



MINUTES OF THE HINDMARSH SHIRE AUDIT & RISK COMMITTEE HELD VIA MICROSOFT TEAMS, ON WEDNESDAY 15 JUNE 2022, COMMENCING AT 11:00AM

PRESENT:

Mr B Young (Chairperson), Mr D Welsh (Member), Mr A Roberts (Member), Cr D Nelson (Councillor Delegate), Cr M Albrecht (Councillor Delegate), Mr G Wood (Chief Executive Officer), Ms M Revell (Director Corporate & Community Services), Ms H Boyd (Manager Finance & Customer Services), Ms P Croot (Manager Governance & Human Services), Mr P Harrison (Internal Auditor), Mr M Thompson (External Auditor) items 1 to 10, Ms A Veitch (HR & Safety Officer) items 14 to 15.

1. Welcome and Acknowledgement of the Indigenous Community

Welcome and acknowledgement of the indigenous community by the Chairperson.

We acknowledge that this meeting is being held on the lands of the Wotjobaluk, Jaadwa, Jadawadjali, Wergaia and Jupagalk Nations and we acknowledge them as Traditional Owners of Country.

We recognise the important ongoing role that Indigenous people have in our community and pay our respects to their Elders, past, present and emerging.

2. Apologies

Ms K Teasdale (Internal Auditor), Ms K Thiele (Member),

3. Declaration of Interests

Committee Members to declare any known interests in relation to any item published on the agenda for this meeting, either:

- Material; or
- General.

Declaration of material or general interest must also be advised by Committee Members at the commencement of discussion of the specific item.

4. Internal & External Auditor Assurance

Assurance from the internal and external auditors that there have been no obstructions to work undertaken.

Nil obstructions noted.

5. Confirmation of Minutes of Previous Meeting

MOVED: D NELSON / D WELSH

That the Minutes of the Audit & Risk Committee meeting held on Wednesday 9 March 2022 via Microsoft Teams, as circulated to members be taken as read and confirmed.

Refer attachment 5.1

10. VAGO Audit Update

Responsible Officer: Director Corporate & Community Services
Attachment Number:

Verbal report to be given during the meeting by Mr Martin Thompson, Crowe, on the 2021/2022 VAGO interim audit.

MOVED: M ALBRECHT / D WELSH

That the Audit & Risk Committee receives the verbal audit update.

6. Draft 2022/2023 Budget (incorporating the Draft Long Term Financial Plan and Revised Revenue and Rating Plan)

Responsible Officer: Manager Finance & Customer Services
Attachment Number: 6.1 Draft 2022/2023 Budget

Introduction:

This report presents the draft 2022/2023 Annual Budget incorporating the draft Long Term Financial Plan and the revised Revenue and Rating Plan in accordance with the *Local Government Act 2020*.

Discussion:

Council is required under Section 94 of the *Local Government Act 2020* to prepare a budget for each financial year and the subsequent 3 financial years by:

- a) 30 June each year; or
- b) Any other date fixed by the Minister by notice published in the Government Gazette.

The draft budget has been prepared in accordance with relevant statutory requirements, including the *Local Government Act 2020 (the Act)* and *Local Government (Planning and Reporting) Regulations 2014*.

A requirement of the *Local Government Act 2020* is that all Victorian Local Governments are required to adopt a Revenue and Rating Plan by 30 June 2021. The draft Revenue and Rating Plan was developed and adopted on 23 June 2021 and has been revised as part of the draft Budget 2022/2023.

The Revenue and Rating Plan was developed to retain the current differentials for farm and commercial/industrial properties (10 percent discount), recreational properties (50 percent discount) and non-farm vacant land (100 percent penalty). When revising the plan consideration was given on the capacity for each class of ratepayer to pay rates and benchmarking against similar councils was undertaken.

The 2022/23 draft budget has been developed to balance the retention of existing community service levels, maintenance and renewal of assets, as well as new initiatives to improve amenity and make Hindmarsh a better place to live. It replicates the format of the four Key Results Areas used in the 2021-2025 Council Plan, namely;

- Our Community;
- Built and Natural Environment;
- Competitive and Innovative Economy ; and
- Good Governance and Financial Sustainability.

The budget has been prepared based on available information to inform forecasts and assumptions. At the time of preparation the Victorian State Government 2022/2023 budget had not been released.

Rates and Charges:

The rates and charges calculated for 2022/23 are based on revaluation figures as at 1 January 2022. The revised Revenue and Rating Plan includes differentials for farms and commercial/industrial properties (10 percent discount), recreational properties (50 percent discount), and non-farm vacant land (100 percent penalty).

The Victorian State government rate cap increase for 2022/2023 has been set at 1.75%. The cap, in line with the Essential Services Commission (ESC) calculation method, applies the increase to the average rates payable per assessment.

The total amount to be raised by general rates and charges in 2022/2023 is \$9.434m which is an increase of \$0.2m from 2021/2022.

Capital Works:

The draft 2022/2023 budget includes capital works expenditure of \$8.997m. A number of larger grant funded projects are budget to be completed during 2022/2023 including.

Key Initiatives

The proposed key initiatives for the 2022/2023 financial year are outlined below. Further details are included in the relevant sections of the budget document.

Community Infrastructure

- Funding obtained through the Local Roads and Community Infrastructure Round 3 will enable Council to undertake works on Community Infrastructure including:
 - Rainbow Enduro Infrastructure Upgrades;
 - Dimboola Visitor Node carpark and laneway sealing;
 - Jeparit Swimming Hole Deck and Retaining Wall;
 - Swimming Pool Upgrade package to include
 - Installation of solar heating at Nhill Swimming Pool; and
 - New vacuum and Mobility Hoist at Dimboola Swimming Pool

Tourism Development

- \$700,000 for Silo Art (total project \$2.1M)
- \$45,000 for building maintenance on the Yurunga Homestead and Pioneer Museum
- \$20,000 on tourism signage

Economic Development

- \$30,000 for Business Assistance Grants. The Business Assistance Grants Program (BAGP) aims to support local businesses expanding their operations or new businesses, large and small, to establish in the Shire. It will provide assistance to offset costs associated with expanding or establishing a business in Hindmarsh Shire.

Empowered Communities

- \$7,500 to each of the Shire's four Town Committees. This funding can be used as seed funding for grants that will fund works important to the community in each town. In its fifth year, this funding has enabled some fantastic projects in our towns since its inception.
- \$20,000 to its Community Action Grants which will enable community groups to apply for funding for events, minor facility upgrades, small equipment and community assistance.
- \$27,000 for Community Events which includes \$12,000 towards the Rainbow Desert Enduro.

Infrastructure

- Reseals and Final Seals: Council will undertake reseal and final seal projects totalling \$571,902 in 2022/23. These include: Moulder St Dimboola, Goldsworthy St Nhill, Riverside St Jeparit, Church St Dimboola, Thomas St Nhill, Johnson St Nhill, Wimmera St Dimboola, Ellerman St Dimboola, Wimmera St Jeparit, Turner St Nhill, Reserve Road Rainbow, Kinimakatka Road Nhill, Hardings Road Nhill, Dimboola Minyip Road Dimboola, Mt Elgin Rd Nhill, Lorquon Road Nhill and Pullut West Road Rainbow.
- Sealed Road Construction: Council will undertake sealed road construction projects totalling \$513,046 in 2022/23. These include: Mt Elgin Road Nhill and Woorak Ni Ni Lorquon Road Nhill.
- Road Resheet Projects: Council will undertake 9 resheet projects during 2022/23 totalling \$228,313. These include Kurnbrunin Road Rainbow, Propodollah Netherby Road Nhill, Tarranyurk East Road Jeparit, Tarranyurk West Road Jeparit, Dahlenburg Road Nhill, Eldorado Road Nhill and Laverty Road Nhill.

- Footpaths: Footpath projects totalling \$163,296 will be undertaken during 2022/232. These include: Church St Nhill, High St and Ellerman St Dimboola, Roy St Jeparit and Taverner St Rainbow.

The draft 2022/2023 budget incorporating the revised Rating and Revenue Plan and the draft Long Term Financial Plan was presented to Council on Wednesday 1 June 2022. Under Council's Community Engagement Policy the draft budget, revised Revenue and Rating Plan and draft Long Term Financial Plan was made available for public inspection and the receiving of submissions for the period Monday 6 June to Friday 24 June 2022. Council will be advised of any submissions received at the 29 June 2022 Council meeting.

The draft 2022/2023 budget incorporating the revised Revenue and Rating Plan and draft Long Term Financial Plan was also available for public inspection at Council's Customer Service Centres or online on Council's website.

Link to Council Plan:

The 2022/2023 Budget provides the funding for Council to undertake its initiatives and activities proposed in the Council Plan's four key result areas. Each program in the Budget contains a statement about how the program will contribute to the initiatives and strategies detailed in the Council Plan 2021-2025.

Financial Implications:

The 2022/2023 Budget is consistent with the parameters set out in Councils' ten-year financial plan.

Risk Management Implications:

The preparation of the Budget is a statutory requirement.

Conflict of Interest:

Under section 130(2) of the Local Government Act 2020 officers providing advice to Council must disclose any interests, including the type of interest.

Author: Heather Boyd, Manager Finance and Customer Services.

In providing this advice as the Author of this report I have no interests to disclose.

Officer Responsible: Monica Revell, Director Corporate and Customer Services.

In providing this advice as the Officer Responsible of this report I have no interests to disclose.

MOVED: M ALBRECHT / D WELSH

That the Audit & Risk Committee

- 1. receives the draft 2022/2023 budget incorporating the revised Revenue and Rating Plan as well as the draft Long Term Financial Plan.***
- 2. notes the increasing costs for services and that the budget is based on the best available information available at the time of preparation.***

Refer attachment 6.1

7. Council Plan 2022/2023 Action Plan

Responsible Officer: Director Corporate & Community Services
Attachment Number: 7.1 Council Plan 2022/2023 Action Plan

Introduction:

This report presents the Council Plan 2021-2025 and Health and Wellbeing Plan 2021-2025 draft Action Plan 2022/2023.

Discussion:

The Council Plan 2021-2025, incorporating the Health and Wellbeing Plan, and Community Vision 2040 was adopted on Wednesday 22 September 2021.

In developing the Plan it was intended to be a living document that will be reviewed and updated annually. The plan contains annual actions, allowing Council to adapt to our changing environment and inform the budget for each financial year.

The development of the 2022/2023 Action Plan was informed through community consultation in the initial development of the plan along with consultation sessions held during March 2022.

The action plan continues to work towards the vision: Working together to be a connected, inclusive and prosperous community.

This vision will be achieved through values with transparent and accountable actions and decisions, inclusion and collaboration with residents, showing respect and integrity to all; and being proactive and responsible encouraging innovation.

Actions for 2022/2023 are set against four key themes:

- Our Community
- Built and Natural Environment
- Competitive and Innovative Economy
- Governance and Financial Sustainability.

The Health and Wellbeing Actions 2022/2023 focus on five key areas:

- Healthy Eating
- Active Living
- Social Connectivity
- Improving Mental Health
- Preventing all forms of violence and injury.

The draft Action Plan has been made available to allow for submissions for the period Thursday 2 June 2022 to Friday 24 June 2022. Submissions will be considered at the Council meeting held on Wednesday 29 June 2022.

Link to Council Plan:

The Council Plan is the overarching plan that sets the strategic objectives for Council over the four-year term and provides initiatives and activities under the four key themes.

Conflict of Interest:

Under section 130(2) of the Local Government Act 2020, officers providing advice to Council must disclose any conflict of interest, including the type of interest.

Author & Officer Responsible – Monica Revell, Director Corporate & Community Services

In providing this advice as the Author & Officer Responsible, I have no disclosable interests in this report.

MOVED: D WELSH / A ROBERTS

That the Audit and Risk Committee receives the draft Council Plan 2022/2023 Action Plan and receives Council Plan updates at future meetings.

Refer attachment 7.1

8. Audit & Risk Committee Performance

Responsible Officer: Director Corporate & Community Services
Attachment Number: 8.1 Audit and Risk Committee Self-Assessment

Introduction:

The purpose of this report for the members of the Audit and Risk Committee to undertake a Self-assessment.

Discussion:

Under the section 54 of the *Local Government Act 2020* the Audit and Risk Committee must undertake an annual assessment of their performance with the assessment to be tabled at the next meeting of Council.

The self-assessment provides guidance to the Council on the effectiveness of the committee and ensures that the Committee members have the necessary experience to enable the committee to make informed recommendations to the Council. The document also informs the management of any changes that need to be made to reports tabled to the Committee to ensure they are able to make informed recommendations.

Included in the assessment whether the committee has reviewed the internal audit plan and actions taken to address issues identified in the audits of Council.

Link to Council Plan:

Strategic Objective 4.6: An organisation that takes its risk management responsibilities seriously and embeds a culture of risk management throughout the organisation.

Financial Implications:

This decision has no financial implications.

Risk Management Implications:

Section 54 Audit and Risk Committee Charter

(4) An Audit and Risk Committee must—

- (a) undertake an annual assessment of its performance against the Audit and Risk Committee Charter;

Conflict of Interest:

Under section 130(2) of the *Local Government Act 2020*, officers providing advice to Council must disclose any interests, including the type of interest.

Author & Officer Responsible: Monica Revell, Director Corporate & Community Services

In providing this advice as the Author & Officer Responsible, I have no interests to disclose.

MOVED: A ROBERTS / D NELSON

That the Audit and Risk Committee note the requirement to undertake the annual Self-Assessment of the Committee and receives the responses.

Refer attachment 8.1

9. Internal Audit Update

Responsible Officer: Director Corporate & Community Services

Attachment Number: 9.1 Internal Audit Findings Action List

9.2 Internal Audit Status Report

9.3 Internal Audit Update Report

Verbal report to be given during the meeting by RSD Audit on the recent internal audit publications, internal audit plan, internal audit status and update on current internal building applications audit.

Discussion to be held on progress on internal audit findings action list.

MOVED: D WELSH / A ROBERTS

That the Audit & Risk Committee

1. Receives the internal audit recent publications and audit status report;

2. Notes the progress on the Building Applications internal audit; and

3. Notes the progress on internal audit findings.

Refer attachment 9.1, 9.2, 9.3

11. Risk Management Report

Responsible Officer: Manager Governance & Human Services

Attachment Number: 11.1 Risk Register by Business Function

11.2 Risk Management Executive Summary

Introduction:

The purpose of this report is to inform the Audit and Risk Committee of Council's current risk portfolio.

Discussion

The attached Risk Actions Report outlines actions associated with Council's identified risks. A detailed copy of all risks entered into the Risk Register is attached, which shows number of risks identified sorted by business function.

The Risk Register is a formal record of all identified potential risks and treatment plans across the organisation. The Risk Register is reviewed frequently working in consultation with management and officers to update the current records and identify any new risks to be included. Risks review dates are scheduled based on the risk rating; higher rated risks are reviewed more frequently and lower rated risks are reviewed less frequently.

The Risk Register will continue to be updated and reviewed regularly with department officers and management. Council has requested that additional training be provided by the software supplier, to ensure that department officers can effectively manage risks.

The continuing focus of the Risk Management process will be –

- Reviewing structure of Risk Register to reflect Strategic and Operational risk categories;
- Ensuring that Council's policies, procedures, plans and decision-making responds to the changing legislative and risk environment around climate change;
- Regular review of individual risks with consideration of current controls and possible improvements to further reduce the risk;
- Assessing the risk from the identified hazard – both the significance of the risk and the likelihood that the risk will occur;
- Identifying any foreseeable hazard that has the potential to cause harm or damage to persons or property within the Shire;
- Elimination of the hazard or where this is not possible minimising either the likelihood of the risk occurring, or in the event that the risk occurs, its impact;
- Ensuring the treatment plan listed includes achievable treatments to address risks faced by Council;
- Regular discussion with Senior Management Team about high risks faced by Council;
- Provide ongoing Risk Management awareness training for all staff.

Strategic and Operational Risks

The Risk Register is currently organised by business function, however, we intend to begin differentiating between Strategic and Operational Risks. A Strategic Risk is one that forces a change in the strategic direction of Council, such as those concerned with the legislative environment, regulatory environment and competitive environment. Responsibility for managing and reviewing Strategic risks would be held by the Audit and Risk Committee.

Operational Risks are those which result from flawed or insufficient policies, processes, procedures, systems and events. Operational risks are generally categorised as people, processes, external events, systems, and legal and compliance risks. Responsibility for Operational Risks would be managed by the Senior Management Team.

Link to Council Plan:

Ensure responsible risk management principles: Further develop and implement Council's Risk Management Framework and ensure all key risks have been measured and adequately controlled.

Financial Implications:

Nil.

Risk Management Implications:

Management of risks will minimise Council's exposure to adverse financial impacts, improve effectiveness and generate efficiencies.

Conflict of Interest:

Under section 130(2) of the *Local Government Act 2020*, officers providing advice to Council must disclose any conflict of interest, including the type of interest.

Author: Petra Croot, Manager Governance & Human Services

In providing this advice as the Author, I have no interests to disclose.

Officer Responsible: Monica Revell, Director Corporate & Community Services

In providing this advice as the Officer Responsible, I have no interests to disclose.

MOVED: D WELSH / D NELSON

That the Audit & Risk Committee receives the Risk Management update.

Refer attachment 11.1 & 11.2

12. Reimbursements & Interstate Travel Register
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Responsible Officer: Director Corporate & Community Services

Attachment Number: 12.1 Reimbursement Listing

Introduction:

This report provides the Audit & Risk Committee with a list of reimbursements made to the CEO and Councillors and interstate travel by staff and Councillors for the period 01 March 2022 to 31 May 2022.

Discussion:

A listing is provided for review by the Audit & Risk Committee of payments made to the CEO and Councillors (excluding Councillor Allowances).

There has been no interstate travel for the period 1 March 2022 to 31 May 2022.

Link to Council Plan:

Strong governance practices

Financial Implications:

This decision has no financial implications.

Risk Management Implications:

Reimbursement will not be made where the transaction cannot be supported with a tax invoice.

Conflict of Interest:

Under section 130(2) of the *Local Government Act 2020* officers providing advice to Council must disclose any interests, including the type of interest.

Author & Officer Responsible: Monica Revell, Director Corporate & Community Services

In providing this advice as the Officer Responsible, I have no interests to disclose.

MOVED: D WELSH / M ALBRECHT

That the Audit & Risk Committee receives the reimbursement listing for the CEO and Councillors for the period 01 March 2022 to 31 May 2022.

Refer attachment 12.1

13. Governance Compliance Report

Responsible Officer: Manager Governance & Human Services

Attachment Number: 13.1 Asset Plan 2022-2032

Introduction:

The purpose of this report is to inform Audit Committee of:

- Councils progress with the implementation of the *Local Government Act (Vic) 2020 (Local Government Act)*;
- Council's progress with the implementation of the *Gender Equality Act (Vic) 2020 (Gender Equality Act)*.

Discussion

Local Government Act 2020

The Act is a principles based Act, and contains less prescription in comparison with its predecessor, the *Local Government Act (Vic) 1989*, as a result, Council is required to develop its own various policies, strategies and plans while having regard to the overarching governance principles.

The following table contains a summary of Council's progress with the implementation of the new Act:

Document	Due date	Status
Governance Rules	1 September 2020	Completed
Councillor Expenses Policy	1 September 2020	Completed
Establishment of Delegated Committees	1 September 2020	N/A
Establishment of Asset Committees	1 September 2020	Completed
Establishment of Audit and Risk Committee	1 September 2020	Completed
Public Transparency Policy	1 September 2020	Completed
Councillor Code of Conduct	24 February 2021	Completed

Community Engagement Policy	1 March 2021	Completed
Gift Policy	24 April 2021	Completed
Annual budget	30 June 2021	Completed
Revenue and rating plan	30 June 2021	Completed
Financial Plan	31 October 2021	Completed
Council Plan	31 October 2021	Completed
Community Vision	31 October 2021	Completed
CEO Employment and Remuneration Policy	31 December 2021	Completed
Workforce plan	31 December 2021	Completed
Recruitment policy	31 December 2021	Completed
Staff Code of Conduct	31 December 2021	Completed
Complaints Policy	31 December 2021	Completed
Procurement Policy	31 December 2021	Completed
Gender Equality Action Plan	31 March 2022	Completed (awaiting feedback from Commissioner)
Asset management plans	30 June 2022	Completed (Attached for information)

Child Safe Standards

A new set of Child Safe Standards (**Standards**) are set to come into force on 1 July 2022. Council is legally required to comply with the Standards, including new compliance laws due to come into effect in January 2023.

The new Standards have been updated from 7 to 11 Standards and include new requirements around community and family involvement, a greater focus on safety for Aboriginal children and young people, and managing the risk of child abuse in online environments. Council is in the process of reviewing and updating relevant documents, policies and procedures to ensure that it is compliant with the new Standards. This includes Council's:

- Child Safe Standards Policy;
- Councillor and Employees Codes of Conduct;
- Position Descriptions;
- Risk Register;
- Complaints Handling Procedure;
- Disciplinary Policies;
- Procurement Policies; and
- Records Management Policy.

Link to Council Plan:

Strong Governance Practices: Ensure compliance with the *Local Government Act 2020*.

Gender Equity respect and leadership: Demonstrate leadership on gender equity and promote respectful relationships through partnerships, programs, activities, spaces and education and Council's implementation of the *Gender Equality Act 2020*.

Financial Implications:

Nil.

Risk Management Implications:

Keeping up to date with the implementation of the *Local Government Act 2020*, and *Gender Quality Act 2020* helps to ensure Council is meeting its legislative requirements.

Conflict of Interest:

Under section 130(2) of the *Local Government Act 2020*, officers providing advice to Council must disclose any conflict of interest, including the type of interest.

Author & Officer Responsible: Monica Revell, Director Corporate & Community Services

In providing this advice as the Author & Officer Responsible, I have no interests to disclose.

MOVED: A ROBERTS / D WELSH

That the Audit & Risk Committee receives the Governance compliance update.

Refer attachment 13.1

14. Hindmarsh Shire Council Quarterly Financials

Responsible Officer: Manager Finance & Customer Services

Attachment Number: 14.1 Quarterly Finance report ending 31 March 2022

Introduction:

The purpose of this report is to provide the Audit & Risk Committee the quarterly finance report to 31 March 2022.

Discussion:

The quarterly finance report for the period ending 31 March 2022 was presented to Council on Wednesday 4 May 2022.

The report includes a comprehensive income statement, balance sheet, cash flow and capital works statement, along with a dashboard providing information on various financial and non-financial elements of councils' business.

As at 31 March 2022 the Comprehensive Income Statement reports a year to date surplus of \$6,348,750 against a budgeted surplus of \$7,148,647. Cash as at 31 March 2022 was \$11,612,801, with capital works expenditure of \$8,539,327 against a year to date budget of \$10,213,754.

Link to Council Plan:

Long-term financial sustainability: Continue to focus on responsible financial management in budgeting and long term financial planning.

Financial Implications:

This decision has no financial implications.

Risk Management Implications:

The preparation of the quarterly statement is a statutory requirement.

Conflict of Interest:

Under section 130(2) of the *Local Government Act 2020*, officers providing advice to Council must disclose any interests, including the type of interest.

Author: Heather Boyd, Manager Finance & Customer Services
In providing this advice as the Author, I have no interests to disclose.

Officer Responsible: Monica Revell, Director Corporate & Community Services
In providing this advice as the Officer Responsible, I have no interests to disclose.

MOVED: D WELSH / M ALBRECHT

That the Audit & Risk Committee receives the quarterly finance report for the period ending 31 March 2022.

Refer attachment 14.1

15. Incident and Hazarding Report

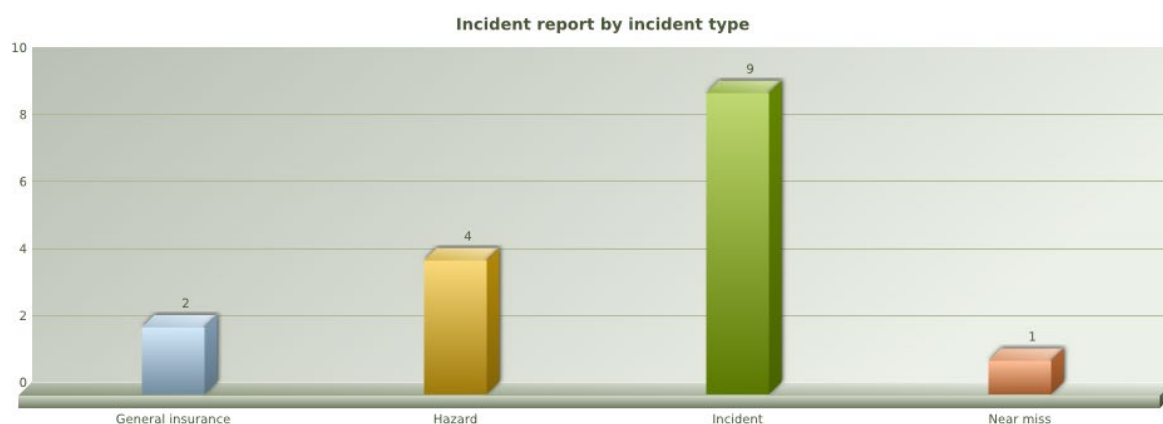
Responsible Officer: Manager Governance & Human Services
Attachment Number:

Introduction

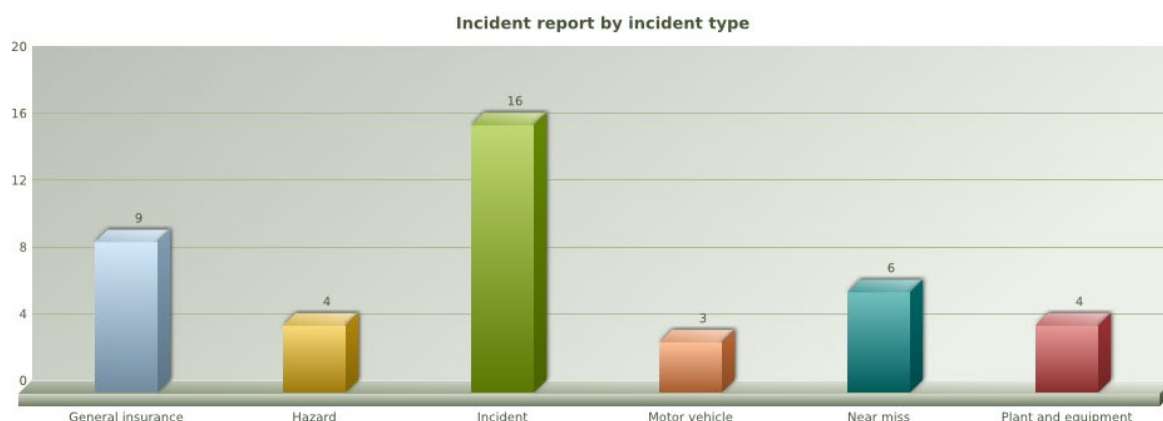
The purpose of this report is to provide the Audit Committee with an update on the Hazard, Incident and Injury Reports from 1 March 2022 to 31 May 2022 and a comparison to reports received for the same period in 2021

Discussion

16 reports were received in the period 1 March 2022 to 31 May 2022 compared to 42 reports for the same period in 2021. The drop in numbers of reports could be an indication of non-reporting and will be a point of discussion at the next staff Health and Safety Committee meeting being held on Thursday 16 June.



1 March 2022 – 31 May 2022



1 March 2022 – 31 May 2021

Incidents:

Of the 9 Incident reports received included 7 reports of verbal abusive by customers. Some of these were in relation to known vexatious customers and have been escalated in accordance with procedure. One incident resulted in a lost time injury and accepted WorkCover claim.

Notifiable Incidents under the OHS Act:

No reportable incidents to WorkSafe during this period.

General Insurance:

Reports of accidental damage to water infrastructure.

Hazards:

4 hazards reported during this period. Staff will continue to be encouraged in 2022 to report hazards to enable safety improvements prior to any incidents occurring.

Near Misses:

1 near miss reported.

Worker's Compensation:

2 new WorkCover Claims have been submitted during this reporting period, with one accepted and one pending.

Link to Council Plan:

Ensure responsible risk management principles.
A skilled Council and workforce capable of meeting community needs.

Financial Implications:

Nil.

Risk Management Implications:

Managing incident and hazard reports is a key aspect of Council's Risk Management Framework. The reporting of hazards and near misses allows hazards to be identified and controlled to mitigate further incidents.

Conflict of Interest:

Under section 130(2) of the *Local Government Act 2020*, officers providing advice to Council must disclose any conflict of interest, including the type of interest.

Author: Angela Veitch, HR and Safety Officer

In providing this advice as the Author, I have no interests to disclose.

Officer Responsible & Author: Monica Revell, Director Corporate & Community Services

In providing this advice as the Officer Responsible, I have no interests to disclose.

MOVED: D WELSH / A ROBERTS

That the Audit & Risk Committee receives the Incident Report update.

16. Late Reports

17. General Business

18. Next Meeting

The next meeting will be held on Wednesday 21 September 2022, commencing at 11am.

Meeting closed at 12:09pm