



Date: Tuesday, 15 December 2020
Time: 3pm
Location: Kooyoora Room, Wedderburn Office
Public access via live audio stream

MINUTES

Ordinary Council Meeting

15 December 2020

**MINUTES OF LODDON SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE KOOYOORA ROOM, WEDDERBURN OFFICE, PUBLIC ACCESS VIA LIVE
AUDIO STREAM
ON TUESDAY, 15 DECEMBER 2020 AT 3PM**

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

IN ATTENDANCE: Phil Pinyon (Chief Executive Officer), Wendy Gladman (*attended via videoconference*) (Director Community Wellbeing), Sharon Morrison (Director Corporate Services), Steven Phillips (Director Operations), Lynne Habner (Manager Executive and Commercial Services)

OPENING COMMENT

This meeting is being conducted in accordance with the Local Government Act 2020 as temporarily amended to enable meeting by electronic means of communication.

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

1 OPENING PRAYER

“Almighty God, we humbly ask you to bless this Council, direct and prosper its deliberations towards the true welfare of your people of the Shire of Loddon.”

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

Nil

4 DECLARATIONS OF CONFLICT OF INTEREST

Nil

5 PREVIOUS MINUTES**5.1 CONFIRMATION OF MINUTES****File Number:** 02/01/001**Author:** Lynne Habner, Manager Executive and Commercial Services**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council confirm:

1. The minutes of the Council Briefing of 24 November 2020.
2. The minutes of the Ordinary Council Meeting of 24 November 2020.
3. The minutes of the Confidential Council Meeting of 24 November 2020.

REPORT

Seeking approval of the unconfirmed minutes of the previous meetings.

RESOLUTION 2020/191

Moved: Cr Wendy Murphy

Seconded: Cr Linda Jungwirth

That Council confirm:

1. The minutes of the Council Briefing of 24 November 2020.
2. The minutes of the Ordinary Council Meeting of 24 November 2020.
3. The minutes of the Confidential Council Meeting of 24 November 2020.

CARRIED

6 ASSEMBLY OF COUNCILLORS

6.1 RECORD OF ASSEMBLY OF COUNCILLORS

File Number: 02/01/001

Author: Lynne Habner, Manager Executive and Commercial Services

Authoriser: Phil Pinyon, Chief Executive Officer

Attachments: Nil

RECOMMENDATION

That Council note the Assembly of Councillors records for the following meetings:

1. Council Briefing 24 November 2020.

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

The record is therefore presented for Council's noting.

RECORD OF ASSEMBLIES OF COUNCIL

Assembly details	Briefing
Date	24 November 2020
Councillor Attendees	Cr Beattie Cr Holt Cr Jungwirth Cr Murphy Cr Straub
Staff/Stakeholder representatives	Phil Pinyon, Chef Executive Officer Wendy Gladman, Director Community Wellbeing Sharon Morrison, Director Corporate Services Steven Phillips, Director Operations Lynne Habner, Manager Executive and Commercial Services Christine Coombes, Executive and Commercial Services Officer Simon Dobie, A/Manager Works Deanne Caserta, Manager Financial Services
Items discussed.	<ol style="list-style-type: none"> 1. Economic Development and Tourism monthly progress report 2. Inglewood Industrial Estate 3. Revenue and Rating Plan – Principles and Process 4. Update on The Loddon Project 5. Update on the Implementation of the Local Government Act 2020 6. Contract 464 – Waste and Recycling collection services 7. Advertisement of the draft Waste Management Strategy 2020-2030 8. General business: <ul style="list-style-type: none"> • COVID 19 Financial Hardship Policy • Event Sponsorship Program
Conflict of Interest Disclosures - Councillor/officer making disclosure	Nil
Councillor/officer left room	

RESOLUTION 2020/192

Moved: Cr Dan Straub

Seconded: Cr Gavan Holt

That Council note the Assembly of Councillors records for the following meetings:

1. Council Briefing 24 November 2020.

CARRIED

7 REVIEW OF ACTION SHEET

7.1 REVIEW OF ACTIONS

File Number: 02/01/002

Author: Christine Coombes, Executive and Commercial Services Officer

Authoriser: Phil Pinyon, Chief Executive Officer

Attachments: 1. Action sheet

RECOMMENDATION

That Council receive and note the action sheet.

CONFLICT OF INTEREST

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

REPORT

Refer attachment.

RESOLUTION 2020/193

Moved: Cr Dan Straub

Seconded: Cr Wendy Murphy

That Council receive and note the action sheet.

CARRIED

8 MAYORAL REPORT**8.1 MAYORAL REPORT****File Number:** 02/01/001**Author:** Lynne Habner, Manager Executive and Commercial Services**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Mayoral Report

REPORT

The Mayor will present a report at the meeting.

Cr Beattie**Rail Freight Alliance****Loddon Campaspe Councils****Murray River Group of Councils****Special Committees Of Council (Section 65 Community Asset Committees):**

Boort Aerodrome Community Asset Committee

Boort Memorial Hall Community Asset Committee

Boort Park Community Asset Committee

Korong Vale Mechanics Hall Community Asset Committee

Korong Vale Sports Centre Community Asset Committee

Little Lake Boort Community Asset Committee

Yando Public Hall Community Asset Committee

DATE**Activity**

27/11/20

Attended meeting with Turf Engineering principle Butch Burnside

30/11/20

Attended meeting on Risk Management with CT Management Group

4/12/20

Attended meeting with Taca principle Eric Karslake

14/12/20

Attended photo shoot Commercial Hotel with new outdoor furniture.

RESOLUTION 2020/194

Moved: Cr Neil Beattie

Seconded: Cr Gavan Holt

That Council receive and note the Mayoral Report

CARRIED

9 COUNCILLORS' REPORT**9.1 COUNCILLORS' REPORTS****File Number:** 02/01/001**Author:** Lynne Habner, Manager Executive and Commercial Services**Authoriser:** Phil Pinyon, Chief Executive Officer**Attachments:** Nil**RECOMMENDATION**

That Council receive and note the Councillors' reports

REPORT

Each Councillor will present a report at the meeting.

Cr Holt

Municipal Association of Victoria	
Audit and Risk Committee	
26/11/20: Participated in an online meeting of the Loddon Shire Internal Audit Committee	
Special Committees Of Council (Section 65 Community Asset Committees): Donaldson Park Community Asset Committee Wedderburn Community Centre Community Asset Committee Wedderburn Engine Park and Market Square Reserve Community Asset Committee Wedderburn Mechanics and Literary Institute Hall Community Asset Committee Hard Hill Reserve Community Asset Committee	
Other Council activities	
DATE	Activity
24/11/20	Attended a committee meeting of the Wedderburn Harness Racing Club
27/11/20	With the Mayor and CEO we met with Mr Jeff Burnside of Turf Engineering to discuss his plans for expanding his facility in the Wedderburn industrial estate.
30/11/20	Being unable to personally attend, I phoned in to a meeting of the Donaldson Park Committee of Management
4/12/20	With the Mayor and CEO, met with Mr Eric Karlake of the Tungsten Agri Coating Australia Company to discuss his desire to relocate the business to Wedderburn

3/12/20	Participated in an online Municipal Association of Victoria councillor induction program
11/12/20	Attempted to participate in a South West Loddon Pipeline Steering Committee meeting but was unable to do so because of technical difficulties.

Cr Jungwirth

Loddon Mallee Local Government Waste Forum	
Central Victorian Greenhouse Alliance	
Municipal Emergency Management Plan Committee	
Other Council activities	
DATE	Activity
27/11/20	Attended MAV Councillor Induction online
2/12/20	Goulburn Murray Resilience Strategy
2/12/20	Loddon Project webinar (Tarnagulla Ward) online
3/12/20	MAV Councillor induction two (online)
4/12/20	Technology training with Successful Computing
6/12/20	Tarnagulla Fire Brigade Christmas BBQ
7/12/20	Loddon Southern Region Tourism and Development Committee meeting
10/12/20	Central Victorian Greenhouse Alliance AGM and Board meetings online
10/12/20	Loddon Mallee Local Govt Waste Forum online
10/12/20	Tarnagulla Primary School Awards night
11/12/20	Tarnagulla Recreation Reserve Committee of Management Planning Committee
11/12/20	Integrated Municipal Emergency Management Planning Committee
14/12/20	Implementation Matters Forum – online LGV

Cr Murphy**Calder Highway Improvement Committee****Local Government Womens Charter****Australia Day Committee****Healthy Minds Network****Special Committees Of Council (Section 65 Community Asset Committees):**

Bridgewater on Loddon Memorial Hall Community Asset Committee

Campbells Forest Hall Community Asset Committee

Inglewood Community Sports Centre Community Asset Committee

Inglewood Community Elderly Persons Units Community Asset Committee

Inglewood Town Hall Hub Community Asset Committee

Jones Eucalyptus Distillery Site Community Asset Committee

Other Council activities

DATE	Activity
25/11/20	Healthy Minds Network meeting postponed due to staff illness
25/11/20	Attended Campbells Forest Hall CAC AGM and general meeting
27/11/20 and 3/12/20	Attended online MAV Councillor Induction training
26/11/20	Attended Inglewood Development and Tourism Committee where I resigned as the Secretary of the group
30/11/20	Australia Day Committee meeting which I attended
30/11/20	Attended Jones Eucy Distillery Site CAC meeting
2/12/20	Attended town hall hub CAC meeting
8/12/20	Healthy Minds Network online meeting. Chaired meeting.

11/12/20	Meeting with Cindy Gould at Inglewood Health to discuss potential future projects and collaboration opportunities
13/12/20	Attended Friends of Kooyoora AGM which included discussions around future development of areas under the Joint Management Plan and Guyura project proposed by the Djuwima Djandaki Wartaka and Djandak
15/12/20	LSC briefing and Council meeting
14/12/20	Online attendance to implementation matters for CEOs, Mayors and Councillors

Cr Straub

North Central Goldfields Regional Library	
11/12/20: Board meeting and AGM (zoom)	
North Central Local Learning and Employment Network	
8/12/20: Board induction meeting in Charlton (Ellen White, Jane Hosking)	
Special Committees Of Council (Section 65 Community Asset Committees):	
East Loddon Community Centre Community Asset Committee	
Pyramid Hill Memorial Hall Community Asset Committee	
Pyramid Hill Swimming Pool Kiosk Community Asset Committee	
Other Council activities	
DATE	Activity
24/11/20	First Council meeting of the new Council (Wedderburn)
27/11/20	MAV Councillor induction day 1 (zoom) (could not attend day 2)
10/12/20	(apology) Pyramid Hill Progress AGM and meeting
11/12/20	Dingee Progress invited to Chair their AGM and stay for meeting 1pm.
14/12/20	Implementation matters Local Government Victoria, forum providing an introduction to the LG Act 2020 (online)
14/12/20	Invited to Chair Project Advisory Group regarding Pyramid Hill Streetscape Revitalisation Project
	Various times and dates completing councillor induction via online councillor partial (complete up to date).

RESOLUTION 2020/195

Moved: Cr Gavan Holt

Seconded: Cr Wendy Murphy

That Council receive and note the Councillors' reports

CARRIED

10 DECISION REPORTS

10.1 ADVERTISEMENT OF THE DRAFT WASTE MANAGEMENT STRATEGY 2020-2030

File Number: 15/05/001

Author: Daniel Lloyd, Manager Works

Authoriser: Steven Phillips, Director Operations

Attachments: 1. draft Waste Management Strategy 2020-2030

RECOMMENDATION

That Council resolve to endorse the draft Waste Management Strategy 2020-2030 to be placed on public exhibition in accordance with section 223 of the Local Government Act 1989

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 was presented with the draft Waste Management Strategy 2020-2030 at the Council Briefing on 24 November 2020.

BACKGROUND

Council's current Waste Management Strategy was adopted in 2011. The strategy has provided the framework for the development and implementation of environmentally sustainable and financially viable waste management policies and initiatives. Specific waste management services and methodologies addressed within that strategy included:

- Kerbside waste and recycling collections
- Resource recovery opportunities
- Sustainable waste management education
- Waste management and monitoring

The Waste Management Strategy requires a review to guide and support Council's future direction in waste management. Council officers engaged Rawtec to conduct an assessment of Council's waste services and waste facilities to assist in preparing a new Waste Management Strategy.

The Waste Management Strategy outlines key elements involved in managing Council's waste services and waste facilities. It combines financial management, and technical practices with the aim to improve systems and processes to maximise the use of our limited resources and provide a guide to better practice management of waste and recyclables.

ISSUES/DISCUSSION

The draft Waste Management Strategy 2020-2030 provides a proportional framework for development and implementation of environmentally sustainable waste management policies and initiatives over a ten-year period. Several targets are identified in the draft Strategy, the achievement of which will rely on the commitment of all key stakeholders including Council, residents, businesses, and visitors.

The targets have been based on current baseline data and State Government modelling. The two main targets include aiming for greater than 60 percent diversion across the Shire by weight (currently 38 percent) and a resident satisfaction index score of greater than 70

(currently 69) for waste services in the Local Government Community Satisfaction Survey by 2030.

The ten year draft Waste Management Strategy will be used to guide and shape, not define the future direction of Council's waste management. The details of Council's management of kerbside collection services are provided in its Kerbside Waste and Recycling Policy.

The draft Strategy is based on the latest information in what is a rapidly changing sector as both the National and State Governments seek to ensure a future for a recycling industry in Australia.

COST/BENEFITS

Council spends significant funds on its waste management services each year. The current Long Term Financial Plan has average annual expenditure at \$1,727,677 for kerbside collections and facility management. The draft Waste Management Strategy 2020-2030 identifies several actions to support the achievement of the stated objectives. The estimated additional costs over the ten year life of the Strategy total \$730,000.

During the process of data collection and assessment, indicative costs have been estimated for the proposed action plan. However, several actions within the Strategy will require detailed scoping and costing before they can proceed.

The actions covered in the Strategy will be funded in accordance with Council's Rating Strategy section 7.3 Services rates and charges under Section 162 which states:

"Council currently applies a service charge for the collection and disposal of refuse on properties that fall within the collection area. Council's objective is to fully recover the costs of the waste management and waste removal function."

Council provides approximately 3,800 properties with weekly kerbside general waste and fortnightly mixed recycling bins. Council also provides public place bin collections, event bins and additional kerbside collections during the peak periods Easter/Christmas at high traffic locations. In addition to kerbside collections, Council manages six waste facilities including three unlicensed landfills which also accept recyclables and three Resource Recovery Centres.

RISK ANALYSIS

The risk to Council of not considering and then advertising the draft Waste Management Strategy 2020-2030 is that it will not comply with requirements under the Local Government Act 1989.

Without an agreed strategy, there is the risk that Council's efforts and resources could be applied ad hoc to tasks without clear objectives or results. The Strategy identifies priorities and actions which reflect research, consultation and consistency with wider regional directions to give clarity on where Council's resources and efforts should be directed.

CONSULTATION AND ENGAGEMENT

The draft Waste Management Strategy 2020-2030 has been discussed with internal stakeholders on a number of occasions, this includes the Management Executive Group as well as other staff who have had multiple opportunities to review the outcomes of the Strategy.

The Council was provided opportunity to have input into the development of the draft Waste Management Strategy 2020-2030 at its June 2020 Forum. Following further development, Council was presented with a draft Waste Management Strategy at the November 2020 Council Briefing for review.

RESOLUTION 2020/196

Moved: Cr Linda Jungwirth

Seconded: Cr Dan Straub

That Council resolve to endorse the draft Waste Management Strategy 2020-2030 to be placed on public exhibition in accordance with section 223 of the Local Government Act 1989.

CARRIED

10.2 NOVEMBER 2020 AUDIT AND RISK COMMITTEE MEETING OVERVIEW

File Number: FOL/20/612

Author: Sharon Morrison, Director Corporate Services

Authoriser: Phil Pinyon, Chief Executive Officer

Attachments:

1. Signed minutes of the August 2020 Audit and Risk Committee meeting
2. Review of Outstanding Actions November 2020

RECOMMENDATION

That Council:

1. receives and notes this report on the November 2020 Audit and Risk Committee Meeting
2. receives and notes the signed minutes of the August 2020 Audit and Risk Committee meeting (**attached**)
3. notes the review of outstanding audit actions (**attached**)
4. notes the changes by the Audit and Risk Committee to the report on the effectiveness of internal audit as mentioned in the report below
5. notes the changes by the Audit and Risk Committee to the report on the schedule for 2021 and the annual plan, as mentioned in the report below.

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 was provided with a summary of the August 2020 Audit and Risk Committee Meeting at the Ordinary Meeting held on 25 August 2020.

BACKGROUND

The Audit and Risk Committee was established under Section 53 of the Local Government Act 2020, which states that "A Council must establish an Audit and Risk Committee", by Council resolution on 23 June 2020.

The committee is made up of four independent community members, and Cr Gavan Holt, as Council's representative. At the Council Meeting on 19 November 2020, it was resolved that Councillor Beattie be the alternate Council representative in the event that Cr Holt is unable to attend the Audit and Risk Committee meeting. Council's Chief Executive Officer and Director Corporate Services attend the meetings in an advisory capacity.

The objectives of the Audit and Risk Committee are to:

- a) monitor the compliance of Council policies and procedures with
 - i. the overarching governance principles; and
 - ii. this Act and the regulations and any Ministerial directions
- b) monitor Council financial and performance reporting
- c) monitor and provide advice on risk management and fraud prevention systems and controls

d) oversee internal and external audit functions.

In order to provide a structured approach and ensure that the Committee addresses each of its responsibilities, an annual work plan and an internal audit review program are established each year, and these guide the activities of the Committee.

ISSUES/DISCUSSION

The agenda for the November 2020 meeting included the following:

Decision Reports

The minutes of the August 2020 Audit Committee meeting (**attached**) were endorsed.

The chair reported on his discussions with the internal and external auditor.

The internal audit for the quarter was reviewed. This quarter it was a review of outstanding actions. It was noted that a review of the relevance of the outstanding actions was a methodology worth repeating in future years.

There was a report on the effectiveness of internal audit. The committee suggested two changes - question 1 and question 12. While the response to both questions was correct it was also to be noted that Council staff provide a similar role to that noted in the questions and were also performing those roles to a strong standard and that this is likely to be more comprehensive with the addition of the Governance Coordinator role. The committee requested that the report be amended to include these observations.

The committee also approved the meeting schedule for 2021 and approved the proposed annual work program with two changes - the frequency of the report on the control environment to be changed to annual after a report in May 2021; and the frequency for the 'organisation health report' be changed to half yearly. It was further requested that the work program be updated to clearly identify legislated reporting frequencies.

Compliance Reports

A number of compliance reports were considered and noted including:

- CEO Report of suspected and actual fraud, thefts and breaches of the law - a nil report
- CEO Report on major lawsuits facing council - VEC matters were discussed
- Report of Councillor expenses
- Report on items raised by Council - a nil report
- Review of the Council Plan
- Report on governance principles
- External audit management letter
- Report on Council's risk profile.

Information Reports

The Audit and Risk Committee also received the following information reports:

- Monthly finance report
- Presentation by staff member - Manager Community Support
- Status of delivery of annual internal audit plan
- Significant changes to key systems report
- Organisation health check report
- Report on impact of VAGO reports
- Report on impact of reports of other regulatory bodies

- Update on service planning
- Update on business continuity framework
- Update of risk management framework

The date of next audit committee meeting is 12 February 2021.

The next review will be OHS (Manslaughter provisions).

COST/BENEFITS

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

The benefits that the internal audit function provides Council are:

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

RISK ANALYSIS

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

CONSULTATION AND ENGAGEMENT

Nil

RESOLUTION 2020/197

Moved: Cr Gavan Holt

Seconded: Cr Linda Jungwirth

That Council:

1. receives and notes this report on the November 2020 Audit and Risk Committee Meeting
2. receives and notes the signed minutes of the August 2020 Audit and Risk Committee meeting (**attached**)
3. notes the review of outstanding audit actions (**attached**)
4. notes the changes by the Audit and Risk Committee to the report on the effectiveness of internal audit as mentioned in the report below
5. notes the changes by the Audit and Risk Committee to the report on the schedule for 2021 and the annual plan, as mentioned in the report below.

CARRIED

10.3 REVIEW OF COVID-19 FINANCIAL HARDSHIP POLICY**File Number:** 18/01/001**Author:** Deanne Caserta, Manager Financial Services**Authoriser:** Sharon Morrison, Director Corporate Services**Attachments:** 1. COVID-19 Financial Hardship Policy v2**RECOMMENDATION**

That Council rescinds the COVID-19 Financial Hardship Policy v2 when it expires on 31 December 2020.

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 second version of the COVID-19 Financial Hardship Policy (the Policy) was approved in August 2020 and had a review timeline of four months. This is set to expire on 31 December 2020.

BACKGROUND

The purpose of the Policy is to set principles for Loddon Shire Council to assist ratepayers who are experiencing financial hardship as a result of COVID-19 in making payments of rates and waste charges raised by Council.

The effect of the COVID-19 Financial Hardship Policy is to extend Council's existing Financial Hardship Policy by:

- extending the application of the policy to all ratepayers, not just residential ratepayers in relation to their primary place of residence
- encouraging payment plans
- placing a hold on interest on debt accumulated during the COVID-19 pandemic from 16 March 2020 until 31 December 2020
- refraining from legal action for the collection of current rates and charges (Section 181 sales to continue).

ISSUES/DISCUSSION

In August 2020, Council extended its application of the Policy until 31 December 2020 due to the ongoing impact of COVID-19. With the state slowly coming out of lock-down and activities returning closer to a COVID-normal basis, it is believed that this policy is no longer required and any further applications for hardship can revert to conditions within the Financial Hardship Policy.

COST/BENEFITS

Council has received minimal contact from most ratepayers in regard to applications for COVID-19 financial assistance.

In response, Council staff have increased the written and telephone correspondence to outstanding ratepayers. Staff have been encouraging a payment plan to be put into place where possible, to gradually reduce the outstanding amounts which has resulted in an increase in payment plan arrangements.

As at 30 June 2019, Council had a total rates and charges outstanding amount of \$214,420 or 2.0% of total rates and charges raised for the year.

As at 30 June 2020, Council had total rates and charges outstanding amount of \$275,552 or 2.5% of total rates and charges raised for the year, only a small increase on the previous year.

RISK ANALYSIS

There is a risk that service delivery will be impacted due to lost income. As at the 1 January 2021, interest can be raised again for any past rates and charges that are yet to be paid. Council will also be able to recommence debt collection processes to ensure that collection of any overdue amounts.

As the policy does not provide relief for non-current rates and charges (that is, rates and charges due in previous years), there is a risk that debt collection procedures for these amounts will be seen as lacking in compassion. These debts have been outstanding as far back as 2006 and were due well before COVID-19 commenced.

CONSULTATION AND ENGAGEMENT

Council has had ongoing discussions around this document since the inception in May 2020.

RESOLUTION 2020/198

Moved: Cr Dan Straub

Seconded: Cr Wendy Murphy

That Council rescinds the COVID-19 Financial Hardship Policy v2 when it expires on 31 December 2020.

CARRIED

10.4 FINANCE REPORT FOR THE PERIOD ENDING 30 NOVEMBER 2020**File Number:** 08/06/001**Author:** Deanne Caserta, Manager Financial Services**Authoriser:** Sharon Morrison, Director Corporate Services**Attachments:** 1. Finance Report for the period ending 30 November 2020**RECOMMENDATION**

That Council:

1. receives and notes the 'Finance Report for the period ending 30 November 2020'
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 2020/21 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 2020/21.

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

Council is provided with Finance Reports on a monthly basis with the exception of when changes to the Council meeting timetable result in the Council meeting occurring before the completion of the end of month finance procedures.

BACKGROUND

The Finance Report for the period ended 30 November 2020 standard monthly information about budget variations, cash, investments, interest, debtors and creditors, and provides a comparison of year-to-date actual results to year-to-date budget (by dollars and percentage) and total revised budget (by percentage).

The information is in the format provided in the adopted 2020/21 Budget, and includes operating results, capital expenditure and funding sources.

The report this month does not provide explanation on budget timing variances as this timing work is not fully complete.

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

Budgeted Surplus - Council's budgeted cash surplus has decreased by \$270K to \$0.88M.

Income Statement (revenue) - Council's year to date (YTD) operating revenue is at 56% of total budget. Revenue brought to account for November was \$1.92M (October was \$2.26M).

Income Statement (expenditure) - Council's operating expenditure is at 33% of total budget. Payments for this month totalled just over \$2.28M (\$2.61M in October).

Capital Works - The approved budget for capital works is \$24.49M and is 10% complete in financial terms for the current financial year (October was 6%).

Service Areas – Appendix 3 now provides Council with a clearer picture of the net result for each service area. As further work is done on service planning and reviews throughout the year, the cost of each service will be refined.

Balance Sheet - Council has a cash total of \$28.8M with \$5.6M in general accounts. Total debtors at the end of November are \$11.54M (\$12.13 in October). Sundry debtors total \$1.51M with invoices outstanding for 90 or more days relating to community wellbeing debtors and local community groups totalling approximately \$30K.

COST/BENEFITS

The benefit to Council and the community is that accurate and regular financial reporting is being 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 2020/21.

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

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.

CONSULTATION AND ENGAGEMENT

There has been considerable consultation internally with respective managers in understanding their 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 2020/199

Moved: Cr Linda Jungwirth

Seconded: Cr Wendy Murphy

That Council:

1. receives and notes the 'Finance Report for the period ending 30 November 2020'
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 2020/21 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 2020/21.

CARRIED

11 INFORMATION REPORTS

11.1 HARD HILL TOURIST RESERVE - INSTRUMENT OF APPOINTMENT

File Number: fol/20/7157

Author: Sharon Morrison, Director Corporate Services

Authoriser: Phil Pinyon, Chief Executive Officer

Attachments: 1. Hard Hill Tourist Reserve - Instrument of Appointment
2. Map

RECOMMENDATION

That Council:

1. note Council's appointment as the committee of management for reserves described in the report
2. note that under section 65 of the Local Government Act, the Hard Hill Reserve Committee of Management has been delegated responsibility for the management of the reserves
3. authorise the payment of \$1626 to the Hard Hill Recreation Reserve Committee of Management, which sum is currently held in trust by Council at the request of DELWP

CONFLICT OF INTEREST

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

PREVIOUS COUNCIL DISCUSSION

This matter was discussed at the Council forum in June 2019.

BACKGROUND

In June 2019, Council commenced discussions with the Department of Environment, Land, Water and Planning (DELWP) and the Hard Hill Board of Management Inc for the transfer of Hard Hill Tourist Reserve "the reserve" to Council as the committee of management

These discussions resulted in the Hard Hill Board of Management Inc agreeing to relinquish their role as Board of Management, and DELWP agreeing to revoke the appointment of the Hard Hill Board of Management Inc and appoint Loddon Shire Council as the committee of management.

At the time, a Council section 86 committee of management was effectively managing the reserve through a complicated informal memorandum of understanding. This committee was also sub delegated to manage an adjoining parcel of land known as Government Battery.

The appointment of Council as the committee of management ensures that Government Battery and Hard Hill Tourist Reserve are managed as a precinct with a clear sub-delegation from Council under section 65 of the Local Government Act to the Hard Hill Reserve committee of management.

ISSUES/DISCUSSION

As part of the transition from the Hard Hill Board of Management Inc to Council as the committee of management, DELWP provided money to Council which had been collected by the Hard Hill Board of Management Inc for the purpose of maintaining the reserve.

This money has been held in trust by Council pending the appointment of Council as the Crown Land committee of management and the sub-delegation of the management of the reserves to the Hard Hill Reserve Committee of Management.

COST/BENEFITS

There was no cost to Council other than officer time involved in co-ordinating this arrangement. The benefit is a clear and transparent arrangement for the management of the Government Battery and Hard Hill Reserve.

RISK ANALYSIS

There is a risk that committee will not have sufficient volunteers to manage the reserves or sufficient income to maintain the asset. This risk will be monitored with the annual submission of reports about the activities of and the financials for the reserves.

CONSULTATION AND ENGAGEMENT

Key stakeholders in this matter have been the members of the former Crown Land Board of Management, DELWP representatives, Council representatives and Hard Hill Reserve Committee of Management and Wedderburn Tourism (informal manager of the reserve on behalf of Hard Hill Board of Management) representatives.

RESOLUTION 2020/200

Moved: Cr Linda Jungwirth

Seconded: Cr Dan Straub

That Council:

1. note the name of the committee is the Hard Hill Tourist Reserve Community Asset Committee of Management
2. note Council's appointment as the committee of management for reserves described in the report
3. note that under section 65 of the Local Government Act, the Hard Hill Tourist Reserve Committee of Management has been delegated responsibility for the management of the reserves
4. authorise the payment of \$1,626 to the Hard Hill Tourist Reserve Committee of Management, which sum is currently held in trust by Council at the request of DELWP

CARRIED

12 COMPLIANCE REPORTS

Nil

13 GENERAL BUSINESS

URGENT BUSINESS

RESOLUTION 2020/201

Moved: Cr Wendy Murphy

Seconded: Cr Dan Straub

That the following item be treated as urgent business.

CARRIED

13.1 REPLACEMENT OF THE OPENING PRAYER

RESOLUTION 2020/202

Moved: Cr Dan Straub

Seconded: Cr Wendy Murphy

That Council resolve to replace the Opening Prayer of Council meetings with the declaration:

"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."

CARRIED

14 CONFIDENTIAL ITEMS

The Mayor announced that Council had completed the items listed in the open Council meeting that has been live streamed to the public and that the live streaming will now cease, to allow Council to consider the following confidential matters:

RESOLUTION 2020/203

Moved: Cr Linda Jungwirth

Seconded: Cr Wendy Murphy

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

14.1 REVIEW OF CONFIDENTIAL ACTIONS

This matter is considered to be confidential under Section 3(1)(h) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with confidential meeting information, being the records of meetings closed to the public under section 66(2)(a).

Pursuant to section 66(5)(b) of the Local Government Act 2020, if released the information to be received, discussed or considered in relation to this agenda item, may disclose confidential meeting information, being the records of meetings closed to the public under section 66(2)(a)

14.2 Contract 464 – Waste and Recycling Collection Services

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

Pursuant to section 65(5)(b) of the Local Government Act 2020, if released the information to be received, discussed or considered in relation to this agenda item, may prejudice the commercial position of Council and/or disadvantage a private business.

14.3 Contract 488 Footpath Construction 2020-21

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

Pursuant to section 65 (5)(b) of the Local Government Act 2020, if released the information to be received, discussed or considered in relation to this agenda item, may prejudice the commercial position of Council and/or disadvantage a private business, as various negotiations remain pending.

CARRIED

Closing of Meeting to the Public

RESOLUTION 2020/204

Moved: Cr Linda Jungwirth
Seconded: Cr Wendy Murphy

That the meeting be closed to the public at 3.37pm.

CARRIED**14.1 REVIEW OF CONFIDENTIAL ACTIONS****RESOLUTION 2020/205**

Moved: Cr Wendy Murphy
Seconded: Cr Gavan Holt

That Council receive and note the action sheet.

CARRIED**14.2 CONTRACT 464 - WASTE AND RECYCLING COLLECTION SERVICES****RESOLUTION 2020/206**

Moved: Cr Dan Straub
Seconded: Cr Linda Jungwirth

That Council resolve to:

1. award Contract No. 464 Waste and Recyclables Collection Services to Veolia Environmental Services (Australia) Pty Ltd
and
2. authorise the Chief Executive Officer to sign and affix the common seal of Council to the contract documents.

CARRIED**14.3 CONTRACT 488 FOOTPATH CONSTRUCTION 2020-21****RESOLUTION 2020/207**

Moved: Cr Wendy Murphy
Seconded: Cr Gavan Holt

That Council

1. award the Schedule of Rates Contract No. 488 Footpath Construction 2020-2021 to S & R Engineering Construction Pty Ltd
2. authorise the Chief Executive Officer to sign and seal relevant documents relating to this contract.

CARRIED

NEXT MEETING

The next Ordinary Meeting of Council will be held on 27 January 2021 commencing at 3pm.

There being no further business the meeting was closed at 3.58pm.

Confirmed this.....day of..... 2020

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CHAIRPERSON