



**Murrindindi**  
Shire Council

# Scheduled Meeting of Council

## Agenda

Wednesday 28 February 2024  
Virtual Meeting via Zoom  
6:00 PM

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## 1 ACKNOWLEDGEMENT OF COUNTRY AND COUNCILLORS' PLEDGE

### 1.1 Acknowledgement of Country

The meeting will be opened with the Mayor reading the following on behalf of the Murrindindi Shire Council:

“Murrindindi Shire Council is proud to acknowledge the Taungurung and Wurundjeri people as the traditional custodians of the land we now call Murrindindi Shire.

We pay our respects to their Elders past, present and emerging, who are the keepers of history, traditions, knowledge and culture of this land.”

### 1.2 Councillors' Pledge

“The Councillors, democratically elected to represent our community as the Murrindindi Shire Council, are committed to working together in the best interests of the people who live in our municipality, those who conduct business here and those who visit.”

## 2 PROCEDURAL MATTERS

### 2.1 Privacy Note

This public meeting is being streamed live via our Facebook page and website. A recording of the meeting along with the official Minutes of the meeting will also be published on our website.

### 2.2 Apologies and Request for Planned Leave

### 2.3 Disclosure of Interest or Conflict of Interest

In accordance with section 130 (1)(a) of the *Local Government Act 2020* Councillors are required to disclose any “conflict of interest” in respect of a matter to be considered at a Council Meeting.

Disclosure must occur immediately before the matter is considered or discussed.

### 2.4 Confirmation of Minutes

Minutes of the Scheduled Meeting of Council held on 13 December 2023.

## RECOMMENDATION

**That Council confirm the minutes of the 13 December 2023 Schedule Meeting of Council.**

## 2.5 Petitions

Petitions received will be tabled at the Scheduled Meeting of Council.

## 2.6 Community Recognition

Council may suspend standing orders to thank and acknowledge particular community achievements.

## 2.7 Matters Deferred from Previous Meeting

Council may resolve to defer a matter to a future meeting for consideration for various reasons. Where a matter has been previously deferred it will be tabled for consideration under this section.

## 2.8 Urgent Business

Council may by resolution admit an item of urgent business only if:

- a. it relates to or arises out of a matter which has arisen since distribution of the Agenda; and
- b. deferring the item until the next Meeting will mean a decision on the item will not have any effect on the matter; or
- c. the item involves a matter of urgency as determined by the Chief Executive Officer; and
- d. it cannot be addressed through an operational service request process.
- e. Provided the matter does not:
  - I. substantially affect the levels of Council service
  - II. commit Council to significant expenditure not included in the adopted budget
  - III. establish or amend Council Policy.

## 3 PUBLIC PARTICIPATION

### 3.1 Open Forum

Section 8 of the *Governance Rules 2020* allows for Community Participation in Council Meetings. Open Forum is an opportunity for the general public to present to Council on a matter listed on the Agenda or any other matter.

### 3.2 Questions of Council

Questions of Council are an opportunity for the general public to submit a question prior to the Scheduled Meeting and receive a response from Council in the Questions of Council time.

## 4 REPORTS - COMMUNITY & DEVELOPMENT GROUP

### 4.1 Amendment C71 – Toolangi Forest Discover Centre

Attachment(s): Nil

**Presenter:** Coordinator Planning, Cameron Fraser

#### **Executive Summary**

Planning Scheme Amendment C71, Toolangi Forest Discovery Centre, has recently completed public exhibition.

A report to Council in April 2021, approved the recommendation to request the Minister of Planning to authorise Murrindindi Shire Council to prepare and exhibit Amendment C71 to Murrindindi Planning Scheme.

At the conclusion of the exhibition period, a total of eight (8) public submissions were received. Two (2) submissions in their current format object to the re zoning based on various matters raised, a summary of the current position of the submissions can be found in the consultation section of this report.

Amendment C71 was initiated by members of the community through the Department of Energy Environment and Climate Action, DEECA (previously known as DELWP, Department Environment Land Water and Planning) as the landowner. The Amendment sought to facilitate an expanded range of uses at the Toolangi Forest Discovery Centre (TFDC), located at 1683 Healesville-Kinglake Road, Toolangi.

The Amendment proposed to rezone the land from the Public Park and Conversation Zone (PPCZ) to the Public Park and Recreation Zone (PPRZ).

By changing the zone, it would allow a schedule to be included in the Murrindindi Planning Scheme to Clause 36.02, Public Park and Recreation Zone to include a new incorporated document titled "Toolangi Forest Discovery Centre, 2023".

The proposed Amendment included an Incorporated Document to be listed within Clause 74.02 of the Murrindindi Planning Scheme to enable greater use by the community.

Due to not being able to resolve the submissions received, consideration of proceeding to Planning Panels Victoria or not has been given by DEECA and due to budget constraints DEECA are unable to support this amendment to proceed.

As the Amendment is a proponent lead amendment and not an amendment of Council, these costs must be borne by the proponent.

The following recommendation is therefore made to Council.

## RECOMMENDATION

### That Council:

1. **Abandons the Murrindindi Planning Scheme Amendment C71 in accordance with Section 23(1) of the *Planning and Environment Act 1987*.**
2. **Advises the Minister for Planning in writing that Amendment C71 has been abandoned in accordance with Section 28 of the *Planning and Environment Act 1987*.**

### Background

The TFDC is located on Crown land and comprises of approximately 13 hectares in area. The TFDC is in public ownership and until recently has been under community management. Under the Victoria Planning Provisions, a committee of management and a lessee are not considered a public land manager.

Existing development on the land includes the TFDC building containing a café, gift shop, theatre, outdoor deck, office, storage room and toilet facilities. An adjacent building known as “The Discovery Tree” which forms part of the discovery centre site, contains a square exhibition room, an office space/classroom space, equipment/helmet room and toilet facilities. There is an associated carpark, existing sculpture and walking trails and picnic facilities. The land is located adjacent to the CFA (Country Fire Authority) fire station and the Department of Energy, Environment and Climate Action depot.



The amendment sought to:

- Reflect the long-term land use purposes for the TFDC, making better use of an existing facility.
- Widen the range of potential land uses for the TFDC.

- Allow uses to be undertaken by a committee of management (CoM) where the CoM is not a public land manager and is not associated with a public land use or any use is not conducted by or on behalf of a public land manager.

The widened range of land uses was to be facilitated through the introduction of an incorporated document that facilitates the following purposes for the TFDC:

- Ensure the TFDC is a viable and a vibrant community-based enterprise, providing a wide range of community-based activities.
- Provide for an expansion of uses on the land, including a range of recreational, educational, environmental, tourism, cultural and community uses.
- Provide opportunity for both public and private uses in accordance with land manager directions.

The land contains the TFDC buildings and sculpture trail in a modified setting which promotes tourism. Rezoning the land to Public Park and Recreation Zone best reflects the intended long-term use of the building and the land.

The rezoning of the land will provide a CoM or a future lessee certainty to enact its business plan, to ensure that the facility is managed and maintained in good order, for use by the community and the wider public.

The planning scheme amendment as proposed would allow the CoM or a future lessee to use the land without the need to obtain a Planning Permit, reducing the financial costs and provide certainty for the committee or lessee to undertake the activities as contained within the incorporated document. This also reduces the administrative burden, as approval would be required via the public land manager (DEECA (Department of Energy, Environment and Climate Action)), including consideration of potential leasing arrangements. A planning permit would still be required for buildings and works to ensure that considerations such as bushfire, car parking, siting and design can be assessed.

The enhanced usage of the TFDC would complement the existing recreational and environmental assets on the land.

### **Discussion**

Planning Scheme Amendment C71 was prepared and exhibited at the request of DEECA to progress the use and activation of the TFDC.

Submissions which have not been able to be resolved need to be considered and determined if the Amendment proceeds to have the submissions heard before Planning Panels Victoria or the Amendment is to be abandoned.

The Amendment is known as a “Proponent lead Amendment” and therefore any costs to proceed to Planning Panels Victoria will be required to be paid for by the proponent, in this instance DEECA.

Consultation with DEECA has been undertaken and due to budget constraints, DEECA have advised that they are not able to proceed to Planning Panels Victoria.

### **Council Plan/Strategies/Policies**

This report supports the *Council Plan 2021-2025 Beautiful Towns and Rural Settings* strategy to “deliver efficient, sustainable land use planning outcomes to enhance liveability, protect our unique rural character and natural beauty, and to enable growth”.

This report supports the Council Plan 2021-2025 Transparency, Inclusion and Accountability strategy to “maintain transparent, inclusive and accountable governance practices”.

### Relevant Legislation

*Planning and Environment Act 1987.*

### Financial Implications and Risk

The Amendment was initiated by community members through DEECA (formally known as DELWP). As the subject site of the Amendment is in the ownership and management of DEECA, Council is the Responsible Authority for processing the Amendment.

Planning Panel costs for a proponent led amendment would need to be paid for by the proponent being DEECA.

### Conflict of Interest

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

### Community and Stakeholder Consultation

The Amendment was required to be Exhibited for a period of one month. Notice of the Amendment was sent to all adjoining owners and occupiers, relevant Ministers, relevant authorities, notice in the Government Gazette and notice on Councils website.

A total of eight (8) individual submissions have been received.

The submissions have been reviewed and consultation in the form of face to face meetings, telephone conversations and email communication has occurred. As a result, one submission which opposed the Amendment has since been withdrawn. A further two (2) submissions remain as objecting to the amendment, whilst the balance remaining submissions support the amendment as exhibited.

All relevant authorities who received notice of the Amendment have responded and have provided no objection.

The below table provides a summary of all submissions received.

Submitter	Type	Response	Outcome
1	Objection	Concerns raised regarding future management of the 13 hectares of land. A copy of the DECCA response was provided to the submitter. Face to face meetings have been undertaken with the submitter to address concerns and provide clarity.	Submission clarified and whilst more comfortable is not formally withdrawn.
2	Supports	Letter Sent@30/11/23 acknowledging	No further action
3	Supports	Letter Sent@30/11/23 acknowledging	No further action
4	Objection – since withdrawn	Have exchanged emails and had phone conversations to seek clarification to submission. The submission supported the amendment but there was one matter regarding the proposed wording contained within the amendment documents which	Submission clarified and since received confirmation that they



Submitter	Type	Response	Outcome
		required clarification. The wording related to a “Committee of Management/Leasee” as the TFDC does not have a current Committee of Management the term leasee was provided by the Department of Transport and Planning in the preparation of the Explanatory report and Incorporated document. Having provided clarification, the submission has since been withdrawn.	support the amendment as exhibited.
5	<b>Objects</b>	Submission received by two individuals which contained an additional 18 names as joint submitters. The submission sought to have the Toolangi Recreation Reserve currently zoned Public Park and Recreation Zone to be rezoned to Public Conservation and Resource Zone. The submission saw this to be offsetting the Public Conservation and Resource Zone being removed from the TFDC. Several emails were exchanged with the two individuals who submitted jointly, explaining the process to hear their submission, and providing clarification on a way forward should a rezoning of Toolangi Recreation Reserve be undertaken. The individuals did not want to meet face to face nor discuss their concerns on the phone. The submission has not been resolved.	<b>Submission remains</b>
6	Supports	Letter Sent@30/11/23	No further action
7	Supports (Made comment to some minor word changes for the description of the site).	Supportive with changes to description of the land/building, the description did not accurately reflect the description of the Discovery Tree building, this is supported to be amended. Letter Sent@30/11/23	Description of site does not change the policy details of the Amendment as exhibited.
8	Supports	Hard copy Letter Posted @30/11/23 acknowledging the submission.	No further action
<b>AUTHORITIES RESPONSE</b>			
GMW	No Objection		
DECCA	No Objection		
GBCMA	No Objection		
DTP	No Objection		
GVW	No Objection		
EPA	No objection – noted that notice not required		

## 4.2 Eildon Pondage Masterplan

Attachment(s):

1. Eildon Pondage Masterplan - The Masterplan, 2024 - Study Report ( February 2024) [4.2.1 - 60 pages]
2. Lions Park & Recreation Reserve FINAL ( Jan 24) [4.2.2 - 1 page]
3. Lions Park FINAL ( Jan 24) [4.2.3 - 1 page]
4. Lower Pondage FINAL ( Jan 24) [4.2.4 - 1 page]
5. Upper Pondage FINAL ( Jan 24) [4.2.5 - 1 page]

**Presenter:** Principal Strategic Planner, Emma Kubeil

### Executive Summary

This report provides information regarding the development of the Eildon pondage Masterplan including feedback from Stage 2 consultation received from Authorities, user groups and the wider community.

The final Eildon Pondage Masterplan is now complete and includes identified projects with costings.

The Eildon pondage Masterplan, 2023 compliments previous strategic planning documents and is presented to Council for consideration of adoption.

### RECOMMENDATION

**That Council adopt the Eildon Pondage Masterplan, 2023.**

### Background

The need for a masterplan for the Eildon Pondage, was originally identified within the Eildon Structure Plan undertaken in 2016.

A master plan is a long-term plan that provides a vision and framework for how an area can develop in an orderly and co-ordinated manner. Master plans provide certainty for community members and developers about what change is expected in an area and can respond to matters including but not limited to land use and development, transport and parking, building and urban design, heritage, character, employment and open spaces.

Preliminary investigations in scoping the project included researching prior consultation which had been completed with the community. These documents included,

- Eildon Urban Design Framework, 2003
- Eildon Structure Plan 2016
- Lake Eildon Masterplan 2020
- Eildon Community Plan 2022

Simon Leisure Consulting (the consultant) were successful in their proposal to assist Council with the preparation of the Masterplan.

### Discussion

The Eildon Pondage Masterplan project commenced in July 2023, with a thorough review of past strategic work and identifying key stakeholder lists and contacts.

Understanding that there were similar themes emerging from all past strategic work completed over the past 20 years, we were conscious, that our communications needed to recognise the prior work completed and we were not starting from scratch, but instead demonstrating what we had heard through prior consultation whilst seeking to understand the needs of all users within the Pondage precincts.

One on one consultation was conducted during the month of August with community groups and authorities. September to October involved going out to the wider community seeking further individual input.

Draft plans including a summary report were then prepared to take back to the key stakeholders and community for further comment.

Feedback was supportive of the draft plans, however, there was some disappointment expressed by some groups regarding no support for on water usage.

Having listened to the feedback received, further consultation with AGL and GMW was undertaken, and information was provided to both authorities for further consideration. Council officers requested that consideration of on water access in terms of Event Usage, Licenced operator usage and public usage be considered, and a response be provided for inclusion in the Masterplan to formalise a position for on water usage.

A request for further time was received by both authorities to provide their response. A response has now been provided and reviewed.

In summary, Goulburn-Murray Water note the following;

*Goulburn Murray Water acknowledge there are many stakeholders that have an interest in the Eildon pondage with AGL being a principal stakeholder recognising its primary function in the production of hydroelectricity and the resultant controlled release of water into the Goulburn River. Goulburn-Murray Water is supportive of Council exploring improved recreational opportunities that complement the growth of Lake Eildon township.*

### **On Water Activities & Waterway Management**

*GMW owns and manages the land surrounding and within the pondage, it is also the Waterway Manager for Lake Eildon, including the pondage. On-water activities within the pondage present significant safety and operational risks which cannot be supported by GMW.*

While Council acknowledges there is strong appetite for on water usage by some groups and individuals within the community, on water usage has not been supported by the relevant managing authorities and therefore cannot be endorsed by Council.

### **Council Plan/Strategies/Policies**

This report supports the *Council Plan 2021-2025 Resilient Communities* strategy to “deliver, support and promote opportunities for all people to connect with each other, collaborate and plan for the future”.

This report supports the *Council Plan 2021-2025 Resilient Communities* strategy to “engage with the community and partner organisations to enable older and vulnerable people to live safely, enjoy good health and stay involved”.

This report supports the *Council Plan 2021-2025 Resilient Communities* strategy to “provide and promote safe, passive and active recreational opportunities that will enhance the health, and wellbeing of residents and visitors”.

This report supports the *Council Plan 2021-2025 Beautiful Townships and Rural Settings* strategy “to create a better place for our community and visitors to live in harmony with our rural character,

natural beauty and heritage”.

This report supports the *Council Plan 2021-2025 Beautiful Towns and Rural Settings* strategy to “connect our communities through improved roads, footpaths and public transport”.

This report supports the *Council Plan 2021-2025 Beautiful Towns and Rural Settings* strategic objective “to provide fit-for-purpose infrastructure that meets current and future service demands and needs for our community”.

This report supports the *Council Plan 2021-2025 Beautiful Towns and Rural Settings* strategy to “provide spaces within our towns that are vibrant, attractive, safe and accessible”.

### **Financial Implications and Risk**

The projects identified within the Eildon Pondage Masterplan will need to be considered within future budgets and considered for potential funding opportunities for delivery.

Projects which have been identified on land which are under the management of another authority may be viewed as Council’s responsibility. It is therefore considered that ongoing monitoring of these identified projects be undertaken to ensure that other authorities consider these in future budgets or funding opportunities.

### **Conflict of Interest**

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

### **Community and Stakeholder Consultation**

Community and stakeholder consultation was a key component of this project. Consultation was broken down into two stages.

#### Stage 1 – 9 August to 9 October.

Input from key stakeholders including community groups, relevant government agencies and authorities, the wider community including visitors to area.

Advertising in the Eildon Newsletter, Council’s “The Loop” platform with interactive map and survey, and two “pop up” sessions held outside the Eildon Grocer.

The project was also promoted at other council pop up events.

#### Stage 2 – 30 October to 20 November.

Provision of a Summary Report and draft plans showing feedback from stage 1 consultation.

This information was sent to participants who submitted to stage 1 consultation via the Loop, sent directly to key stakeholders including community groups, relevant government agencies and authorities, who were consulted with in Stage 1 and the wider community including visitors to the area via The Loop platform, social media and attendance at the Eildon Twilight market.

#### Stage 1 “The Loop” survey work

Of the 48 contributors to the survey on the Loop platform, that the following applies,

90% of respondents used the Lower Pondage

75% of respondents used the Lions Park and Recreation Reserve

70% of respondents used the Upper Pondage.

7.5% other

This indicates that users visit more than one precinct, however the clear standout is the Lower Pondage precinct.

Of the 48 contributors, 47.62% were residents of Eildon, and 52.38% were visitors.

The frequency of usage for the 48 respondents was collected and is shown below.

Frequency of Use

35.42% Weekly

25% Daily  
 20.83% Monthly  
 8.33% Bimonthly  
 6.25% Fortnightly  
 4.17% other

Respondents overwhelming use this space for walking at 83.33%, combined with running at 20.83%. Fishing, picnicking, and cycling all were similar statistically with a range of 35% -39%.

### **Stage 2 consultation**

We asked all participants three questions, If they generally supported the draft directions of the plans, what directions they thought needed some additional consideration and what directions do they really like?

The following information was received.

### **Do you generally support the draft directions described in the Eildon Pondage draft plans?**

<b>Yes</b>	<b>No</b>	<b>Unsure</b>
58%	23%	19%

### **What directions do you think need some additional consideration, and why?**

Low-cost, self-contained camping around pondage
Lack of access to on water usage of the pondage
Safety buoys located around pondage for those who enter the water and need rescuing as has happened and there are no SES or the like available to assist
More seating in Lions Park playground for parents
Don't support wetlands
Pub overlooking pondage
More access to pondage for fishing by removal of vegetation on edge
Assist Golden Trout site to re-open
Accommodation on old Golden Trout site, not just a pub
Highlight the importance of the pondage for irrigation purposes, unsafe for water usage
More rubbish bins
Snake signage
Solar lighting around main areas, carparks and walking paths
Potential running destination with a definitive track around upper and lower pondage
Remove fence on Riverside Drive side of pondage and allow more access for fishing
Explore further potential for three groups to share the pavilion at Recreation Reserve or decide if feasible for Tennis Club to accommodate the other user groups

### **What directions in the draft plans do you really like?**

Wetlands area
Improving the trails
Extra seating
Signage
Connection of the township (houses and shopping area) and the natural assets.
Improved toilets at lower pondage

Burke Street upgrades (Seating, shelter and toilets)
Lions Park – but playground updated
Extra platforms for usage of pondage
Identifying the Golden Trout Site

A section on consultation undertaken has been included within the attached Eildon Pondage Masterplan.

### 4.3 Grants and Sponsorships – Quarterly Allocations

Attachment(s): Nil

**Presenter:** Director Community and Development, Andrew Paxton

#### Executive Summary

Council's Grants and Sponsorship program provides funding for projects that support our communities to improve the liveability of our towns and places, build connections, create opportunities for participation in community and civic life, improve personal and community health and wellbeing, protect our natural environment and assist communities to plan for the future.

This report provides Council with the applications from the period of November 2023 – January 2024 with the Panel Assessment Report for consideration.

## RECOMMENDATION

### That Council:

1. **Note the following grants made under delegation:**
  - a. **Alexandra Events Corp Ltd – Alexandra Pro Rodeo - \$2,500**
  - b. **Yea Arts Inc - Bringing Garry Starr to Yea Town Hall - \$1,071**
  - c. **Alexandra & District Traders & Tourism Association – Upgrading the Alexandra Information Centre Computer System - \$1,897**
  - d. **Rotary Club of Alexandra - Rotary Club of Alexandra 54th Easter Art Show - \$2,500.**
2. **Note the following grants declined under delegation:**
  - a. **Kinglake Ranges Neighbourhood House - Kinglake Op Shop Repurposing, Upcycling & Recycling**
  - b. **The Lake Eildon Rowing Club - Learn to Row Program.**
3. **Decline the following allocations as recommended by the Assessment Panel:**
  - a. **Murrindindi Ranges Wildlife Shelter Inc - Murrindindi Ranges Wildlife Shelter Wildlife Hospital Project - \$5,000**
  - c. **On Point Brewery – Community Market Trash and Treasure - \$4,800.**
4. **Endorse the following allocations as recommended by the Grants and Sponsorship Assessment Panel:**
  - a. **Lake Eildon Rowing Club Inc - The Lake Eildon Rowing Club Incorporated - \$5,000**
  - b. **Triangle Arts Group Inc – Community Notice Board & Free Library - \$3,006**
  - c. **Yea Arts Inc – Mechanisation of Yea Town Hall Light Bars – \$5,000**
  - d. **Parkrun Australia Ltd – A parkrun for Upper Goulburn Eildon - \$5,000**
  - e. **Alexandra Football Netball Club – Anzac Spirit & Community Celebration – \$2,200.**

## Background

The Grants and Sponsorship program provides the opportunity for not-for-profit community groups and organisations, social enterprises and businesses to seek funding from Council to support events, activities and projects that align with the Murrindindi Shire Council 2021-2025 Council Plan. The funding streams provided under the program are:

- Quick Response Grants
- Sponsorships
- Community Projects and Events
- Local Events
- Events of Major Significance
- Special Purpose Grants

Each stream has its own objectives, eligibility and assessment criteria and can be found in the Program Guidelines on Council's website. The applications have been assessed against the adopted policy. Assessment occurs monthly for Quick Response Grants and four times per year for the other streams.

## Discussion

- 1) Council officers have assessed the following grant applications and awarded these grants under delegation:

- a. **Alexandra Events Corp Ltd – Alexandra Pro Rodeo**

A grant is requested to cover waste disposal fees and to cover additional marketing costs for the Discover Dindi brand.

A Quick Response Grant of \$2,500 was requested and awarded.

- b. **Yea Arts Inc - Bringing Garry Starr to Yea Town Hall**

Grant requested to cover the hire of the hall, sound and lighting in the hall, advertising and insurance for a stage performance.

A Quick Response Grant of \$1,071 was requested and awarded.

- c. **Alexandra & District Traders & Tourism Association – Upgrading the Alexandra Information Centre Computer System**

Grant requested to purchase a computer. The Center has been operating on a donated, second-hand computer for over 15 years. Volunteers fear data will be lost, current computer is very slow, a new computer will also maintain the appropriate level of cyber security.

A Quick Response Grant of \$1,897 was requested and awarded.

- d. **Rotary Club of Alexandra - Rotary Club of Alexandra 54th Easter Art Show**

Grant funds requested for prizes to the successful artists. Show Easter weekend 29 March to 1 April, Alexandra Shire Hall.

A Community Project Grant of \$3,000 was requested. In line with the funding awarded to other art shows a grant of \$2,500 was awarded.

- 2) Council officers have assessed the following grant applications and declined these grants under delegation:

- a. **Kinglake Ranges Neighbourhood House - Kinglake Op Shop Repurposing, Upcycling & Recycling**

Funds are sought to responsibly dispose of broken, faulty and old items that are dumped/donated to the Kinglake Op Shop.

A Quick Response Grant of \$480 was requested and declined. The Neighbourhood House has been referred to an external grant program that specifically addresses this issue.

**b. The Lake Eildon Rowing Club - Learn to Row Program**

Funding was requested to insure all the equipment to cover the club for any accidental damages that may occur.

A Quick Response Grant of \$925 was requested and declined. The panel recommended that participants contribute to the cost with a nominal fee to cover the costs of insurance.

3) Council officers have assessed the following grant application and have not recommended Council endorsement:

**a. Murrindindi Ranges Wildlife Shelter Inc - Murrindindi Ranges Wildlife Shelter Wildlife Hospital Project**

A Sponsorship of \$5,000 was requested to fund a portable x-ray, anaesthetic machine and oxygen concentrator for the shelter, which will assist wildlife volunteers and their vets to respond to emergencies.

The Panel does not recommend the Sponsorship as it does not align with the Council Plan.

**b. On Point Brewery – Community Market Trash and Treasure - \$4,800**

An application for \$4,800 was received for a Local Events Grant to purchase marquees, trestle tables and chairs, supply live music and advertise a trash and treasure market at the brewery.

The Panel does not recommend the application. The application is ineligible.

4) Council officers have assessed the following grant applications and recommended Council endorsement:

**a. Lake Eildon Rowing Club Inc - The Lake Eildon Rowing Club Incorporated**

Grant requested to buy an engine for the coaching boat, supporting the club and program development.

A Community Projects Grant was requested for \$5,000 and is recommended by the Panel.

**b. Triangle Arts Group Inc – Community Notice Board & Free Library**

Grant request for materials for the Men's Shed to build and install a new community noticeboard incorporating a free book library in Marysville.

A Community Projects Grant was requested for \$3,006 and is recommended by the Panel.

**c. Yea Arts Inc – Mechanisation of Yea Town Hall Light Bars**

Assisting Yea Arts Inc in gaining a 20% co-contribution (with in-kind contributions) to apply for a \$50,000 grant through the Tiny Towns Fund. The grant is to mechanise the two main light bars in the Yea Town Hall so they may be lowered for servicing and upgrading. Currently this can only be done by those with appropriate working from heights qualifications and a scissor lift.



A Community Projects Grant was requested for \$5,000 and is recommended by the Panel.

**d. Parkrun Australia Ltd – A parkrun for Upper Goulburn Eildon**

Grant request to purchase a Parkrun establishment kit for a new free parkrun event at the Eildon Pondage. Parkrun is a timed 5km group run every Saturday morning 8am, participants will have the choice to run, roll (wheelchair participants), walk or volunteer.

A Community Projects Grant was requested for \$5,000 and is recommended by the Panel.

**e. Alexandra Football Netball Club – Anzac Sprit & Community Celebration**

Saturday 27 April 2024 the AFNC hosts Powelltown at the Alexandra Showgrounds as part of the League's Anzac Round. All monies collected at the gate, which normally go to the Club, are given to the Alexandra RSL. The grant request is to cover the home game costs that would normally be covered by gate receipts and other home game fundraising.

A Sponsorship of \$3,000 was requested. The Panel recommends a Sponsorship of \$2,200 to match last year's sponsorship.

**Council Plan/Strategies/Policies**

This report supports the Council Plan 2021-2025 Resilient Communities strategy to:

- Celebrate the community's vibrant, diverse and creative people.
- Deliver, support and promote opportunities for all people to connect with each other, collaborate and plan for the future.
- In collaboration with our community, support our children and young people to be happy, healthy and engaged.
- Engage with the community and partner organisations to enable older and vulnerable people to live safely, enjoy good health and stay involved.
- Provide and promote safe, passive and active recreational opportunities that will enhance the health, and wellbeing of residents and visitors.

**Relevant Legislation**

There are no legislative considerations to this report.

**Financial Implications and Risk**

The below financial table shows the grant funds awarded and recommended Financial Year to date:

<b>Grant Stream</b>	<b>All applications February 2024</b>	<b>Year to date Allocations</b>
Quick Response Grants	\$6,873	\$39,164
Sponsorship Grants	\$8,000	\$3,000
Community Projects Grants	\$21,006	\$16,500
Individual Sponsorship		\$1,000
Local Events Grants	\$4,800	\$20,825
Events of Major Significance Grants		\$0
Special Purpose Grants		\$0
<b>TOTAL</b>	<b>\$40,679</b>	<b>\$80,489</b>

**Conflict of Interest**

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

**Community and Stakeholder Consultation**

No external community or stakeholder consultation was required for this matter.

## 5 REPORTS - PEOPLE & CORPORATE PERFORMANCE GROUP

### 5.1 Quarterly Finance Report - December 2023

Attachment(s)	1. Attachment 1 - Management Statements December 2023 [5.1.1 - 4 pages]
Presenter	Director Corporate & Shared Services, Michael Chesworth
Approved by	Director Corporate & Shared Services
Purpose	For decision

#### Executive Summary

This report provides the quarterly financial report for the period ending 31 December 2023. The Annual Revised Budget forecasts an operating surplus for the year of \$5 million.

#### RECOMMENDATION

##### That Council

1. receive the Quarterly Financial Report to 31 December 2023.
2. note that the Chief Executive Officer advises that the formal adoption of a revised budget for the 2023/24 financial year is not required.

#### Background

The Quarterly Financial Report for the period ended 31 December 2023 is presented for consideration by Council in accordance with the *Local Government Act 2020* ("the Act").

The report includes the following statements:

- Comprehensive Income Statement
- Balance Sheet
- Cash Flow Statement
- Non-Discretionary Cash and Council Reserves

In accordance with Section 97(3) of the Act, the second quarter financial report requires a statement by the Chief Executive Officer as to whether a revised budget is, or may be, required.

Under Section 95 of the Act, the adoption of a formal revised budget is required if Council intends to:

- make a variation to the declared rates or charges
- undertake any borrowings that have not been approved in the budget
- make a change to the budget that the Council considers should be the subject of community engagement.

The Chief Executive Officer advises that, whilst there are revisions to the annual budget, the formal adoption of a revised budget for 2023/24 is not required as Council does not intend to make changes to the budget that would trigger the requirement to formally adopt a revised budget.

#### Discussion

The statements for the second quarter to 31 December 2023 are included in Attachment 5.1.1.

## Income Statement (Statement A)

The Income Statement for the period 1 July 2023 to 31 December 2023 is presented below:

	NOTE	Original Budget	Annual Revised Budget	Annual Revised Budget	(1) Forecast Adjustment	YTD Actual	YTD Budgets	(2) YTD Budget V Actual Variance	
		2023/24	2023/24	2023/24	2023/24	2023/24	2023/24	2023/24	
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	%
<b>Revenue</b>									
Rates & Charges	1	23,753	23,753	23,900	147	23,911	23,860	51	-
Statutory fees & fines	2	1,398	1,398	1,306	(92)	575	614	(39)	(6%)
User fees	3	1,457	1,457	1,391	(67)	729	608	121	20%
Grants - Operating	4	6,991	11,347	14,225	2,878	6,012	6,188	(177)	(3%)
Grants -Capital	5	4,672	6,996	8,330	1,334	3,519	3,475	44	1%
Contributions - Cash	6	247	252	345	93	175	102	73	72%
Contributions - Non Cash		600	600	600	-	-	-	-	-
Reimbursements	7	203	203	823	619	547	500	47	9%
Other revenue	8	1,811	1,811	2,222	411	766	742	24	3%
<b>Total Revenue</b>		<b>41,132</b>	<b>47,818</b>	<b>53,142</b>	<b>5,324</b>	<b>36,233</b>	<b>36,089</b>	<b>144</b>	<b>0%</b>
<b>Expenses</b>									
Employee Benefits	9	17,915	18,824	19,111	288	8,451	9,671	1,220	(13%)
Materials and Services	10	12,344	14,598	18,868	4,271	9,827	8,041	(1,786)	22%
Depreciation & amortisation	11	8,605	8,605	8,605	9,049	444	4,054	4,189	135%
Bad & Doubtful Debts	12	-	-	-	-	5	-	(5)	-
Other Expense	13	473	473	499	26	202	174	(28)	16%
Finance Costs (Interest)	14	25	25	18	(7)	9	9	-	-
<b>Total Expenses</b>		<b>39,362</b>	<b>42,524</b>	<b>47,545</b>	<b>5,021</b>	<b>22,548</b>	<b>22,084</b>	<b>(463)</b>	<b>2%</b>
Net gain/(loss) on disposal of property, infrastructure, plant and equipment.	15	(600)	(399)	(600)	(201)	45	45	1	(1%)
<b>Surplus (deficit) for the period</b>		<b>1,170</b>	<b>4,894</b>	<b>4,996</b>	<b>102</b>	<b>13,729</b>	<b>14,050</b>	<b>(320)</b>	<b>(2%)</b>

This statement provides information on two budgetary components:

1. *Forecast adjustments*: adjustments to the September revised budget figures to reflect the Annual Revised Budget and predicted result at the end of the 2023/24 financial year (refer to the column titled "(1) Forecast Adjustment").

The forecast position for the financial year has increased by \$102 thousand moving from September's revised budget surplus of \$4.9 million to a surplus of \$5 million. The significant

movements were an increase in interest on investments income and in materials and services expenditure. There were also various grants adjustments of \$4.2 million in relation to the movement in revised capital works and new grant funding. A complete analysis of the budget movement is provided in Table 1 below.

2. *Year-to-date budget variances:* variances between December's revised year-to-date budget and the year-to-date result (refer to column titled "(2) Budget Actual Variance" in the income statement above).

The \$13.7 million surplus result for the year to date December 2023 is \$320 thousand or 2% unfavourable to the budget.

Table 1: Detail explanations of the forecast adjustments (1) and year-to-date variances (2):

<b>Note</b>	<b>Line item</b>	<b>(1) Explanation Forecast Adjustment</b>		<b>(2) Explanation YTD Budget V Actual Variance</b>	
1	Rates & charges	\$147k	Rate Supps \$11k In Lieu of Rates \$136k increased.	\$51k	Rate supps income \$51k favourable (timing)
2	Statutory fees and fines	(\$92k)	Building \$34k reduced. Planning Services \$58k reduced.	(\$39k)	Community Safety \$15k and Planning Services \$22k under budget
3	User fees	(\$67k)	Saleyards \$78k reduced, offset by minor variances	\$121k	Saleyards \$28k and Waste Management \$67k favourable to budget
4	Grants – Operating	\$2,878k	Grant funding - Children's Service \$295k, Flood Recovery \$2.4m, Project Delivery \$63k, Environmental Health \$22k, Covid grant \$60k.	(\$177k)	Timing of grant funding - Business Development \$40k, Library Operation \$83k, Goulburn Murray Climate Alliance \$39k, and Engineering \$15k.
5	Grants – Capital	\$1,334k	Project Delivery \$1,276k increased. Plant & Fleet \$129k increased. Waste Management \$71k reduced.	\$44	Project Delivery \$44k increased.
6	Contributions – Cash	\$93k	Procurement & Risk \$125k increased. Planning Services \$25k reduced. Community Safety.	\$73	Goulburn Murray Climate Alliance \$76k increased. Planning Services \$3k reduced.
7	Reimbursements	\$619k	Project contributions \$323k, Insurance claim \$302k	\$47k	Insurance claims
8	Over revenue	\$411k	Interest on investments \$290k increased. Waste Management \$21k increased.	\$24k	Minor variances
9	Employee Benefits	\$288k	Workcover \$171k increased, other increases relate to grant funded projects	\$1,220k	Favourable variances offset due to vacancies in part offset by external contractors (materials and services).

Note	Line item	(1) Explanation Forecast Adjustment		(2) Explanation YTD Budget V Actual Variance	
			including flood recovery, reductions in budget where external contractors have filled vacancies (budget transferred to materials & services).		
10	Materials and Services	\$4,271	Major movement due to budget for flood recovery \$2.4m (materials/contractors), increase in contractor costs due to staff vacancies (offset in employee benefits)	(\$1,786k)	Timing of budget in relation to flood recovery (materials/contractors) and contractors used to fill staff vacancies.
11	Depreciation and amortisation	\$444	Depreciation \$271k, Amortisation \$166k. Amortisation Right of Use Asset \$7k (new)	\$135	Landfill amortisation \$135k (timing only)
12	Bad and Doubtful Debt	\$0	No change	(\$5k)	Write off of fire prevention infringements \$4k and parking infringements \$1k
13	Other Expense	\$26k	Minor movement	(\$28k)	Minor movement
14	Finance Costs (Interest)	(\$7k)	Minor movement	\$0	No change
15	Net gain/(loss) on disposal of property, infrastructure, plant, and equipment	(\$201k)	Sale of assets reviewed and amended	\$1k	Minor movement

### **Balance Sheet (Statement B)**

The Balance Sheet is included Attachment 5.1.1.

The Commentary below refers to Column (1) forecast adjustment, being the movement in the Balance Sheet from the previously reported September Budget review to the current budget revision as at 31 December 2023.

#### **Assets**

The statement shows a \$767 thousand decrease in Current Assets being cash movement. This is explained in the Statement of Cash flows. Non-Current Assets are expected to reduce by \$83 thousand as a result of \$166 thousand intangible assets being written off, an increase in the capital works of \$53 thousand still to be completed and right of use assets being added of \$30 thousand.

#### **Liabilities**

The reduction in the revised budget of \$900 thousand relates to interest bearing loans and borrowings no longer being accounted for.

### Equity

As at 31 December 2023 the statements show an increased reduction of \$102 thousand in equity. This corresponds with the forecast adjustment in the income statement. These variances are explained in more detail by the commentary outlined in Statement A – Income Statement.

### **Cash Flow Statement (Statement C)**

This statement combines the cash related movements from the Income Statement and the Balance Sheet into one statement. This Statement shows how funds are generated and consumed. The revised budget projects that cash will decrease by \$767 thousand.

#### Cash from Operating Activities

The statement shows an increase of \$775 thousand mostly relating to the timing of income recognition of capital and operating grants, reduction in user fees, additional interest income offset by a decrease in payments to suppliers for materials and services (includes contractors) and a reduction in payments to employees (vacancies replaced with contractors).

#### Cash Flow from Investing Activities

The revised budget of \$524 thousand is an increase in cash due to \$319 thousand increased expenditure in capital works and \$206 thousand reduction in plant sales.

#### Cash flow from financing activities

No budget changes.

### **Non-Discretionary Cash and Council Reserves (Statement D)**

Included as part of this report is a statement of Council's Non-Discretionary Cash Flow requirements. This reconciliation lists all Council reserves together with funds held as Deposits or Trust, these are required to be refunded, and an allowance for the provision of employee entitlements. This latter provision being a nominal amount of 25% of Council's Annual Leave Liability and 25% of the current Long Service Leave Liability.

The September budget figure for total unallocated cash was \$10.5 million, the December revised budget figure is now \$7.8 million. This reduction mainly relates to the need to recognise Grant Commission funds received 100% in advance for 2024/25, as "restricted cash".

### **Councillor Expenses (GST Exclusive)**

As required in the adopted Councillor Expenses and Support Policy (July 2020), Council reports quarterly on Councillor related expenses. The following table lists Councillor expenses for the first quarter period ending 31 December 2023.

Table 2: Councillor Expenses for 3 months to 31 December 2023:

	<b>Allowances</b>	<b>Travel Expenses</b>	<b>Childcare Expenses</b>	<b>Information &amp; Communications Expenses</b>	<b>Conference &amp; Training Expenses</b>	<b>Other Expenses</b>
<b>Cr Gallagher</b>	\$ 21,054	\$ 3,024	\$ -	\$ 147	\$ -	\$ 478
<b>Cr Carpenter</b>	\$ 14,299	\$ -	\$ -	\$ 147	\$ -	\$ 478
<b>Cr Walsh</b>	\$ 15,237	\$ 936	\$ -	\$ 147	\$ -	\$ 468
<b>Cr Haslam</b>	\$ 8,678	\$ 1,047	\$ -	\$ 147	\$ -	\$ 468
<b>Cr Gerencser</b>	\$ 8,595	\$ 580	\$ -	\$ 147	\$ -	\$ 468
<b>Cr Lording</b>	\$ 8,595	\$ 1,190	\$ -	\$ 147	\$ -	\$ 498
<b>Cr McAulay</b>	\$ 8,595	\$ 1,771	\$ -	\$ 147	\$ -	\$ 468

### **Council Plan/Strategies/Policies**

This report supports the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategy to “ensure Council remains financially-sustainable through sound management, forward planning, innovative service delivery and asset consolidation as appropriate”.

### **Relevant Legislation**

Section 97 of the *Local Government Act 2020* requires that at the end of each quarter of the financial year, a quarterly budget report is presented to the Council at a Council meeting which is open to the public.

### **Financial Implications and Risk**

The financial governance of a Council is an important role for Councillors. The risk of poor financial management can have a significant impact upon the governance of the Council. The financial implications flowing from this quarterly financial review are outlined in this report.

### **Conflict of Interest**

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

### **Community and Stakeholder Consultation**

No external community or stakeholder consultation was required for this matter.

## **5.2 Priority Action Plan - Quarterly Report - September-December 2023**

Attachment(s):

Attachment 1 - Council Plan - Quarterly Report - September- December 2023-24 [5.2.1 - 40 pages]

Presenter	Integrity & Governance Coordinator, David Echeverry
Approved by	Director People & Corporate Performance, Michael Chesworth
Purpose	For noting

### **Executive Summary**

This report provides a summary of the progress from 1 October to 30 December 2023 (second quarter) in delivering Council’s *Priority Action Plan 2023/24* and *Council Plan 2021-2025*.

## **RECOMMENDATION**

**That Council note the Council Plan 2021-2025 Progress Report – 1 October to 30 December 2023 period as contained in Attachment 5.2.1.**

### **Background**

Council adopted its *Council Plan 2021-2025* at its 27 October 2021 Scheduled Meeting. The Council Plan is the result of collaboration between Council and the communities of Murrindindi Shire. The Council Plan outlines shared goals and aspirations for the future and provides concrete and achievable actions for Council to deliver.



Council also adopted the *Annual Priority Action Plan 2023/24* at the 24 May 2023 Scheduled Meeting, which outlines the actions that Council will pursue in the 2023/24 year to achieve the strategies and goals in the Council Plan.

### **Discussion**

The *Council Plan 2021-2025* is structured around five strategic themes:

- Resilient Communities
- Beautiful Townships and Rural Settings
- Growth and Opportunity
- Our Protected Environment
- Transparency, Inclusion and Accountability.

As at 31 December 2023, 93.4% of the 61 actions were reported to be progressing on track.

The attached progress report (Attachment 1 – 5.3.1) provides a summary of the activity undertaken in the second quarter of the *Priority Action Plan 2023/24* for each of the five themes. The following summarises some of the highlights from that report:

#### **Resilient Communities – 100% On Track**

- We supported 42 community projects to date via Council's Grants and Sponsorships Program valued at \$81,361
- Our Free From Violence project supported a range of activities including community education and school student engagement. We collaborated with Mitchell Shire Council to recognise the 16 Days of Activism via a walk against violence in Seymour attended by 130 people including 15 Councillors and Council staff.
- We have successfully implemented the first six months of the Reconciliation Action Plan (RAP) deliverables. Notable outcomes include policy reviews and cultural awareness training supporting cultural safety outcomes, and continuing building relationships with local Registered Aboriginal Parties through regular meetings.
- We have enhanced the Mobile Library Timetable to better address the needs of the community in providing access to services. More outreach programs, such as kindergarten visits, market visits, and programs for locations have also been implemented, and continue to grow.
- The Moving Murrindindi program supported 46 individual trips for senior citizens, people with a disability or financially disadvantaged members of our community with low-cost transport to access medical appointments, social outings or other transport hubs.

#### **Beautiful Townships and Rural Settings – 100% On Track**

- We are currently on schedule for our Capital Works Program with all large projects awarded and commenced or about to commence. All design work for the Eildon Reserves redevelopment is complete and construction works to commence in February 2024
- We commenced the Road Resheeting Program and the Rapid Road Maintenance Response Team is in operation with team members employed. The Road Resheeting program is due for completion in the coming weeks.
- A program for the replacement of street trees is currently underway, with a number of sites across Alexandra, Eildon, Marysville and Yea already completed. Works will continue post Summer months recommencing in late March - early April

#### **Growth and Opportunity – 100% On Track**

- We have completed the review of the Murrindindi Planning Scheme with broad consultation, with a report to consolidating the review considered at Council in late 2023 and sent to Planning Minister in 2023.
- We have secured State Government funding for the development of the Victorian Forestry Program to support the transition out of native forest harvesting, for Murrindindi titled 'Shaping

Murrindindi's Future'. Stage 1 has now been completed, with the Regional Context Analysis (RCA) being endorsed by Council in November 2023.

### **Our Protected Environment. – 93.33% On Track**

- We are planning a Circular Economy workshop targeting local businesses to be delivered in March 2024
- A Draft Kerbside Services Policy laying out the final format of the kerbside services is in preparation and will be advertised to the community in March 2024.
- We commenced Construction work on the new landfill cells in November 2023 and will be completed by June 2024. Works currently on-schedule.
- We have developed an educational package that includes an animation video and informative hard-copy materials, aimed at raising awareness and advocating for sustainable and healthy wastewater systems.

### **Transparency, Inclusion and Accountability – 82.35% On Track**

- We completed our Smart Forms project which is improving the overall customer experience by making it easier for our customers to interact with us, make online requests and provide information.
- We continued to participate in the collaborative project with all four Councils agreeing to proceed with implementation of a SharePoint solution for Information Management, and a new IT system for Building, Planning and Regulatory Services.
- We continued to focus on activities within the Gender Equity Plan and the Workforce Plan with incremental steps that support both initiatives. This included a review of the Position Descriptions for a number of entry level roles in the Parks and Gardens team with the lens of identifying career progression

Further details on the status and commentary for each individual action can be found in Attachment 1 - 5.3.1

### **Council Plan/Strategies/Policies**

This report supports the *Council Plan 2021-2025* Transparency, Inclusion and Accountability strategy to “maintain transparent, inclusive and accountable governance practices”.

The *Council Plan 2021-2025* is a key document for local community groups, residents, investors, and other levels of government who play a vital role in helping the Council to deliver on its commitments. It aims to achieve the aspirations set out in the Murrindindi 10-year Community Vision. It also sets out what Council expects to achieve over a four-year period and guides the allocation of resources accordingly.

The quarterly reports provide an update regarding how the annual priority actions are progressing.

### **Relevant Legislation**

The requirement for the Council Plan is detailed under section 90 of the *Local Government Act 2020*.

### **Financial Implications and Risk**

The *Council Plan 2021-2025* has been prepared to ensure the implications of Council's longer term financial and strategic risks are minimised as far as possible.

The Council Plan initiatives and priorities for services, infrastructure, and amenity identified in the Year 3 Priority Action Plan are funded in the 2023/24 Annual Budget.

### **Conflict of Interest**

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

## Community and Stakeholder Consultation

As part of the development of the *Council Plan 2021-2025* an extensive deliberative engagement process was undertaken to ensure that communities objectives are met.

### 5.3 Enterprise Risk Policy

Attachment(s):

1. Policy - Enterprise Risk Management [5.3.1 - 7 pages]
2. Policy Attachment 1 - Enterprise Risk Management - Risk Appetite [5.3.2 - 4 pages]

**Presenter:** David Echeverry, Coordinator Integrity & Governance

#### Executive Summary

The purpose of this report is to present the revised Enterprise Risk Management Policy and Risk Appetite Statement for adoption by Council.

The revised policy updates the level of appetite in the Financial, Legal and Environment categories from 'Low' to 'Medium' risk, recognising that the current appetite and tolerance level is too conservative and restrictive for Council to attain.

Furthermore, the revised policy contains an attachment to be updated as required, mapping out Council's current strategic and key operational risks against their relevant risk appetite. This process aims to demonstrate how Council manages its risks in line with the level of appetite.

#### RECOMMENDATION

**That Council adopt the revised Enterprise Risk Management Policy – Risk Appetite as contained in attachments 5.3.1 and 5.3.2.**

#### Background

Council adopted its Risk Management Policy and Framework on 25 May 2022. The review included the need to develop an overarching risk appetite statement in line with the current Victorian Government Risk Management Framework. This was developed and is supported by a risk tolerance framework that further defines the level of appetite and tolerance levels for each risk category.

Since the latest review, upon implementing the framework it has become apparent that in some areas the current appetite level is more conservative than Council can realistically manage or afford in practice. As such, a review was undertaken to better align the level of appetite and tolerance to Council's circumstances.

#### Discussion

The proposed Risk Appetite Statement (attachment 1) includes increasing the risk appetite from 'Low' to 'Medium' in the Financial, Legal and Environmental categories. This provides a more realistic approach to managing these risks with the resourcing and capacity Council can afford. The Audit and Risk Committee has supported the proposed approach.

In addition, the revised risk appetite statements have been included in the attachment to the policy (attachment 5.5.2) to show the relationship between each strategic risk and the relevant appetite and tolerance levels.

### **Council Plan/Strategies/Policies**

This report supports the Council Plan 2021-2025 Transparency, Inclusion and Accountability strategy to “maintain transparent, inclusive and accountable governance practices”.

### **Relevant Legislation**

The *Local Government Act 2020* has a general requirement that the Audit and Risk Committee will provide advice on financial management and broader aspects of the council’s operations, particularly where compliance issues and risks are involved.

### **Financial Implications and Risk**

This report directly relates to the management of risk by Council. There are no budgetary impacts associated with developing the Policy.

This Policy contribute to reducing Council’s liability across the organisation by ensuring that all staff understand, identify and mitigate risks within their business areas.

### **Conflict of Interest**

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

### **Community and Stakeholder Consultation**

No external community or stakeholder consultation was required for this matter.

## **5.4 Fraud and Corruption Control Policy**

Attachment(s):

1. Draft Fraud and Corruption Control Policy [5.4.1 - 10 pages]

**Presenter:** Coordinator Integrity & Governance, David Echeverry

### **Executive Summary**

This report seeks Council’s endorsement of the revised Fraud and Corruption Control Policy and System, which has been re-aligned to meet the current Australian Standard AS 8001:2021 Fraud and Corruption Control.

## **RECOMMENDATION**

**That Council adopt the Fraud and Corruption Control Policy as contained in attachment 5.4.1.**

### **Background**

In December 2020, Council’s Fraud and Corruption Policy and Framework was revised following the recommendations of the 2016 internal audit on fraud and corruption control.

Since the last policy review, the Australian Standard for Fraud and Corruption Control was updated, requiring organisations to modify their policies and procedures in order to remain compliant with the Standard.

The main change in the current Standard was a requirement to update the Fraud and Corruption Control Plan (which supports the policy implementation in practice), to a Fraud and Corruption Control System (the System).

The System builds from its predecessor to strengthen the relationships between the Fraud and Corruption Control Policy, its procedures and risk mitigation strategies to complete a full cycle throughout the Prevention, Detection and Response stages.

### **Discussion**

The Council's Fraud Control Policy has been reviewed to ensure it adheres to the latest Australian Standards in Fraud and Corruption Control, with minor changes made.

The review was undertaken by an external consultant with extensive public sector experience in financial operations, financial governance and risk and investment frameworks.

The revised policy enhances Council's maturity in the prevention, detection and response stages of Fraud and Corruption control by:

- establishing a clearer policy scope,
- updating definitions in line with Australian Standards AS8001:2021,
- adding Council commitment to fostering culture of integrity, improvement, and safe environment to raise concerns,
- adding Control Environment for Management Model for minimising the risk of fraud, corruption, and loss, including lines of defence and Fraud Plan,
- revising prevention measures to reflect AS8001:2021, and
- updating alignment with internal procedures and risk register for a wholistic approach.

All changes have been reviewed in collaboration with the Acting Manager Governance and Risk to ensure the proposed changes are:

- relevant to Murrindindi Shire Council's fraud risks
- achievable and,
- manageable in the short and long term.

The proposed changes to the policy have been reviewed and endorsed by the Audit and Risk Committee in September 2023

Once the policy is endorsed, Council will be fully compliant with the Australian Standard AS 8001:2021.

### **Council Plan/Strategies/Policies**

This report supports the Council Plan 2021-2025 Transparency, Inclusion and Accountability strategy to "maintain transparent, inclusive and accountable governance practices".

### **Relevant Legislation**

- *Local Government Act 2020.*
- *Public Interest Disclosures Act 2012.*
- *Independent Broad-Based Anti-Corruption Act 2011.*

### **Financial Implications and Risk**

Effectively managing fraud and corruption would significantly reduce the risk of litigation, breach of legislation, mismanagement of funds, loss of public confidence. It would make the organisation more attractive to work with as this builds a culture of integrity, transparency and accountability.

**Conflict of Interest**

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

**Community and Stakeholder Consultation**

No external community or stakeholder consultation was required for this matter.

**5.5 Audit and Risk Committee Confirmation of Minutes**

Attachment(s)	Audit Risk Committee Meeting - 7 December 2023 - Minutes [5.5.1 - 13 pages]
Presenter	Amanda Vogt, Manager Governance & Risk
Approved by	Director People & Corporate Performance
Purpose	For noting

**Executive Summary**

This report presents the minutes of the 7 December 2023 Audit and Risk Committee Meeting to Council for noting.

**RECOMMENDATION**

**That Council receive and note the minutes of the 7 December 2023 Audit and Risk Committee as enclosed in Attachment 5.5.1.**

## 6 REPORTS - ASSETS & ENVIRONMENT GROUP

### 6.1 Contract – Yea Pool Wet Deck Construction

Attachment(s):

1. CONFIDENTIAL REDACTED - CONT23/7 - Yea Pool Wet Deck Construction [6.1.1 - 6 pages]

**Presenter:** Interim Director Assets & Environment, Caroline Lintott

#### **Executive Summary**

This report provides the results of a tender process to appoint a contractor for CONT23/7 – Yea Swimming Pool Wet Deck Construction.

The scope of this project is to pressure test and repair pipework, cut and construct a new wet deck around the body of the main vessel, repairs to movement joints, painting of the pool vessel and all associated works.

Council recently conducted a public tender for these works which closed on the 19 April 2023 at 3pm. Only one submission was received at the close of tender. A detailed evaluation was undertaken in line with Council's Procurement Policy and against tender evaluation criteria by the Tender Evaluation Committee.

This report, and the confidential attachment, outlines the procurement and evaluation process undertaken to appoint a suitable contractor to complete the program of works within Contract CONT23/7 - Yea Swimming Pool Wet Deck Construction.

Based on the evaluation, the Committee recommended Tender 1 be awarded CONT23/7 Yea Swimming Pool Wet Deck Construction for a lump sum price of \$399,108 to complete the required works in accordance with the specification. The Tenderer has confirmed pricing will be honoured until June 2024.

#### **RECOMMENDATION**

**That Council:**

1. Award CONT23/7 – Yea Swimming Pool Wet Deck Construction to Tender 1 for a lump sum price of \$399,108;
2. Authorise the Chief Executive Officer to execute the required contract documentation;
3. Approve the allocation of \$10,000 as a contingency amount to be used in the delivery of this contract as detailed in this report; and
4. Release the name of the successful Tenderer into the Minutes of the Scheduled Meeting of 28 February 2024.

#### **Background**

The Yea Swimming Pool has experienced ongoing issues with water leaks, fibreglass cracking, flaking and expansion joint breakdowns in the main pool vessel. Repairs have been completed over the past 3 - 4 years.

Water has been weeping through the pool vessel over time and when the pool was emptied numerous failures were identified with water escaping and “fountaining” into the empty vessel.

There are also concerns identified with the existing pipework and how this is contributing to this issue. This work is to investigate and undertake repairs to address these issues.

### **Discussion**

The request for tender was advertised from 3 April 2023 in the following publications:

- The Age
- Tendersearch portal
- Council Facebook page

The tender for the works closed on 19 April 2023. One submission was received at the close of the tender.

### **Assessment Process**

In accordance with Council’s Procurement Policy a tender evaluation committee (Committee) was formed to evaluate the submissions. The members of the Committee comprised of:

- Coordinator Facilities (Chair)
- Recreation & Community Development Officer
- Coordinator Community Development

The Committee members first independently assessed the tender to determine if they conformed with the requirements.

Tenders were assessed against the following criteria:

- Price – 40%
- Capacity to deliver (Resources, equipment) – 15%
- Capability to deliver (OHS Systems) – 10%
- Understanding of the requirement - 15%
- Relevant experience – 10%
- Social/Sustainable Procurement – 10%.

A summary of the evaluation and individual scoring is included in the attached confidential report.

### **Council Plan/Strategies/Policies**

This report supports the *Council Plan 2021-2025 Resilient Communities* strategy to “deliver, support and promote opportunities for all people to connect with each other, collaborate and plan for the future”.

This report supports the *Council Plan 2021-2025 Resilient Communities* strategy to “provide and promote safe, passive and active recreational opportunities that will enhance the health, and wellbeing of residents and visitors”.

This report supports the *Council Plan 2021-2025 Beautiful Towns and Rural Settings* strategic objective “to provide fit-for-purpose infrastructure that meets current and future service demands and needs for our community”.

### **Relevant Legislation**

The procurement process for these works was carried out in accordance with Council’s Procurement Policy and section 186 of the Local Government Act 2020.

### **Financial Implications and Risk**

These works are grant funded under the Local Roads and Community Infrastructure (LRCI) Round 3.



The total funding for this work is \$300,000.

The original budget allocation was calculated using costings provided during the Aquatics Audit. Since this audit was completed, it was identified that additional funding was required for this project.

A further \$100,000 has been reallocated from projects funded by the LRCI grant funding where projects were not proceeding or had achieved savings within the aquatics allocation. The total approved combined budget for the Yea Swimming Pool Wet Deck construction is \$400,000.

<b>Funding Source</b>	<b>Amount</b>
Grant Funding (LRCI Round 3) – Yea Swimming Pool Wet Deck Construction	\$300,000
Grant Funding (LRCI Round 3) reallocation from other projects (as above)	\$100,000
<b>Total Budget</b>	<b>\$400,000</b>

The total overall project cost is summarised below:

<b>Description</b>	<b>Cost</b>
Tender Price Yea Swimming Pool Wet Deck Construction	\$399,108
Contingencies	\$ 10,000
<b>Total Project Cost</b>	<b>\$409,108</b>

An allowance of \$10,000 for contingencies is proposed to cover any latent conditions that may be experienced. This will be assessed progressively during the works.

<b>Project</b>	<b>Available Budget</b>	<b>Total Project Cost</b>	<b>Variance (Incl. GST)</b>
Yea Swimming Pool Wet Deck Construction	\$400,000	\$409,108	- \$9,108

There is a negative variance noted of \$9108. If required, this will be funded from the swimming pool's operational budget.

This submission was checked against prices for recent works at Eildon and Marysville swimming pools and is deemed value for money.

### **Conflict of Interest**

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

### **Community and Stakeholder Consultation**

No external community or stakeholder consultation was required for this matter.

Consultation was undertaken with Council's Aquatics Team and other relevant internal stakeholders.

## 6.2 Capital Works Program Mid-Year Report – 30 December 2024

Presenter – Manager Sustainability & Assets, Peter Bain

Attachment(s):

Attachment 1 - Capital Works - Mid- Year Report - December 2023 - Program Financials [6.2.1 - 10 pages]

Attachment 2 - Capital Works - Mid- Year Report - December 2023 - Program Comments [6.2.2 - 10 pages]

Attachment 3 - Capital Works – Mid- Year Report - December 2023 – Proposed Funding Adjustments [6.2.3 - 3 pages]

### Executive Summary

This is a mid-year progress report of the capital works program (CWP) for the 2023/24 financial year. The period of reporting is from 1 July 2023 to the end of December 2023. The CWP is comprised of those projects endorsed by Council as part of the 2023/24 budget, projects identified for carry forward from the 2022/23 program and any approved projects that have received grant funding during the financial year.

### RECOMMENDATION

**That Council:**

- 1. Note the mid-year report for the quarter ending 31 December 2023 on the status of the delivery of the Capital Works Program.**
- 2. Approve the funding adjustments and carry forward amounts as presented in Attachment 3.**
- 3. Approve the additional project for the installation of a Shade Structure for the Eildon Pondage stage for a budget of \$95,000 and the inclusion of this asset as part of Council’s asset register, subject to:**
  - Funding of \$55,000 from Eildon Events Incorporated;**
  - A maximum Council contribution of \$40,000 (inc. GST) from the Open Space Reserve which will be replenished once the sale of land in Eildon is realised.**

### Background

The program has now reached the mid-year review of the 2023/24 CWP with projects scoping mostly finalised, out to tender, or underway. Some major projects have been awarded and multiple projects are under construction. Total number of projects currently in the list for delivery is 126.

### Discussion

A general overview of the Capital Works Program delivery status:

Most projects are currently on track (Green) and are expected to be completed by 30 June 2024. The other traffic light indicators presented in the attached reports are on hold (Blue), possible carry forward (Yellow), expected carry forward (Red), delayed (Orange) and complete (Black). Although construction of some of the projects have been completed, the project is not marked complete until an asset handover has been undertaken.

	Complete
	On Track
	On Hold
	Possible Carry Forward
	Expected Carry Forward
	Delayed

### **A general overview of the Capital Work Program financial position:**

Current revised budget is \$22,040,005.  
 Current Anticipated Capital works spend: \$21,188,968 (Estimate)  
 Total Actuals & Committed: \$14,044,272  
 Actual Expenditure is \$4,968,205  
 Anticipated Carry Forward is \$851,037

As of 31 December 2023, the current predicted savings and demand is balanced across the program.

#### Attachment 1 - Capital Works – Mid-Year Report - December 2023 – Program Financials

Attachment 1 provides a detailed financial position of the Capital Works Program including minor adjustments proposed for some projects. Overall, the program is being delivered within the program budget.

The program report currently shows an overspend of \$862,833 however this is due to multi-year projects that require ledger adjustment.

#### Proposed funding adjustments – Mid Year 2023/24

See Attachment 3 for a list of adjustments.

#### Proposed Carry Forwards – Mid Year 2023/24

The estimated Carry Forward is \$851,037 which will be adjusted later in the financial year. The carry forward amount is comprised of Snobs Creek Road – Widening of \$768,976 and Marysville Caravan Park - new swimming pool of \$82,061. Both projects are currently on hold due to a major landslip on Snobs Creek Road subject to flood recovery works and cultural heritage concerns, respectively.

### **New projects to be included in the Capital Works Program:**

#### Shade Structure for the Stage in Eildon Pondage

A new project to construct a shade structure over the stage at Eildon Pondage has been proposed by Eildon Events Inc. Total estimated project cost is \$95,000 (inc. GST) including project management (\$7,000). A request for Council to contribute to the shortfall in funding for this structure has been requested by Eildon Events Inc. If approved, it is proposed to provide a maximum of \$40,000 from the Open Space Reserve (from the future sale of land in Eildon) subject to the rest of the project budget being provided by Eildon Events Inc. It should also be noted that this structure would need to be accepted as an inclusion to Council's asset portfolio and would also result in lifecycle costs to Council. These costs include vandalism and graffiti maintenance, shade structure compulsory inspections, wear and tear and renewal/replacement costs. Approximate costs are as follows:

Yearly maintenance - \$500 increased at CPI each year.  
Shade element renewal (25 years) - \$60,000  
Renewal of structure (60 years) - \$150,000

#### Marysville Settlers Reserve Path Solar Lights installation (Caravan Park/Shopping Centre Park)

There are couple of stoneworks in Marysville Settlers Reserve Path between Murchison Street and James Roche Footbridge in Marysville. Rotary District has requested to install solar lights in the path due to the safety concerns and has offered a partial contribution of \$6,000. Total Estimated cost is \$28,000 and this could be funded from savings identified in LRCI 2 and LRCI 3 program existing lighting project. It is recommended by officers on safety grounds. Decision is sought from Council to include this project in the current program.

#### **Review of Level 1 Projects**

##### Eildon Reserve Redevelopment, Eildon – \$6.2M

Materials for the flying fox and swings have arrived and works are now commencing on the splash park development. An initial site meeting was held on 8 February 2024 and the contractor has been mobilised.

The skate park final design has been confirmed with the contractor and works are anticipated to commence in late February and be completed by end of May 2024.

##### Alexandra Landfill - Western Valley Cell Construction, Alexandra - \$3.8m (\$2.8M + \$1M 24/25)

Work has commenced and is progressing well. A second blast was undertaken in on 7 February 2024. As a result, the over burden rock has been tested for suitability on the cell base and has been found suitable and now removes the need to buy in crushed rock. We are currently looking into the suitability of the excess material being used for other Council projects.

This project may be completed within this financial year ahead of schedule and adjustments are shown in Attachment 3.

##### Kinglake Memorial Reserve Oval Upgrade - Investigation and Design – (\$85k)

A consultant has been appointed and a feature survey was undertaken on 8 February 2024. The RFQ process was competitive, and any underspends can be carried forward to next year's construction budget.

##### Great Victorian Rail Trail - renewal & markers – (\$72k)

Emergency markers have been installed but cannot be finalised with 000 emergency services due to delays from receiving appropriate information from emergency services. There will be a need to have temporary signage in case of accident including GPS coordinates. An underspend has been identified.

##### Yea Swimming Pool, Yea – Liner Renewal (LRCI 3) – \$400k

Further investigation of the leaking issue has led to the pool not requiring a liner, however the plumbing pipework has been found to be the main issue. All pipework will be pressure tested, any repairs made, shell will be painted, and a wet deck will be constructed to resolve these issues. As a result, these works have been scoped and tendered.

The tender evaluation and report to Council are being finalised. The report will be submitted to Council at the February Council meeting. Construction works cannot commence until the pool closure in March (after the summer season).

#### Sealed Roads - Renewal & Major Patching - \$570k (2023/24)

Work is progressing well. Additional funds have been allocated as part of mid-year review due to patching areas increasing from the original scope. These works are anticipated to be completed in February 2024.

#### Skyline Road – Upgrade & Sealing, Eildon – \$605k

This project is being finalised and audited. Functional design has been approved and detailed layout design is being finalised to complete this project in line with the funding agreement.

#### Wilhelmina Falls Road Sealing, Murrindindi – \$712k

Final design has now been completed and an internal review of this design is underway prior to the construction drawings being finalised.

#### Castella Road Sealing, Murrindindi – \$10k (2023/24) & \$475k (2024/25 LRCI4)

Final design is now completed, and the construction drawings are currently being finalised.

#### Nature Strip - In-fill Tree Planting - Shire wide - \$120k

The in-fill tree planting project is \$120,000.00. Council's arborist has identified the locations and plants are currently being secured.

#### Gravel Roads Resheeting - \$1.83M (2023/24)

Work commenced prior to Christmas and is progressing well. It is anticipated that all works will be completed by end March 2024.

#### Sealed Roads – Reseals - \$960k (2023/24)

Tender for the 23/24 program was awarded at Council's November meeting and contract works will commence in March 2024.

#### Electric Vehicle Charging Infrastructure – Perkins Street, Alexandra – LRCI 3 - \$70k

Two EVup Auriga - 22KW Dual Smart Chargers (four charging ports total) have been installed in the Council carpark at Perkins Street, Alexandra and are currently awaiting activation. The chargers are activated by a phone app.

As there will be some savings a similar charger can be installed at Operations Centre.

#### Flood Recovery Program - Shire Wide

The road-based packages to be undertaken under the Immediate Work DRFA (Disaster Recovery Funding Arrangements) category were due for completion by 31 December 2023, unless extended due to extenuating circumstances which have been pre-approved. Note that due to the substantial rainfall experience in late 2023, that some works were not able to be completed, primarily bridge works.

The treatments required for these works were mainly re-sheet /spot re-sheet and patching.

Detail cost estimates and proposed designs for 6 bridges (including Breakaway Bridge) are being developed for DRFA approval by April 2024 (under REPA phase of program).

The flood damage from January 2024 is still being assessed however a large number of emergency works have already been completed.

Status as outlined below:

	Site / Project	Status	Status as of 6 February 2024	Fund program
Major works	Breakaway Bridge bank stabilisation works	Works approved	100% completed	Immediate works
Major works	Molesworth Dropmore Rd Culvert	RFQ Advertised	Evaluation is underway	REPA
Package 1	1. Whanregarwen Road	RFQ awarded. Works have commenced. Major culvert to be relined rather than replaced at Ch 8.50 in late January. Works approved as REPA	90% completed	Immediate works
	2. Molesworth-Dropmore Road	RFQ awarded	100% completed.	
	3. Ghin Ghin Road	RFQ awarded	100% completed.	
Package 2	4. Kanumbra	RFQ awarded	100% completed.	Immediate works
	5. Strath Creek	RFQ not awarded. REPA application prepared Being checked against January 2024 floods		REPA
	6. Highlands	RFQ awarded	100% completed.	Immediate works
PACKAGE 3	7. Killingworth	RFQ awarded	100% completed.	Immediate works
	8. Ghin Ghin	RFQ awarded	100% completed.	
	9. Caveat	(Included with Kanumbra works)	100% completed.	
PACKAGE 4	10. Eildon	RFQ awarded	100% completed.	Immediate works
	11. Murrindindi/ Limestone	RFQ awarded /	100% completed.	
PACKAGE 5	12. Kinglake Glenburn	RFQ awarded	100% completed.	Immediate works
	13 Castella	RFQ awarded	100% completed.	
	14. Toolangi	RFQ awarded	100% completed.	

	Site / Project	Status	Status as of 6 February 2024	Fund program
	15. Castella Rd Castella	Urgent works approved -Completed	100% Complete	

#### Works planning and implementation

Site/Project - Landslip Assessment		Status
Landslip Assessment	Snobs creek Rd	Order issued for further investigation, survey and design
RFQ	Minor sites: <ul style="list-style-type: none"> <li>➤ Fairview Road, Kerrisdale</li> <li>➤ Skyline Road, Eildon</li> <li>➤ Jerusalem Creek Road, Eildon</li> <li>➤ Ghin Ghin Road, Ghin Ghin</li> <li>➤ Highlands Road, Highlands</li> <li>➤ Ti Tree Road, Yea</li> </ul>	Preferred treatment reviewed and RFQ to be advertised mid February

#### Bridge and Major Culvert Review

Site/Project - Bridge and Major Culvert Review		Status
RFQ	Murrindindi/ Limestone - Murrindindi Road - Asset ID PRR0559 Murrindindi Road O'Connor's - Flat 1 Bridge Asset ID BRIDGE000028 Murrindindi Road O'Connor's Bridge Asset ID BRIDGE000026 Cummins Rd Asset ID Pulford's Bridge BRIDGE000022 Murrindindi Road O'Connor's - Flat 2 Bridge Asset ID BRIDGE000027	RFQ to be advertised mid-February
RFQ	Limestone Road / Limestone Bridge Asset ID BRIDGE000016 Stream Name -Limestone Creek	RFQ to be advertised mid-February
RFQ	Ghin Ghin Road Ghin Ghin Bridge (3) BRIDGE000004 Ghin Ghin Bridge (2) BRIDGE000006	RFQ to be advertised mid-February
RFQ	South Cathedral Lane Buxton South Cathedral Lane Buxton BRIDGE000240 Walls Rd Bridge	RFQ to be advertised mid-February
RFQ	Falls Rd Culvert No 1 BRIDGE000227 Falls Rd Culvert No 2 BRIDGE000228 Allandale Road Strath Creek - Philbey's Bridge BRIDGE000311 Falls Road road works	RFQ to be advertised mid-February
RFQ	Higgins Road Bridge. (Vic Roads 61 H4) KILLINGWORTH BRIDGE000053	RFQ to be advertised mid-February
RFQ	Fairview Road Kerrisdale - Raytons Bridge BRIDGE000046 King Parrot Creek Road Strath Creek Richards Bridge BRIDGE000079	RFQ to be advertised mid-February

Site/Project - Bridge and Major Culvert Review		Status
	Nash's Road Murrindindi - Nashs Road Bridge Asset ID BRIDGE000029 Stream Name -YEA RIVER	Significant damage incurred and being reassessed – 2024 Floods AGRN
	Macklins Road Limestone - Macklins Road Culvert CH950m BRIDGE000215	Culvert not operating / functional identified for reconstruction under capital works.
Minor Culvert works RFQ 1,2,3	84 Locations identified that suffered impact damage / erosion / debris removal, siltation or requiring Batter protection	RFQ to be advertised mid-February

#### Breakaway Bridge Restitution work

- Consultants reviewing damage reports and options for the reinstatement of a bridge.

#### Council Plan/Strategies/Policies

This report supports the *Council Plan 2021-2025 Beautiful Towns and Rural Settings* strategic objective “to provide fit-for-purpose infrastructure that meets current and future service demands and needs for our community”.

This report supports the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategy to “ensure Council remains financially-sustainable through sound management, forward planning, innovative service delivery and asset consolidation as appropriate”.

This report supports the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategy to “maintain transparent, inclusive and accountable governance practices”.

#### Relevant Legislation

*Local Government Act 2020.*

#### Financial Implications and Risk

The financial implications related to this report is detailed above.

#### Conflict of Interest

There were no conflicts of interest declared by Council officers in relation to the matters contained in this report.

#### Community and Stakeholder Consultation

No external community or stakeholder consultation was required for this matter.



- 7 COUNCILLOR AND CEO REPORTS**
- 7.1 Notices of Motions**
- 7.2 Cr Ilona Gerencser**
- 7.3 Cr Eric Lording**
- 7.4 Cr Sandice McAulay**
- 7.5 Cr Karine Haslam**
- 7.6 Cr John Walsh**
- 7.7 Cr Sue Carpenter**
- 7.8 Cr Damien Gallagher - Mayoral Report**
- 7.9 Chief Executive Officer Report**

## 8 RECORD OF COUNCIL BRIEFING SESSIONS

### Purpose

For noting.

### Executive Summary

This report presents the records of Council Briefing Sessions for 24 January 2024 to 21 February 2024, for Council to note. Please note that Council Briefing Session scheduled for 14 February 2024 was cancelled due to technical difficulties caused by the February storm event.

### RECOMMENDATION

**That Council receive and note the records of Council Briefing Sessions for 24 January 2024 to 21 February 2024.**

### Background

The Governance Rules adopted by Council at its 24 August 2022 meeting sets the order of business for scheduled meetings. As part of section 7.2.1 “Record of Council Briefing Sessions” is listed as to be included in the order of business.

### Discussion

The purpose of keeping a record of Council Briefing Sessions is so that the content of the Briefing Session, the attendance and any declared conflicts of interest are recorded in a formal document. Council is making every effort to ensure that it is transparent in the content of Briefing Sessions and any conflicts of interest, therefore the formal record is presented for noting as part of the Scheduled Meeting Agenda.

The following summary details are for 24 January 2024 to 21 February 2024.

Meeting Name/Type	Briefing Session
Meeting Date:	24 January 2024
Matters Discussed:	<ul style="list-style-type: none"> <li>• Rating Strategy Review</li> <li>• Floodplain Grazing Productivity Research Project</li> <li>• Capital Works Program Review – December 2023</li> </ul>
Councillor Attendees:	Cr J Walsh, Cr K Haslam, Cr S Carpenter, Cr D Gallagher, Cr S McAulay, Cr E Lording
Council Officer Attendees	L Bonazzi, M Chesworth, C Lintott, A Paxton, C Nickels-Beattie, D Rodgers, D Liyange, P Bain
Conflict of Interest Disclosures:	Nil

Meeting Name/Type	Briefing Session
Meeting Date:	7 February 2024
Matters Discussed:	<ul style="list-style-type: none"> <li>• Defined Benefits Scheme Briefing</li> <li>• Alpine Resorts Victoria – Strategic Plans</li> <li>• National Volunteer Week Appreciation Event</li> <li>• Preliminary Draft of Priority Action Plan 2024/25</li> <li>• Draft Fair Access Policy</li> <li>• CONT23/7 – Yea Pool Wet Deck Construction</li> <li>• Grant Funding Opportunities for the Year</li> </ul>
Councillor Attendees:	Cr J Walsh, Cr K Haslam, Cr S Carpenter, Cr D Gallagher, Cr S McAulay, Cr E Lording
Council Officer Attendees	L, M Chesworth, C Lintott, A Paxton, S Coller, D Echeverry, B Gill, M Spinks, C Hamill, S Russell
Conflict of Interest Disclosures: Nil	

Meeting Name/Type	Briefing Session
Meeting Date:	21 February 2024
Matters Discussed:	<ul style="list-style-type: none"> <li>• Council Website Re-design project - discussion on initial recommendations and community engagement</li> <li>• Draft 2024/25 Capital Works list</li> <li>• Draft 2024/25 Financial Position &amp; New Initiatives</li> <li>• Early Years Planning Project Update</li> <li>• Draft Naming Roads and Places Policy</li> <li>• Key Regional Worker Accommodation Fund</li> </ul>
Councillor Attendees:	Cr J Walsh, Cr K Haslam, Cr S Carpenter, Cr D Gallagher, Cr E Lording
Council Officer Attendees	L Bonazzi, M Chesworth, C Lintott, A Paxton, D Liyange, P Bain, B Harnwell, C Hamill, S Coller, R Kane, Cullen, M Rae-Goodings, D Echeverry (virtual)
Conflict of Interest Disclosures: Nil	

### Council Plan/Strategies/Policies

This matter is consistent with the *Council Plan 2021-2025 Transparency, Inclusion and Accountability* strategy to “maintain transparent, inclusive and accountable governance practices”.

### Relevant Legislation

This report supports the *Local Government Act 2020* overarching governance principles, in particular “the transparency of Council decisions, actions and information is to be ensured”.

### Financial Implications and Risk

There are no financial or risk implications.

### Conflict of Interest

Any conflicts of interest are noted in the records of Council Briefing Sessions tables listed above.