020*.

RISK ANALYSIS

The provision of regular and accurate finance reports to Council minimises the risk of Council not delivering projects within the approved budget. Council's risk exposure is also increased if the rating system does not reflect the valuation changes associated with supplementary valuations as Council will not be aware of the changes, which can alter the rate revenue in the current year and in future rating years.

During October 2022 Loddon Shire experienced significant flooding which continues to have the impact of operational staff being diverted to support flood recovery. This reallocation of human resources limits delivery of programmed services and infrastructure. There is potential that this could continue over the coming years as infrastructure is rebuilt, creating variances between budget and delivery.

CONSULTATION AND ENGAGEMENT

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

Consultation with ratepayers and authorities that act on behalf of ratepayers occurs when a change to a property is required or occurs by virtue of a sale.

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

LODDON SHIRE COUNCIL

FINANCE REPORT FOR QUARTER ENDING 30 SEPTEMBER 2024



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INTRODUCTION

During the first quarter of 2024/25, work has been underway on the finalisation of the 30 June 2024 financials and associated audit work. This was signed off by VAGO early in October and now work has been underway with various further reporting and survey completions.

The 2024/25 Budget was adopted by Council in late June 2024 and associated reserve transfers have been completed to bring any unspent amounts back into the revised budget for 2024/25.

1 CASH SURPLUS POSITION

1.1 Budget revisions

Since 1 July 2024, the surplus has increased from \$0.4M to \$5.6M. Notes around major variances are included below:

Opening Surplus (Position as at 1 July 2024)	\$ 408,212
Adjustment for actual carried forward surplus from 2023/24	\$5,099,544
Clear reserve amounts carried forward	\$ -
Addition of the approved annual infrastructure program	\$ 75,000
Other minor adjustments / rounding	-\$ 2
Closing Surplus (Position as at 30 September 2024)	\$5,582,754

2 INCOME STATEMENT

Due to the timing of this report and with only partial work underway within the timing allocation of the projects, no variance reporting is included within this report.

There has also been a slight change to the reports to show the Year to Date (YTD) expenditure percentage against the full revised budget.

2.1 Operating revenue

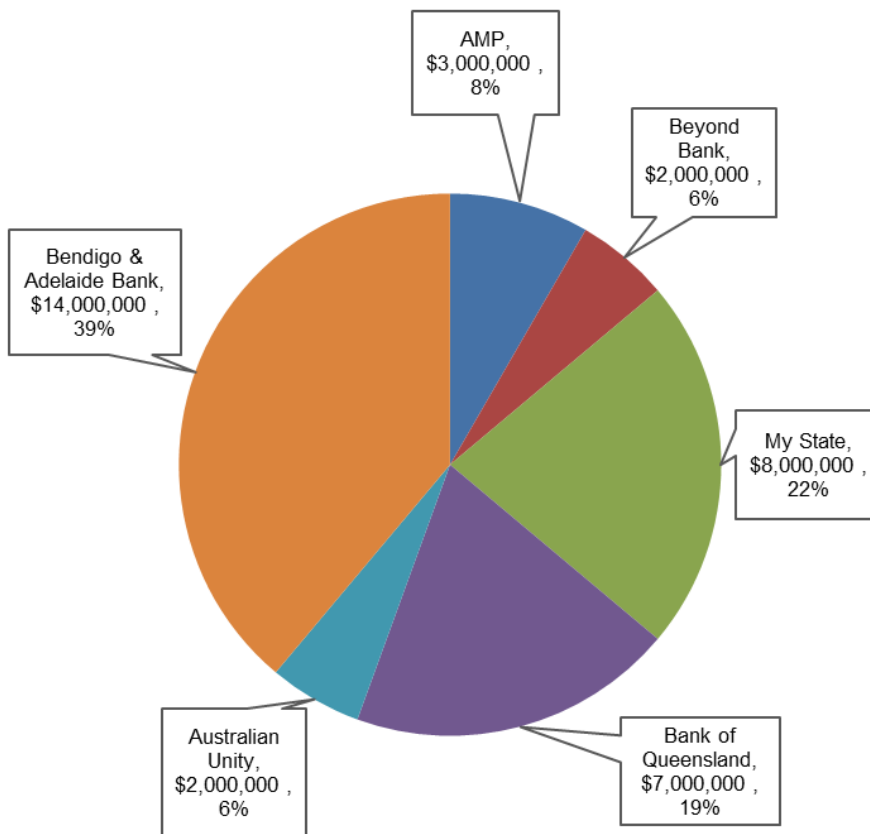
Total revenue brought to account for this quarter was \$26.9M. The total income raised is 47% of the total revised budget income for 2024/25. Total operating revenue YTD is \$26.9M.

As rates are raised within the first quarter of the year, this is time that a significant amount of income is recognised for Council, however the payment of these rates debtors is split throughout the year.

2.1.1 Interest income

Council's Investment Policy requires investment of funds with authorised deposit taking institutions rated AAA+ to BBB- with a maximum of 40% of funds at any one institution and a maximum of \$2M in any one transaction.

The total investment interest received and accrued to date is \$530K. Interest raised on unpaid rates amounts to \$7K. Year to date investment interest has already exceeded the adopted budget amount of \$400K. During the next quarter, the Revised Budget will be increased as this income is expected to exceed the budgeted amount for the financial year. This additional income will be reflected within an increase to the surplus.



All investments are term deposits and are currently with banks that meet Council’s Investment Policy as per the following graph and table:

Current investments:			
AMP	A2/BBB+	\$ 3,000,000	8.3%
Auswide	A1/A	\$ -	0.0%
Beyond Bank	A2/BBB	\$ 2,000,000	5.6%
My State	A2/BBB	\$ 8,000,000	22.2%
Bank of Queensland	A2/BBB	\$ 7,000,000	19.4%
Australian Unity	A2/BBB+	\$ 2,000,000	5.6%
BankVic	A2/BBB+	\$ -	0.0%
Defence Bank	A2/BBB	\$ -	0.0%
Bendigo & Adelaide Bank	A2/BBB+	\$14,000,000	38.9%
Council Funds on Term Deposit		\$36,000,000	100%

The below table shows all investments for the financial year to date (interest on unpaid rates is not included):

LODDON SHIRE COUNCIL INVESTMENT SCHEDULE												
Bank	Establishment date	Status	Maturity date	Term (day)	Interest rate	Investment amount	Total interest receivable on TD	Interest accrual 2023/24	YTD accrued interest	Total interest accrual	YTD interest received	Total YTD interest earned
Defence Bank	4/07/2023	Closed	3/07/2024	365	5.75%	\$ 2,000,000	\$ 115,000	\$ 114,055	\$ 945	\$ -	\$ 115,000	\$ 945
Auswide	13/12/2023	Closed	10/07/2024	210	5.35%	\$ 2,000,000	\$ 61,562	\$ 58,630	\$ 2,932	\$ -	\$ 61,562	\$ 2,932
AMP	25/07/2023	Closed	24/07/2024	365	5.65%	\$ 3,000,000	\$ 169,500	\$ 158,355	\$ 11,145	\$ -	\$ 169,500	\$ 11,145
AMP	10/01/2024	Closed	7/08/2024	210	5.10%	\$ 2,000,000	\$ 58,685	\$ 48,066	\$ 10,619	\$ -	\$ 58,685	\$ 10,619
Bendigo & Adelaide Bank	21/03/2024	Closed	19/08/2024	151	4.90%	\$ 1,000,000	\$ 20,271	\$ 13,559	\$ 6,712	\$ -	\$ 20,271	\$ 6,712
BankVic	4/07/2023	Closed	3/09/2024	427	5.70%	\$ 2,000,000	\$ 133,364	\$ 113,063	\$ 20,301	\$ -	\$ 133,364	\$ 20,301
AMP	19/12/2023	Closed	19/09/2024	275	5.25%	\$ 2,000,000	\$ 79,110	\$ 55,808	\$ 23,301	\$ -	\$ 79,110	\$ 23,301
Bank of Queensland	21/03/2024	Closed	19/09/2024	182	5.05%	\$ 1,000,000	\$ 25,181	\$ 13,974	\$ 11,207	\$ -	\$ 25,181	\$ 11,207
Bendigo & Adelaide Bank	13/02/2024	Open	14/10/2024	244	5.02%	\$ 2,000,000	\$ 67,117	\$ 37,959	\$ 25,306	\$ 63,266	\$ -	\$ 25,306
Bank of Queensland	21/03/2024	Open	24/10/2024	217	5.05%	\$ 1,000,000	\$ 30,023	\$ 13,974	\$ 12,729	\$ 26,703	\$ -	\$ 12,729
Bendigo & Adelaide Bank	13/02/2024	Open	13/11/2024	274	5.04%	\$ 2,000,000	\$ 75,669	\$ 38,111	\$ 25,407	\$ 63,518	\$ -	\$ 25,407
Bank of Queensland	21/03/2024	Open	21/11/2024	245	5.05%	\$ 1,000,000	\$ 33,897	\$ 13,974	\$ 12,729	\$ 26,703	\$ -	\$ 12,729
Bendigo & Adelaide Bank	20/02/2024	Open	16/12/2024	300	5.04%	\$ 2,000,000	\$ 82,849	\$ 36,178	\$ 25,407	\$ 61,585	\$ -	\$ 25,407
My State	22/05/2024	Open	18/12/2024	210	5.20%	\$ 1,000,000	\$ 29,918	\$ 5,556	\$ 13,107	\$ 18,663	\$ -	\$ 13,107
Bendigo & Adelaide Bank	20/02/2024	Open	15/01/2025	330	5.02%	\$ 2,000,000	\$ 90,773	\$ 36,034	\$ 25,306	\$ 61,340	\$ -	\$ 25,306
My State	22/05/2024	Open	17/01/2025	240	5.20%	\$ 1,000,000	\$ 34,192	\$ 5,556	\$ 13,107	\$ 18,663	\$ -	\$ 13,107
Bendigo & Adelaide Bank	8/07/2024	Open	7/02/2025	214	5.20%	\$ 2,000,000	\$ 60,975	\$ -	\$ 23,934	\$ 23,934	\$ -	\$ 23,934
Australian Unity	20/02/2024	Open	20/02/2025	366	5.12%	\$ 2,000,000	\$ 102,681	\$ 36,752	\$ 25,810	\$ 62,562	\$ -	\$ 25,810
Beyond Bank	5/06/2024	Open	5/03/2025	273	5.20%	\$ 2,000,000	\$ 77,786	\$ 7,123	\$ 26,214	\$ 33,337	\$ -	\$ 26,214
Bendigo & Adelaide Bank	8/07/2024	Open	7/03/2025	242	5.20%	\$ 2,000,000	\$ 68,953	\$ -	\$ 23,934	\$ 23,934	\$ -	\$ 23,934
Bendigo & Adelaide Bank	8/07/2024	Open	8/04/2025	274	5.20%	\$ 2,000,000	\$ 78,071	\$ -	\$ 23,934	\$ 23,934	\$ -	\$ 23,934
My State	8/07/2024	Open	8/05/2025	304	5.25%	\$ 2,000,000	\$ 87,452	\$ -	\$ 24,164	\$ 24,164	\$ -	\$ 24,164
AMP	24/07/2024	Open	21/05/2025	301	5.20%	\$ 3,000,000	\$ 128,647	\$ -	\$ 29,063	\$ 29,063	\$ -	\$ 29,063
My State	8/07/2024	Open	4/06/2025	331	5.25%	\$ 2,000,000	\$ 95,219	\$ -	\$ 24,164	\$ 24,164	\$ -	\$ 24,164
Bank of Queensland	19/09/2024	Open	16/06/2025	270	4.85%	\$ 2,000,000	\$ 71,753	\$ -	\$ 2,923	\$ 2,923	\$ -	\$ 2,923
My State	8/07/2024	Open	8/07/2025	365	5.25%	\$ 2,000,000	\$ 105,000	\$ -	\$ 24,164	\$ 24,164	\$ -	\$ 24,164
Bank of Queensland	19/09/2024	Open	15/08/2025	330	4.70%	\$ 2,000,000	\$ 84,986	\$ -	\$ 2,833	\$ 2,833	\$ -	\$ 2,833
Bank of Queensland	19/09/2024	Open	19/09/2025	365	4.65%	\$ 1,000,000	\$ 46,500	\$ -	\$ 1,401	\$ 1,401	\$ -	\$ 1,401
Total Interest on Investments								\$ 806,727	\$ 472,802	\$ 616,856	\$ 662,673	\$ 472,802
Interest on General Accounts												\$ 50,173
Total Interest												\$ 522,974
Interest transferred to/from externally funded projects												\$ -
Net interest on investments												\$ 522,974

Due to the short-term nature of the term deposits, those deposits which have not reached maturity are included as cash in the Balance Sheet. They are adjusted during the year-end financial report process if required.

The highlighted row shows the employee provisions (annual leave, long service leave and time in lieu) investment separately.

2.2 Operating expenditure

Total operating expenditure for the quarter was \$6.91M. The total expenditure for the quarter takes the total spend to 11% of the total revised budget expenditure for 2024/25.

2.3 Operating surplus

As a result of the variances as explained in the previous pages, the operating surplus to date is \$20.0M compared to a revised budget deficit amount of \$6.8M.

3 CAPITAL EXPENDITURE

Total capital works expenditure for the quarter was \$1.97M with the program now 13% complete in financial terms.

The total revised budget amount for 2024/25 is \$15.5M. This includes all carried forward projects which have been added into the financial system.

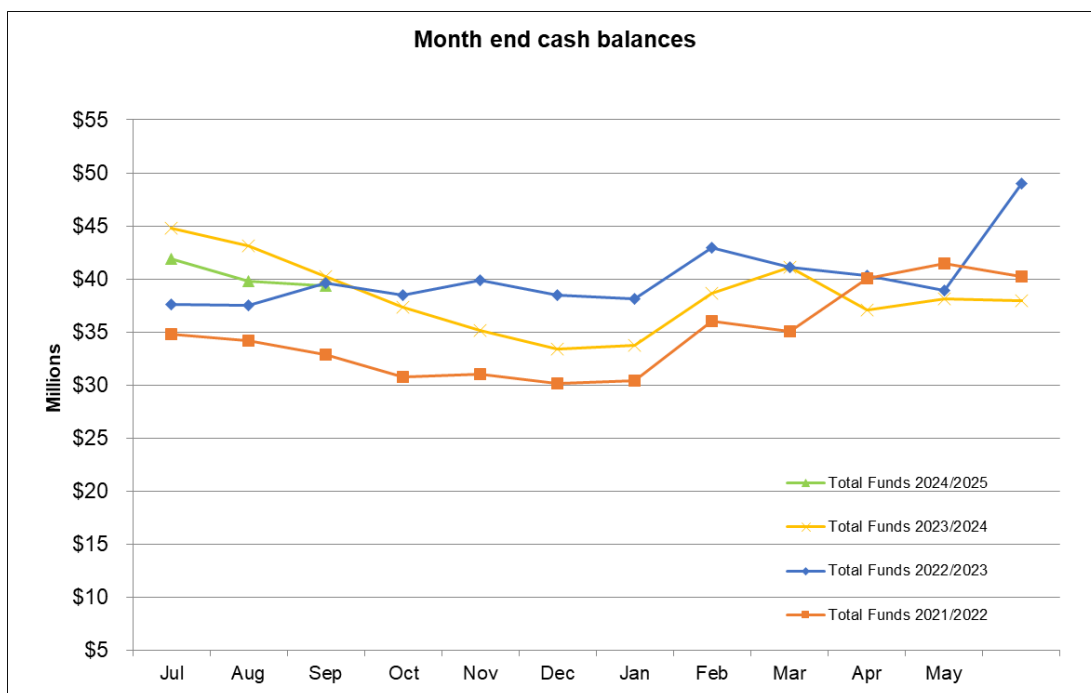
A full capital works report in detail is included in Appendix 4.

4 BALANCE SHEET

4.1 Cash

At the end of the month, Council’s overall cash total was \$39.4M, which includes a balance of \$7.2M in general accounts.

Month end balances for Council’s cash, from July 2021 until the current month, are reflected in the following graph:



4.2 Receivables

4.2.1 Debtors

Monthly balances of the various categories of debtors for the financial year are:

Debtor category	September 2023	December 2023	March 2024	June 2024	September 2024
Rates	11,184,810	9,401,646	1,500,488	482,901	11,780,558
Fire Services Property Levy	1,545,844	1,296,344	256,577	119,736	2,202,585
Total rates and Fire Services Property Levy	12,730,653	10,697,989	1,757,065	602,637	13,983,143
Sundry debtors	1,195,713	2,141,959	92,738	1,245,537	2,381,412
Community loans/advances	-	-	-	-	-
Long term loans/advances	-	-	-	-	-
Magistrates court fines	96,108	96,108	96,108	96,108	96,108
LESS provision for doubtful debts	(205,470)	(205,470)	(204,644)	(267,319)	(267,319)
Total	13,817,005	12,730,586	1,741,267	1,676,963	16,193,344

4.2.2 Rates debtors

Outstanding rates and Fire Services Property Levy at the end of selected months were:

Rating year	September 2023	December 2023	March 2024	June 2024	September 2024
Rates - Overdue	159,350	176,866	223,229	482,901	519,378
Fire Services Property Levy - Overdue	94,987	53,131	52,992	119,736	80,372
Sub-total: arrears	254,337	229,997	276,221	602,637	599,750
Current year (outstanding but not due)	11,025,460	9,224,780	1,277,259	-	11,261,180
Fire Services Property Levy	1,450,857	1,243,213	203,585	-	2,122,213
Total outstanding	12,476,316	10,467,994	1,480,844	-	13,383,393
SUMMARY					
Total rates	11,184,810	9,401,646	1,500,488	482,901	11,780,558
Total FSPL	1,545,844	1,296,344	256,577	119,736	2,202,585
Total arrears	12,730,653	10,697,990	1,757,065	602,637	13,983,143

4.2.3 Sundry debtors

Outstanding sundry debtors at the end of the month consist of:

Current	\$27,107
30 days	(\$10,895)
60 days	(\$4,888)
90 + days	\$40,466
Sub total routine debtors	\$51,789
Government departments	\$2,162,402
ATO return	\$167,221
Other debtors	\$0
Total	\$2,381,412
90 + days consists of:	
Community support debtors	\$3,904
Compliance debtors	\$8,273
Others	\$28,289
Total	\$40,466

The mainstream sundry debtors (\$52K) have been broken into the amount of time they have been outstanding. At the time of this report, \$40K of that total has been outstanding for more than 90 days. Note that positive debtor figures relate to payments in advance.

Total outstanding sundry debtors as of 30 September are \$2.4M.

4.3 Other assets

4.3.1 Property valuations

All rateable and non-rateable supplementary valuations are included in this report and are split for ease of reading.

Valuation type	Properties	Valuation	Rateable properties	Rateable valuation	Non-rateable properties	Non-rateable valuation
Capital Improved Value - July 1 2024	8,407	5,524,061,100	8,039	5,392,999,500	368	131,061,600
Capital Improved Value - September 2024	8,423	5,535,351,300	8,056	5,403,685,700	367	131,665,600
Net change	16	11,290,200	17	10,686,200	(1)	604,000

The total rateable CIV at the end of September 2024 has increased from \$5.52B to \$5.54B.

4.3.2 Water rights

Council-owned water rights are valued at \$2.71M on 30 June 2024.

The rights are revalued to market at the end of each financial year.

There has been no purchases or sales of water rights for the year to date.

4.3.3 Vision Super Defined Benefits Plan update

On 18 June 2024, Council received official notification of the 31 March 2024 estimated Vested Benefit Index (VBI) for the sub-plan being 106.3%. This is an increase from the previous estimate and remains above the required 100%.

Currently, under the superannuation prudential standards, VBI's must be kept above a fund's nominated shortfall, currently 97%. When an actuarial review/investigation is in progress the fund's VBI must be at least 100% as it was on 30 June 2023.

Below is the sub-plan's recent VBI history:

As at	30 June 2021 (actual)	30 June 2022 (actual)	30 July 2023 (actual)	30 Sept 2023 (est)	31 Dec 2023 (est)	31 Mar 2023 (est)
LASF DB	109.7%	102.2%	104.6%	102.3%	103.8%	106.3%

5 COMMUNITY PLANNING FINANCIALS

5.1 Boort community plans

Boort ward carried forward \$285K into 2024/25. With the additional \$50K allocation, \$335K was available for Boort Community Planning in the 2024/25. Of this amount, \$335K remains unspent, with \$335K available for the community planning group to allocate toward projects. Current community planning projects planned for 2024/25 are tabled below:

Boort Community Plans					ACTUALS			BUDGET		
YEAR	LEDGER	LEDGER	JOB CODE	PROJECT	2024/25 FINANCIAL YEAR			2024/25 FINANCIAL YEAR		
					INCOME	EXPENDITURE	NET COST	INCOME	EXPENDITURE	NET COST
				Income						
				Unspent allocation from previous years	\$284,684	\$0	\$284,684	\$284,684	\$0	\$284,684
				This years allocation	\$50,000	\$0	\$50,000	\$50,000	\$0	\$50,000
				Equity adjustment	\$0	\$0	\$0	\$0	\$0	\$0
				Strategic Fund	\$0	\$0	\$0	\$0	\$0	\$0
				Total amount available	\$334,684	\$0	\$334,684	\$334,684	\$0	\$334,684
CURRENT	16975	W231		Boort Community Plans Unallocated	\$0	\$0	\$0	\$0	\$334,684	\$334,684
				Total expenditure for the year	\$0	\$0	\$0	\$0	\$334,684	\$334,684
				Total amount not spent at the end of the year, and available for next year			\$334,684			\$0

5.2 Inglewood community plans

Inglewood ward carried forward \$262K into 2024/25. With the additional \$50K allocation, \$312K was available for Inglewood Community Planning in the 2024/25. Of this amount, \$312K remains unspent, with \$189K available for the community planning group to allocate toward projects. Current community planning projects planned for 2024/25 are tabled below:

Inglewood Community Plans					ACTUALS			BUDGET		
YEAR	LEDGER	LEDGER	JOB CODE	PROJECT	2024/25 FINANCIAL YEAR			2024/25 FINANCIAL YEAR		
					INCOME	EXPENDITURE	NET COST	INCOME	EXPENDITURE	NET COST
				Income						
				Unspent allocation from previous years	\$261,649	\$0	\$261,649	\$261,649	\$0	\$261,649
				This years allocation	\$50,000	\$0	\$50,000	\$50,000	\$0	\$50,000
				Strategic Fund	\$0	\$0	\$0	\$0	\$0	\$0
				Equity adjustment	\$0	\$0	\$0	\$0	\$0	\$0
				Total amount available	\$311,649	\$0	\$311,649	\$311,649	\$0	\$311,649
				LESS expenditure for the year						
2019/20	W842	2242954315XX	CP2200012242954315	Inglewood Eucy Museum Annex Alloc 2	\$0	\$0	\$0	\$0	\$79,429	\$79,429
2020/21	W843	2242954315XX	CP2210022242954315	Inglewood Eucy Tractor Annex	\$0	\$0	\$0	\$0	\$33,185	\$33,185
2021/22	W873	2242214305XX	CP2220022242214305	Campbelle Forest Hydrology Report	\$0	\$0	\$0	\$0	\$10,000	\$10,000
CURREN	W232	2242214305XX		Inglewood Community Plans Unallocated	\$0	\$0	\$0	\$0	\$189,035	\$189,035
				Total expenditure for the year	\$0	\$0	\$0	\$0	\$311,649	\$311,649
				Total amount not spent at the end of the year, and available for next year			\$311,649			\$0

5.3 Tarnagulla community plans

Tarnagulla ward carried forward \$190K into 2024/25. With the additional \$50K allocation, \$240K was available for Tarnagulla Community Planning in the 2024/25. Of this amount, \$240K remains unspent, with \$169K available for the community planning group to allocate toward projects. Current community planning projects planned for 2024/2025 are tabled below:

Tarnagulla Community Plans					ACTUALS			BUDGET		
YEAR	LEDGER	LEDGER	JOB CODE	PROJECT	2024/25 FINANCIAL YEAR			2024/25 FINANCIAL YEAR		
					INCOME	EXPENDITURE	NET COST	INCOME	EXPENDITURE	NET COST
				Income						
				Unspent allocation from previous years	\$190,471	\$0	\$190,471	\$190,471	\$0	\$190,471
				This years allocation	\$50,000	\$0	\$50,000	\$50,000	\$0	\$50,000
				Strategic Fund	\$0	\$0	\$0	\$0	\$0	\$0
				Equity adjustment	\$0	\$0	\$0	\$0	\$0	\$0
				Total amount available	\$240,471	\$0	\$240,471	\$240,471	\$0	\$240,471
				LESS expenditure for the year						
2019/20	W888	2243218605XX	CP3190012243218605	TaCPSF Laanecoorie Hall Paint	\$0	\$0	\$0	\$0	\$1,818	\$1,818
2020/21	W988	2243958620XX	CP3200092243958620	TaCPSF Soldiers Memorial Park Toilets	\$0	\$0	\$0	\$0	\$30,000	\$30,000
2020/21	W892	2243218605XX	CP3200112243218605	TaCPSF Laanecoorie Hall Paint Alloc 2	\$0	\$0	\$0	\$0	\$16,591	\$16,591
2020/21	W849	2243958620XX	CP3210032243958620	Progress Park Fitness Station	\$0	\$0	\$0	\$0	\$15,000	\$15,000
2021/22	W850	2243958620XX	CP3220022243958620	Disabled Carpark Newbridge Hall	\$0	\$0	\$0	\$0	\$8,500	\$8,500
CURREN	W234	2243218605XX		Tarnagulla Community Plans Unallocated	\$0	\$0	\$0	\$0	\$168,562	\$168,562
				Total expenditure for the year	\$0	\$0	\$0	\$0	\$240,471	\$240,471
				Total amount not spent at the end of the year, and available for next year			\$240,471			\$0

5.4 Terrick community plans

Terrick ward carried forward \$172K into 2024/25. With the additional \$50K allocation, \$222K was available for Terrick Community Planning in the 2024/25. Of this amount, \$221K remains unspent, with \$206K available for the community planning group to allocate toward projects. Current community planning projects planned for 2024/25 are tabled below:

Terrick Community Plans					ACTUALS			BUDGET		
YEAR	LEDGER	LEDGER	JOB CODE	PROJECT	2024/25 FINANCIAL YEAR			2024/25 FINANCIAL YEAR		
					INCOME	EXPENDITURE	NET COST	INCOME	EXPENDITURE	NET COST
				Income						
				Unspent allocation from previous years	\$172,106	\$0	\$172,106	\$172,106	\$0	\$172,106
				This years allocation	\$50,000	\$0	\$50,000	\$50,000	\$0	\$50,000
				Equity adjustment	\$0	\$0	\$0	\$0	\$0	\$0
				Strategic Fund	\$0	\$0	\$0	\$0	\$0	\$0
				Total amount available	\$222,106	\$0	\$222,106	\$222,106	\$0	\$222,106
				LESS expenditure for the year						
2018/19	W865 / W1014	2244958680XX	CP4160012244958680	P/H Lions Park Redevelopment	\$0	\$1,235	\$1,235	\$0	\$6,000	\$6,000
2019/20	W1018	2244218665XX	CP4200012244218665	Miamo Sporting Rooms Floor Upgrade	\$0	\$0	\$0	\$0	\$10,000	\$10,000
CURRENT	W235			Terrick Community Plans unallocated	\$0	\$0	\$0	\$0	\$206,106	\$206,106
				Total expenditure for the year	\$0	\$1,235	\$1,235	\$0	\$222,106	\$222,106
				Total amount not spent at the end of the year, and available for next year			\$220,871			\$0

5.5 Wedderburn community plans

Wedderburn ward carried forward \$290K into 2024/25. With the additional \$50K allocation, \$340K was available for Wedderburn Community Planning in the 2024/2025. Of this amount, \$340K remains unspent, with \$340K available for the community planning group to allocate toward projects. Current community planning projects planned for 2024/25 are tabled below:

Wedderburn Community Plans					ACTUALS			BUDGET		
YEAR	LEDGE	LEDGER	JOB CODE	PROJECT	2024/25 FINANCIAL YEAR			2024/25 FINANCIAL YEAR		
					INCOME	EXPENDITURE	NET COST	INCOME	EXPENDITURE	NET COST
				Income						
				Unspent allocation from previous years	\$290,233	\$0	\$290,233	\$290,233	\$0	\$290,233
				This years allocation	\$50,000	\$0	\$50,000	\$50,000	\$0	\$50,000
				Equity adjustment	\$0	\$0	\$0	\$0	\$0	\$0
				Strategic fund	\$0	\$0	\$0	\$0	\$0	\$0
				Total amount available	\$340,233	\$0	\$340,233	\$340,233	\$0	\$340,233
				Expenditure						
CURRENT	W236			Wedderburn Community Plans Unallocated	\$0	\$0	\$0	\$0	\$340,233	\$340,233
				Total expenditure for the year	\$0	\$0	\$0	\$0	\$340,233	\$340,233
				Total amount not spent at the end of the year, and available for next year			\$340,233			\$0

APPENDIX 1: INCOME STATEMENT

Element	2024/25 Original Budget	2024/25 Revised Budget	2024/25 September Actuals	% YTD Actuals vs Revised Budget
Income				
Statutory Fees	302,766	302,766	123,820	41%
Fees and Charges	608,640	608,640	117,453	19%
Contributions	0	2,031	0	0%
Interest	435,000	435,000	530,070	122%
Reimbursements	357,523	462,853	230,294	50%
Rates	13,115,030	13,115,030	12,921,412	99%
Non Recurrent Grants (Operating)	20,241,225	20,723,335	1,139,331	5%
Recurrent Grants (Operating)	12,721,281	12,721,281	10,299,895	81%
Recurrent Grants (Capital)	2,507,112	3,113,605	0	0%
Non Recurrent Grants (Capital)	0	5,279,491	1,533,905	29%
Total Income	50,288,577	56,764,032	26,896,180	47%
Expenses				
Salaries and Labour Related Costs	15,826,022	15,826,022	3,549,813	22%
Materials and Services	17,756,684	22,464,272	2,657,465	12%
Stores	13,839	13,839	0	0%
Fuel	1,404,481	1,404,481	173,962	12%
Contractors	12,279,105	12,292,105	364,698	3%
Depreciation	10,514,934	10,514,934	0	0%
Utilities	682,020	682,020	152,704	22%
Grants Expenditure	400,928	400,928	10,000	2%
Bad Debts Expense	0	0	36	0%
Total Expenses	58,878,013	63,598,601	6,908,678	11%
Net Result Surplus / (Deficit)	(8,589,436)	(6,834,569)	19,987,502	-292%

* Income and expense items required by Australian Accounting Standards (AAS)

* Year to date budget allocations are not included in this Report due to factors associated with the implementation of the new IT systems (RCCC Project), but will be included in future reports.

APPENDIX 2: CAPITAL WORKS STATEMENT

Element	2024/25 Original Budget	2024/25 Revised Budget	2024/25 September Actuals	% YTD Actuals vs Revised Budget
Funding Decisions				
Reserves - Transfer From	1,680,577	9,874,312	0	0%
Reserves - Transfer To	(4,387,273)	(5,729,493)	0	0%
Asset Sales (Capital)	212,418	212,418	219,590	103%
Total Funding Decisions	(2,494,278)	4,357,237	219,590	5%
Capital Expenditure				
Capital Expenditure	6,957,064	15,488,448	1,973,689	13%
Total Capital Expenditure	6,957,064	15,488,448	1,973,689	13%
Non Cash Adjustments				
Depreciation	10,514,934	10,514,934	0	0%
Bad Debts Expense	0	0	36	0%
Total Non Cash Adjustments	10,514,934	10,514,934	36	0%
Accumulated Surplus B/FWD	7,934,056	13,033,600	0	0%
Net Cash Surplus / (Deficit)	408,212	5,582,754	18,233,439	327%

APPENDIX 3: BALANCE SHEET

	September 2024 As per trial balance	June 2025 As per adopted budget	June 2024 As per financial statements	September 2023 As per trial balance
ASSETS				
CURRENT ASSETS				
Cash and cash equivalents	\$39,388,326	\$15,114,814	\$2,759,134	\$40,456,480
Other financial assets	\$0	\$0	\$31,197,145	\$0
Trade and other receivables	\$16,193,344	\$989,920	\$1,676,962	\$13,817,005
Financial assets	\$616,856	\$0	\$1,327,867	\$762,535
Inventories	\$0	\$0	\$0	\$0
Non-current assets classified as held for sale	\$491,806	\$311,958	\$491,805	\$311,958
TOTAL CURRENT ASSETS	\$56,690,332	\$16,416,692	\$37,452,913	\$55,347,978
NON-CURRENT ASSETS				
Trade and other receivables	\$0	\$0	\$0	\$0
Financial assets	\$293,630	\$292,782	\$293,630	\$292,782
Intangible assets	\$2,705,783	\$2,807,790	\$2,705,783	\$2,807,790
Property, infrastructure, plant and equipment	\$416,767,788	\$421,509,675	\$416,767,788	\$379,892,583
TOTAL NON-CURRENT ASSETS	\$419,767,201	\$424,610,247	\$419,767,201	\$382,993,155
TOTAL ASSETS	\$476,457,533	\$441,026,939	\$457,220,114	\$438,341,133
LIABILITIES				
CURRENT LIABILITIES				
Trade and other payables	\$235,907	\$976,111	\$1,641,590	\$290,804
Trust funds and deposits	\$2,954,005	\$331,910	\$554,792	\$2,093,056
Unearned income	\$1,422,500	\$0	\$1,422,500	\$0
Provisions	\$3,205,529	\$2,598,013	\$2,528,041	\$3,372,045
Interest bearing loans and borrowings	\$0	\$0	\$0	\$0
TOTAL CURRENT LIABILITIES	\$7,817,941	\$3,906,034	\$6,146,923	\$5,755,905
NON-CURRENT LIABILITIES				
Provisions	\$1,068,510	\$2,499,446	\$1,735,513	\$1,246,284
Interest bearing loans & borrowings	\$0	\$0	\$0	\$0
TOTAL NON-CURRENT LIABILITIES	\$1,068,510	\$2,499,446	\$1,735,513	\$1,246,284
TOTAL LIABILITIES	\$8,886,451	\$6,405,480	\$7,882,436	\$7,002,189
NET ASSETS	\$467,571,082	\$434,621,459	\$449,337,678	\$431,338,945
EQUITY				
Accumulated Surplus	\$118,948,275	\$97,425,806	\$100,714,871	\$116,020,664
Asset Revaluation Reserve	\$330,338,083	\$325,729,347	\$330,338,083	\$301,850,014
Other Reserves	\$18,284,724	\$11,466,306	\$18,284,724	\$13,468,267
TOTAL EQUITY	\$467,571,082	\$434,621,459	\$449,337,678	\$431,338,945

APPENDIX 4: FULL CAPITAL WORKS

Project	2024/25 Original Budget	2024/25 Revised Budget	2024/25 September Actuals	% YTD Actuals vs Revised Budget
Caravan Park Major Projects - Expansion	0	152,625	1,170	1%
Community Planning Strategic - Renewal	500,000	500,000	0	0%
Flood Mitigation Boort	0	426,352	49,481	12%
Flood Mitigation Pyramid Hill	0	339,949	371,309	109%
IT Equipment - New	157,200	157,200	12,890	8%
IT Equipment - Renewal	0	0	470	0%
IT Systems and Software - Renewal	0	0	1,629	0%
Donaldson Park Pavilion - Capital	0	503,020	(51,981)	-10%
Pyramid Hill Streetscape	0	555,710	220,469	40%
Inglewood Sports Centre	0	21,368	20,750	97%
Pyramid Hill Community Centre	0	597,699	458,071	77%
Boort Park Precinct Stage 2	0	187,370	16,555	9%
Roads to Recovery Program - Renewal	0	430,638	0	0%
Plant Replacement	1,048,600	1,048,600	0	0%
Fleet Replacement	249,697	249,697	51,962	21%
Minor Plant and Equipment - Capital	20,004	35,000	1,977	6%
Donaldson Park Redevelopment	0	0	129,938	0%
LBCC0432 Canary Island Leaghur Rd	0	252,313	0	0%
LBCC0433 Canary Island Leaghur Rd	0	19,819	139,226	702%
BLD115 Boort Historical Society Roof	0	78,053	58,940	76%
BLD116 Inglewood Hall Roof	0	325,000	80,442	25%
TSB23516 Footpath 516 Commercial Rd 63 to 89	0	245,520	98	0%
TSB23517 Footpath 517 Commercial Rd 70 to 92	0	245,520	0	0%
TSB23535 Footpath 535 Commercial Rd 93 to 111	0	167,760	0	0%
LRC224539 - LRC Pyramid Yarraberb Rd 539	0	0	800	0%
LRC224541 - LRC Pyramid Yarraberb Rd 541	0	0	297	0%
LRG023292 - LRS Pyramid Cohuna Rd	0	47,723	0	0%
Donaldson Park Pavilion Upgrade	0	0	65,782	0%
CP220001 - Inglewood Eucy Museum Annex	0	79,429	0	0%
CP221002 - IV Eucy Museum Annex	0	33,185	0	0%
CP321003 - Progress Park Fitness Station	0	15,000	0	0%
CP322002 - Disabled Carpark Newbridge Hall	0	8,500	0	0%
CP416001 - Pyramid Hill Lions Park Redevelopment	0	6,000	1,235	21%
Caravan Park Improvement Program	0	0	5,460	0%
CP320009 - Strategic Fund Soldiers Memorial Park Toilets	0	30,000	0	0%
BLD023120 - BLD120 Public Toilet Bridgewater and Newbridge	0	32,891	5,522	17%
BLD423124 - BLD124 Dingee Memorial Hall Toilet	0	134,560	0	0%
BLD523097 - BLD097 Wedderburn Historical Society Toilet	0	113,750	0	0%
BCC023477 - Small Culverts Allocation	0	0	60,061	0%
TSB22513 - Footpath Commercial Rd Tarnagulla	0	118,188	65,069	55%
LRC323516 - Local Road Construction Newbridge Road Woodstock	0	60,959	0	0%
AMN323053 - AMN053 Amenity Tarnagulla Community Centre	0	100,000	0	0%
LRC423518 - Construction Echuca Serpentine Rd Pompapuel	0	488,773	1,050	0%
LRG223333 - LRS1333 Local Road Resheet Graham's Ln	0	8,214	0	0%
SAF022043 - Safety Signage Restricted Structure	0	45,600	0	0%
PGC123057 - PGC057 Parks and Gardens Strategy Myrmong Beach	0	0	2,816	0%
PGC123053 - PGC053 Parks and Gardens Strategy Boort Caravan Park	0	22,577	0	0%

APPENDIX 4: FULL CAPITAL WORKS – CONTINUED

Project	2024/25 Original Budget	2024/25 Revised Budget	2024/25 September Actuals	% YTD Actuals vs Revised Budget
BLD123112 - BLD Boort Memorial Hall Footpath	0	40,000	0	0%
BLD422101 - Building Dingee EPU Waste Water	0	154,395	100,800	65%
BLD421069 - Building Serpentine Toilets	0	10,490	0	0%
BLD519006 - Building Wedderburn Office Refurbishment	0	63,371	0	0%
Council Property Fencing	5,000	5,000	0	0%
Road Safety Capital Works	75,000	0	0	0%
Kerb & Channel Capital Works	93,732	0	0	0%
Road Construction Capital Work	1,189,000	0	0	0%
Road Amenity Capital Works	75,000	0	0	0%
Bridges and Culverts Capital Works	155,221	0	0	0%
Inglewood Streetscape	0	960,220	43,550	5%
Road Shoulder Sheet Capital Works	210,082	0	0	0%
Bridges and Culverts Capital Works	155,221	0	0	0%
Footpaths Capital Works	622,610	0	0	0%
Road Construction Capital Work	213,661	0	0	0%
Building Asset Project-Capital	300,001	0	0	0%
Drainage Capital Works	350,005	0	0	0%
BCC123418 - Bridges and Culverts Wedderburn Wychitella Rd Culvert	0	280,000	0	0%
Road Reseals	919,158	773,395	1,495	0%
Parks and Gardens Strategy	99,997	0	0	0%
Mitiamo Lighting Project	0	52,780	0	0%
Boort Pre School Works	0	0	14,958	0%
Livestock Pound - Capital	0	102,121	0	0%
LRS1363 - Emu Logan Rd	0	0	29,962	0%
LRS1338 - Clay Gully Lane McIntrye	0	135,810	0	0%
LRS1240 - Bartletts Rd Boort	0	30,250	0	0%
LRS1360 - Auchmore Rd Serpentine	0	127,050	0	0%
LRS1344 - Fentons Creek Wehla Rd Wehla	0	207,438	0	0%
LRS1339 - Ward St Inglewood	0	31,844	2,829	9%
LRS1351 - Wychitella Quambatook Rd Terraptee	0	305,154	0	0%
LRSS0378 - Logan Kingower Rd Wehla	0	53,652	0	0%
LRSS0380 - Charlton Borung Rd Borung	0	244,200	0	0%
LRSS0379 - Wedderburn Serpentine Rd Salisbury West	0	264,550	0	0%
TSI0599 - Hospital St Wedderburn	0	49,104	0	0%
TSI0588 - Tantalla St Wedderburn	0	53,568	0	0%
TSI0585 - Barber St Pyramid Hill	0	111,600	0	0%
TSI0587 - Pyramid Hill Bowling Club - Pedestrian Access	0	7,440	0	0%
TSD0152 - North and Southey Street Drainage	0	352,000	0	0%
BLD126 - Inglewood Hall Refurbish Walls	0	165,000	0	0%
BLD112 - Boort Memorial Hall Footpath and Drainage Works	0	88,000	0	0%
BLD125 - Agricultural and Pastoral Building Boort	0	60,500	0	0%
PGC064 - Planter Boxes Replacement Boort	0	15,004	3,543	24%
PGC063 - Dingee Progress Park Tables and Chairs	0	2,200	0	0%
PGC059 - Soldiers Memorial Park Playground Wedderburn	0	66,000	0	0%
LBCC0479 - Small Culverts Allocation	0	200,000	0	0%
LBCC0415 - Sidney Watsons Road Bridge Replacement	0	300,000	0	0%
LBCC0400 - Chamberlians Road Culvert Replacement	0	528,649	0	0%
LBCC0414 - Ottreys Bridge Road Bridge Replacement	0	300,000	0	0%
LRC0544 - Newbridge Rd Woodstock	0	1,016,785	0	0%
LRC0543 - Ottreys St Pyramid Hill	0	410,227	0	0%
Reseal Program - Council	0	28,649	0	0%
Healthy Minds Program	0	0	4,991	0%
Total Capital	6,439,189	15,481,008	1,973,614	13%

11 INFORMATION REPORTS

Nil

12 COMPLIANCE REPORTS**12.1 COMMUNITY ASSET COMMITTEE MEMBERSHIP - 2024/25**

File Number: FOL/20/7622
Author: Lisa Clue, Manager Governance
Authoriser: Michelle Stedman, Director Corporate
Attachments: Nil

RECOMMENDATION

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

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

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Council last appointed members to the Community Asset Committees in November 2023 and February 2024.

BACKGROUND

The *Local Government Act 2020* (the Act) provides for the establishment of, and appointment of members to Community Asset Committees for the purpose of managing community assets in the

municipal district. The Act further provides for the CEO to delegate certain powers, duties and functions of the Council to members of its Community Asset Committees.

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

ISSUES/DISCUSSION

Community Asset Committees listed in this report have conducted Annual Meetings. Via provision of Minutes and online reporting, Committee membership nominations for appointment by Council for 2024/25 were advised as follows:

Name	Position
Boort Aerodrome	
Peter Eicher	Chair/Secretary
Jamie Whitmore	Treasurer
Ken Loader	Airport reporting officer
Ray Stomann	Booking officer
Adam Wright	Committee Member
Dick Lanyon	Committee Member
Geoff Boutcher	Committee Member
Boort Memorial Hall	
Ian Potter	Chair
Neil Gardner	Deputy Chair
Narelle Vernon	Secretary
Marjory Potter	Treasurer
Gail Zanker	Booking officer
Allen Stringer	Committee Member
Annie Meadows	Committee Member
Bradley Haw	Committee Member
John Vernon	Committee Member
Judy Parker	Committee Member
Ken C Loader	Committee Member
Kevin Sutton	Committee Member
Paul Haw	Committee Member
Boort Park	
Neil Beattie	Chair/Treasurer
Tim Byrne	Deputy Chair
Vacant	Secretary
Jacque Verley	Booking officer
Madeleine Scott	Committee Member
Marjory Potter	Committee Member
Gordon Parker	Committee Member
Garry Zanker	Committee Member
Kane Arnold	Committee Member
Sharon Pickering	Committee Member
Ray Stomann	Committee Member
Kelly Henderson	Committee Member
Tracey Bird	Committee Member
Stacey Streader	Committee Member

Name	Position
Boort Park (continued)	
Tom Bleicher	Committee Member
Craig Scott	Committee Member
Campbells Forest Hall	
Shaun Cattanach	Chair
Rae Broadbent	Deputy Chair
Vacant	Secretary
Gaye Larson	Treasurer
Glenda Wilson	Booking Officer
Don Wilson	Committee Member
Donaldson Park	
Gavan Holt	Chair
Bruce Hargreaves	Deputy Chair
Jon Chandler	Secretary/ Treasurer
TBA	Booking officer
Laurie Whitham	Committee Member
Lance Stanfield	Committee Member
Danny Forrest	Committee Member
Tom Nisbet	Committee Member
Peter McHugh	Committee Member
Maddison Postle	Committee Member
Alex Holt	Committee Member
Andrew Caserta	Committee Member
Jake Hayes	Committee Member
Julie Benaim	Committee Member
Sharyn Lockhart	Committee Member
Trudie Van de Wetering	Committee Member
East Loddon Community Centre	
Phil Hercus	Chair
Nadine Ray	Deputy Chair
Heather Atkinson	Secretary / Treasurer
Ann Meadows	Booking officer
Kevin Archibold	Committee Member
Nick Marlow	Committee Member
Helen O'Donoghue	Committee Member
Marg Gledhill	Committee Member

Name	Position
Hard Hill Tourist Reserve	
Karen Fazzani	Chair / Treasurer
Robyn Vella	Deputy Chair
Not applicable	Booking officer
Amber King	Secretary
Craig Fuller	Committee Member
Greg Canfield	Committee Member
Jude Raftis	Committee Member
Murray Smyth	Committee Member
Rob Guelfo	Committee Member
Trevor Bailey	Committee Member
Trevor Pleydell	Committee Member
Warren Smith	Committee Member
Wendy Luttgens	Committee Member
Inglewood Community Elderly Persons Units	
Robert Condliffe	Chair
Cassandra Van de Ven	Secretary
Trevor Puckey	Treasurer
Colleen Condliffe	Committee Member
Dallas Coghill	Committee Member
Deb Coon	Committee Member
Frank Stoel	Committee Member
Inglewood Community Sports Centre	
Tim Birthisel	Chair
Leigh Lamprell	Deputy Chair
Bill Concol	Secretary
Andrew Nevins	Treasurer
Colleen Condliffe	Booking Officer
Chris Leach	Committee Member
Chris Nevins	Committee Member
Cindy Gould	Committee Member
Dallas Coghill	Committee Member
Helen Canfield	Committee Member
Tony Noonan	Committee Member
Vicki Jeffrey	Committee Member
Chris Leach	Committee Member

Name	Position
Inglewood Town Hall Hub	
Enzo Scafati	Chair
Brian Rodwell	Deputy Chair
Kirsten Ward	Secretary
Lisa Calandro	Treasurer
N/A (Online system)	Booking officer
Colleen Condliffe	Committee Member
Kim Doherty	Committee Member
Korong Vale Mechanics Hall	
Glenda Brooker	Chair
Lyn Chapman	Secretary/Treasurer
Rita Tosch	Booking Officer
Gary Evan	Committee Member
Heather Charry	Committee Member
John Charry	Committee Member
Korong Vale Sports Centre	
Susan Keller	Chair / booking officer
Robert Day	Deputy chair
Vacant	Secretary/ Treasurer
Andrew Day	Committee Member
John Lewis	Committee Member
John Murnane	Committee Member
Judy Matthews	Committee Member
Peter Gibson	Committee Member
Little Lake Boort	
Neil Beattie	Chair/ Booking officer
Doug Aldrich	Deputy Chair
Wendy James	Secretary
Raymond Stomann	Treasurer
Paul Haw	Booking Officer
Barry Barnes	Committee Member
Guy Contarino	Committee Member
John Nelson	Committee Member
Kevin Sutton	Committee Member
Luke Stomann	Committee Member

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

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

COST/BENEFITS

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

RISK ANALYSIS

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

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

CONSULTATION AND ENGAGEMENT

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

12.2 AUDIT AND RISK COMMITTEE UPDATE**File Number:****Author:** Michelle Stedman, Director Corporate**Authoriser:** Lincoln Fitzgerald, Chief Executive Officer**Attachments:** 1. Loddon Shire Council Audit and Risk Committee - Biannual Report - December 2024**RECOMMENDATION**

That Council receives and notes the:

1. Summary of the Audit and Risk Committee Meeting – 2 December 2024
2. Audit and Risk Committee – Biannual Report – December 2024

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 most recently received an update on a Loddon Shire Council Audit and Risk Committee (ARC) meeting at its September 2024 meeting.

The Audit and Risk Committee – Biannual Report – May 2024 was presented to Council at its May 2024 meeting.

BACKGROUND

Council's ARC has been established in accordance with section 53 of the *Local Government Act 2020*, to support it in discharging its oversight responsibilities related to financial and performance reporting, risk management, fraud prevention systems and control, maintenance of a sound internal control environment, assurance activities including internal and external audit, and Council's performance with regard to compliance with its policies and legislative and regulatory requirements.

This report is a requirement of the ARC Charter which states:

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

'The ARC shall undertake a process to evaluate its performance annually in accordance with the survey in Appendix 5 and report the outcome of the evaluation process to Council through the Chief Executive Officer, including recommendations for any opportunities for improvement.'

'A biannual audit and risk report including the activities of the Committee and its findings and recommendation, will be tabled at the next meeting of Council in accordance with section 54(5) of the Act.'

ISSUES/DISCUSSIONSummary of meeting

Below is a summary of the ARC meeting held on Monday, 2 December 2024 in the Loddon Shire Council Chambers, which commenced with an in-camera discussion between members and the internal auditor.

Member attendees:

Rod Poxon – Independent Member (Chair - virtual)
 Rachelle Tippett – Independent Member
 Marg Allan – Independent Member
 Amber Currie – Independent Member
 Cr Gavan Holt – Councillor Representative

Officer attendees:

Lincoln Fitzgerald – Chief Executive Officer
 Michelle Stedman – Director Corporate
 Lisa Clue – Manager Governance
 Michelle Hargreaves – Administration Officer Governance
 Kevin Leddin – Acting Manager Financial Services
 Eric Walden – Manager Information Technology

Other attendees:

Kate Scarce – AFS and Associates Pty Ltd

Apologies:

Brad Ead – AFS & Associates Pty Ltd

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

Report	Discussion points
Status of actions generated during ARC meetings	9. The ARC acknowledged and noted all resolutions arising from the 2 September 2024 Audit and Risk Committee meeting decision and compliance reports have been acted upon; and one action requested by the Audit and Risk Committee during the course of meetings is deemed complete. Six actions are progressing and four actions have not yet started or are not yet due. The ARC requested in addition to revised target completion dates, original target completion dates be included in future reports on the status of outstanding actions.
Report on new and emerging risks and fraud related incidents	10. The ARC received the CEO's report on new and emerging risks and fraud related incidents noting they would benefit from future reports providing additional context, such as previous position and/or risk rating, in addition to current position and/or risk rating, where relevant and appropriate.
Strategic Internal Audit Program (SIAP) status update and Internal Audit scope review	The ARC received an update on the delivery status of the Strategic Internal Audit Program and considered and subsequently approved a proposed scope and approach for an internal audit of Key Internal Controls. The Committee requested internal audit reports be staggered across scheduled meetings wherever possible.

Report	Discussion points
ARC Charter Review	11. The ARC further progressed a review of its Charter, considering feedback from members on a draft presented at the meeting. It is anticipated the review will be finalised at the next ARC meeting ahead of its presentation to Council to be considered for approval.
Biannual Audit and Risk Report of Activities	12. The ARC considered and subsequently endorsed the Audit and Risk Committee Biannual Report – December 2024 (which assesses the ARC performance against its Charter), with a number of amendments. [Tabling of the Report to Council is addressed within this Agenda report.]
Progress on open audit recommendations	The ARC received a report on the status of actions from past internal audits, endorsing six audit actions deemed complete and noting progress by management on 33 remaining audit recommendations.
Open Internal Audit Recommended Actions Detailed Update – Information Technology	13. The ARC received a report on amended progress against open internal audit recommended actions in the information technology area and resolved to receive a further progress report at the May 2025 ARC meeting.
Management Responses to External Audit Findings	14. The ARC received and noted a report on one action outstanding in relation to external audit findings, which relates to Disaster Recovery Plan testing.
Annual Review of Performance of the External Auditor	The ARC received and noted a report on a review of the performance of the external auditor.
2023/24 End of Financial Year Variations – Detailed Analysis	The Audit and Risk Committee received and subsequently noted a report on the 2023/24 End of Financial Year Variations
Quarterly review of finance reports and performance reports	15. The ARC received, and subsequently noted the Finance Report for the quarter ending 30 September 2024.
Review reimbursement of Councillors expenses	16. The ARC received and noted a report on Councillor expenses, including allowances and reimbursements; and comparative quarterly data.
Review of key policies	17. The ARC received and noted a report on the current status of documents specifically referenced in the ARC Charter, including current target review dates.
Industry update – regulatory and integrity agency findings relevant to Local Government	The ARC received and noted an update on examinations and investigations undertaken by regulatory and integrity agencies, and their findings, relevant to the local government sector.
Review systems and progresses to monitor compliance with legislation and regulations	The ARC received and noted a report detailing systems and processes in place to monitor Council compliance with legislation and regulations.

Report	Discussion points
Matters referred by Councillor Representative	No items that may impact the ARC were raised by Cr Holt.
General Business	The ARC discussed the schedule of meetings for 2025, and times allocated to the presentation of Agenda reports.

Biannual Audit and Risk Report

The Biannual Report is attached to this report and encompasses the activities of the ARC for the period 1 May 2024 to 20 October 2024.

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

COST/BENEFITS

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

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

RISK ANALYSIS

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

CONSULTATION AND ENGAGEMENT

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

LODDON SHIRE COUNCIL

AUDIT AND RISK COMMITTEE BIANNUAL REPORT: DEC 2024



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1 PURPOSE

The Audit and Risk Committee has been established in accordance with Section 53 and 54 of the Local Government Act 2020 (the Act). The committee provides support to Council in discharging its oversight responsibilities related to:

- financial and performance reporting
- risk management
- fraud prevention systems and control
- maintenance of a sound internal control environment
- assurance activities including internal and external audit and
- Council's performance with regard to compliance with its policies and legislative and regulatory requirements.

It acts in this capacity by monitoring, reviewing, endorsing and advising on the above matters as set out in the Committee's Charter.

A legislative requirement under Section 54(5) of the *Local Government Act 2020* states:

An Audit and Risk Committee must—

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

As such, Clause 9 of the Loddon Shire Audit and Risk Committee Charter refers to Reporting to Council:

"A summary of each ARC meeting will be reported at the next meeting of the Council. A biannual audit and risk report including the activities of the Committee and its findings and recommendations, will be tabled at the next meeting of Council in accordance with section 54(5) of the Act."

This report is in satisfaction of these legislative and governance requirements.

2 BUDGET IMPLICATIONS

This report does not impact the operational budget.

3 RISK ANALYSIS

Through the Council, the Audit and Risk Committee has oversight responsibilities in relation to risk management.

4 SCOPE

This report encompasses the activities of the Audit and Risk Committee for six month period from 1 May 2024 to 30 October 2024. There were two meetings held during the period on 6 May 2024 and 2 September 2024

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5 COMMITTEE MEMBERSHIP

The Committee consists of five members appointed by Council, four of whom are independent members. The Committee membership for this reporting period included independent members:

Member	Initial appointment date	Current term's appointment date	End of current term
Rod Poxon	1 May 2015	1 May 2022	30 April 2026
Rachelle Tippett	1 May 2021	1 May 2021	30 April 2025
Marg Allan	26 July 2023	26 July 2023	30 June 2027
Amber Currie	1 May 2024	1 May 2024	30 April 2028

Up until the recent Local Government Election held on 25 October 2024, Cr Gavan Holt was the Councillor Representative for the Committee, with Cr Neil Beattie as his proxy.

It is noted that outside the reporting period, appointment of a Councillor Representative was revisited at Council's Special Meeting held on 19 November 2024. As a result, Cr Gavan Holt retained his appointment as Council Representative and new Councillor, Cr Miki Wilson, was appointed as his new proxy.

6 REMUNERATION

Remuneration is reviewed annually in accordance with the Consumer Price Index for *All Groups – Melbourne for December Quarter to December Quarter*. The current remuneration for independent Committee Members as approved by Council at its 26 March 2024 Council Meeting, is as follows:

1. Remuneration payable to Independent Committee Members of the Audit and Risk Committee of \$570.00 per meeting
2. An extra quarterly payment to the Chair during a one-year term
3. Payment of a travel reimbursement for Independent Committee Members paid at the rate that Councillors are reimbursed for travel.

7 COMMITTEE MEETINGS

Committee meetings are scheduled quarterly as the first Monday in February, May, August, and November, with the allowance for special meetings or circulating resolutions where required.

7.1 Committee meeting attendance

The following outlines the Committee Members' attendances for meetings in the reporting period:

Name	6 May 2024 Meeting	2 September 2024 Meeting	Total	Percentage of Attendance
Rod Poxon	✓	✓	2	100%
Rachelle Tippett	✓	✓ (part)	2	100%
Marg Allan	✓		1	50%
Amber Currie	✓	✓	2	100%
Cr Gavan Holt	✓	✓	2	100%

In addition to Committee Members, attendance includes the following officers:

- Chief Executive Officer
- Director Corporate
- Manager Governance
- Governance Coordinator
- Governance Administration Officer.

Additional relevant officers are invited to meetings to discuss their items and any internal audit reports related to their work.

8 COMMITTEE GOVERNANCE

8.1 Committee Charter

The Committee Charter is a requirement under the *Local Government Act 2020* and it outlines the responsibilities of the Audit and Risk Committee. The charter is supported by an annual work plan that ensures all responsibilities of the Audit and Risk Committee are addressed

The Charter underwent a comprehensive review and was endorsed by the Audit and Risk Charter at its 1 May 2023 meeting. This was subsequently adopted by Council at their 23 May 2023 Council Meeting.

Further review was discussed at the Committee's 6 May 2024 and 2 September 2024 ARC Meetings.

8.2 Annual Work plan

The Annual Work Plan requirements are documented in 'Reliansys', Council's compliance software, to ensure retention of corporate knowledge on reports required to be presented to the Committee, when they are due, and the responsible officer. The software also assists in the development of agendas. In the most recent review, the Annual Work Plan was aligned with financial years.

9 ASSESSMENT AGAINST COMMITTEE CHARTER

In accordance with the Committee's Charter, the Committee is responsible for:

- Financial and performance reporting
- Internal Control Environment
- Risk Management
- Fraud Prevention Systems and Controls
- Internal Audit
- External Audit
- Compliance Management.

Each of the key responsibilities has been assessed for the current reporting period, against previous agenda items and actions, with comments provided as required.

9.1 Financial and Performance Reporting

Details	Status to 30 Oct 2024
At least annually review significant accounting and external reporting issues, including complex or unusual transactions, transactions and balances in areas where judgement is required, changes to accounting policies, recent accounting, professional and regulatory pronouncements and legislative changes, and understand their effect on the annual financial report and the audit thereof	Complete: This report was included in the 6 May 2024 agenda.
At least annually review changes to the Local Government Performance Reporting Framework and understand the impact of those changes on Council’s performance indicators;	Complete: This report was included in the 6 May 2024 agenda.
Review the annual financial report and annual performance statement and consider whether they are complete, consistent with information known to Committee members, reflect appropriate accounting treatments and adequately disclose Council’s financial performance and position;	Complete: This report was included in the 2 September 2024 agenda.
Review with management and the external auditors the results of the audit, including any difficulties encountered by the auditors and how they were resolved;	Complete: This report was included in the 2 September 2024 agenda.
Recommend the adoption of the annual financial report and annual performance statement to Council; and	Complete: This report was included in the 2 September 2024 agenda.
Review the appropriateness of the format and content of periodic management financial reports and performance statements to Council as required.	Complete: Quarterly reports were included in the 6 May 2024 agenda followed by Annual statements in the 2nd September 2024 agenda.
In accordance with section 40(2) of the <i>Local Government Act 2020</i> (Reimbursement of expenses of Councillors and members of a delegated committee) Council must provide details of all reimbursements under this section to the Audit and Risk Committee.	Complete: Reports were presented at the 6 May 2024 and 2 September 2024 meetings.

9.2 Internal Control Environment

Details	Status
Review the adequacy and effectiveness of key policies, systems and controls for providing a sound internal control environment. This should be done on a rotational basis over a three to four year period;	Complete: Policies and other strategic documents relevant to the Committee have been presented in accordance with the annual work plan, including summary reviews of key Policies at the 6 May 2024 and 2 September 2024 meetings.

Details	Status
Determine whether systems and controls are reviewed regularly and updated where required;	Complete: The internal control environment was reviewed in depth at the Committee’s 5 February 2024 meeting. It is also reviewed through internal audit reviews which are provided to the quarterly Committee meetings as they are available.
Monitor significant changes to systems and controls to assess whether those changes significantly impact Council’s risk profile;	Complete: Council’s risk profile and context was reviewed at 5 February 2024 meeting.
Ensure that a programme is in place to test compliance with systems and controls;	Complete: Compliance with internal control environment is reviewed through internal audit review program which was last presented at the 2 September meeting.
Assess whether the control environment is consistent with Council’s Governing Principles.	Complete: A report on the review of the Internal Control environment against Council’s Governing Principles was considered at the 13 November 2023 meeting.

9.3 Risk Management

Details	Status
Review annually the effectiveness of Council’s risk management framework;	Complete: This report is included within the 6 May 2024 agenda.
Review Council’s risk appetite statement and the degree of alignment with Council’s risk profile;	Ongoing: Formal review of Council’s Risk Appetite Statement v2 was endorsed by ARC at its November 2023 meeting. Ongoing review of the Statement’s alignment with the risk profile has been linked to delivery of Council’s Risk Management Implementation Plan which was discussed at 6 May 2024 and 2 September 2024 meetings; continued revision of which remains ongoing.

Details	Status
Review Council's risk profile and the changes occurring in the profile from meeting to meeting;	Ongoing: This review was discussed within the 2 September 2024 agenda. Ongoing review of the Council's risk profile is linked to delivery of Council's Risk Management Implementation Plan which was discussed at 6 May 2024 and 2 September 2024 meetings - continued implementation of which remains ongoing.
Review Council's treatment plans for significant risks, including the timeliness of mitigating actions and progress against those plans;	Ongoing: Treatment plans were referred to within the Risk Profile review discussed at the 2 September 2024 meeting. Ongoing review of the Council's risk profile and subsequent treatment plans is linked to delivery of Council's Risk Management Implementation Plan which was discussed at 6 May 2024 and 2 September 2024 meetings - continued implementation of which remains ongoing.
Review the insurance programme annually prior to renewal; and	Complete: This report was presented to the 5 February 2024 meeting.
Review the approach to business continuity planning arrangements, including whether business continuity and disaster recovery plans have been regularly updated and tested.	In Progress: Business Continuity Planning presented to the 6 May 2024 meeting. Future reviews required to monitor progress by the organisation in this area as outlined in Internal Audit actions.

9.4 Fraud Prevention Systems and Controls

Details	Status
Review Council's Fraud Prevention policies and controls, including the Fraud and Corruption Control Plan and fraud awareness programme at least every two years;	Complete: Fraud Prevention Systems and Controls Review was most recently provided at the 5 February 2024 meeting.
Receive a verbal report from management about actual or suspected instances of fraud or corruption including analysis of the underlying control failures and action taken to address each event; and	Complete: Reports were presented by the CEO at the 6 May 2024 and 2 September 2024 meetings.
Review reports by management about the actions taken by Council to report such matters to the appropriate integrity bodies.	Complete: This forms part of the above mentioned reports.

9.5 Internal Audit

Details	Status
Review the Audit and Risk Charter regularly to determine that it provides an appropriate functional and organisational framework to enable Council's internal audit function to operate effectively and without limitations;	Complete: The Charter review has been discussed as part of the agenda for the 6 May 2024 and 2 September 2024 meetings.
Review and approve the three year strategic internal audit plan, the annual internal audit plan and any significant changes to them;	Complete: The Strategic Internal Audit Plan and its progress is reviewed at each meeting including the 6 May 2024 and 2 September 2024 meetings.
Review progress on delivery of annual internal audit plan;	In Progress: The Strategic Internal Audit Plan and its progress is reviewed at each meeting including the 6 May 2024 and 2 September 2024 meetings.
Review and approve proposed scopes for each review in the annual internal audit plan;	Complete: Scopes for Internal Audits are presented to ARC for approval. Scopes reviewed during the reporting period included 'Review of Key Internal Controls' at the 6 May 2024 meeting (noting this scope was deferred for delivery until 2025) and 'Review of Procurement' at the 2 September 2024 meeting. Scopes for those Audits finalised during the period were reviewed in February 2024 and were covered in previous biannual reports.
Review reports on internal audit reviews, including recommendations for improvement arising from those reviews;	Complete: Review of Depot Operations, Human Resources, and OH&S Internal Audit reports were tabled at the 2 September 2024 meeting.
Meet with the leader of the internal audit function at least annually in the absence of management;	In Progress: while usually a standing agenda item for the August Committee Meeting. Due to availability this was rescheduled to the December 2024 meeting.
Monitor action by management on internal audit findings and recommendations;	Complete: Reports were presented at the 6 May 2024 and 2 September 2024 meetings.

Details	Status
Review the effectiveness of the internal audit function and ensure that it has appropriate authority within Council and has no unjustified limitations on its work;	In Progress: Effectiveness review will look to take place ahead of February 2025 meeting now that a number of reports have been completed by current internal audit provider.
Ensure that the Committee is aware of and appropriately represented with regard to any proposed changes to the appointment of the internal audit service provider, including being appropriately briefed on the need for any proposed change;	Complete: Reports included in the 1 May 2023 and 7 August 2023 agendas for appointment of Internal Auditors for 3 year term and development of Strategic Internal Audit Program. Not due for review in this period.
Recommend to Council, if necessary, the termination of the internal audit contractor.	Not applicable: Tender process completed in 2023 for appointment of Internal Auditor for 3 year term.

9.6 External Audit

Details	Status
Annually review and approve the external audit scope and plan proposed by the external auditor;	Complete: This report was presented at the 5 February 2024 meeting.
Discuss with the external auditor any audit issues encountered in the normal course of audit work, including any restriction on scope of work or access to information;	Complete: A report was presented at the 2 September 2024 meeting.
Ensure that significant findings and recommendations made by the external auditor, and management’s responses to them, are appropriate and are acted upon in a timely manner;	Complete: A report was presented at the 2 September 2024 meeting.
Review the effectiveness of the external audit function and ensure that the Victorian Auditor General's Office (VAGO) is aware of the Committee’s views;	Complete: A report was last presented at the 13 November 2023 meeting post-external audit. A report on the 2023/24 Audit is scheduled for 2 December 2024.
Consider the findings and recommendations of any relevant performance audits undertaken by VAGO and monitor Council's responses to them; and	Complete: Industry updates on agency findings provided at 6 May 2024 and 2 September 2024 meetings.
Meet with the external auditor at least annually in the absence of management.	Complete: Session held with external auditor prior to 2 September 2024 meeting.

9.7 Compliance Management

Details	Status
Review the systems and processes implemented by Council for monitoring compliance with relevant legislation and regulations and the results of management’s follow up of any instances of non-compliance;	In progress: A report is scheduled for the 2 December 2024 meeting.
Review the processes for communicating Council’s Employee Code of Conduct to employees and contractors and for monitoring compliance with the Code;	Complete: A report was presented to the Committee at the 5 February 2024 meeting.
Obtain briefings on any significant compliance matters	Complete: Reports were presented at the 6 May 2024 and 2 September 2024 meetings.
Receive reports from management on the findings of any examinations by regulatory or integrity agencies (whether related to investigations at Council or other agencies), such as the Ombudsman, IBAC, Victoria Government Inspectorate, etc. and monitor Council’s responses.	Complete: Standing agenda item. Industry updates on agency findings provided at 6 May 2024 and 2 September 2024 meetings
Review reports on key policies	Complete: A report was presented to the Committee on 6 May 2024 and 2 September 2024 meetings.

10 INTERNAL AUDIT PROGRAM

10.1 Reports provided to the Committee

During the reporting period the Committee was provided with the following internal audit documents.

Audit Name	Audit Scope	Audit Report
Review of Depot Operations	February 2024*	September 2024
Review of Occupational Health, Safety and Wellbeing	February 2024*	September 2024
Review of Human Resources – Workforce and Succession Planning, Recruitment and Retention	February 2024*	September 2024
Review of Key Internal Controls	May 2024	-
Review of Procurement	September 2024	-

**Noted in previous reporting period*

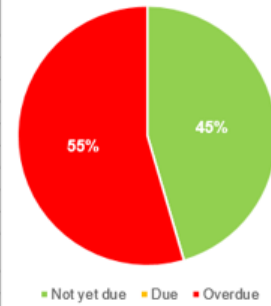
10.2 Open Actions List

At the commencement of the biannual reporting period there were 26 open audit actions, 20 were added over the period and 13 were closed.

Consultation occurred with relevant officers to assist in the progressing of actions and the relevance of older actions remaining on the list.

At the conclusion of the reporting period there were 33 open audit actions; 15 not yet due and 18 overdue. One of these overdue actions is high risk and related to Procurement and Contract Management. The statuses of outstanding risks are summarised in the following table:

Code	Audit	Not yet due	Due	Overdue	Total
DG	Data Governance		-	8	8
DS	Victorian Protective Data Security Standards	-	-	2	2
FC	Fraud and Corruption Control Framework	-	-	-	-
FM	Fleet Management	-	-	-	-
GF	Governance Framework	-	-	1	1
PC	Procurement and Contract Management	-	-	4	4
RR	Recreation Reserves	-	-	1	1
EM	Emergency Management	-	-	2	2
DO	Depot Operations	2	-	-	2
HR	Human Resources (Workforce and Succession Planning, Recruitment and Retention)	4	-	-	4
OHSW	Occupational Health, Safety and Wellbeing	9	-	-	9
	Total	15	-	18	33



There continues to be a strong focus on progressing and completing open internal and external audit actions, particularly those overdue. Actions have moved forward in most cases but completion has not yet been realised. The ARC actively seeks follow up and confirmation of revised due dates from the organisation on overdue actions.

11 FOCUS FOR THE NEXT REPORTING PERIOD

In conjunction with the above strong focus on progress against outstanding actions:

11.1 Charter revision and reporting alignment

Based on the feedback received from the Committee, a revised work plan will be formulated in conjunction with any endorsed revision to the Charter. This will work to ensure alignment of reporting and timelines in order for the Committee to consider items in an effective and efficient way.

13 URGENT BUSINESS

In accordance with Council's Governance Rules, Clause 56 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.

14 CONFIDENTIAL ITEMS

Nil

NEXT MEETING

The next Meeting of Council will be held on 28 January 2025 at Wedderburn commencing at 3.00pm.

There being no further business the meeting was closed at .

Confirmed this.....day of..... 2024