



**Date:** Tuesday, 17 December 2024  
**Time:** 3.00pm  
**Location:** Loddon Shire Council Chambers, Wedderburn

# **MINUTES**

## **Council Meeting**

**MINUTES OF LODDON SHIRE COUNCIL  
COUNCIL MEETING  
HELD AT THE LODDON SHIRE COUNCIL CHAMBERS, WEDDERBURN  
ON TUESDAY, 17 DECEMBER 2024 AT 3.00PM**

**PRESENT:** Cr Dan Straub (Mayor), Cr Nick Angelo, Cr Gavan Holt, Cr David Weaver and Cr Miki Wilson

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

**1 OPENING AFFIRMATION**

The Mayor read the Opening Affirmation.

**2 ACKNOWLEDGEMENT OF COUNTRY**

The Chief Executive Officer read the Acknowledgement of Country.

**3 APOLOGIES**

Nil

**4 DECLARATIONS OF CONFLICT OF INTEREST**

Nil

**5 PREVIOUS MINUTES****5.1 CONFIRMATION OF MINUTES****File Number:** FOL/19/45615**Author:** 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.

**RESOLUTION 2024/157****Moved:** Cr David Weaver**Seconded:** Cr Miki Wilson

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

**CARRIED**

**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	Lincoln Fitzgerald, Chief Executive Officer Wendy Gladman, Director Community Wellbeing Glenn Harvey, Manager Development and Compliance Michelle Stedman, Director Corporate Lisa Clue, Manager Governance David Stretch, Manager Tourism and Development, Bradd Worrell, Tourism and Marketing Coordinator, Jackie Hicks and Giovanna Lever, Sparrowly Group – item 2 below Darcy Jackson, Statutory Planning Officer and Louise Johnston, Statutory Planning Coordinator – item 4 below
Item(s) discussed.	<ol style="list-style-type: none"> <li>1. Review of Council Meeting Agenda</li> <li>2. Visitor Economy Strategy – Project Update</li> <li>3. Kingower Development and Tourism Committee – Fee Waiver Application</li> <li>4. Planning Application 5969 – 4577 Bridgewater Maldon Road, Bridgewater</li> <li>5. Australia Day 2025</li> <li>6. General Business <ul style="list-style-type: none"> <li>• 30 Years of Loddon</li> <li>• Council meeting matters</li> </ul> </li> </ol>
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	Lincoln Fitzgerald, Chief Executive Officer Wendy Gladman, Director Community Wellbeing Steven Phillips, Director Operations Michelle Stedman, Director Corporate Kevin Leddin, Acting Manager Financial Services 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	Lincoln Fitzgerald, Chief Executive Officer Wendy Gladman, Director Community Wellbeing Steven Phillips, Director Operations Lisa Clue, Manager Governance Glenn Harvey, Manager Development and Compliance Carolyn Stephenson, Senior Strategic Planner Louise Johnston, Statutory Planning Coordinator Darcy Jackson, Statutory Planning Officer
Item(s) discussed.	Strategic Planning: <ul style="list-style-type: none"> <li>• Plan and policy development</li> <li>• Planning scheme amendments</li> <li>• Council involvement</li> <li>• Planning Scheme Review</li> <li>• 2025 Project Opportunities</li> </ul> Statutory Planning: <ul style="list-style-type: none"> <li>• The Victoria Planning Provisions and planning schemes</li> <li>• Planning permits and the planning permit process</li> <li>• Council's role in the planning permit process</li> </ul> Introduction to the Integrated Strategic Planning Framework General Business: <ul style="list-style-type: none"> <li>• 30 Years of Loddon</li> </ul>
Conflict of Interest Disclosures – Councillor/ officer making disclosure	Nil
Councillor/officer left room	n/a

**RESOLUTION 2024/158**

Moved: Cr Gavan Holt  
Seconded: Cr Nick Angelo

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.

**CARRIED**



**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.

**RESOLUTION 2024/159****Moved: Cr Miki Wilson****Seconded: Cr David Weaver**

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

**CARRIED**

**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 presented a verbal report at the meeting.

<b>Loddon Healthy Minds Network</b>	
28/11/2024 – Christmas Meeting - Bridgewater	
<b>Murray River Group of Councils</b>	
05/12/2024 - Meeting - Echuca	
<b>North Central Local Learning and Employment Network</b>	
04/12/2024 - Finance and Risk Committee Meeting – Virtual	
10/12/2024 – Christmas Meeting - Wycheproof	
<b>Other Council activities</b>	
<b>Date</b>	<b>Activity</b>
02/12/2024	Mitiamo Progress Association Meeting
03/12/2024	Councillor Induction – Understanding Council Finances - Wedderburn
06/12/2024	VLGA Mayoral Training – Melbourne
07/12/2024	Mitiamo Christmas Party in the Park
10/12/2024	Councillor Induction - 'Strategic and Statutory Planning and Introduction to the Integrated Strategic Planning Framework' - Wedderburn
14/12/2024	Pyramid Hill Progress Association - Christmas Street Party
17/12/2024	December Council Briefing and Council Meeting

**RESOLUTION 2024/160**

Moved: Cr Miki Wilson

Seconded: Cr Nick Angelo

That Council receive and note the Mayoral Report.

**CARRIED**

## 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 presented a verbal report at the meeting.

#### Cr Weaver

<b>Section 65 Community Asset Committees:</b> 10/12/2024 - Boort Memorial Hall Meeting	
<b>Other Council activities</b>	
Date	Activity
03/12/2024	Councillor Induction – Understanding Council Finances - Wedderburn
10/12/2024	Councillor Induction - 'Strategic and Statutory Planning and Introduction to the Integrated Strategic Planning Framework' - Wedderburn
13/12/2024	Boort Traders Christmas Street Party

#### Cr Wilson

<b>Section 65 Community Asset Committees:</b> 02/12/2024 - Inglewood Community Sports Centre meeting	
<b>Other Council activities</b>	
Date	Activity
03/12/2024	Councillor Induction – Understanding Council Finances - Wedderburn
05/12/2024	Inglewood Primary School Christmas Fair
06/12/2024	Loddon Tourism Board Christmas function
09/12/2024	Loddon Herald Inaugural Loddon Sports Person of the Year Awards- Wedderburn

**Cr Wilson (continued)**

<b>Other Council activities</b>	
<b>Date</b>	<b>Activity</b>
10/12/2024	Councillor Induction - 'Strategic and Statutory Planning and Introduction to the Integrated Strategic Planning Framework' - Wedderburn
	VNI West Community Consultation Group meeting (as observer) – Charlton
11/12/2024	Bridgewater on Loddon Development Inc Carols
19/12/2024	Inglewood Districts Health Annual General Meeting
	MAV Welcome and Introduction for Councillors - Online

**Cr Angelo**

<b>Australia Day Committee</b>	
05/12/2024 – Meeting - Serpentine	
<b>Other Council activities</b>	
<b>Date</b>	<b>Activity</b>
03/12/2024	Councillor Induction – Understanding Council Finances - Wedderburn
10/12/2024	Councillor Induction - 'Strategic and Statutory Planning and Introduction to the Integrated Strategic Planning Framework' - Wedderburn

**Cr Holt**

<b>Audit and Risk Committee</b>	
02/12/2024 – Meeting - Wedderburn	
<b>Other Council activities</b>	
<b>Date</b>	<b>Activity</b>
26/11/2024	Wedderburn Redbacks Annual General Meeting
03/12/2024	Councillor Induction – Understanding Council Finances - Wedderburn
	Wedderburn Development Association meeting
10/12/2024	Councillor Induction - 'Strategic and Statutory Planning and Introduction to the Integrated Strategic Planning Framework' - Wedderburn
Last Sunday	Upper Loddon Cricket Association Grand Final

**RESOLUTION 2024/161**

Moved: Cr Nick Angelo

Seconded: Cr Miki Wilson

That Council receive and note the Councillors' reports.

**CARRIED**

## 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

### **RESOLUTION 2024/162**

Moved: Cr Miki Wilson

Seconded: Cr David Weaver

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

**CARRIED**

**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.

### **RESOLUTION 2024/163**

Moved: Cr Gavan Holt

Seconded: Cr Nick Angelo

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.

**CARRIED**

**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:

<b>Name</b>	<b>Position</b>
<b>Boort Aerodrome</b>	
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 Boucher	Committee Member
<b>Boort Memorial Hall</b>	
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
<b>Boort Park</b>	
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

<b>Name</b>	<b>Position</b>
Kane Arnold	Committee Member
Sharon Pickering	Committee Member
Ray Stomann	Committee Member
Kelly Henderson	Committee Member
Tracey Bird	Committee Member
Stacey Streader	Committee Member
<b>Boort Park (continued)</b>	
Tom Bleicher	Committee Member
Craig Scott	Committee Member
<b>Campbells Forest Hall</b>	
Shaun Cattnach	Chair
Rae Broadbent	Deputy Chair
Vacant	Secretary
Gaye Larson	Treasurer
Glenda Wilson	Booking Officer
Don Wilson	Committee Member
<b>Donaldson Park</b>	
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
<b>East Loddon Community Centre</b>	
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
<b>Hard Hill Tourist Reserve</b>	
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
<b>Inglewood Community Elderly Persons Units</b>	
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
<b>Inglewood Community Sports Centre</b>	
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
<b>Inglewood Town Hall Hub</b>	
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
<b>Korong Vale Mechanics Hall</b>	
Glenda Brooker	Chair
Lyn Chapman	Secretary/Treasurer
Rita Tosch	Booking Officer
Gary Evan	Committee Member
Heather Charry	Committee Member
John Charry	Committee Member
<b>Korong Vale Sports Centre</b>	
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
<b>Little Lake Boort</b>	
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
<b>Little Lake Boort – (continued)</b>	
Murray Chalmers	Committee Member
Rod Stringer	Committee Member
Tim James	Committee Member
<b>Pyramid Hill Memorial Hall</b>	
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
<b>Wedderburn Community Centre</b>	
Bronwyn Phillips	Chair
Kara Mamouny-Brown	Secretary
Coralie Lockhart	Treasurer
Louise Cook	Booking officer
Dallas Coghill	Committee Member
Richard Stephenson	Committee Member
<b>Wedderburn Engine Park and Market Square Reserve</b>	
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
<b>Wedderburn Mechanics and Literary Institute Hall</b>	
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
<b>Yando Public Hall</b>	
Anna Beamish	Chair
Ashley Gawne	Deputy Chair
Rosalyn Gawne	Secretary /Treasurer
Bradley Haw	Booking officer
Amanda Whykes	Committee Member
Craig Slatter	Committee Member
Damien Lanyon	Committee Member
Emma Gawne	Committee Member
Paul Haw	Committee Member

### **COST/BENEFITS**

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

### **RISK ANALYSIS**

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

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

### **CONSULTATION AND ENGAGEMENT**

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

**RESOLUTION 2024/164**

Moved: Cr David Weaver

Seconded: Cr Nick Angelo

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

**CARRIED**

## 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/DISCUSSION

#### Summary 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	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	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	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	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	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	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	The ARC received, and subsequently noted the Finance Report for the quarter ending 30 September 2024.
Review reimbursement of Councillors expenses	The ARC received and noted a report on Councillor expenses, including allowances and reimbursements; and comparative quarterly data.
Review of key policies	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.

### **RESOLUTION 2024/165**

Moved: Cr Gavan Holt

Seconded: Cr David Weaver

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

**CARRIED**

**13 URGENT BUSINESS**

Nil

**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 3.38pm.

Confirmed this.....day of..... 2025

.....  
**CHAIRPERSON**