



ORDINARY COUNCIL MEETING

AGENDA

Wednesday 11 September 2019

Commencing at 7.00pm

Wycheproof Supper Room

367 Broadway, Wycheproof

**Anthony Judd
Chief Executive Officer
Buloke Shire Council**

ORDER OF BUSINESS

1. COUNCIL WELCOME AND STATEMENT OF ACKNOWLEDGEMENT

WELCOME

The Mayor Cr Carolyn Stewart will welcome all in attendance.

STATEMENT OF ACKNOWLEDGEMENT

The Mayor Cr Carolyn Stewart will acknowledge the traditional owners of the land on which we are meeting and pay our respects to their Elders and to the Elders from other communities who maybe here today.

2. RECEIPT OF APOLOGIES

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RECOMMENDATION:

That Council adopt the Minutes of the Ordinary Meeting held on Wednesday, 14 August 2019.

4. REQUESTS FOR LEAVE OF ABSENCE

5. DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

In accordance with Sections 77A, 77B and 78 of the Local Government Act Councillors are required to disclose an "interest" in a decision if they would receive, or could be reasonably perceived as receiving a direct or indirect financial or non-financial benefit or detriment (other than as a voter, resident or ratepayer) from the decision.

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

6. QUESTIONS FROM THE PUBLIC

NIL 4

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	NIL	145
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NEXT MEETING

THE NEXT ORDINARY MEETING OF COUNCIL WILL BE HELD IN WYCHEPROOF SUPPER ROOM, 367 BROADWAY, WYCHEPROOF ON WEDNESDAY, 9 OCTOBER 2019 AT 7.00PM.

Anthony Judd
CHIEF EXECUTIVE OFFICER

6. QUESTIONS FROM THE PUBLIC

Nil

7. PROCEDURAL ITEMS

7.1 REPORT OF ASSEMBLY OF COUNCILLORS MEETINGS

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/05/04

Attachments: 1 [↓](#) Councillor Briefing Record - 7 August 2019
2 [↓](#) Councillor Briefing Record - 21 August 2019

RECOMMENDATION

That the Council note the report of Assembly of Councillor Meetings held on 7 and 21 August 2019.

1. Key Points/Issues

The Local Government Act 1989 (the Act) provides that a record must be kept of any Meeting of Councillors and Staff deemed to be an Assembly of Councillors Meeting as defined in the Act.

An Assembly of Councillors Meeting is defined in the Act as a meeting of Councillors if the meeting considers matters that are likely to be the subject of a Council decision or the exercise of delegation and the meeting is:

A planned or scheduled meeting that includes at least half of the Councillors and a member of Council Staff; or

An Advisory Committee of the Council where one or more Councillors are present.

The Act also provides that the record of any Assembly of Councillors is to be reported to the next practicable Council Meeting and recorded in the Minutes.

A record of the Assembly of Councillors Meetings held on 7 August and 21 August is attached.

BULOKE SHIRE COUNCIL
RECORD
Councillor Briefing

Date and Time: 7 August 2019 **Time:** 5.00pm – 8.00pm

Location: Council Chamber – Birchip District Office

Attendees: Cr- Carolyn Stewart
Cr- Daryl Warren
Cr- David Pollard
Cr- Graeme Milne
Cr- Ellen White

Anthony Judd –Chief Executive Officer
Hannah Yu – Director Corporate Services
Wayne O’Toole– Director of Works and Technical Services
Travis Fitzgibbon- Manager Customer Engagement

Apologies: Cr- David Vis

Visitors: Peter Maloney - Moloney Asset Management Systems
Rob Law – Central Victorian Greenhouse Alliance

ITEMS

NO.	TOPIC	PURPOSE
1.	Declarations of Conflicts of Interest	Nil
2.	Briefing Notes	
3.	Presentations	
3.1	Peter Moloney – Moloney Asset Management Systems	
3.2	Rob Law – Central Vic Greenhouse Alliance	

4.	Items for Discussion	Nil
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5.	Councillor Matters
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6.	CEO Updates
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Next Briefing:

Date and Time:	21 August 2019	Time: 3.00pm – 6.00pm
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Location:	Council Chamber – Charlton District Office
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BULOKE SHIRE COUNCIL

RECORD

Councillor Briefing

Date and Time:	21 August 2019	Time: 5.00pm – 8.00pm
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Location:	Council Chamber – Charlton District Office
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Attendees:	Cr- Carolyn Stewart Cr- David Pollard Cr- Graeme Milne Cr- Ellen White Cr- David Vis Anthony Judd –Chief Executive Officer Travis Fitzgibbon- Manager Customer Engagement Zoe Watts – Manager Governance Paul Fernee – Manager Community Facilities
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Apologies:	Cr- Daryl Warren, Hannah Yu , Wayne O’Toole
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Visitors:	Trevor Adem – CEO EWHS NCLLEN - Pam McConville, Barb Bed Students Xanthe Fitzpatrick, Dora McGowan – Charlton Youth Group Kate Hayley Simon Morgan –Donald Ken Rowe – Manager Works Helen Sheridan – Team leader Pools operation
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ITEMS

NO.	TOPIC	PURPOSE
1.	Declarations of Conflicts of Interest	Nil
2.	Briefing Notes 7 August	
3.	Presentations	
	3.1 Trevor Adem (CEO) EWHS	

3.2 NCLLEN – Students

3.3 Anthony Judd – Waste and Recycling

4. Items for Discussion

Road Services - Service Review

5. Councillor Matters

6. CEO Updates

Next Briefing:

Date and Time: 4 September 2019

Time: 5.00pm –8.00pm

Location: Sea Lake – Senior Citizens Building

7.2 LETTERS OF CONGRATULATIONS AND RECOGNITION OF ACHIEVEMENT/AWARDS

Author's Title: Executive Assistant

Department: Office of the CEO

File No: CR/13/01

Attachments: Nil

RECOMMENDATION

That the Council acknowledge and congratulate the persons and/or groups mentioned in the report for their achievements.

1. Executive Summary

This report acknowledges and congratulates community persons and/or groups for their success in being recognised for a significant achievement or for being a recipient of an honourable award.

The report also informs Council of any letters of congratulations or any particular recognition of achievement that Council has received or been awarded in the past month.

2. Recognition of Achievement Items

Provider	Recipient	Date	Purpose for Recognition
La Trobe University	Lea Gould	5 July 2019	Mark Harrington Memorial Award for Academic Merit as first year Information Technology Student
National Medal	Curyo CFA members Keith Forrester, Matthew Braine, Peter Doran, Cameron Ferrier, Ken Rickard and Roger Lehman	August 2019	Recognition of service during the Black Saturday Bushfires in 2009 and of long service with the Curyo CFA.
Country Racing Victoria	Donald District Racing Club	24 August 2019	Being awarded the 2018/19 Country Racing Award
Country Racing Victoria	Mt Wycheproof & District Racing Club	August	Named as one of five finalists for the 2018/19 Country Racing Award

7.3 CORRESPONDENCE INITIATED BY COUNCIL

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/06/06

Attachments: Nil

RECOMMENDATION

That Council notes the record of correspondence sent and responses received.

Table of Correspondence

Council Initiative	Correspondence sent to	Date sent	Date of Response	Summary of Response
Social Housing Flats in Wycheproof to be replaced; investigate social housing stock in Buloke Shire in general, and Buloke Shire investigate opportunities to increase social housing in Buloke Shire with relevant partners such as Haven: Home, Safe.	Deputy Secretary of Housing and Infrastructure, Dept of Health and Human Services;	Sent 21 Sent 2019		
	Mr Richard Wynne MP, Minister for Housing; and	Sent 20 August 2019		
	CEO of Haven; Home, Safe.	Sent 27 August 2019		
Support for a Container Deposit Scheme in Victoria	Minister for Environment	Sent 20 August 2019		
	Hon Lily D'Ambrosio			
	CEO of Municipal Association of Victoria	Sent 20 August 2019		
	Mayor Frankston City Council	Sent 20 August 2019		

<p>To advocate for the full completion of the Murray Basin Rail Project</p>	<p>Minister Allan Minister for Public Transport and Major Projects.</p>	<p>11 July 2019</p>	<p>23 August 2019</p>	<p>Vic Govt partnered with Fed Govt to fund project. Significant progress made. Stage 1 complete. Stage 2 almost complete.</p> <p>Since 2018, Rail Projects Victoria (RPV) have undertaken condition assessment of 388 km track on Sea Lake & Manangatang lines. Track is in poor condition requiring urgent maintenance. \$23m to be invested to ensure line remains open for grain season.</p> <p>Vic and Fed Govt to continue to engage with industry to work through future stages of project.</p> <p>Maryborough to Ballarat and Warrenheip to Gheringhap lines, the Dept of Transport and RPV are investigating options to improve freight outcomes.</p>
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7.4 CHARLTON PARK COMMITTEE OF MANAGEMENT

Author's Title: Governance Officer

Department: Corporate Services

File No: ED/05/15

Attachments:

- 1 [↓](#) Charlton Park Committee of Management Minutes 5 August 2019
- 2 [↓](#) Charlton Park Committee of Management AGM Minutes 5 August 2019
- 3 [↓](#) Charlton Park Committee of Management Financial Report as at 30 June 2019

Relevance to Council Plan 2017 - 2021

Strategic Objective: Support our councillors, staff, volunteers and the community to make informed and transparent decisions.

RECOMMENDATION

That Council:

1. Notes the Charlton Park Committee of Management Minutes of the Ordinary Meeting held on 5 August 2019, the Annual General Meeting held on 5 August 2019 and the Financial Statement as at 30 June 2019;
2. Appoints members to the Charlton Park Committee of Management as per the nominations contained in the minutes of the Annual General Meeting; and
3. Exempts the Committee Members, who are not councillors from submitting Primary and Ordinary Interest returns.

1. Executive Summary

Charlton Park Committee of Management is a Special Committee of Council under section 86 of the *Local Government Act 1989*. The minutes of meetings held by this Committee should be noted by Council.

2. Discussion

Charlton Park Committee of Management held the Annual General Meeting and Ordinary Meeting on 5 August 2019. The meeting minutes have been attached to this report.

At the Annual General Meeting office bearers were elected, and members of the committee were nominated. In accordance with section 86 of the *Local Government Act 1989*, Council must appoint members to a Special Committee.

Section 81 of the *Local Government Act 1989* requires members of Special Committees of Council to complete a bi-annual interest declaration unless Council exempts members of the Committee, who is not a councillor, from doing so.

3. Financial Implications

Council is required to report on financial reports of Special Committees of Council.

4. Cost Shift Considerations

There are no cost shift considerations.

5. Community Consultation

No community consultation is necessary for the purposes of this report.

6. Internal Consultation

Senior Management has been consulted in preparation of this report.

7. Legislative / Policy Implications

Council's noting of the meeting minutes of Special Committees meets the requirements under the *Local Government Act 1989*.

The *Local Government Act 1989* s86, requires council to appoint members to the Special Committee, and s81 requires these members to completed primary and ordinary interest returns. Section 81(2A) allows council to exempt members who are not councillors, of a Special Committee from submitting these returns.

8. Environmental Sustainability

There are no environmental sustainability matters arising from this Report.

9. Conflict of Interest Considerations

No officer involved in the preparation of this report had a conflict of interest.

10. Conclusion

It is recommended Council notes the minutes of the Ordinary Meetings of Charlton Park Committee of Management held on 1 April 2019, and appoint the nominated members listed in the AGM Minutes to the Charlton Park Committee of Management, and exempt members of the Committee, who are not councillors, from submitting interest declaration returns.

Netball Club

- Some issues with surface of courts. Shire have been informed and are investigating.

Bowling Club

- 100 year celebrations to be held on weekend of 28 & 29 September.

2020 committee (J Harley)

- Issuing of certificate of occupancy has been delayed due to some problems with the gas connection and fire service. Paul Fernee is currently seeking to remedy problems.
- Most of the new furniture has been installed and fit-out almost complete.
- Official opening planned for Sunday 20th October.
- 2020 Committee will continue to seek funding for completion of landscaping and surrounds.
- Some problems with the car park drainage which Shire are seeking to rectify.
- Due to problems with area near finishing post the scheduled harness racing meeting (sept 29) may be transferred.

General Business:

- Management of new building
 - Interim plans developed for management until more permanent positions in place
 - Draft user agreement has been prepared listing responsibilities of user groups. Still to be finalised when more information is available.
 - Draft hire agreement has been prepared.
- New posts at Angling Club – Kevin reported that the white posts surrounding the lawn area at the clubhouse have rotted and need to be replaced. Options for replacement have been investigated. Angling Club may seek financial support at a later date.

Meeting closed: 8.45 pm

Next Meeting:

Monday 7th October 2019, 8.00pm – venue to be announced.

Charlton Park Committee of Management**Minutes of Annual General Meeting held on Monday 5th August 2019, at the Football Social Room**

Present: Kim Fitzpatrick, Carolyn Stewart, Shane Fitzpatrick, Simon Peck, Kevin Willey, John Harley, Kelvin Baird, Barb Dalrymple, Wendy Laffin, Anne Kenny.

Apologies: David Pollard

Minutes of previous meeting:

Moved they be accepted – Kevin Willey

Seconded – Kim Fitzpatrick

Carried

Business Arising:

Nil

Correspondence in:

Nil

Correspondence out:

Nil

Finance Report:

- Balance at June 30 2019 - \$51,423.11
- Annual report for 2018/19 financial year presented for adoption.

Moved that the report be accepted – Simon Peck (Treasurer)

Seconded – John Harley

Carried.

Election of office bearers:

- **Chairman**

Moved that the chair be held by Council delegate (as is the current situation) – current delegate Carolyn Stewart.

Moved – Wendy Laffin.

Seconded – John Harley

Carried

- **Secretary / Treasurer**

Only nomination – Simon Peck (accepted)

Nominated by Kim Fitzpatrick

Carried

Nomination of club representatives (by individual clubs):

Harness Club	Joe Thompson	Golf	Anne Kenny
Cricket	Adam Soulsby	Bowling	Kevin Willey
Park Golf	Pat Clifford	Netball	Kim Fitzpatrick
Pony Club	Alena Olive	Hockey	No nomination
Football Club	Shane Fitzpatrick	Show	Wendy Laffin
Stadium	Kelvin Baird	Angling	Kevin Willey
Tennis	Wendy Laffin		
Croquet	Barb Dalrymple		

Bank account signatories:

Motion that the signatories remain as currently – David Pollard, Simon Peck & Kevin Willey

Moved – John Harley Seconded – Kim Fitzpatrick

Carried

General Business:

Nil

Meeting closed: 8.15 pm

Next Meeting: will be decided at a later date

Charlton Parks Committee
Statement of Receipts & Payments @ 30 June 2019

	2018-19	2017-18
Balance @ 1 July 2018	40,538.09	15,476.11
Receipts		
Shire Contribution 2017/18	35,200.00	35,200.00
Proceeds of sale of mower	0.00	9,090.91
Interest on investment	260.39	0.00
GST collected (sale of mower)	0.00	909.09
Total Receipts	35,460.39	45,200.00
Payments		
Insurance	360.00	369.25
Water Rates	7,199.80	6,208.88
Cleaning	0.00	1,020.98
Repairs & Maintenance	0.00	359.72
Mowing Expenses	2,797.67	3,569.03
Corella control	269.09	189.09
Electricity	3,940.39	1,653.52
Grants to Clubs	9,000.00	9,000.00
GST Paid	1,007.72	-2,232.45
Sundry Expenses	0.70	0.00
Total Payments	24,575.37	20,138.02
Surplus/(Deficit)	10,885.02	25,061.98
Balance @ 30 June 2019	51,423.11	40,538.09

7.5 BUILDING PERMITS - MONTHLY UPDATE

Author's Title: Compliance Administration Officer

Department: Works and Technical Services

File No: DB/14/02

Attachments: Nil

RECOMMENDATION

That the Council note information contained in the report on Building Permits approved by staff from 1 August 2019 to 31 August 2019.

1. Executive Summary

This report provides information on Building Permits approved by staff from 1 August 2019 to 31 August 2019.

2. List of Building Permits Approved by Council Surveyor

Council Permit No.	BAMS Permit No.	Address	Project Description	Date Approved
20190049	3735766524550	11 Hillview Street, WYCHEPROOF	Demolition: Dwelling (House Fire)	09/08/2019

3. List of Building Permits Approved by Private Surveyor

Permit No.	Address	Project Description	Date Approved
Nil.			

7.6 PLANNING APPLICATIONS RECEIVED - MONTHLY UPDATE

Author's Title: Planning Officer

Department: Works and Technical Services

File No: LP/09/01

Attachments: Nil

RECOMMENDATION

That the Council note information contained in the report on planning applications under consideration by staff and the status of each of these applications.

1. Executive Summary

This report provides information on planning applications under consideration by staff and the status of each of these applications.

2. List of Planning Applications

Application No	Applicant	Address	Date Rec	Summary of Proposal	Status
PPA811/19	James Course	Lot 1 Plan No 820286 Parish Bunguluke (Calder Hwy., Wycheproof)	25/07/2019	Construct and display a major promotion sign	Awaiting report
PPA812/19	Mark Yates	Lot 2 Plan No 403054 Parish of Charlton East (126 Biddlestones Rd., Charlton)	09/08/2019	Use and development of land for a renewable energy facility (200kW solar)	Further info requested
PPA813/19	Charlton Community Theatre	Lot 1 Plan 82068 parish of Charlton East (30-34 High Street, Charlton)	14/08/2019	Installation of solar panels on the roof of Rex Theatre	Notice of application
PPA814/19	Ararat Survey Pty Ltd	31 Bunker Road, Donald	21/08/2019	Two lot subdivision (boundary realignment)	referral

Application No	Applicant	Address	Date Rec	Summary of Proposal	Status
PPA815/19	Ken Blair	Lot 1 Plan 116087 Parish of Witchipool (22 Camp St., Donald)	23/08/19	Construction of 5 additional bedrooms, 3 offices, storage area and communal space for residents (Johnson Goodwin Homes)	referral
PPA792/19	Ashley Sheahan	Lot 1 Plan 711701 Parish Yeungroon (224 Yeungroon- Woosang Rd., Yeungroon East)	03/05/2019	Three accommodation units associated with the Charlton Feedlot	issued
PPA803/19	IKC Commercial	Lot 2 Plan 605747 Parish Whirily (376 Mills Rd., Whirily)	18/06/2019	Construction of dry sow accommodation	issued
PPA805/19	Lyle Johnson	CA 3 Section A Parish of Coonooer East (1844 Charlton- StArnaud Rd., Coonooer Bridge)	10/07/2019	Construction of a farm shed	issued
PPA807/19	Gordon Bailey	Boundary Rd., Pier Millan	25/07/2019	Use of land for outdoor recreation facility (off road racing event – Camel Capers Enduro)	issued
PPA808/19	Buloke Shire Council	CA 27A, CA2012 Parish of Bourka (Lake Tyrrell Rd., Lake Tyrrell)	29/07/2019	Use and development of land for the construction of tourist infrastructure and the removal of native vegetation	issued
PPA809/19	Mark Sloan	CA 18A Parish of Coonooer East (Yeungroon- Coonooer Rd., Coonooer Bridge)	31/07/2019	Construct a shelter at a War Memorial	issued
PPA810/19	Wycheproof Mens Shed Inc	Lot 2 Plan 526796 Parish of Bunguluke (271 Broadway, Wycheproof)	31/07/2019	Construct a verandah over footpath	issued

7.7 EXERCISE OF DELEGATION BY CEO

Author's Title: Governance Officer

Department: Corporate Services

File No: FM/03/01

Attachments: Nil

RECOMMENDATION

That Council note the information provided in this report.

1. Executive Summary

This report is to provide Council with an update of the use of delegated authority by the Chief Executive Officer in awarding contracts.

2. Discussion

Under this delegation, the Chief Executive Officer has approved the Tender Evaluation Reports recommending the award of the following tenders;

Contract Number	Description of Contract	Awarded to	Award Value
C64 - 2018/19	Design and Construction of Donald Skate Park	Convic Pty Ltd	\$200,000 ex GST

3. Financial Implications

All items approved under delegation have been conducted in accordance with Council's Procurement Policy and are within approved budgets.

4. Cost Shift Considerations

There are no cost shift considerations in this report.

5. Community Consultation

The projects were publically tendered in accordance with Council's Procurement Policy and section 186 of the *Local Government Act 1989*.

6. Internal Consultation

The Senior Leadership Team have been consulted to consider the recommendations of the evaluation panel.

7. Legislative / Policy Implications

Section 186 of the *Local Government Act 1989* requires Council to seek public tender for the purchase of Goods and Services over \$150,000 or for carrying out works over \$200,000.

The threshold of \$100,000, documented in *The Act*, was varied to the above, by State Government Order in Council 5 August 2008.

At the 14 March 2018 Ordinary Meeting, Council delegated certain powers and functions under section 98(1) of the *Local Government Act 1989* to the Chief Executive Officer, permitting the Chief Executive Officer to award contracts up to the value of \$250,000.

8. Environmental Sustainability

There are no environmental sustainability matters relevant to this report.

9. Conflict of Interest Considerations

There has been no Conflict of Interests declared by any person involved in the procurement process.

10. Conclusion

It is recommended that Council note the information provided in this report.

7.8 JOINT LETTER TABLED FOR REPORT AT NEXT ORDINARY MEETING

Author's Title: Executive Assistant

Department: Office of the CEO

File No: RO/09/02

Attachments: 1 [↓](#) McFarlane Road upgrade request

Relevance to Council Plan 2017 - 2021

Strategic Objective: Responding to and enhancing our built and natural environment

RECOMMENDATION

That Council note the joint letter received and refer the matter for a report to be tabled at the 9 October 2019 Ordinary Meeting.

Council received a joint letter from six local businesses 12 August 2019 requesting upgrade works to be carried out at the eastern end of McFarlane road Birchip.

Council, in accordance with its Meeting Procedures and Common Seal Local Law No 15, is required to table petitions received and to refer the matter for a report or appropriate action as required to the next appropriate meeting of the Council, unless the Council agrees to deal with it earlier.

It is recommended that Council, note the joint letter received, and refer the matter for a report to be tabled at the 8 August 2018 Ordinary Meeting.

Buloke Shire Council
Broadway
Wycheproof

To The Buloke Shire and Councillors,

We are writing to you to ask that the Buloke Shire upgrade the Eastern section of McFarlane Road Birchip around to the shearing shed owned by W E Lee on Lees Road (Buloke Shire lots 36 and 8A-folio numbers 11591-238 & 239) to improve the sustainability of six sheep feed lot enterprises in Buloke.

Currently the standard of the road surface beyond the residence of David and Valerie Lee, at 440 MacFarlane Road, deteriorates after rain to the extent that trucks cannot access the stock loading facilities at the farming enterprises operated on the land of W E Lee and Daniel Coffey located on McFarlane Road and Lees Road.

25,000 sheep and lambs are transported into and out of these facilities per year from six businesses who have feed lots on properties on these roads, including Eddie Lee, Robbie & Jo Lee, Andrew & Michelle Lee, Russell & Simone Christie, Daniel Coffey and Tom Braine.

We all have plans to increase the productivity of our feedlots situated on these roads and plan to increase the numbers to around 30,000 per year, but it will be difficult if the road conditions are not improved.

The efficiency of loading and unloading would be increased if all weather access was guaranteed to these facilities. Currently in adverse conditions stock must be moved on foot to a drier area to be loaded, exacerbating the road conditions. When wet the road is very dangerous for the farmers and other service providers like shearers and stock agents using the shearing and loading facilities.

The total distance of the road that requires upgrading to an all-weather surface is 1.6km. The existing base is gravel. We are requesting that the 1.6km be capped with St Arnaud gravel to improve access and safety for those travelling along it.

We need all weather access to our enterprises to increase the sustainability of these businesses, which we have diversified into to ensure the long term viability of our farms in Buloke. We hope you will consider our proposal favourably, and we would be willing to meet with you to discuss this issue further. Please do not hesitate to contact us for clarification.

Yours sincerely

Robbie Lee-

Andrew Lee-

Daniel Coffey-

Tom Braine-

David Lee-

Russell Christie -

8. GENERAL BUSINESS

8.1 POLICY REPORTS

8.1.1 CLOSED CIRCUIT TELEVISION POLICY

Author's Title: Manager Community Facilities

Department: Works and Technical Services

File No: CM/14/25

Attachments: 1 [Closed Circuit Television Policy](#)

Relevance to Council Plan 2017 - 2021

Strategic Objective: Deliver our service in a financially viable way

RECOMMENDATION

That Council adopt the Closed Circuit Television Policy.

1. Executive Summary

In the interest of protecting our community and its assets into the future, a Closed Circuit Television Policy is presented to Council to consider, enabling transparent and strategic decisions to be made for future installation and/or management of camera infrastructure within the Buloke Shire.

2. Discussion

Buloke Shire Council is a large municipality with many built assets located in sparsely populated areas. The importance of community and safety are front of mind with many incidents of vandalism and theft occurring in often remote areas.

Council has been considering for a time different ways to make our public spaces and built assets safer. The opportunity to install cameras on strategic facilities such as the newly built Charlton Park facility and Donald Family Services Centre enable more secure management of these important community assets.

To ensure transparency in the regulation, operation and management of Council-owned Closed Circuit television (CCTV) systems which have been (or which in the future may be) installed for use in public places and council owned premises, this policy has been established. The policy aims to provide a suitable framework for the implementation, usage and access of CCTV and the associated data generated by these systems within public spaces and council facilities across the Buloke Municipality. The policy aims to protect our local community and further enhance actual and perceived levels of public safety and deter instances of crime and anti-social behaviour within public spaces.

This policy enables Council to consider future installations in strategic locations as defined through public safety concerns, security issues or through enhancing efficiency in the delivery of Council services.

3. Financial Implications

There are no financial implications specifically in adopting the Policy, although over time the implementation of cameras and monitoring equipment in strategic locations based on defined need will need to be considered within Council's budget process.

4. Cost Shift Considerations

There are no cost shift considerations proposed within this report.

5. Community Consultation

Whilst Council has not specifically engaged with the Community on the development of this Policy, officers have received feedback encouraging Council to install cameras in some public spaces due to ongoing vandalism concerns. This Policy is the first step to ensuring an appropriate layer of governance has been established in the management of future installations.

6. Internal Consultation

Senior Management and Council's Staff Consultative Committee have been consulted in the establishment of this Policy.

7. Legislative / Policy Implications

This Policy has considered:

- Privacy Act 2000
- Surveillance Devices Act 2007
- AS4806.1 – 2006 Closed Circuit Television (CCTV) Management and Operation
- Victorian Ombudsman's Closed Circuit Television in Public Places Guidelines (November 2012)
- Local Government Act 1989

8. Environmental Sustainability

There are no environmental sustainability considerations associated with this report.

9. Conflict of Interest Considerations

No Officer has a Conflict of Interest in the preparation of this report.

10. Conclusion

It is recommended Council adopt the Closed Circuit Television Policy.



Policy Location	Risk Management		
Policy Title	Closed Circuit Television Policy		
Policy No	XXX	Date Approved	XXX
Revision No	XXX	Revision Date	XXX

Purpose

The purpose of this policy is to enable Council to regulate the operation and management of Council-owned Closed Circuit television (CCTV) systems which have been (or which in the future may be) installed for use in public places and council owned premises. The policy aims to provide a suitable framework for the implementation, usage and access of CCTV and the associated data generated by these systems within public spaces and council facilities across the Buloke Shire Council. The policy aims to protect our local community and further enhance actual and perceived levels of public safety and deter instances of crime and anti-social behaviour within public spaces.

The policy will assist in the appropriate and effective usage of CCTV data by:

- Detecting and deterring crime, criminal damage and public disorder;
- Identify, apprehend and prosecute offenders in relation to crime or criminal damage, public disorder, road traffic offences and all forms of harassment;
- Provide evidence upon which to take criminal and civil actions within the Courts;
- Helping to monitor traffic management issues & traffic research;
- Assisting any other emergency services.

Scope

This policy applies to all Buloke Shire Council employees, volunteers, contractors and councillors. The implementation and usage of Council owned CCTV data will be managed collaboratively by designated Council staff, appointed external contractors and Victoria Police (where appropriate).

Objective

The objectives of this policy are to:

- Comply with Australian Standard AS4806.1-2006 *Closed Circuit Television (CCTV) Management and Operation*, the *Victorian Ombudsman's Closed Circuit Television in Public Places Guidelines (November 2012)*, the *Surveillance Devices Act 2007*, the *Information Privacy Act 2000* and other relevant legislation as listed at the conclusion of this policy document.
- Establish a Code of Practice within the Buloke Shire Council for the collection, access, storage and disposal of CCTV data.

Definitions and Abbreviations

Term	Definition
<i>CCTV</i>	Closed Circuit Television
<i>CCTV Camera</i>	Any fixed or non-fixed cameras, including mobile camera
<i>CCTV Camera System</i>	Council owned and/or operated CCTV system involving one or more cameras connected to a monitor for the purpose of monitoring
<i>Council</i>	Buloke Shire Council
<i>Council Depot</i>	Designated Works and Technical Services Depots across Buloke Shire – Wycheproof, Sea Lake, Birchip, Charlton, Donald
<i>Council Employees</i>	Buloke Shire Council employees, contractors, volunteers
<i>Council Offices</i>	Main Buloke Shire council office – Broadway, Wycheproof
<i>Customer Service Centre</i>	Designated Buloke Shire Council Customer Service Centres – Birchip, Charlton, Donald, Sea Lake
<i>FOI</i>	Freedom of Information (in reference to the Freedom of Information Act 1982 - Vic)
<i>Passive Monitoring</i>	Whereby CCTV monitors are intermittently observed by operators
<i>Public Place</i>	Any place to which the public has access as of right or by invitation, whether expressed or implied and whether or not a charge is made for admission to the place. A public place relevant to Council can include, but is not limited to, public streets, central business district open spaces, council carparks, public parks and recreation reserves, council managed public buildings or areas.
<i>Retrospective Review</i>	Whereby CCTV is reviewed after an incident
<i>SOP's</i>	CCTV Standard Operating Procedures

Policy Statement

1. CCTV System

- 1.1 Buloke Shire Council CCTV systems shall comply with Council Policies in relation to Privacy and Third Party Access, and any relevant legislation as detailed at the conclusion of this document.
- 1.2 Where Council has outsourced the operation and monitoring of any Council owned CCTV system, a written agreement with the appointed contractor must include an agreement to comply with this policy.
- 1.3 All matters relating to the operation and management of Buloke Shire Council's CCTV systems will comply with relevant legislation as detailed at the conclusion of this document.

- 1.4 CCTV cameras will be housed in weather protective domes or cases which will be clearly apparent to the public and not unduly concealed.

2. Future CCTV Camera Systems

- 2.1 Installation or upgrading of future CCTV systems must meet the minimum technical requirements as per Council's CCTV Standard Operating Procedures.
- 2.2 Any decision to implement a camera system will be based on the purpose and objective of this policy.
- 2.3 Installation dates and locations of future CCTV systems will be included and detailed within Council's CCTV Standard Operating Procedures document.

3. CCTV Operation

- 3.1 CCTV systems installed and managed by the Buloke Shire Council are used for the purpose of capturing incidents involving public safety, crime or suspicious behaviour.
- 3.2 CCTV cameras will operate for twenty-four hours a day, seven days a week. The majority of monitoring will be retrospective reviews, however there will be occasional periods of passive monitoring.
- 3.3 Councillors, council employees, contractors and volunteers will not be monitored specifically on performance, but CCTV footage may be utilised as evidence where it supports breaches in Council Policy, Code of Conduct or illegal activity.
- 3.4 The operation and on-going maintenance of council CCTV systems will be undertaken by trained individuals as appointed by council. Individuals responsible for the operation and maintenance of CCTV systems will at all times adhere to the Buloke Shire CCTV Camera Standard Operating Procedures.
- 3.5 Council appointed staff operating CCTV Camera systems will be made aware of the disciplinary proceedings and potential consequences following any breach within the Standard Operating Procedures prior to undertaking CCTV system operation within the Buloke Shire Council.

4. CCTV System Locations

- 4.1 Buloke Shire Council CCTV systems are located within Public Places and Council facilities as determined by Council to minimise the potential risk for anti-social behaviour or crime.
- 4.2 Specific locations of installed CCTV systems can be found within the Buloke Shire Council CCTV Camera Standard Operating Procedures.

5. Signage

- 5.1 Appropriate signage will be installed and made clearly visible to public patrons to indicate the presence of any CCTV surveillance system within the Buloke Shire.

- 5.2 Signage will be displayed in a manner which complies with the relevant Australian Standards and of which also adheres to the following:
- Signage will be placed at the main entryways to the CCTV system coverage area and will be displayed within clearly-visible areas of good lighting. Signs will be placed within normal eye range to enable any text to be clearly read.
 - Within Customer Service Centre locations including CCTV systems, signage will be installed directly underneath each camera within those areas to clearly inform staff, volunteers, councillors and the general public of the use of cameras for security purposes.
 - Signs will include a mix of both text and symbols, enabling a wide variety of the wider public
 - All signage will identify the Buloke Shire Council as the owner of the system.
 - Signage will indicate that the CCTV system is monitoring the area on a constant 24-hour basis.
 - Signage will include contact information for any queries regarding the system or collected data.
 - Signs will be monitored regularly for damage, theft and vandalism and will be replaced where required.
 - Signage will be consistent and uniform across all CCTV system locations within the Buloke Shire and will include the following wording within each CCTV system location in at least one position:
 - 'CCTV in Operation';
 - 'Images are being monitored and recorded on a 24-hour basis by Buloke Shire Council for the purposes of Public Safety';
 - 'For further information please contact Buloke Shire Council on 1300 520 520'.

6. Collection, Access, Disclosure and Retention of Data

- 6.1 The Director Works & Technical Services is responsible for ensuring the operations of the CCTV surveillance systems continue to be utilised for the designated purposes set out within this policy only and as a result also complies with all Council Policy and privacy requirements and relevant legislation.
- 6.2 CCTV footage collected and retained will be used solely for the purposes outlined within this policy – primarily to monitor and investigate incidents concerning public safety.
- 6.3 Access to and disclosure of any live or retained footage will be restricted to the Council Chief Executive Officer and Directors. The CCTV Internal Review Committee will be held responsible for collation of any incoming requests for disclosure of data

and will then report to the Chief Executive Officer and Directors in relation to each request within 48 hours of having received it.

- 6.4 Disclosure or review of any retained data will only be used for the purposes of investigating and providing evidence of an incident. Footage of an incident may be disclosed to a third party such as Victoria Police on the condition that the third party has an official role within an investigation, with a legitimate reason for requiring access to the retained data.
- 6.5 Any request by members of the public to view retained data or view prior records of incidents must be done so through the Freedom of Information (FOI) process as is required for access to other Council records.
- 6.6 Retained data of incidents must be stored in a secure location with restricted access. Footage must be protected from unauthorised viewing, copying, alteration, deletion and disclosure.

7. Training and Staff Responsibilities

- 7.1 Responsible Officers will be appointed by the Chief Executive Officer as either internal Council staff or external contractors and will form part of the Buloke Shire CCTV Internal Review Committee. Members of the Internal Review Committee must understand the contents of this Policy and are required to sign an acknowledgement of their understanding.
- 7.2 All Responsible Officers will undergo privacy training on an ongoing basis to ensure awareness of their obligations within the Internal Review Committee, internal policy parameters and to keep up to date with any other relevant legislation.
- 7.3 Training will be inclusive of (but not limited to) all relevant legislation, policy parameters and shall include other relevant information identified by the Victorian Information Commissioner on how to use, store, disclose and dispose of recorded surveillance data, probity principles and confidentiality.

References

Relevant Council Policies & Documents

CCTV Camera Standard Operating Procedures

Disciplinary Action policy and associated procedures

Relevant Legislation

Privacy and Data Protection Act 2014 – Vic

Surveillance Devices Act 1999

Charter of Human Rights and Responsibilities Act 2006

Public Records Act 1973

Privacy Act 1988 Commonwealth

Evidence Act, 2008, Vic

Freedom of Information Act, 1982, Vic

8.2 MANAGEMENT REPORTS

8.2.1 INTERSTATE TRAVEL TO ATTEND CONFERENCE

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/06/11

Attachments: 1 [↓](#) Councillors Invite for VWMA Container Deposit Scheme - Study Tour

Relevance to Council Plan 2017 - 2021

Strategic Objective: Diversify and enhance our local economy.

RECOMMENDATION

That Council approve the interstate travel of Cr Graeme Milne to attend the TOMRA Cleanaway Container Deposit Scheme Network Study Tour, Friday 13 September 2019 in New South Wales.

1. Executive Summary

In accordance with the Councillor Expenses Entitlement Policy Council must approve any interstate travel for Councillors prior to it occurring.

2. Discussion

Cr Milne has expressed an interest to attend this special study tour with the Victorian Waste Management Association (VWMA) to gain an insight and a deeper understanding of the options to consider, regarding one aspect of Victoria's waste and recycling system.

The VWMA, in partnership with TOMRA Collection Solutions Australia, has organised this tour to be held in New South Wales (NSW), being Sydney and a regional centre, to see, experience and discuss the Container Deposit Scheme or Return and Earn Model, which has been adopted in NSW.

3. Financial Implications

The estimated cost for flights, accommodation and registration for Cr Milne to attend this tour is approximately \$1,200, which can be accommodated within the 2019/2020 Budget.

4. Cost Shift Considerations

There are no cost shift considerations in this report.

5. Community Consultation

There has been no community consultation with reference to this report.

6. Internal Consultation

The Councillors have each reviewed the invitation and discussed it at a Councillor Briefing, prior to developing this report.

7. Legislative / Policy Implications

There are no legislative or policy implications in this report

8. Environmental Sustainability

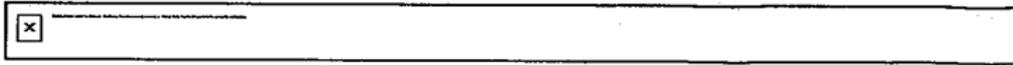
There are no environmental sustainability considerations in this report

9. Conflict of Interest Considerations

There are no Conflict of Interest Considerations applicable to this report.

10. Conclusion

It is recommended that Council approve the interstate travel of Cr Graeme Milne to attend the TOMRA Cleanaway Container Deposit Scheme Network Study Tour, Friday 13 September 2019 in NSW.



Dear Cr Stewart,

TOMRA Cleanaway is pleased to be partnering with the the Victorian Waste Management Association to be hosting a Study tour of the TOMRA Cleanaway Container Deposit Scheme Network.

We have had some recent spaces open up and are extending our invitations!

The VWMA has (since impacts of National Sword began) advocated to the State Government for a collaborative approach to understanding these issues and how they impact relevant stakeholders to create a shared vision for how we will resolve them.

With this intent I'd like to invite you and your representative local council members to attend a special study tour with the VWMA **to gain insights and a deeper understanding of the options to consider regarding one aspect of Victoria's waste and recycling system.**

The VWMA, like many of us, recognise that change is afoot and have organised a one day study tour of NSW (Sydney and one regional centre) to see, experience and discuss the container deposit scheme or return and earn model that's been adopted in NSW. This study tour will include pick up from Sydney airport, site visits at different "drop off" locations in different urban environments and a tour of the main processing facility (which has processed over 2 billion containers in the last 20 months).

We will then head to Sydney for a buffet dinner and presentations on how the

program has been rolled out in NSW including some of the challenges around behaviour change – Please refer to the attached flyer. I'd also like the opportunity to engage with the attendees on creating a shared understanding of both the pros and cons around CDS (generally) and see this as one of the outcomes from this study tour for the VWMA.

This event is not intended to be sales pitch or advocating for Victoria to adopt a NSW model but rather an opportunity to gain behind the scenes access to the often hidden components to the waste and recycling sector (and all the benefits and challenges waste management and recycling has along with it) as well presentations from NSW EPA and others. It will provide you an opportunity to ask questions, challenge your thinking and walk away from the study tour more informed about CDS as one of several solutions to Victoria's current recycling issues.

To view the invitation [CLICK HERE](#) To RSVP for this event please email your interest to Mark Smith Executive Officer VWMA mark@vta.com.au by COB Monday 9th September 2019

I look forward to seeing you or your delegate on the tour

Regards

Brent Murray

Senior Business Development Manager

TOMRA Collection Solutions Australia

8.2.2 SMALL BUSINESS CHARTER

Author's Title: Economic Development & Tourism Lead

Department: Office of the CEO

File No: ED/03/03

Attachments: 1 [↓](#) Small Business Charter
2 [↓](#) Victorian Small Business Commissioner - Small Business Engagement Guidelines

Relevance to Council Plan 2017 - 2021

Strategic Objective: Diversify and enhance our local economy.

RECOMMENDATION

That Council commits to, and signs, the Small Business Charter Agreement.

1. Executive Summary

To demonstrate Council's commitment to supporting small business in the Buloke Shire, the Small Business Charter Agreement is presented to Council for consideration. The Charter is an agreement between the Buloke Shire Council and the Victorian Small Business Commissioner (VSBC) to ensure both parties work together to improve information provided to small business, and to create a fair and competitive trading environment for small businesses in the Buloke Shire.

2. Discussion

The Small Business Charter encourages Council to meet the commitments outlined in the agreement within 12 months of signing the charter. The key areas of focus for Council are to support small business by:

- improving engagement during times of disruption such as infrastructure projects,
- encouraging stronger business networks across Buloke and Victoria,
- working towards faster permit approvals,
- ensuring prompt payment to small business if contracted by Council,
- providing simplified information and improving links to business resources, and
- improving communication between the VSBC and the Buloke Shire Council on issues impacting small business in the Buloke Shire.

The key focus areas encourage input and accountability from multiple departments within the organisation, maximising the opportunity for cross-departmental collaboration in supporting small business. By signing the Charter and working towards meeting the commitments outlined in the agreement, Council will move closer to a whole-of-Council approach to economic development in the Buloke Shire, which was identified as a key action in the 2018-2021 Economic Development & Tourism Strategy.

Buloke Shire Council has already begun working towards faster permit approvals by undertaking the Better Approvals Project in partnership with Small Business Victoria.

3. Financial Implications

There are no financial implications proposed in this report.

4. Cost Shift Considerations

There are no cost shift considerations proposed in this report.

5. Community Consultation

Community consultation was undertaken during the preparation of the Economic Development & Tourism Strategy 2017-2021. Feedback included encouraging the sustainability of local business by ensuring a whole-of-council approach to economic development.

6. Internal Consultation

This initiative has been presented to and supported by the Senior Leadership Team.

7. Legislative / Policy Implications

Local Government Act (1989)
Public Health & Wellbeing Act (2008)
Planning & Environment Act (1987)
Building Act (1993)

Council should consider that there are statutory timeframes associated with permit approvals under the Local Government Act (1983) and associated acts, and that initiatives to work towards faster permit approvals will need to continue to adhere to relevant legislative requirements.

8. Environmental Sustainability

There are no environmental sustainability factors impacted in this report.

9. Conflict of Interest Considerations

There is no conflict of interest declared in the preparation of this report.

10. Conclusion

It is recommended that Council commit to, and signs, the Small Business Charter Agreement.



Charter Agreement

Introduction

This Charter is a commitment between your council and the Victorian Small Business Commission (VSBC) to work together to create a fair and competitive trading environment for Victorian small businesses. It also tells you what you can expect as a business owner from your local council and the VSBC. By signing the charter, the VSBC and local councils agree to meet these commitments within 12 months.

Commitments and what you can expect from us

Part 1 | Work with small businesses disrupted by infrastructure projects

The VSBC will:

- a. provide councils with VSBC resources for managing the impacts of disruption
- b. provide dispute resolution services in relevant matters
- c. advocate on behalf of small businesses with authorities who undertake major works
- d. work collaboratively with council to develop practical initiatives that benefit small businesses

Your council will:

- a. refer to the VSBC's Small Business Engagement Guidelines when planning new works and request that external project managers do the same
- b. provide small businesses with the VSBC's guide for small businesses on Managing Disruption

Part 2 | Support the creation of small business networks across Victoria

The VSBC and your council will:

- a. distribute the VSBC's guide to building Stronger Networks
- b. actively engage with small business networks and identify new opportunities for development
- c. include representatives of associations in conversations concerning small businesses

Part 3 | Faster permit approvals processes for small businesses

Your council will:

- a. work towards faster permit approvals for new small businesses. This may mean:
 - i. registering with the Better Approvals Project and completing this as scheduled; or
 - ii. implementing strategies to streamline permit approvals processes for small businesses

Part 4 | Prompt payment to small businesses

The VSBC will:

- a. raise awareness of the Australian Supplier Payment Code¹ across Victoria to ensure your business is paid within 30 days of issuing an invoice

Your council will:

- a. initiate processes to ensure invoices from small businesses are paid promptly; or
- b. commit to signing up to the Australian Supplier Payment Code to pay small businesses within 30 days

Part 5 | Easy to read, easy to understand information for Victorian small businesses

The VBSC will:

- a. liaise with Small Business Victoria on the development of new resources for your business and communicate requests from your council about what is needed
- b. refer your council to new resources as they are made available

Your council will:

- a. link your business with the resources available at business.vic.gov.au
- b. provide the VSBC [Retail Lease Checklist](#) to prospective tenants

Both parties will:

- a. identify opportunities for the development of new resources for your business

Part 6 | Open channels of communication between the VSBC and local councils

The VSBC will:

- a. advocate on behalf of small business when your council notifies VSBC of key issues of concern
- b. work with relevant agencies to progress matters of concern to local councils and small businesses

Your council will:

- a. notify the VSBC of issues affecting local small business communities
- b. refer commercial disputes to the VSBC dispute resolution team as appropriate
- c. provide details of the VSBC's dispute resolution services on its website

¹ Further information on the Australian Supplier Payment Code can be found on the website of the Business Council of Australia | www.bca.com.au

Additional commitments

Promotion of Initiative

The VSBC will:

- a. provide all participating councils with the Small Business Friendly Council Initiative logo to use in their own materials
- b. provide all participating councils with an animated video promoting the benefits of having a small business friendly council to Victorian small businesses
- c. share success stories and case studies from participating councils in the VSBC eNewsletter and on social media
- d. list all participating councils on the VSBC website

Your council will:

- a. utilise the Small Business Friendly Council Initiative and videos in relevant communications
- b. provide VSBC with case studies and success stories associated with the initiative

Quality assurance and review

The VSBC will:

- a. contact your council 12 months after signing the charter to assess their status on each commitment
- b. review feedback from your council about the value of the charter and modify it as appropriate after 12 months

Your council will:

- a. work towards fulfilling each commitment within the first 12 months of signing the charter
- b. work with the VSBC to amend the charter if required

Acceptance

On behalf of we agree to the terms outlined in this Charter and agree to implement the Small Business Friendly Council Initiative.

Name
Position
Signature

.....

Date / /

Name Judy O’Connell
Position Victorian Small Business Commissioner
Signature

.....

Date / /

Please provide the contact details for the CEO for your organisation, and the details of a contact person that we can use as matters for discussion arise.

	CEO	Point of contact
Name		
Position		
Phone		
Email		
Postal address		





Charter Agreement

Introduction

This Charter is a commitment between your council and the Victorian Small Business Commission (VSBC) to work together to create a fair and competitive trading environment for Victorian small businesses. It also tells you what you can expect as a business owner from your local council and the VSBC. By signing the charter, the VSBC and local councils agree to meet these commitments within 12 months.

Commitments and what you can expect from us

Part 1 | Work with small businesses disrupted by infrastructure projects

The VSBC will:

- a. provide councils with VSBC resources for managing the impacts of disruption
- b. provide dispute resolution services in relevant matters
- c. advocate on behalf of small businesses with authorities who undertake major works
- d. work collaboratively with council to develop practical initiatives that benefit small businesses

Your council will:

- a. refer to the VSBC's Small Business Engagement Guidelines when planning new works and request that external project managers do the same
- b. provide small businesses with the VSBC's guide for small businesses on Managing Disruption

Part 2 | Support the creation of small business networks across Victoria

The VSBC and your council will:

- a. distribute the VSBC's guide to building Stronger Networks
- b. actively engage with small business networks and identify new opportunities for development
- c. include representatives of associations in conversations concerning small businesses

Part 3 | Faster permit approvals processes for small businesses

Your council will:

- a. work towards faster permit approvals for new small businesses. This may mean:
 - i. registering with the Better Approvals Project and completing this as scheduled; or
 - ii. implementing strategies to streamline permit approvals processes for small businesses

Part 4 | Prompt payment to small businesses

The VSBC will:

- a. raise awareness of the Australian Supplier Payment Code¹ across Victoria to ensure your business is paid within 30 days of issuing an invoice

Your council will:

- a. initiate processes to ensure invoices from small businesses are paid promptly; or
- b. commit to signing up to the Australian Supplier Payment Code to pay small businesses within 30 days

Part 5 | Easy to read, easy to understand information for Victorian small businesses

The VBSC will:

- a. liaise with Small Business Victoria on the development of new resources for your business and communicate requests from your council about what is needed
- b. refer your council to new resources as they are made available

Your council will:

- a. link your business with the resources available at business.vic.gov.au
- b. provide the VSBC [Retail Lease Checklist](#) to prospective tenants

Both parties will:

- a. identify opportunities for the development of new resources for your business

Part 6 | Open channels of communication between the VSBC and local councils

The VSBC will:

- a. advocate on behalf of small business when your council notifies VSBC of key issues of concern
- b. work with relevant agencies to progress matters of concern to local councils and small businesses

Your council will:

- a. notify the VSBC of issues affecting local small business communities
- b. refer commercial disputes to the VSBC dispute resolution team as appropriate
- c. provide details of the VSBC's dispute resolution services on its website

¹ Further information on the Australian Supplier Payment Code can be found on the website of the Business Council of Australia | www.bca.com.au

Additional commitments

Promotion of Initiative

The VSBC will:

- a. provide all participating councils with the Small Business Friendly Council Initiative logo to use in their own materials
- b. provide all participating councils with an animated video promoting the benefits of having a small business friendly council to Victorian small businesses
- c. share success stories and case studies from participating councils in the VSBC eNewsletter and on social media
- d. list all participating councils on the VSBC website

Your council will:

- a. utilise the Small Business Friendly Council Initiative and videos in relevant communications
- b. provide VSBC with case studies and success stories associated with the initiative

Quality assurance and review

The VSBC will:

- a. contact your council 12 months after signing the charter to assess their status on each commitment
- b. review feedback from your council about the value of the charter and modify it as appropriate after 12 months

Your council will:

- a. work towards fulfilling each commitment within the first 12 months of signing the charter
- b. work with the VSBC to amend the charter if required

Acceptance

On behalf of we agree to the terms outlined in this Charter and agree to implement the Small Business Friendly Council Initiative.

Name
Position
Signature

.....

Date / /

Name Judy O’Connell
Position Victorian Small Business Commissioner
Signature

.....

Date / /

Please provide the contact details for the CEO for your organisation, and the details of a contact person that we can use as matters for discussion arise.

	CEO	Point of contact
Name		
Position		
Phone		
Email		
Postal address		



8.2.3 REQUEST TO NAME AN UNNAMED ROAD TO BE CALLED MORROW ROAD

Author's Title: Senior Assets Engineer

Department: Works and Technical Services

File No: RO/12/01

Attachments: 1 [↓](#) Map showing the proposed Morrow Road
2 [↓](#) Copies of Historical documents

Relevance to Council Plan 2017 - 2021

Strategic Objective: Support our councillors, staff, volunteers and the community to make informed and transparent decisions.

RECOMMENDATION

That Council commence the consultation process to name the unnamed Road between Pattersons Lane and Adams Road, Charlton to 'Morrow Road'.

1. Executive Summary

This report requests Council to commence action to rename an unnamed between Pattersons Lane and Adams Road, Charlton to "Morrow Road".

2. Discussion

Council received a request from Ms Roma Bowman to name an unnamed road as 'Morrow' for historical reasons and to recognise the family name of a first settler.

Roma's grandfather, John Morrow was a pioneer in the Charlton area. She states John was the first settler on a property at the foot of Barrakee Hills / Yeungroon area in 1879. John Morrow attended the Charlton South School. After his death in 1909, his sons John and Nelson Morrow continued to farm. At the time of John Morrow's death in 1953, the farm was about 680 acres. John Morrow and his son John are buried in Charlton Cemetery.

A range of historical documents have submitted highlighting the role of the Morrow family as early settlers in the Charlton East district (refer attached)

Evidence provided for Mr John Morrow's standing in Charlton East include:

- On 18/8/1881 East Charlton Tribune published an article - License under section 19 Land Act 1869 transferred to section 3 of Land Act 1880: John Morrow, East Charlton
- On 01/09/1883, the East Charlton Tribune published an article - The following notice appeared in the Government Gazette: "Application for a lease approved, John Morrow, East Charlton".
- On 10/12/1890, the East Charlton Tribune published an article – "The first wheat of the season was bought into Charlton yesterday from the farm of Mr John Morrow, of East Charlton."
- On 17/03/1897, the East Charlton Tribune published an article - Gazette "Notices" included – "The application of John Morrow- parish of Charlton has been approved".

- On 05/06/1909 East Charlton Tribune published an article – “The death of Mr John Morrow, a well-known farmer of Barrakee took place on Sunday afternoon last”.
- On 16/01/1922 East Charlton Tribune published an article – “A painful accident, bravely borne, occurred last week to Mr John Morrow (son of original John Morrow) on his Farm, 2 miles from Charlton”.
- On 05/11/1927 East Charlton Tribune published an article – “The homestead owned and occupied by MR J Morrow (son of original John Morrow) farmer Charlton South was totally destroyed by the fire yesterday morning at 9.00 am”.

Ms Bowman further advised the only remaining physical evidence of Morrow’s homestead is the gateway, trees and dams in Patterson’s Lane.

Officers have identified an unnamed road, east of Pattersons Lane, Charlton. The road is a 1.7 kilometre length earth road between Patterson’s Lane and Adams Road.

Prior to publishing a Gazette notice related to road naming, Council must act in accordance with the rules and ensure the proposal conforms to naming principles and procedures. Importantly, Council as the Road Authority must consult with the local community.

3. Financial Implications

There is no financial implications in this report

4. Cost Shift Considerations

There is no cost shift considerations in this report.

5. Community Consultation

The naming process community consultation must be undertaken in accordance Local Government Act 1989.

6. Internal Consultation

Staffs have completed an internal review including on-site inspections.

7. Legislative / Policy Implications

Council, as the coordinating road authority, can name or rename a road subject to the provisions of the *Road Management Act 2004*, *Geographic Places Name Act 1998* and the *Local Government Act 1989*. These Acts state that in all instances the road authority must act in accordance with the Naming Rules for Places in Victoria. The Rules indicate that naming should only be considered if the Council can demonstrate that the proposal is made in the interest of the community.

8. Environmental Sustainability

There is no environmental impact from the report.

9. Conflict of Interest Considerations

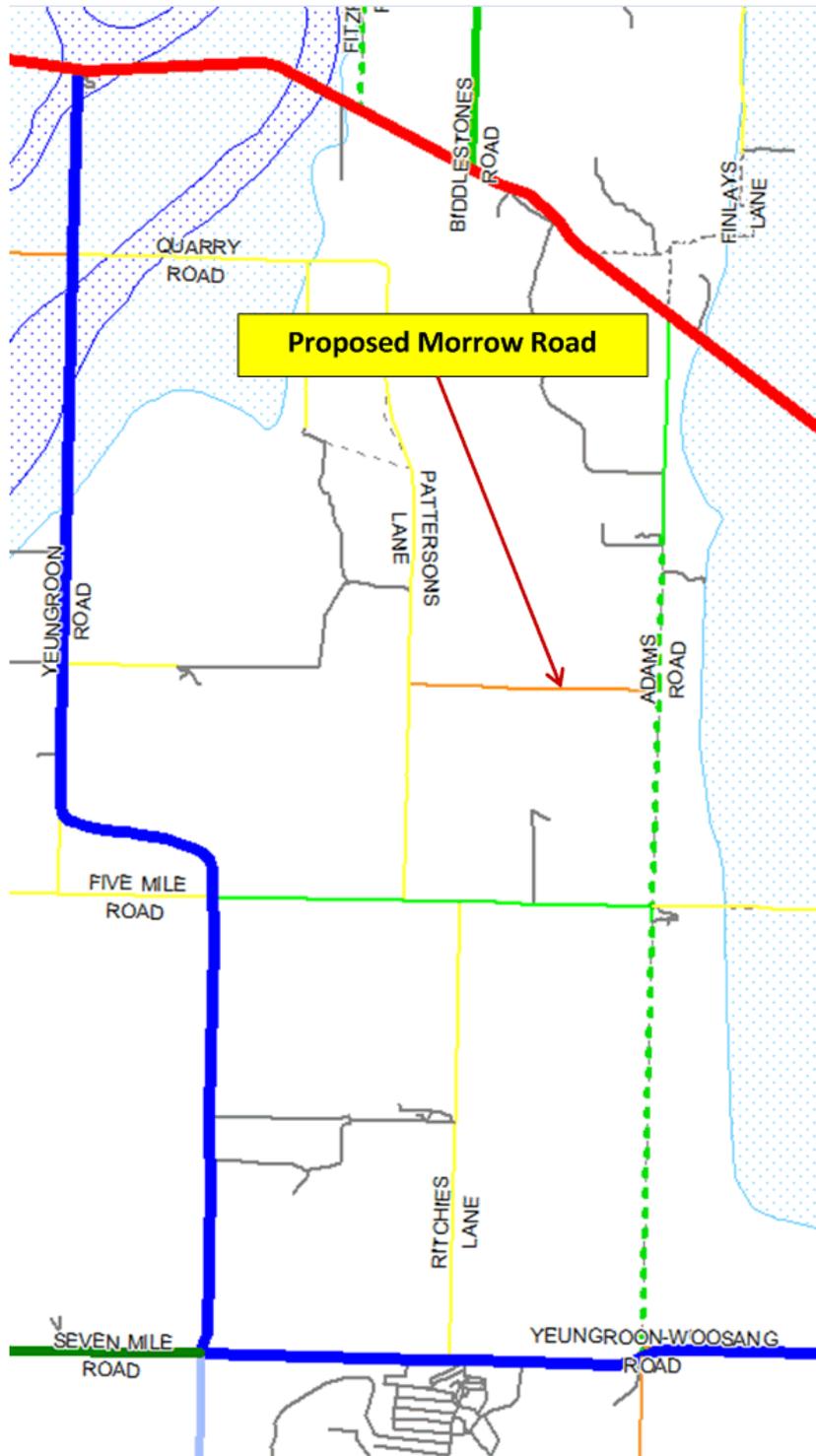
Officers preparing this report have no direct or indirect conflict of interest.

10. Conclusion

It is recommended Council give consent to commence a consultation process to name the unnamed Road between Pattersons Lane and Adams Road, Charlton to “Morrow Road”.

Attachement No.1

Map showing the proposed "Morrow Road"



Attachments No 2: Copies of Historical Documents

BOOK. *EAST CHARLTON TRIBUNE 18-8-1881*
Applications for leases approved:—W. Bevan, Charlton, and under amended "Land Act 1879," John C. Challenger, Marmal; James Collins, Woosang; Henry Southway, Ninyeunook.

Licenses under section 19 "Land Act 1869" transferred to section 3 of "Land Act 1880":—Hugh Cane, Boort; John Kennedy, Cooroojerrup; Henry G. Perkins, Towninny; Edward Thomas, Narraport; Joseph Chambers, Borang; W. C. Lester, Quamba-took; John Morrow, East Charlton; James M'Mahon (2), Wychitella.

Leases under section 20 "Land Act 1869," transferred to section 4 "Land Act 1880":—Edward Joyce, Thalia; John Callaghan, Ten, Eliza Webber, Henry Webber, Cooroojerrup; John W. Secombe, Wm. Beckham West Charlton; Matthew Callaghan, Bungeeluke.

1-9-1883
EAST CHARLTON TRIBUNE
 The following notices appear in the "Government Gazette":—Application for license approved: Laurence Meaney, Tittybong. Hearing of reasons against forfeiture, etc: John Hawkins, Borung, at Wedderburn on September 6th, 1883. Licenses under section 19 of "Land Act 1869" transferred to section 3 of "Land Act 1880": Robert Wilson, John Cottrell (2), George Cottrell. Leases under section 20 of "Land Act 1869" transferred to section 4 of "Land Act 1880": James Ware (2), William H. L. Douglas, Boort. Licenses under the "Land Act 1865" revoked, etc: Robert Mills, James Allen, East Charlton; John T. Glowrey, Narraport; the land being sold in each case to the licensees. Application for a lease approved: John Morrow, East Charlton. Transfer of lease registered at the Office of Titles; James Jones to Benjamin Thomas Jones and James Jones, West Charlton. Impounded at Donald on 18th August, 1883, by John Foley: Roan mare, long tail, large star in face, off hind foot white, medium draught, aged, branded like triangle and two dots off shoulder; if not claimed and expenses paid, to be sold on 17th September 1883.

7 pages

8 items

EAST CHARLTON TRIBUNE 10-12-1890

The first wheat of the season was brought into Charlton yesterday, and purchased by Mr James Sutherland. It was from the farm of Mr John Morrow, of East Charlton, and was of the Steinwedel variety, which has thus amply justified the reputation it has obtained, as an early maturing, as well as a rust resisting wheat. He only got a bag of Steinwedel, intending to try it as an experiment, and from this he has got about a hundred bushels stripped from a patch of some four acres. The wheat is a very fine sample. Of good color, plump, and well filled, thin skinned, and altogether an excellent milling variety, whilst the early period in the season at which it matures is another, and certainly not the least of its recommendations. Altogether, the evidence is strengthened that, in addition to the one quality which has secured favor for the Steinwedel wheat in districts likely to be affected by rust, it has others which deserve to bring it into largely increased growth.

EAST CHARLTON TRIBUNE 26-11-1902

A fine sample of wheat, the first stripped this season in the Charlton district, has been shown to us. It was grown by Mr John Morrow, of Barrakee South, and is of the variety known as Dart's Imperial. Mr Morrow anticipates obtaining the good average (for the season) of three bags to the acre. The crop after being stripped will be cut with the reaper and binder, so that every straw will be saved this year.

W. S. G. W. S.
EAST CHARLTON TRIBUNE 10-8-1898
Mr Wm Sweeney, eldest son of Mr Denis Sweeney, of Barrakee, a young man about 24 years of age, met with a painful accident on Monday last. He was employed clearing trees on Mr Morrow's farm with a forest devil, when the anchor chain suddenly snapped and struck him on the right leg, breaking it below the knee. The sufferer was at once brought into Charlton and Dr M'Eniry set the broken limb. The patient, is now progressing favorably.

EAST TRIBUNE 5-6-1909

We regret to record the death of Mr John Morrow, a well known farmer of Barrakee, which took place last evening at Mrs Johnstone's private hospital, Clifton Hill. The deceased gentleman had been suffering for some time from cancer of the bowels, and it was recognised that there was no hope of him recovering. Mr Morrow was a native of Ireland, and selected land at Barrakee in the early days of the district. He was about 75 years of age, and was under the care of Dr S. H. Dunlop. The deceased had been ailing for about 5 months, and about 3 months ago he went to Bendigo, where an operation was performed to ascertain the cause of his illness. It was seen that Mr Morrow was in a critical condition, and he continued to sink till last evening, when he passed away. He leaves a widow and family. The funeral will take place on Sunday afternoon, leaving Mrs Johnstone's punctually at 1 o'clock for the Charlton cemetery.

1897 "GAZETTE" NOTICES.

EAST CHARLTON TRIBUNE 17.3.1897

William Rock, L et L Mid. R.C.P., et R.C.S. Edin, 1891; L.F.P.S. Glas, 1894, has been gazetted legally qualified medical practitioner at Charlton.

A rate of 1s in the pound sterling on the annual value of all rateable property within the irrigation and water supply district of the Swan Hill Irrigation and Water Supply Trust has been made for the year 1896, payable on the 1st January and 1st July, 1897.

The commissioners of the Loddon United Water Trust have made the following rates for the year 1896, on all rateable property in the hereinafter mentioned divisions:—Shire of Gordon, No 1, east division, 8d in the £; Shire of Gordon, No 2 east division, 4d in the £; Shire of Gordon, No 1, west division, 1s 6d in the £; Shire of Gordon, No 2, west division, 10d in the £; Shire of Gordon, No 3, west division, 8d in the £; Shire of Charlton division, 6d in the £; such rates to be payable on 20th December, 1896.

The Board of Land and Works, by virtue of the powers conferred under section 113 of the Land Act, 1890 has visited the site reserved for a public park at Donald on 2nd November, 1896, in the council of the Shire of Donald as trustees.

The application of Margaret E. M'Oleland, 114a 1r 8p, Narraport, has been approved, and the transfer of lease from D. J. Slaty and Andrew Slaty to Samuel Winzar, 316 acres, Tyntynder, has been granted.

Renewal of license approved:—J. B. M'Donald, 3 acres Leaghur.

The application of John Morrow for 2a 1r 32p, parish of Charlton East, has been approved.

Land withdrawn from application:—223 acres, parish of Boga, allot 9, sec 1, forfeited 32nd section, leasehold of James Hardiman.

Impoundings.—Birchip—1 red bull, white on brisket, belly, top of rump, and tip of tail, no visible brand; 1 red cow, white spots on belly, branded AP off rump, and like AP near rump. Kerang—1 strawberry heifer, like ORR off rump, hole through near ear, top off off ear; 1 blue roan cow, JB off rump, hole slit near ear, hole and back off ear; 1 yellow and white heifer. 1 red roan heifer, white on belly, 1 white cow, red neck, no visible brands; 9 red and white cows, no visible brands; 6 yellow and white cows, like MI off thigh; 2 yellow and white cows, like IW off rump, 1 strawberry cow, no visible brands; 1 red and white cow A near shoulder; 1 red and white cow; 2 red roan cows, A reversed off thighs; 1 red roan cow, MI off thigh; 1 red and white cow. W off

EAST CHARLTON TRIANGLE 9-6-1909

The funeral of the late Mr John Morrow took place on Sunday afternoon last at one o'clock, and was very largely attended by the many friends of the deceased gentleman, the remains being interred in the Charlton cemetery. The coffin was taken to St Martin's Church at 12.30, where the first part of the burial service was read, the officiating clergyman being the Rev R. E. Saunders. The coffin-bearers were the three eldest sons of the deceased, Messrs James, Frederick G., and John J. Morrow, and Messrs J. E. Rowe, D. Bingham, and W. R. Finlay. The funeral arrangements were carried out by Mr R. Hughes. The deceased gentleman was a native of Leat Beg, Tamney, Co Donegal, Ireland, and landed in Melbourne during 1863. He proceeded to Ballarat where, for some years, he was engaged in the carrying business, also at Creswick. In 1879 he took up land in the Charlton district, and has always been known as a methodical and successful farmer. He leaves a widow and family of four sons, and five daughters. The late Mr Morrow was most highly respected by his numerous friends for his many sterling qualities and high principles. He was of a kindly and genial disposition and will be greatly missed, not only by his own family, but also by all who knew him.

8.2.4 APPLICATION FOR PERMIT TO KEEP EXCESS DOGS AT 9 RUTHERFORD STREET, CHARLTON

Author's Title: Compliance Team Leader

Department: Works and Technical Services

File No: LA/08/06

Attachments: 1 [↓](#) Permit application
2 [↓](#) Objection to application

RECOMMENDATION

That Council refuses the application for a permit under Council's Community Local Law 2019 Clause 42(1) to keep one (1) additional dog at 9 Rutherford Street, Charlton.

1. Executive Summary

Council has received a Local Laws application for a permit to allow the keeping of one (1) additional dog at 9 Rutherford Street, Charlton.

2. Discussion

Council's Community Local Law 2019 allows for the keeping of two (2) cats and two (2) dogs within a township, any additional animals to this require an excess animal permit. Council has received an application requesting that (3) three dogs be kept at 9 Rutherford Street, Charlton.

Surrounding landowners and residents were advised in writing to consider the application and submit any objections to Council by the 25 July 2019. Council has received one (1) signed objection from landowners/residents who state that they are already experiencing issues with animals from the applicant's address.

The objector states that the keeping of an additional animal would impact them and that it would interfere with the general amenity of the area (refer attachment).

3. Financial Implications

There are no financial implications in this report.

4. Cost Shift Considerations

There are no cost shift considerations in this report.

5. Community Consultation

Following normal Local Laws procedures, Council has undertaken a notification process and advertising of the application that involved Fifteen (15) neighbouring properties that may or could be affected by the activity.

6. Internal Consultation

No internal consultation has taken place.

7. Legislative / Policy Implications

The application and decision making are in keeping with Council's Community Local Law 2019 Clause 42(1).

8. Environmental Sustainability

There are no environmental sustainability considerations in this report.

9. Conflict of Interest Considerations

No officer involved in the preparation of this report had a conflict of interest.

10. Conclusion

It is recommended that Council refuse the application for a permit under Council's Community Local Law 2019 Clause 42(1) to keep one (1) additional dog at 9 Rutherford Street, Charlton.

Attachment 1 Permit application

BULOKE SHIRE COUNCIL
CENTRAL MAIL REGISTRY
FILE NO
RECEIVED 19 JUN 2019
DOCUMENT NO
DIRECTED TO Farming area (see table...
REFERRED TO



APPLICATION FOR PERMIT - KEEPING OF ANIMALS

Community Local Law No.10

To be completed if applying to keep more than the maximum number of animals allowed below for maximum numbers or prohibited animals) \$55.00 Permit Application Fee Applies (Non-Refundable)

BULOKE
SHIRE COUNCIL

Office Use Only
Records Department

Property No: 36600030Z File No: LA/08/06 Document No: 19-004849

Name: Kimberley White

Address: 9 Rutherford St Charlton Postcode: 3525

Address where animals kept: _____
(If different from above)

Phone: _____ Mobile: 0478 390 882

I wish to be able to: Keep 3 dogs At Above Address

ANIMALS

List ALL animal(s) to be kept on property:

	Breed and Type	M/F	Age	Tag No (if dog or cat)	Microchip No. (if dog or cat)
1	American Staffy X	M	1		900079000202684
2	American Staffy X	M	1		900079000202686
3	Foxi X	M	6		956000004856549
4					
5					
6					
7					
8					
9					
10					

TABLE OF MAXIMUM NUMBER OF ANIMALS:

Type of animal	Maximum number allowed in a Township without a permit	Maximum number allowed outside of Township without permit	Type of Animal	Maximum number allowed in residential area without permit	Maximum number allowed in farming areas
Dogs	2	6	Guinea Pigs	6	No Maximum Limit
Cats	2	6	Domestic Rabbits	6	No Maximum Limit
Pigeons	40	No Maximum Limit	Horse/Donkey	0	No Maximum Limit
Poultry	6 (chicken/ducks) 0 (roosters/geese/turkeys)	No Maximum Limit	Cattle	0	No Maximum Limit
Small Birds (finches, canaries, budgerigars)	20	No Maximum Limit	Sheep	0	No Maximum Limit
Large Birds (cockatoos, parrots, galahs)	0	10	Goats	0	No Maximum Limit
Domestic Mice	10	No Maximum Limit	Pigs	0	No Maximum Limit

DECLARATION:

I declare that to the best of my knowledge and belief all the above information is true and correct.

Name: Kimberley Signed: [Signature] Date: 19/6/19
Applicant

Name: _____ Signed: _____ Date: _____
Signed by Owner where appropriate

Office Hours: 8:30am-5:00pm
Mon-Fri
District Office:
367 Broadway, WYCHEPROOF
Buloke Shire Council
P.O Box 1
WYCHEPROOF VIC 3527
All Enquiries: 1300 520 520
buloke@buloke.vic.gov.au

PRIVACY STATEMENT:

We respect your privacy. We will not sell or give away your personal information, unless required by law. Occasionally, we may use your details for our own research purposes or to let you know about other council information. If you want to see your personal data, modify your details, or if you receive information from us you do not want in the future, please contact 1300 520 520.

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Attachment 1 Permit application

Buloke Shire Council
PO Box 1, Wycheproof 3527
Offices: 367 Broadway, Wycheproof 3527
Phone: (03) 5478 0100 Fax: (03) 5493 7395
Email: buloke@buloke.vic.gov.au
ABN: 89 293 793 980

Counter Sale Receipt: 413090 Paid: 19 Jun 2019
Tax Invoice/Receipt Printed: 19 Jun 2019

Received From:

Kimberley White
9 Rutherford Street
Charlton 3525

Payment Details

Method	Amount
EFT POS	\$124.00
Total	\$124.00

Notes:

Qty	Description	Ledger a/c	Amount
1	Excess Animals Permit		\$50.00
	GST	1240280000	\$5.00
Total (Inclusive of GST)			\$55.00

Cashier: wycheecs1 Thankyou

Attachment 2 Objection to application

Buloke Shire Council
P O Box 1
Wycheproof Vic 3527

Dear Wayne,

Thank you for your letter ref LA/08/06 regarding a permit to have Excess Animals at 9 Rutherford Street Charlton.

We do object to this application;

- I thought there was more than two dogs at this address (not that I knew the law)
- There is barking happening at different times; we only have to be in our front yard to be barked at from the other side of the timber fence.

On another matter Council has been adhering to Local Laws section 5 and requested that other residents in our area have had to remove their roosters from their flocks of chickens.

At 30 Rutherford Street there are a number of animals not allowed within the town boundary as per local laws; some are roosters and goats and many other animals in their menagerie.

If other residents close by have had to comply, so should everyone else.

Kind Regards

8.2.5 COMMUNITY GRANTS AND SPONSORSHIP

Author's Title: Community Development Officer

Department: Community Development

File No: GS/09/42

Attachments: 1 [↓](#) 2019 - 2020 Community Grants and Sponsorship List

Relevance to Council Plan 2017 - 2021

Strategic Objective: Build a healthy and active community

RECOMMENDATION

That Council allocates the following funding under the Community Grants and Sponsorship Program:

1. \$1,082 project support to the Rex Theatre;
2. \$500 sponsorship to the Charlton Bowling Club;
3. \$718 project support to the Charlton RSL; and
4. \$500 sponsorship to the Charlton Badminton Club.

1. Executive Summary

This report is presented to Council to consider the allocation of funds from the Community Grants and Sponsorship Program.

2. Discussion

Significantly more applications are being received for community grants and sponsorships. The review committee is examining and recommending allocations in line with this increasingly competitive grants environment. The following applications have been received:

Project:	Touch On Cash at The Rex
Organisation:	The Rex Theatre Museum Ltd
Amount Applied:	\$1,082.00/Community Grant
Funding Amount Recommended:	\$1,082.00
Project Description:	The Rex Theatre is responding to patron and volunteer requests through offering EFTPOS services. This project (with a total value of \$2,165) will see the installation of iPad Point of Sales systems and the "Square" system for both candy bar and ticket sales. The Rex Theatre Museum Ltd is contributing the balance of funds to enable the project.
Project Benefit:	This will result in a simpler, more accurate cash handling and recording system, providing a better volunteer workflow. Volunteer burden has been recognised through the Buloke Shire Volunteer Strategy. Organisations are coming up with innovative ways to overcome these challenges. Embracing the advantages of technology is one way to build capacity and support volunteers. The application for this project notes more than 40 volunteers contribute to the operation of the Rex Theatre and the installation of this equipment will not only ease the burden on volunteers during operation, but also lessen the amount of work needed for office bearers (such as banking, recording ticket and candy bar sales and admin in generating monthly reports). The availability of EFTPOS has become an expectation among user groups, so the realisation of this project creates the potential to increase

	numbers of both locals, and especially tourists looking to enjoy the offerings of The Rex, with the benefits of electronic transactions.
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Project:	Charlton Bowling Club Inc. 100 Year Anniversary Celebrations
Organisation:	Charlton Bowling Club Inc.
Amount Applied/category:	\$500/Sponsorship
Funding Amount Recommended:	\$500
Project Description:	The Charlton Bowling Club celebrates its centenary this year (1919-2019). The Club is marking this occasion with a dinner on Saturday, September 28 which will include past and current members and invited guests. As part of the celebration, the club is launching a book to celebrate its history. The Club aims to hold a tournament on the following day. The Club has contributed a significant amount towards this project, both in-kind and financially and has also sought donations and sponsorships from other organisations with entrance fees rounding out the project cost.
Project Benefit:	The Club estimates in excess of 100 people to attend the celebration with a lot of accommodation already booked. Keeping active at all ages forms a key part of several plan priorities. The published book will be a great piece of Charlton's history and the Club looks to promote the event and Council's support through local and online media.

Project:	Archiving the Collection
Organisation:	Charlton RSL Sub-Branch
Amount Applied:	\$718/Small Capital Equipment Grant
Funding Amount Recommended:	\$718
Project Description:	Through this project, the Charlton RSL Sub-Branch look to complete the digital archiving of military items of significance being held in the club room. Over many years items have been donated to the sub-branch without accurate information to aid their story-telling and preservation to highlight significance. This project will be undertaken by volunteers and represents volunteers taking advantage of the benefits of technology. The requested amount will cover the purchase of equipment (such as scanner, printer etc) and complimented by a large contribution of in-kind volunteer hours.
Project Benefit:	The project will preserve a key part of Charlton's history and has scope to not only add benefit to significant days of observation but also offer the opportunity for school groups and organisations to enjoy the collection. With the purchase of equipment, it reduces volunteer workload and enables skill sharing and accurate recording, labelling and display of current items and items received in the future.

Project:	Local Representation at the Atalanta Badminton Jamboree
Organisation:	Charlton Badminton Club
Amount Applied:	\$500/Sponsorship
Funding Amount Recommended:	\$500
Project Description:	The Atalanta Jamboree is an Australasian Badminton tournament for women. It has been going for 40 years and about 400 women take part, age is no barrier and it has a focus on fun, fitness and fellowship. This year it is being held in Hobart. This sponsorship application forms part of the cost to cover a Charlton Vic team to be a part of the event. The Country Vic team has represented the Charlton Badminton Association at the Australasian

	Ladies Badminton Championships for 20 years. The team has raised \$2,650 through fundraising activities to also assist the team's participation. This will be the third year the Charlton team has competed and on both prior occasions, the team was victorious.
Project Benefit:	The Charlton team use the opportunity to promote Buloke and Charlton to other competitors, they have "Charlton" printed on their tops and even hand out brochures to many women at the tournament to encourage visits through a shared love of badminton. Encouraging representation such as this in turn strengthens local clubs with experiences and skills shared. Keeping our residents active and offering fun ways to get involved forms part of plans for good mental health, and the added benefits of active lifestyles.

Charlton Art Show

An application was also received for sponsorship of the Charlton Art Show. Under the Community Grants and Sponsorship Guidelines, "organisations who have received funding in any one grant category for three consecutive years will be ineligible to apply in that category the following year. This is to ensure money is available to as many organisations as possible and that no organisation becomes dependent on Council for its existence." The Charlton Art Show falls under this, having received funding for the last three consecutive years. Council will continue to support this iconic community event with the use of the Town Hall space and promotion of the event.

3. Financial Implications

This brings the allocation under the community grants scheme for the 2018-19 financial year to \$2,800 out of a total of \$20,000. The sustainability fund contributions so far totals \$0 out of \$50,000 available.

4. Cost Shift Considerations

There are no cost shift considerations in this report.

5. Community Consultation

Staff have sought clarification where necessary from community groups.

6. Internal Consultation

Council officers have consulted with the applicants and reviewed all documentation associated with the sponsorship applications

7. Legislative / Policy Implications

The community grants and sponsorship program has been developed in response to the Local Government Investigations and Compliance Inspectorate guidelines

8. Environmental Sustainability

There are no environmental sustainability matters considered in this report.

9. Conflict of Interest Considerations

No officer involved in the preparation of this report had a conflict of interest

10. Conclusion

It is recommended that Council considers providing funding allocations as per the recommendations.

Community Grants, Sponsorship & Sustainability Fund

2019-2020

Organisation	Type	Amount in Application	Recommended \$
	Small Equipment		
The Rex Theatre	Grant	\$ 1,082.00	\$ 1,082.00
Charlton Bowling Bowling Club	Sponsorship	\$ 500.00	\$ 500.00
Charlton RSL	Project Support	\$ 718.00	\$ 718.00
Charlton Rotary Art Show	Sponsorship	\$ 500.00	\$ -
Charlton Badminton	Sponsorship	\$ 500.00	\$ 500.00

8.2.6 APPLICATION TO LIVING LIBRARIES INFRASTRUCTURE PROGRAM 2019

Author's Title: Director Community Development

Department: Community Development

File No: GS/03/19

Attachments: 1 [↓](#) Wycheproof Resource Centre - Extension Plans - Library Service

Relevance to Council Plan 2017 - 2021

Strategic Objective: Responding to and enhancing our built and natural environment

RECOMMENDATION

That Council apply under the Victorian State Government Living Libraries Infrastructure Program 2019 for a building extension to the Wycheproof Resource Centre to provide a dedicated library space.

1. Executive Summary

The purpose of the report is to recommend that Council submit an application under the Living Libraries Infrastructure Program 2019 to extend the Wycheproof Resource Centre to provide a dedicated, suitable space for the delivery of the Buloke Library Service.

2. Discussion

The Buloke Library Service commenced operation in July 2018. Since its launch, the Wycheproof outlet of the service has operated out of the conference rooms of the Wycheproof Resource Centre. It has been a goal of the service, since its inception, to extend the Wycheproof Resource Centre to provide a dedicated, fit-for-purpose space for the library delivery. On August 20, 2019, Council received a letter from the Hon Adem Somyurek MP announcing the opening of the 2019-20 Living Libraries Infrastructure Program (LLIP). This program offers the potential to meet the goal of a Wycheproof library space and further enhance the community impact of the Buloke Library Service in partnership with the Wycheproof Resource Centre. Plans (as attached) were drawn up in 2018 to reflect this project.

The Living Libraries Infrastructure Program enables councils and regional library corporations deliver new or renewed library infrastructure for their communities. The program aims to enable councils to continue to provide library facilities that meet the needs of communities, and in doing so, support the role of libraries in strengthening communities and encouraging opportunities for community participation. There are two categories of funding:

- Minor Projects - \$10,000 - \$150,000
- Major Projects \$150,000 - \$750,000.

This extension project will fall in the Major category. In terms of co-contributions, Buloke is classified under the "Libraries for Small Rural Councils" in the guidelines and no co-contribution is required for these councils. Therefore, the application will not include any matching funding from Council.

3. Financial Implications

There is no co-contribution required for the funding application. Some staff time will be used to determine specific costings for the application purposes.

4. Cost Shift Considerations

There are no cost shift implications associated in this report.

5. Community Consultation

During community consultation prior to launching the Buloke Library Service, this project was identified as a priority. Extensive community consultation was undertaken for the Building Buloke 2030 Community Plan and in Wycheproof's Community Plan, the Resource Centre came out on top as one of the community's most valuable assets. The Plan also outlines "1. Work in partnership with Council as it provides library services in Wycheproof" under the goal of "Create Opportunities That Encourage Community Wellbeing, Lifelong Learning and Social Connectedness".

6. Internal Consultation

This application has been discussed internally since the inception of the Buloke Library Service. Since receiving the letter informing of the opening of the LLIP, it has been discussed at SLT, and across the Community Development and Assets and Infrastructure directorates.

7. Legislative / Policy Implications

This project is consistent with the Council Plan, Buloke 2030 Plan, Inclusiveness Plan and the Wycheproof Community Plan.

8. Environmental Sustainability

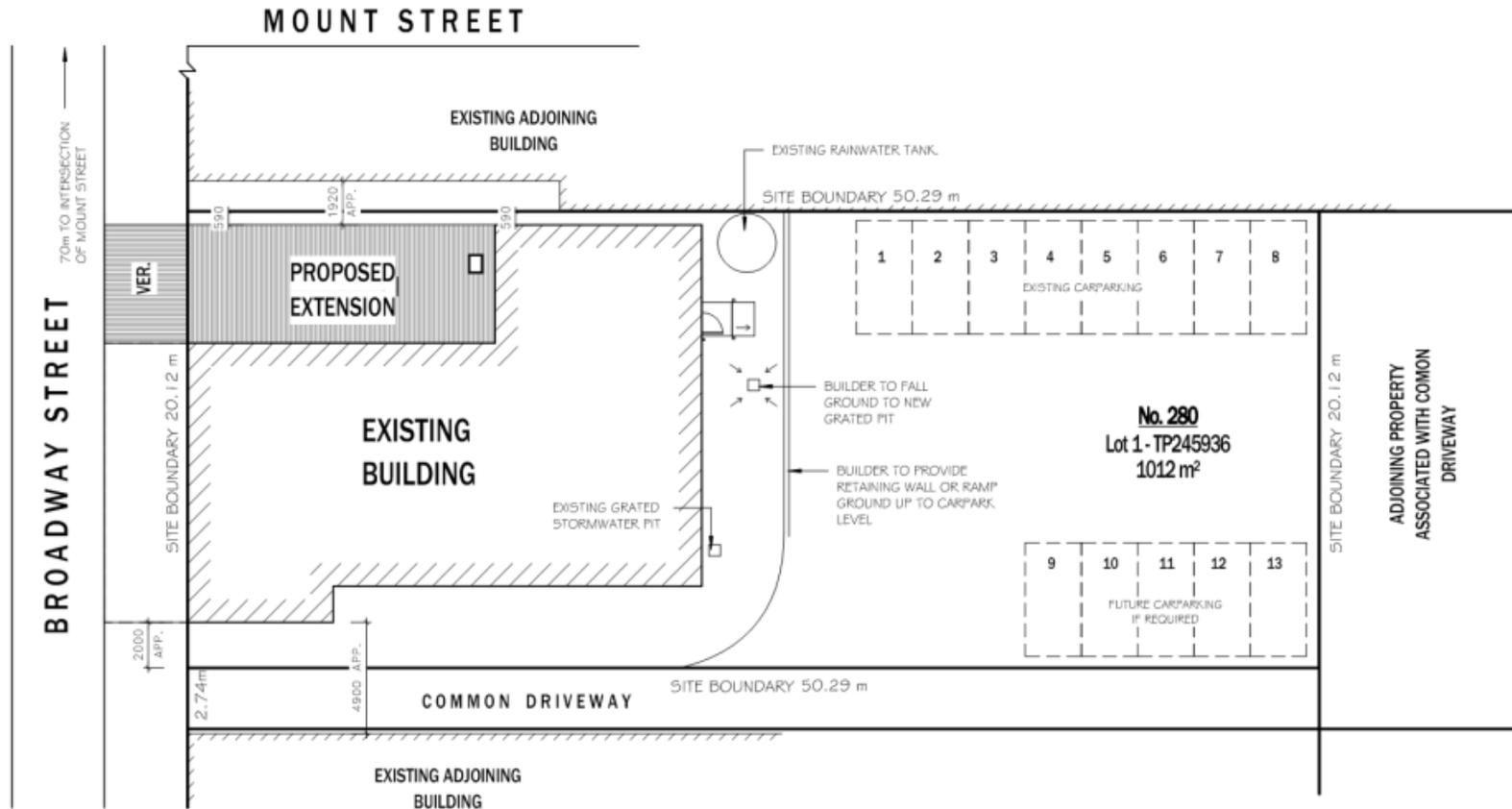
Environmental sustainability factors will be considered in final design and construction should this application be successful.

9. Conflict of Interest Considerations

No person involved in preparing this report had a conflict of interest.

10. Conclusion

It is recommended Council endorses the action to apply for funding under the Living Libraries Infrastructure Program 2019 to extend the Wycheproof Resource Centre to provide a dedicated, suitable space for the delivery of the Buloke Library Service.

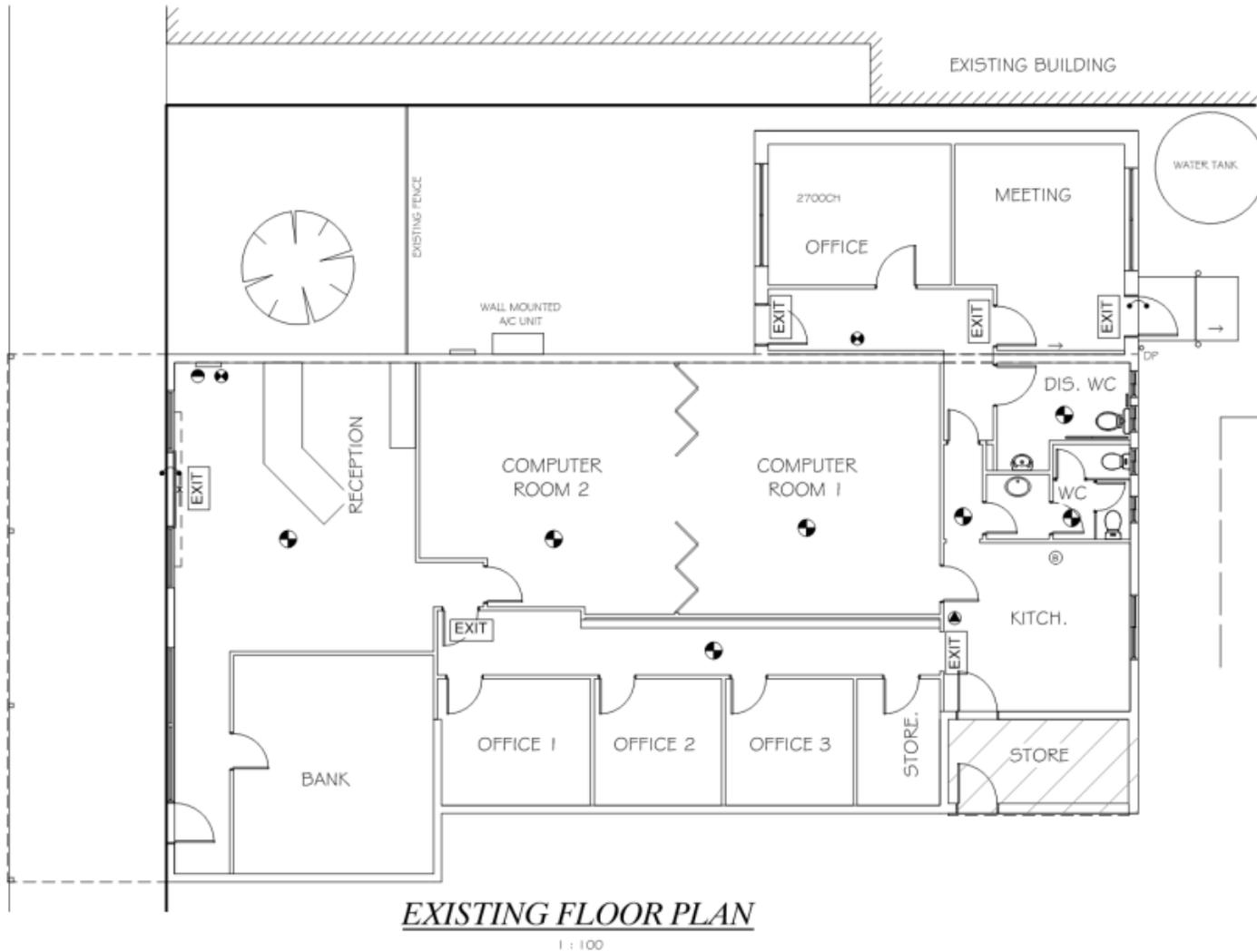


SITE PLAN

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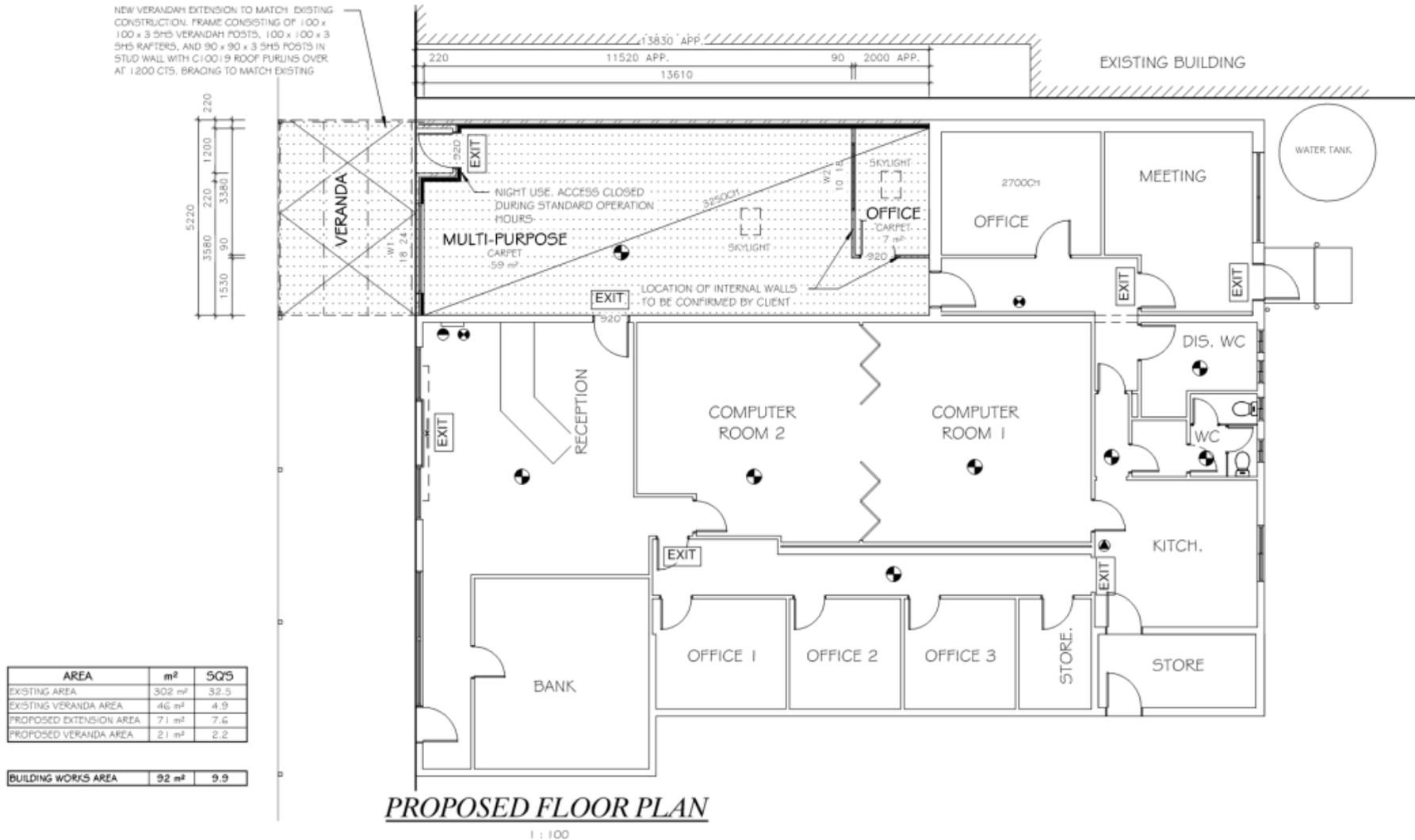
DESIGN DEVELOPMENT ISSUE (NOT FOR CONSTRUCTION)

BULOKE SHIRE COUNCIL 17-3572 WYCHEPROOF RESOURCE CENTRE BROADWAY WYCHEPROOF 17-3572 - BULOKE 27042018 4:21:20 PM WYCHEPROOF - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT. WRITTEN DIMENSIONS ARE TO TAKE PRECEDENCE OVER SCALE. DO NOT SCALE OFF DRAWING.		CONTRACT No. DATED ON BY OWNER BY BUILDER BY WITNESS	PROJECT: PROPOSED EXTENSION CLIENT: WYCHEPROOF RESOURCE CENTRE LOCATION: 280 BROADWAY WHYCHEPROOF VIC 3527 REGISTRATION NUMBER: DP-AD 19055 DRAWN: DW	REVISION DESCRIPTION DATE SCALE: 1 : 200 (A3 SHEET) SHEET No. 1 OF 4	DATE: 27/04/18 TITLE: SITE PLAN NORTH JOB No: 17-3572	McKnight & Bray KERANG - SWAN HILL (03) 5452 2255 info@mcknightbray.com.au www.mcknightbray.com.au McKNIGHT & BRAY BUILDING DESIGN
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DESIGN DEVELOPMENT ISSUE (NOT FOR CONSTRUCTION)

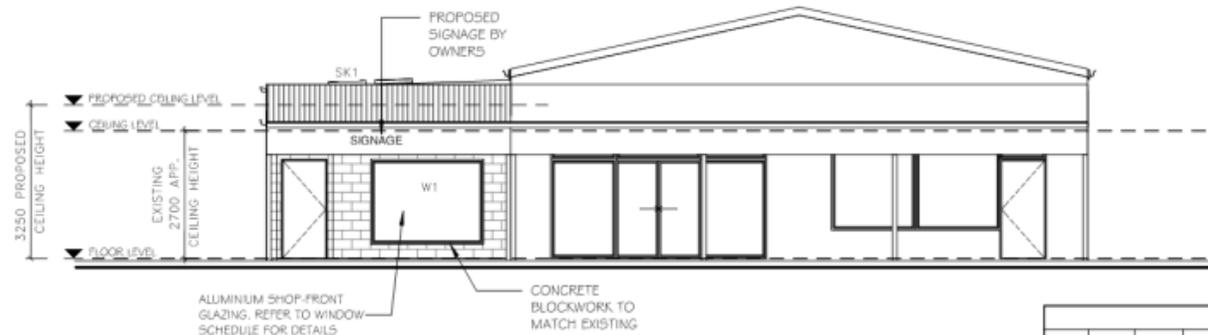
<small>BULOKE SHIRE COUNCIL 17-3572 WYCHEPROOF RESOURCE CENTRE BROADWAY WYCHEPROOF 17-3572 - BULOKE 27042018 4:21:21 PM</small> WYCHEPROOF - © COPYRIGHT - THESE PLANS ARE SUBJECT TO COPYRIGHT. REPRODUCTION IN WHOLE OR PART IS FORBIDDEN WITHOUT WRITTEN CONSENT.		CONTRACT No. DATED ON BY OWNER BY BUILDER BY WITNESS		PROJECT: PROPOSED EXTENSION CLIENT: WYCHEPROOF RESOURCE CENTRE LOCATION: 280 BROADWAY WYCHEPROOF VIC 3527 REGISTRATION NUMBER: DP-AD 19055		REVISION DESCRIPTION DATE _____ _____ SCALE: 1 : 100 (A3 SHEET) SHEET No. 2 OF 4		DATE: 27/04/18 TITLE: EXISTING FLOOR PLAN NORTH JOB No: 17-3572		KERANG - SWAN HILL (03) 5452 2255 info@mcknightbray.com.au www.mcknightbray.com.au MCKNIGHT & BRAY BUILDING DESIGN 	
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DESIGN DEVELOPMENT ISSUE (NOT FOR CONSTRUCTION)

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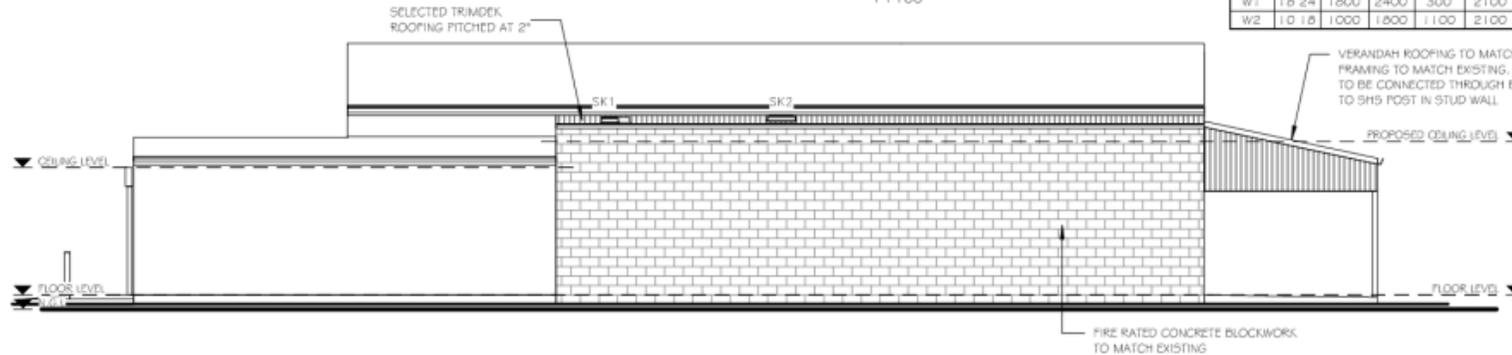
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WEST ELEVATION

1 : 100

WINDOW SCHEDULE						
MARK	CODE	HEIGHT	WIDTH	SILL HEIGHT	HEAD HEIGHT	TYPE COMMENTS LOCATION
SK1	SKY	775	572	-	-	ALUMINIUM SKYLIGHT OFFICE
SK2	SKY	775	572	-	-	ALUMINIUM SKYLIGHT MULTI-PURPOSE
W1	18 24	1800	2400	300	2100	ALUMINIUM FIXED WINDOW MULTI-PURPOSE
W2	10 18	1000	1800	1100	2100	ALUMINIUM FIXED WINDOW OFFICE



NORTH ELEVATION

1 : 100



DESIGN DEVELOPMENT ISSUE (NOT FOR CONSTRUCTION)

BULOKE SHIRE COUNCIL 17-3572 WYCHEPROOF RESOURCE CENTRE BROADWAY WYCHEPROOF 17-3572 - BULOKE 270416 1.6 4.2 1.21 TM

WYCHEPROOF
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CONTRACT No.
 DATED ON
 BY OWNER
 BY BUILDER
 BY WITNESS

PROJECT: PROPOSED EXTENSION
 CLIENT: WYCHEPROOF RESOURCE CENTRE
 LOCATION: 280 BROADWAY
 WHYCHEPROOF VIC 3527

REGISTRATION NUMBER: DP-AD 19055

DRAWN: DW

REVISION	DESCRIPTION	DATE

SCALE: 1 : 100 (A3 SHEET)
 SHEET No. 4 OF 4

DATE: 27/04/16
 TITLE: ELEVATIONS 4 3D
 NORTH JOB No:
 17-3572

McKnight & Bray
 McKNIGHT & BRAY BUILDING DESIGN

KERANG - SWAN HILL
 (03) 5452 2255
 info@mcknightbray.com.au
 www.mcknightbray.com.au

8.2.7 FREE GREENWASTE PERIOD 2019

Author's Title: Director Works and Technical Services

Department: Works and Technical Services

File No: WM/16/01

Attachments: Nil

Relevance to Council Plan 2017 - 2021

Strategic Objective: Build a healthy and active community

RECOMMENDATION

That Council :

1. Provides free access to Councils landfill and transfer stations for the month of October for the purpose of disposing green waste in preparation for the 2019-20 fire season; and
2. Authorises the Chief Executive Officer to extend the period as required.

1. Executive Summary

Each fire season, Council provides one-month free access to our landfill and transfer stations to allow residents to dispose of their green waste as they prepare their properties for the upcoming fire restriction period.

2. Discussion

Council Officers inspect all properties in our townships to ensure they comply with requirements under the CFA Act 1958. In support of this activity, Council has in recent years provided free access to landfills and transfer stations for residents to dispose of their green waste free of charge for one month. This activity provides an opportunity for residents to clean their properties up of grass clippings etcetera in preparation for the upcoming fire period.

If weather conditions dictate, the period will be extended by the CEO under Council authorisation.

3. Financial Implications

Charges for the disposal of green waste are set out in Council's fees and charges schedule as part of the 2018/19 Budget. All green waste deposited is mulched for use in Council's parks and gardens activities as well as being used for daily cover.

Direct cost of providing free green waste and volume collected for the month of October 2018 are outlined in the table below:

	Green Waste October 2018			
	m3		Cost @ \$8 m3	
	Household	Business	Household	Business
Birchip	43	31	\$ 344.00	\$ 248.00
Charlton	129.75	31	\$ 1,038.00	\$ 248.00
Donald	216.5	115	\$ 1,732.00	\$ 920.00
Sea Lake	64.5	1	\$ 516.00	\$ 8.00
Wycheproof	54	43	\$ 432.00	\$ 344.00
Totals	507.75	221	\$ 4,062.00	\$ 1,768.00
	728.75		\$5,830.00	

4. Cost Shift Considerations

No cost shift implications.

5. Community Consultation

Council's Communication Department will promote the free access via newspapers, Council's website and social media.

6. Internal Consultation

Council officers have discussed this activity internally with relevant staff

7. Legislative / Policy Implications

The CFA Act 1958 dictates property owners in townships need to keep their properties in a condition that restricts the spread of fire, Council's Municipal Fire Prevention Officer has responsibility to ensure compliance to the Act is maintained.

8. Environmental Sustainability

No environmental issues.

9. Conflict of Interest Considerations

No officer involved in the preparation of this report had a conflict of interest.

10. Conclusion

It is recommended that Council approved free access for residents to dispose of their green waste at transfer stations and landfills for the month of October and authorise the Chief Executive to extend the period if required.

8.3 FINANCIAL REPORTS

8.3.1 FINANCIAL STATEMENTS AND PERFORMANCE STATEMENT FOR THE 2018/19 FINANCIAL YEAR

Author's Title: Director Corporate Services

Department: Corporate Services

File No: FM/02/09

Attachments: 1 [↓](#) Draft Financial Statements for the year ending 30 June 2019
2 [↓](#) Draft 2018/19 Performance Statement

Relevance to Council Plan 2017 - 2021

Strategic Objective: Deliver our service in a financially viable way

RECOMMENDATION

That Council:

1. Approves in principle, the Financial Statements and Performance Statement for the 2018/19 Financial Year;
2. Authorises the Mayor, Cr. Stewart, to approve last minute changes of an immaterial nature on the advice of Council's External Auditor; and
3. Authorises the Mayor, Cr. Stewart, and Deputy Mayor, Cr Warren to sign the final form Financial Statements and Performance Statement on behalf of, and with the full authority of, Council.

1. Executive Summary

The purpose of this report is to have Council approve, in principle, the Financial Statements and Performance Statement for the 2018/19 financial year and to authorise two (2) Councillors to sign the final form statements on behalf of Council.

2. Discussion

Under Section 131 of the *Local Government Act 1989* (LGA), a Council must in respect of each financial year, prepare an Annual Report that includes audited Financial Statements and a Performance Statement for the financial year. These statements must be prepared in the prescribed manner and form and be certified by the Auditor General.

This year the Victorian Auditor General's Office agents Accounting and Audit Solutions Bendigo acted as Council's auditors. This audit occurred during the week commencing 12 August 2019. The statements have since been reviewed by the Victorian Auditor-General's Office and are considered to be in their final form.

Council is required to approve, in principle, the statements prior to receiving certification from the Auditor General. The Council must also authorise two (2) Councillors to certify the statements in their final form; historically the Mayor and the Deputy Mayor.

3. Financial Implications

The Financial Statements and the Performance Statement all form part of Council's Annual Report that must be submitted to the Minister within three months of the end of the financial year in accordance with the *Local Government Act 1989*.

The statements are a report back to the community on Council's performance against the adopted 2018-19 Annual Budget, along with performance against measures and targets for Key Strategic Activities specified in the 2018-19 Annual Budget.

4. Cost Shift Considerations

There are no cost shift considerations associated with this report.

5. Community Consultation

Community consultation was not required in the preparation of the statements. However, the Financial Statements and the Performance Statement will be made available as public documents following the Auditor-General's approval. The statements will form part of the Council meeting minutes and will be published in Council's Annual Report. The Annual report will be displayed on Council's website and be available in hard copy at Council's office.

6. Internal Consultation

The financial statements have been prepared by Council's Finance Department in consultation with the Chief Executive Officer and relevant senior managers where required.

The statements were considered at Council's audit committee meeting on Wednesday 4 September 2019. The Committee reviewed the statements along with the associated audit management report. The audit management report is prepared and presented by Officers of Accounting and Audit Solutions Bendigo, on behalf of the Victorian Auditor General's Office.

7. Legislative / Policy Implications

The 2018-19 Financial Statements and Performance Statement have been prepared in accordance with Australian Accounting Standards and Interpretations, the *Local Government Act 1989* and the Local Government (Finance and Reporting) Regulations.

Council's statements and performance statement must be audited to meet the requirements as set out under the *Local Government Act 1989*.

8. Environmental Sustainability

There are no environmental impacts arising from the production of the statements.

9. Conflict of Interest Considerations

The Council staff preparing this report have no direct or indirect interest.

10. Conclusion

The preparation of a Performance Statement and Annual Financial Statements is a legislative requirement and a copy of the Annual Report including these statements must be sent to the Minister after adoption by Council but no later than 30 September of each year.

It is now appropriate for Council to approve the statements in principle and authorise two (2) Councillors to sign the final statements.

**Buloke Shire Council
ANNUAL FINANCIAL REPORT**

For the Year Ended 30 June 2019

**Buloke Shire Council
Financial Report
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Certification of the Financial Statements

In my opinion the accompanying financial statements have been prepared in accordance with the *Local Government Act 1989*, the *Local Government (Planning and Reporting) Regulations 2014*, Australian Accounting Standards and other mandatory professional reporting requirements.

Hannah Yu
Principal Accounting Officer

Date : <Date>

Wycheproof

In our opinion the accompanying financial statements present fairly the financial transactions of Buloke Shire Council for the year ended 30 June 2019 and the financial position of the Council as at that date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2014* to certify the financial statements in their final form.

Cr Carolyn Stewart
Councillor

Date : <Date>

Wycheproof

Cr Daryl Warren
Councillor

Date : <Date>

Wycheproof

Anthony Judd
Chief Executive Officer

Date : <Date>

Wycheproof

***Buloke Shire Council
2018/2019 Financial Report***

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<INSERT VAGO REPORT - PAGE 2>

Comprehensive Income Statement
For the Year Ended 30 June 2019

	Note	2019 \$'000	2018 \$'000
Income			
Rates and charges	3.1	13,414	13,014
Statutory fees and fines	3.2	171	74
User fees	3.3	809	761
Grants - operating	3.4	15,007	11,432
Grants - capital	3.4	8,773	2,812
Contributions - monetary	3.5	1,657	345
Net gain (or loss) on disposal of property, infrastructure, plant and equipment	3.6	56	25
Net gain (or loss) on settlement for equity in WRLC	3.6	-	(78)
Share of net profits (or loss) of associates and joint ventures	6.3	-	(28)
Other income	3.7	440	472
Total income		40,327	28,829
Expenses			
Employee costs	4.1	9,855	9,285
Materials and services	4.2	15,905	7,583
Depreciation and amortisation	4.3	7,591	7,136
Bad and doubtful debts	4.4	67	114
Borrowing costs	4.5	296	298
Other expenses	4.6	697	678
Total expenses		34,411	25,094
Surplus/(deficit) for the year		5,916	3,735
Other comprehensive income			
Items that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation increment/(decrement)	6.2	61,323	15,617
Total comprehensive result		67,239	19,352

The above comprehensive income statement should be read in conjunction with the accompanying notes.

Buloke Shire Council
2018/2019 Financial Report

Balance Sheet
As at 30 June 2019

	Note	2019 \$'000	2018 \$'000
Assets			
Current assets			
Cash and cash equivalents	5.1 (a)	2,071	6,190
Trade and other receivables	5.1 (c)	3,204	1,754
Other financial assets	5.1 (b)	18,207	14,080
Inventories	5.2 (a)	111	63
Other assets	5.2 (b)	342	321
Total current assets		23,935	22,408
Non-current assets			
Investments in associates, joint arrangements and subsidiaries	6.3	-	-
Property, infrastructure, plant and equipment	6.2	262,382	196,659
Total non-current assets		262,382	196,659
Total assets		286,317	219,067
Liabilities			
Current liabilities			
Trade and other payables	5.3 (a)	2,174	3,102
Trust funds and deposits	5.3 (b)	292	144
Provisions	5.5	2,340	2,158
Interest-bearing liabilities	5.4	7,000	-
Total current liabilities		11,806	5,404
Non-current liabilities			
Provisions	5.5	1,445	836
Interest-bearing liabilities	5.4	-	7,000
Total non-current liabilities		1,445	7,836
Total liabilities		13,251	13,240
Net assets		273,066	205,827
Equity			
Accumulated surplus		105,137	99,221
Reserves	9.1	167,929	106,606
Total Equity		273,066	205,827

The above balance sheet should be read in conjunction with the accompanying notes.

Statement of Changes in Equity
For the Year Ended 30 June 2019

	Note	2019			
		Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
Balance at beginning of the financial year		205,827	99,221	106,606	-
Surplus/(deficit) for the year		5,916	5,916	-	-
Net asset revaluation increment/(decrement)		61,323	-	61,323	-
Balance at end of the financial year		273,066	105,137	167,929	-

	Note	2018			
		Total \$'000	Accumulated Surplus \$'000	Revaluation Reserve \$'000	Other Reserves \$'000
Balance at beginning of the financial year		186,475	95,486	90,989	-
Surplus/(deficit) for the year		3,735	3,735	-	-
Net asset revaluation increment/(decrement)		15,617	-	15,617	-
Balance at end of the financial year		205,827	99,221	106,606	-

The above statement of changes in equity should be read in conjunction with the accompanying notes.

Statement of Cash Flows For the Year Ended 30 June 2019

	Note	2019 Inflows/ (Outflows) \$'000	2018 Inflows/ (Outflows) \$'000
Cash flows from operating activities			
Rates and charges		13,192	12,978
Statutory fees and fines		180	127
User fees		924	765
Grants - operating		15,007	11,432
Grants - capital		7,500	2,812
Contributions - monetary		1,657	345
Interest received		409	558
Other receipts		29	104
Net GST refund/payment		(79)	1,115
Employee costs		(9,076)	(9,308)
Materials and services		(16,737)	(6,998)
Other payments		(764)	(678)
Net cash provided by/(used in) operating activities		12,242	13,252
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment	6.2	(11,993)	(7,171)
Proceeds from sale of property, infrastructure, plant and equipment		55	72
Payments for investments		(16,273)	(35,771)
Proceeds from sale of investments		12,146	27,196
Net cash provided by/(used in) investing activities		(16,065)	(15,674)
Cash flows from financing activities			
Finance costs		(296)	(291)
Net cash provided by/(used in) financing activities		(296)	(291)
Net increase (decrease) in cash and cash equivalents		(4,119)	(2,713)
Cash and cash equivalents at the beginning of the financial year		6,190	8,903
Cash and cash equivalents at the end of the financial year		2,071	6,190
Financing arrangements	5.6		
Restrictions on cash assets	5.1		

The above statement of cash flow should be read in conjunction with the accompanying notes.

**Statement of Capital Works
For the Year Ended 30 June 2019**

	Note	2019 \$'000	2018 \$'000
Property			
Buildings		6,768	1,948
Total buildings		<u>6,768</u>	<u>1,948</u>
Total property		<u>6,768</u>	<u>1,948</u>
Plant and equipment			
Plant, machinery and equipment		629	689
Computers and telecommunications		203	350
Library books		219	161
Total plant and equipment		<u>1,051</u>	<u>1,200</u>
Infrastructure			
Roads		3,798	2,173
Footpaths and cycleways		81	65
Drainage		-	90
Recreational, leisure and community facilities		-	598
Waste management		-	56
Parks, open space and streetscapes		-	29
Other infrastructure		295	769
Total infrastructure		<u>4,174</u>	<u>3,780</u>
Total capital works expenditure		<u>11,993</u>	<u>6,928</u>
Represented by:			
New asset expenditure		1,306	1,885
Asset renewal expenditure		6,303	4,132
Asset upgrade expenditure		4,384	911
Total capital works expenditure		<u>11,993</u>	<u>6,928</u>

The above statement of capital works should be read in conjunction with the accompanying notes.

OVERVIEW

Introduction

The Buloke Shire Council was established by an Order of the Governor in Council on 20 January 1995 and is a body corporate.

The Council's main office is located at 367 Broadway, Wycheproof, Victoria 3527.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with the Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1989*, and the Local Government (Planning and Reporting) Regulations 2014.

Significant accounting policies

(a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 6.2)
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 6.2)
- the determination of employee provisions (refer to Note 5.5)
- the determination of landfill provisions (refer to Note 5.5)
- other areas requiring judgments

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

Note 1 Performance against budget

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. Council has adopted a materiality threshold of the higher of 10 percent or \$50,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by Council on 19th June 2018. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. Council sets guidelines and parameters for income and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long-term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

1.1 Income and expenditure

	Budget	Actual	Variance	Variance	
	2019	2019	2019		
	\$'000	\$'000	\$'000	%	Ref
Income					
Rates and charges	13,386	13,414	28	0%	
Statutory fees and fines	100	171	71	71%	1
User fees	777	809	32	4%	
Grants - operating	11,788	15,007	3,219	27%	2
Grants - capital	7,541	8,773	1,232	16%	3
Contributions - monetary	2,410	1,657	(753)	-31%	4
Net gain/(loss) on disposal of property, infrastructure, plant	10	56	46	455%	
Other income	404	440	36	9%	
Total income	36,416	40,327	3,910		
Expenses					
Employee costs	9,602	9,855	(253)	-3%	5
Materials and services	15,149	15,905	(756)	-5%	6
Depreciation and amortisation	7,061	7,591	(530)	-8%	7
Bad and doubtful debts	52	67	(15)	-29%	
Borrowing costs	297	296	1	0%	
Other expenses	776	697	79	10%	8
Total expenses	32,937	34,411	(1,474)		
Surplus/(deficit) for the year	3,479	5,916	2,437		

(i) Explanation of material variations

Buloke Shire Council
2018/2019 Financial Report

Notes to the Financial Report
For the Year Ended 30 June 2019

Variance Ref	Item	Explanation
1	Statutory fees and fines	The positive variance occurs as a result of the issuing of a higher than anticipated number of fire infringement notices.
2	Grants - operating	Positive variance due to additional grants received mostly the Financial Assistance Grant paid in advance for next financial year
3	Grants - capital	Positive variance due to additional grants received regarding Donald Community Precinct, Flood management, Donald Skate Park and Birchip Kindergarten
4	Contributions - Monetary	Negative variance due to anticipate community contributions to capital project replaced by additional grants received
5	Employment Costs	Negative variance due to provision raised for redundancy but partially offset by less expenditure on salaries with several management positions filled by contractors for the majority of the financial year
6	Materials and services	Negative variance due to several management positions filled by contractors and carried forward spending on 2016 flood recovery
7	Depreciation and amortisation	Negative variance due to depreciation items omitted from budget
8	Other expenses	Positive variance due to revised treatment of Council contribution to community projects

Note 1 Performance against budget (cont'd)

1.2 Capital works

	Budget 2019 \$'000	Actual 2019 \$'000	Variance 2019 \$'000	Variance %	Ref
Property					
Buildings	8,022	6,768	(1,254)	-16%	1
Total Buildings	8,022	6,768	(1,254)	-16%	
Total Property	8,022	6,768	(1,254)	-16%	
Plant and Equipment					
Plant, machinery and equipment	620	629	9	1%	
Computers and telecommunications	985	203	(782)	-79%	2
Library books	200	219	19	10%	
Total Plant and Equipment	1,805	1,051	(754)	-42%	
Infrastructure					
Roads	3,338	3,798	460	14%	
Footpaths and cycleways	86	81	(5)	-6%	
Other infrastructure	1,203	295	(908)	-75%	3
Total Infrastructure	4,627	4,174	(453)	-10%	
Total Capital Works Expenditure	14,454	11,993	(2,461)	-17%	
Represented by:					
New asset expenditure	1,030	1,306	276	27%	
Asset renewal expenditure	8,155	6,303	(1,852)	-23%	
Asset upgrade expenditure	5,269	4,384	(885)	-17%	
Total Capital Works Expenditure	14,454	11,993	(2,461)	-17%	

(i) Explanation of material variations

Variance Ref	Item	Explanation
1	Buildings	Negative variance due to delays in major projects mostly regarding Lake Tyrrell infrastructure
2	Computers and telecommunications	Negative variance due to delay in IT renewal project due to change in potential funding
3	Other infrastructure	Positive variance due to expenditure on project unforeseen in budget due to new funding

Note 2.1 Analysis of Council results by program

Council delivers its functions and activities through the following programs.

2 (a) Delivering our services in a financially viable way

To achieve our objective of delivering our services in a financially viable way, we will continue to review our services to provide high quality, cost effective, and responsive services.

Build a healthy and active community

To achieve our objective of building a healthy and active community, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services

Diversify and enhance our local economy

To achieve our objective of diversifying and enhancing our local economy, we will continue to actively seek economic opportunities.

Responding to and enhancing our built and natural environment

To achieve our objective of responding to and enhancing our built and natural environment, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services.

Support our Councillors, staff, volunteers and the community to make informed and transparent decisions

To achieve our objective of supporting Councillors, staff, volunteers and the community to make informed and transparent decisions we will develop engagement frameworks and continuously review the way in which we communicate.

Note 2.1 Analysis of Council results by program

2.1 (b) Summary of revenues, expenses, assets and capital expenses by program

	Income	Expenses	Surplus/ (Deficit)	Grants included in income	Total assets
	\$'000	\$'000	\$'000	\$'000	\$'000
2019					
Delivering our services in a financially viable way	16,435	1,316	15,119	4,048	23,935
Build a healthy and active community	1,801	2,349	(548)	1,398	-
Diversify and enhance our local economy	790	2,042	(1,252)	379	-
Responding to and enhancing our built and natural environment	21,297	25,856	(4,559)	17,955	262,382
Support our Councillors, staff, volunteers and the community to make informed and transparent decisions	4	2,848	(2,844)	-	-
	40,327	34,411	5,916	23,780	286,317
	Income	Expenses	Surplus/ (Deficit)	Grants included in income	Total assets
	\$'000	\$'000	\$'000	\$'000	\$'000
2018					
Delivering our services in a financially viable way	15,814	1,284	14,530	3,695	22,408
Build a healthy and active community	1,600	2,207	(607)	1,249	-
Diversify and enhance our local economy	423	1,550	(1,127)	41	-
Responding to and enhancing our built and natural environment	10,987	17,128	(6,141)	9,259	196,659
Support our Councillors, staff, volunteers and the community to make informed and transparent decisions	5	2,925	(2,920)	-	-
	28,829	25,094	3,735	14,244	219,067

	2019 \$'000	2018 \$'000
Note 3 Funding for the delivery of our services		
3.1 Rates and charges		
Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV is the value of the land and all its improvements. The valuation base used to calculate general rates for 2018/19 was \$1.574 billion (2017/18 \$1.380 billion). The 2018/19 rate in the CIV dollar was a General Rate of 0.007715 cents (2017/18, 0.007899 cents) and a Farm Rate of 0.006789 cents (2017/18, 0.007741 cents).		
Rates - Residential	2,475	2,519
Rates - Commercial	618	634
Rates - Rural	7,974	7,660
Windfarm electricity generation charge	79	77
Municipal Charge	751	736
Garbage Charges	1,424	1,308
Interest on Rates and Charges	93	81
Buloke Bucks	-	(1)
Total rates and charges	13,414	13,014

The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2019, and the valuation will be first applied in the rating year commencing 1st July 2019.

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

3.2 Statutory fees and fines

Compliance	95	16
Governance	0	5
Planning Permits & Certificates	65	43
Revenue Collection	7	7
Building Regulations and Inspections	4	3
Total statutory fees and fines	171	74

Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

3.3 User fees

Pound fees and animal registrations	59	60
Home and Community Care	166	189
Brokered Programs Charges	177	150
Public Health and Wellbeing Charges	30	29
Building Services charges	87	68
Caravan Parks & Halls	46	33
Waste and Environment	90	92
Saleyards / Truck Wash	153	137
Other	1	3
Total user fees	809	761

User fees are recognised as revenue when the service has been provided or council has otherwise earned the income.

	2019 \$'000	2018 \$'000
3.4 Funding from other levels of government		
Grants were received in respect of the following :		
Summary of grants		
Commonwealth funded grants	9,469	8,678
State funded grants	14,311	5,566
Total grants received	23,780	14,244
(a) Operating Grants		
Recurrent - Commonwealth Government		
Financial Assistance Grants	6,525	6,084
General home care	702	693
Recurrent - State Government		
General home care	147	145
School crossing supervisors	12	15
Libraries	119	158
Maternal and child health	358	177
Community safety	60	60
Health and immunisation	11	18
Youth	56	18
Other	31	29
Total recurrent operating grants	8,021	7,397
Non-recurrent - Commonwealth Government		
Other	90	29
Non-recurrent - State Government		
Environmental management	75	125
Natural disaster -flood damage	5,951	3,780
Climate change	30	6
Green Lake water security	208	36
Other	201	59
Birchip Kindergarten	356	-
Mental Health	75	-
Total non-recurrent operating grants	6,986	4,035
Total operating grants	15,007	11,432
(b) Capital Grants		
Recurrent - Commonwealth Government		
Roads to recovery	1,252	1,072
Recurrent - State Government		
Total recurrent capital grants	1,252	1,072
Non-recurrent - Commonwealth Government		
Wycheproof Pool change rooms	-	200
Charlton Park 2020 redesign	400	400
Donald Community Precinct	500	-
Berrillock Bowls Green Redevelopment	-	200
Non-recurrent - State Government		
Recreation	1,998	286
Tyrrell College drought proofing	-	28
Lake Tyrrell infrastructure upgrades	-	200
Wycheproof Pool change rooms	-	20
Library Project	-	131
Road rehabilitation	2,566	275
Donald Skate Park	120	-
E-Waste facilities and Sustainability	85	-
Flood Management	1,141	-
Tourism and cultural heritage signs	711	-
Total non-recurrent capital grants	7,521	1,740
Total capital grants	8,773	2,812

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	2019 \$'000	2018 \$'000
(c) Unspent grants received on condition that they be spent in a specific manner		
Balance at start of year	2,635	4,100
Received during the financial year and remained unspent at balance date	353	2,635
Received in prior years and spent during the financial year	(2,635)	(4,100)
Balance at year end	<u>353</u>	<u>2,635</u>

Grant income is recognised when Council obtains control of the contribution. Control is normally obtained upon receipt (or acquittal).

3.5 Contributions

Monetary

Revenue Collection Contributions	70	46
Youth Development Contributions	29	29
Other Community Service Contributions	59	1
Capital Works Contributions	1,440	177
Reimbursements	59	92
Total contributions	<u>1,657</u>	<u>345</u>

Monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

3.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment

Proceeds of sale/disposal

Land	-	12
Library - Settlement for equity share in WRLC	-	118
Plant and Equipment	56	60
	<u>56</u>	<u>190</u>

Written down value of assets disposed

Land	-	(40)
Library - Equity share in WRLC	-	(196)
Plant and Equipment	-	(7)
	<u>-</u>	<u>(243)</u>

Total net gain/loss on disposal of property, infrastructure, plant and equipment

	<u>56</u>	<u>(53)</u>
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The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.

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	2019	2018
	\$'000	\$'000
3.7 Other income		
Interest on investments	319	368
Rent Council properties	11	13
Shared services charge	62	56
Sundry external works	36	32
Other income	12	3
Total other income	440	472

Interest is recognised as it is earned.

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

Note 4 The cost of delivering services

4.1 Employee costs

Wages and salaries	8,655	8,049
Allowances	218	210
Worksafe	227	207
Superannuation	755	819
Total employee costs	9,855	9,285

(b) Superannuation

Council made contributions to the following funds:

Defined benefit fund

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	16	16
	16	16
Employer contributions payable at reporting date.	-	-

Accumulation funds

Employer contributions to Local Authorities Superannuation Fund (Vision Super)	390	419
Employer contributions - other funds	349	384
	739	803

Employer contributions payable at reporting date.	62	62
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Refer to note 9.3 for further information relating to Council's superannuation obligations.

4.2 Materials and services

Advertising	75	89
Consultants Fees	747	480
Garbage	103	94
Information Technology	426	436
Insurance	304	302
Operational Contracts and Services	10,984	3,224
Operational Materials	925	727
Other	326	360
Promotion/Public Education	14	23
Subscriptions/Memberships/Publications	86	100
Telephone	79	61
Utilities	430	381
Vehicle and Plant Costs	1,101	1,018
Vehicle Lease Costs	305	288
Total materials and services	15,905	7,583

	2019 \$'000	2018 \$'000
4.3 Depreciation and amortisation		
Property	1,459	1,431
Plant and equipment	957	758
Infrastructure	5,175	4,947
Total depreciation	7,591	7,136
<i>Refer to note 6.2 for a more detailed breakdown of depreciation and accounting policy.</i>		
4.4 Bad and doubtful debts		
Rates debtors	-	-
Other debtors	67	114
Total bad and doubtful debts	67	114
Movement in provisions for doubtful debts		
Balance at the beginning of the year	170	123
New Provisions recognised during the year	67	114
Amounts already provided for and written off as uncollectible	(4)	(67)
Amounts provided for but recovered during the year	-	-
Balance at end of year	233	170
Provision for doubtful debt is recognised based on an expected credit loss model. Bad debts are written off when identified. This model considers both historic and forward looking information in determining the level of impairment		
4.5 Borrowing costs		
Interest - Borrowings	296	298
Total borrowing costs	296	298
Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council.		
4.6 Other expenses		
Auditors' remuneration - VAGO - audit	42	40
Auditors' remuneration - Internal	37	47
Councillors' allowances	182	180
Council Contributions and Donations	349	303
Council meeting expenses	10	10
Others	48	42
Election expenses	-	5
Legal Expenses	29	51
Total other expenses	697	678

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Notes to the Financial Report
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	2019	2018
	\$'000	\$'000
Note 5 Our financial position		
5.1 Financial assets		
(a) Cash and cash equivalents		
Cash on hand	1	1
Cash at bank	2,071	3,100
Term deposits	-	3,089
Total cash and cash equivalents	<u>2,071</u>	<u>6,190</u>
(b) Other financial assets		
Term deposits - current	18,207	14,080
Total other financial assets	<u>18,207</u>	<u>14,080</u>
Total financial assets	<u>20,278</u>	<u>20,270</u>
Councils cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. These include:		
- Trust funds and deposits (Note 5.3)	292	144
Total restricted funds	<u>292</u>	<u>144</u>
Total unrestricted cash and cash equivalents	<u>1,780</u>	<u>6,046</u>

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

Other financial assets are valued at fair value, at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

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	2019 \$'000	2018 \$'000
(c) Trade and other receivables		
Current		
<i>Statutory receivables</i>		
Rates debtors	1,219	997
Infringement debtors	312	258
Provision for doubtful debts - infringements	(233)	(170)
GST receivable	417	338
<i>Non statutory receivables</i>		
Grant debtors	1,273	-
Other debtors		
Other debtors	216	331
Total current trade and other receivables	<u>3,204</u>	<u>1,754</u>
Total trade and other receivables	<u>3,204</u>	<u>1,754</u>

Short term receivables are carried at invoice amount. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred. Long term receivables are carried at amortised cost using the effective interest rate method.

(a) Ageing of Receivables

The ageing of the Council's trade & other receivables (excluding statutory receivables) that are not impaired was:

Current (not yet due)	160	214
Past due by up to 30 days	14	5
Past due between 31 and 180 days	29	49
Past due between 181 and 365 days	10	23
Past due by more than 1 year	3	40
Total trade & other receivables	<u>216</u>	<u>331</u>

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	2019	2018
	\$'000	\$'000
5.2 Non-financial assets		
(a) Inventories		
Inventories held for distribution	111	63
Total inventories	111	63
<p>Inventories held for distribution are measured at cost, adjusted when applicable for any loss of service potential. All other inventories, including land held for sale, are measured at the lower of cost and net realisable value. Where inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition.</p>		
(b) Other assets		
Prepayments	237	218
Accrued income	98	96
Other	7	7
Total other assets	342	321
5.3 Payables	2019	2018
	\$'000	\$'000
(a) Trade and other payables		
Trade payables	1,904	2,500
GST payable	41	7
Accrued expenses	229	595
Total trade and other payables	2,174	3,102
(b) Trust funds and deposits		
Funds held on behalf of community groups and third parties	25	17
Overpaid rates and charges	123	111
Fire Services Levy	1	1
Other refundable deposits	143	15
Total trust funds and deposits	292	144

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

Purpose and nature of items

Funds held on behalf of community groups and third parties - Amounts received as trust deposits to be expended in a specified manner that had not occurred at balance date.

Overpaid rates and charges - This amount represents the amount of rate payments made by rate payers in advance at 30 June 2019.

Fire Service Levy - Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

Refundable deposits - Deposits are taken by council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities

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5.4 Interest-bearing liabilities	2019	2018
	\$'000	\$'000
Current		
Borrowings - secured	7,000	-
Non-current		
Borrowings - secured	-	7,000
Total	<u>7,000</u>	<u>7,000</u>

Borrowings are secured by a charge over the future rate income of Council.

(a) The maturity profile for Council's borrowings is:

Not later than one year	7,000	-
Later than one year and not later than five years	-	7,000
Later than five years	-	-
	<u>7,000</u>	<u>7,000</u>

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method. The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.

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5.5 Provisions

	Employee	Landfill restoration	Other	Total
	\$ '000	\$ '000	\$ '000	\$ '000
2019				
Balance at beginning of the financial year	2,186	321	487	2,994
Additional provisions	1,231	-	-	1,231
Amounts used	(542)	(19)	(52)	(613)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	91	41	41	173
Balance at the end of the financial year	2,966	343	476	3,785
2018				
Balance at beginning of the financial year	2,157	324	541	3,022
Additional provisions	752	-	-	752
Amounts used	(730)	-	(45)	(775)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	7	(3)	(9)	(5)
Balance at the end of the financial year	2,186	321	487	2,994
			2019	2018
(a) Employee provisions			\$'000	\$'000
Current provisions expected to be wholly settled within 12 months				
Annual leave			493	511
Long service leave			-	219
Rostered days off			24	15
			517	745
Current provisions expected to be wholly settled after 12 months				
Annual leave			164	128
Long service leave			1,460	1,150
			1,624	1,278
Total current employee provisions			2,141	2,023
Non-current				
Long service leave			192	163
Redundancy			633	-
Total non-current employee provisions			825	163
Aggregate carrying amount of employee provisions:				
Current			2,141	2,023
Non-current			825	163
Total aggregate carrying amount of employee provisions			2,966	2,186

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Wages and salaries and annual leave

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulated sick leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

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Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. LSL is measured at present value. Unconditional LSL is disclosed as a current liability. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability.

	2019	2018
Key assumptions:		
- discount rate	1.32%	2.65%
- wage inflation rate	4.31%	3.88%

Redundancy

Council has acknowledge the potential impact on services provided in aged care following the introduction of the National Disabilities Insurance Scheme (NDIS) and the Commonwealth Government's announcement of ceasing the current funding model for over 65's in 2022. Provision has been raised based on employees in this service area as at 30 June 2019. Actual redundancies incurred may be less then the provision if employees terminate their employment prior.

	2019	2018
Key assumptions:		
- discount rate	1.32%	-
- inflation rate	1.90%	-

	2019	2018
	\$'000	\$'000
(b) Landfill restoration		
Current	149	85
Non-current	194	236
	<u>343</u>	<u>321</u>

Council is obligated to restore landfill sites to a particular standard. Current engineering projections indicate that the landfill sites will cease operation on a staged basis as sites reach capacity. This time period will vary according to the size and actual usage of the sites. Restoration work is expected to commence shortly after the applicable site is closed. The forecast life of the landfill sites are based on current estimates of remaining capacity and the forecast rate of infill. The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstate the sites to a suitable standard and budgeted costs for that work. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

	2019	2018
Key assumptions:		
- discount rate	1.32%	2.65%
- inflation rate	1.90%	1.90%

(c) Gravel pit restoration -

	2019	2018
	\$'000	\$'000
Current	50	50
Non-current	426	437
	<u>476</u>	<u>487</u>

	2019	2018
Key assumptions:		
- discount rate	1.32%	2.65%
- inflation rate	1.90%	1.90%

Under provisions of the *Mineral Resources (Sustainable Development) Act* (1990), Council is obliged to restore gravel pits currently operated under Work Authority Permits. The forecast life of gravel pits is based on current estimates of remaining suitable gravel availability and unrestored areas of individual sites. The provision for pit restoration has been calculated based on the present value of the expected cost of works to be undertaken.

5.6 Financing arrangements	2019	2018
	\$'000	\$'000
The Council has the following funding arrangements in place as at 30 June 2019.		
Other facilities - Bank Guarantee	150	150
Total facilities	<u>150</u>	<u>150</u>
Used facilities - bank guarantee	100	100
Unused facilities	<u>50</u>	<u>50</u>

Council has no overdraft facility at 30 June 2019.

5.7 Commitments

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

2019	Not later than 1 year	Later than 1 year and not later than 2 years	Later than 2 years and not later than 5 years	Later than 5 years	Total
	\$'000	\$'000	\$'000	\$'000	\$'000
Operating					
Recycling	91	-	-	-	91
Garbage collection	255	-	-	-	255
IT systems and technology	167	8	15	4	194
Office equipment	39	1	-	-	40
Waste transfer stations	55	-	-	-	55
Total	<u>607</u>	<u>9</u>	<u>15</u>	<u>4</u>	<u>635</u>
Capital					
Buildings	-	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>607</u>	<u>9</u>	<u>15</u>	<u>4</u>	<u>635</u>
2018					
Operating					
Recycling	91	-	-	-	91
Garbage collection	255	-	-	-	255
IT systems and technology	182	8	23	4	217
Office equipment	51	37	-	-	88
Waste transfer stations	55	-	-	-	55
Flood reconstruction	5,085	-	-	-	5,085
Total	<u>5,719</u>	<u>45</u>	<u>23</u>	<u>4</u>	<u>5,791</u>
Capital					
Buildings	5,656	-	-	-	5,656
Total	<u>5,656</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,656</u>
Total	<u>11,375</u>	<u>45</u>	<u>23</u>	<u>4</u>	<u>11,447</u>

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	2019	2018
	\$'000	\$'000
Operating lease commitments		
<p>At the reporting date, the Council had the following obligations under non-cancellable operating leases for the lease of equipment and land and buildings for use within Council's activities (these obligations are not recognised as liabilities):</p>		
Not later than one year	279	315
Later than one year and not later than five years	317	537
Later than five years	-	-
	596	852

Lease payments for operating leases are required by the accounting standard to be recognised on a straight line basis, rather than expensed in the years in which they are incurred.

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Note 6 Assets We Manage

6.2 Property, infrastructure, plant and equipment

Summary of property, infrastructure, plant and equipment

	At Fair Value 30 June 2018	Additions	Impairment losses	Revaluation	Depreciation	Disposal	Transfers/ Rounding	At Fair Value 30 June 2019
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Property	66,371	1,527	-	-	(1,458)	-	33	66,472
Plant and equipment	4,704	1,051	-	-	(967)	-	-	4,788
Infrastructure	123,957	3,879	-	61,323	(5,175)	-	-	183,984
Work in progress	1,627	5,536	-	-	-	-	(35)	7,128
	196,659	11,993	-	61,323	(7,591)	-	(2)	262,382

Summary of Work in Progress

	Opening WIP	Additions	Transfers	Closing WIP
	\$'000	\$'000	\$'000	\$'000
Property	406	5,241	(33)	5,614
Plant and equipment	21	-	-	21
Infrastructure	1,200	295	-	1,495
Total	1,627	5,536	(33)	7,130

(a) Property

	Land - specialised	Land - non specialised	Land under roads	Total Land & Land Improvements	Buildings - non specialised	Total Buildings	Work in Progress	Total Property
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2018	3,773	57	22,312	26,142	84,647	84,647	408	111,195
Accumulated depreciation at 1 July 2018	-	-	-	-	(44,418)	(44,418)	-	(44,418)
	3,773	57	22,312	26,142	40,229	40,229	408	66,777
Movements in fair value								
Additions	-	-	-	-	1,527	1,527	5,241	6,788
Revaluation	-	-	-	-	-	-	-	-
Disposal	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	33	33	(33)	-
	-	-	-	-	1,560	1,560	5,208	6,768
Movements in accumulated depreciation								
Depreciation and amortisation	-	-	-	-	(1,459)	(1,459)	-	(1,459)
	-	-	-	-	(1,459)	(1,459)	-	(1,459)
At fair value 30 June 2019	3,773	57	22,312	26,142	86,207	86,207	5,614	117,963
Accumulated depreciation at 30 June 2019	-	-	-	-	(45,877)	(45,877)	-	(45,877)
	3,773	57	22,312	26,142	40,330	40,330	5,614	72,086

(b) Plant and Equipment

	Library	Plant machinery and equipment	Fixtures fittings and furniture	Computers and software	Work in Progress	Total plant and equipment
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2018	161	9,549	420	1,689	21	11,840
Accumulated depreciation at 1 July 2018	(2)	(5,824)	(410)	(679)	-	(7,115)
	159	3,725	10	810	21	4,725
Movements in fair value						
Additions	219	629	-	203	-	1,051
Disposal	-	(78)	-	-	-	(78)
Transfer	-	-	-	-	-	-
	219	551	-	203	-	973
Movements in accumulated depreciation						
Depreciation and amortisation	(54)	(588)	(5)	(280)	-	(857)
Accumulated depreciation of disposals	-	78	-	-	-	78
	(54)	(510)	(5)	(280)	-	(879)
At fair value 30 June 2019	380	10,100	420	1,882	21	12,813
Accumulated depreciation at 30 June 2019	(58)	(6,334)	(415)	(1,159)	-	(7,994)
	294	3,766	5	733	21	4,819

(c) Infrastructure

	Roads	Bridges	Freight and cyclways	Drainage	Recreational, leisure and community	Parks open spaces and streetscapes	Landfill sites	Other infrastructure	Work In Progress	Total Infrastructure
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
At fair value 1 July 2018	235,516	9,737	8,302	7,817	282	148	733	2,540	1,200	266,275
Accumulated depreciation at 1 July 2018	(125,783)	(4,834)	(4,042)	(4,213)	(41)	(101)	(699)	(1,605)	-	(141,118)
	109,733	5,103	4,260	3,604	241	47	34	935	1,200	125,157
Movements in fair value										
Additions	3,798	-	81	-	-	-	-	-	295	4,174
Transfers	-	-	-	-	-	-	-	-	-	-
Revaluation	100,928	1,188	1,182	359	-	-	-	-	-	103,637
Impairment losses recognised against asset revaluation reserve	-	-	-	-	-	-	-	-	-	-
	104,726	1,188	1,243	359	-	-	-	-	295	107,811
Movements in accumulated depreciation										
Depreciation and amortisation	(4,701)	(90)	(155)	(63)	(14)	(7)	(6)	(139)	-	(5,175)
Revaluation	(42,283)	315	(233)	(114)	-	-	-	-	-	(42,315)
	(46,984)	225	(388)	(177)	(14)	(7)	(6)	(139)	-	(47,490)
At fair value 30 June 2019	340,242	10,925	9,545	8,176	282	148	733	2,540	1,495	374,086
Accumulated depreciation at 30 June 2019	(172,767)	(4,409)	(4,430)	(4,399)	(55)	(108)	(705)	(1,744)	-	(188,698)
	167,475	6,516	5,115	3,786	227	40	28	796	1,495	185,478

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

	Depreciation Period	Threshold Limit
<i>Asset recognition thresholds and depreciation periods</i>		
Land & land improvements		
land	-	All
land under roads	-	All
Buildings		
buildings	30 - 50 years	All
Plant and Equipment		
plant, machinery and equipment	3 - 13 years	1
fixtures, fittings and furniture	4 - 13 years	1
computers and telecommunications equipment	3 - 6 years	
Infrastructure		
road formation	95 - 105 years	All
sealed road pavements	60 - 90 years	All
unsealed road pavements	15 - 25 years	All
sealed road surfaces	15 - 25 years	All
bridges	80 - 120 years	All
footpaths and cycleways	20 - 70 years	All
drainage	100 years	All
recreational, leisure and community facilities	10 - 50 years	All
waste management	10 - 50 years	All
parks, open space and streetscapes	10 - 50 years	All

Land under roads

Council recognised land under roads it controls at fair value .

Depreciation and amortisation

Buildings, land improvements, plant and equipment, infrastructure, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed below and are consistent with the prior year unless otherwise stated.

Repairs and maintenance

Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

Valuation of land and buildings

Valuation of land and buildings was undertaken by a qualified independent valuer LG Valuation Services in 2017 and are due for revaluation in the 2019-20 financial year. The valuation of land and buildings as at 30 June 2019 has been assessed at fair value using the 2017 valuations for existing assets and recognising additions since 1st July 2018 at cost. Land values were further assessed against rating valuation prepared by the Valuer General 1st January 2019 with only an immaterial increase in value identified. This immaterial increase was consistent with average valuation increases for non-farming property across the Shire. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Valuation of land under roads

This valuation is based on guidelines published by State Governments within Australia and the average market value of land within the municipality. The average market value is adjusted to recognise the englobo nature of land under roads and allowance for access & carriage way rights. Council considers that a reduction of 90% of the average market value is appropriate to reflect fair value in use. Although the valuation is based on underlying market values the broad range of assumptions used mean that the inputs are considered to be level 3. - Results: The fair value of land under roads was initially recognised by Buloke shire at 30 June 2018 was \$22.35M.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

Valuation of land under roads has been determined in accordance with a valuation undertaken by Council's Chief Executive Officer, Anthony Judd, BMgt, MBA. The valuation of land under roads has been assessed at fair value for 30th June 2019 and remains unchanged based. Fair value assessment noted only immaterial increase in value in line with average valuation increases for non-farming property across the Buloke Shire prepared by the Valuer General 1 January 2019.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2019 are as follows:

	Level 1	Level2	Level 3	Date of Valuation
Land - Non specialised	-	57	-	Jun-17
Land - Specialised	-	-	3,773	Jun-17
Land under roads	-	-	22,312	Jun-18
Buildings - Non Specialised	-	-	40,330	Jun-17
Total	-	57	66,415	

Valuation of infrastructure

Valuation of the road infrastructure has been determined in accordance with valuation undertaken by independent valuer, Peter Moloney, MIE (Aust) Member Institute of Engineers, Dip Civil Engineering (FIT) and Council's Senior Asset Engineer, Naga Sundararajah, FIE (Aust) Fellow Member Institute of Engineers, B Sc (Hons) in Civil Engineering (UK) and M. Engineering in Construction Management (SL).

A valuation of Council's bridge assets was performed by Mr Peter Moloney, Dip Civil Engineering (FIT), Member Institute of Engineers (Aust) MIE.

Valuation of drains has been determined in accordance with a valuation undertaken by independent valuer, Peter Moloney, MIE (Aust) Member Institute of Engineers, Dip Civil Engineering (FIT) and Council's Director Works & Technical Services, Anthony Judd, BMgt, MBA.

The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2019 are as follows:

	Level 1	Level 2	Level 3	Date of Valuation
Roads	-	-	167,475	Jun-19
Bridges	-	-	6,516	Jun-19
Footpaths and cycleways	-	-	5,115	Jun-19
Drainage	-	-	3,786	Jun-17
Recreational, leisure and community facilities	-	-	227	Jun-17
Parks, open space and streetscapes	-	-	40	Jun-17
Landfill sites	-	-	28	Jun-15
Other Infrastructure	-	-	796	Jun-17
Total	-	-	183,983	

Description of significant unobservable inputs into level 3 valuations

Specialised land and land under roads is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 90%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$1.40 and \$1.50 per square metre.

Infrastructure assets are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 10 years to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

	2019 \$'000	2018 \$'000
Reconciliation of specialised land		
Land under roads	22,312	22,312
Community facilities	3,773	3,773
Total specialised land	26,085	26,085

	2019	2018
	\$'000	\$'000
6.3 Investments in associates, joint arrangements and subsidiaries		
(a) Investments in associates		
Investments in associates accounted for by the equity method are:		
- Wimmera Regional Library Corporation	-	-
Fair value of Council's investment in Wimmera Regional Library Corporation	<u>-</u>	<u>-</u>
Council's share of accumulated surplus/(deficit)		
Council's share of accumulated surplus/(deficit) at start of year	-	92
Reported surplus/(deficit) for year	-	(29)
Transfers (to) from reserves	-	(63)
Distributions for the year	-	-
Council's share of accumulated surplus/(deficit) at end of year	<u>-</u>	<u>-</u>
Council's share of reserves		
Council's share of reserves at start of year	-	132
Transfers (to) from reserves	-	-
Variation - Change in Equity	-	(132)
Council's share of reserves at end of year	<u>-</u>	<u>-</u>
Movement in carrying value of specific investment		
Carrying value of investment at start of year	-	224
Share of surplus/(deficit) for year	-	(28)
Share of asset revaluation	-	-
Cost of Council Withdrawing Wimmera Regional Library Corporation at 30.6.2018	-	(78)
Distributions received - Repayment of Council Equity in WRLC at 30.6.2018	-	(118)
Carrying value of investment at end of year	<u>-</u>	<u>-</u>
Council's share of expenditure commitments		
Operating commitments	-	-
Capital commitments	-	-
Council's share of expenditure commitments	<u>-</u>	<u>-</u>
Council's share of contingent liabilities and contingent assets		
Nil	<u>-</u>	<u>-</u>

Associates are all entities over which Council has significant influence but not control or joint control. Investments in associates are accounted for using the equity method of accounting, after initially being recognised at cost.

Investments in joint arrangements are classified as either joint operations or joint ventures depending on the contractual rights and obligations each investor has, rather than the legal structure of the joint arrangement.

For joint operations, Council recognises its direct right to, and its share of jointly held assets, liabilities, revenues and expenses of joint operations.

Interests in joint ventures are accounted for using the equity method. Under this method, the interests are initially recognised in the consolidated balance sheet at cost and adjusted thereafter to recognise Council's share of the post-acquisition profits or losses and movements in other comprehensive income in profit or loss and other comprehensive income respectively.

Significant change in the structure of Council's library services

Council withdrew from the Wimmera Regional Library Corporation effective from 30th June 2018.

Principles of consolidation

The consolidated financial statements of Council incorporate all entities controlled by Council as at 30 June 2018, and their income and expenses for that part of the reporting period in which control existed. This is not relevant in 2018/19 due to the withdrawal from Wimmera Regional Library Corporation by Council effective 30 June 2018.

Subsidiaries are all entities over which Council has control. Council controls an entity when it is exposed to, or has rights to, variable returns from its involvement with the entity and has the ability to affect those returns through its power to direct the activities of the entity. Subsidiaries are fully consolidated from the date on which control is transferred to the Council. They are deconsolidated from the date that control ceases.

Where dissimilar accounting policies are adopted by entities and their effect is considered material, adjustments are made to ensure consistent policies are adopted in these financial statements.

Entities consolidated into Council include:

- Wimmera Regional Library Corporation

Committees of management

All entities controlled by Council that have material revenues, expenses, assets or liabilities, such as committees of management, have been included in this financial report. Any transactions between these entities and Council have been eliminated in full.

Note 7 People and relationships**7.1 Council and key management remuneration****(a) Related Parties***Parent entity*

Buloke Shire Council

Subsidiaries and Associates

Wimmera Regional Library Corporation

(b) Key Management Personnel

Details of persons holding the position of Councillor or other members of key management personnel at any time during the year are:

Councillors

Councillor Carolyn Stewart Mayor

Councillor David Pollard

Councillor Graeme Milne

Councillor Ellen White

Councillor John Shaw

Councillor David Vis

Councillor Daryl Warren

Anthony Judd Chief Executive Officer

Hannah Yu Director Corporate Services

Jessie Holmes Director Community Development (1 July 2018 to 20 July 2018)

Wayne O'Toole Director Community Development (21 July 2018 to 17 September 2018) Jerri

Nelson Director Community Development (17 September 2018 to 30 June 2018)

Paul Ferree Director Works and Technical Services (1 July 2018 to 17 September 2018)

Wayne O'Toole Director Works and Technical Services (17 September 2018 to 30 June 2018)

	2019	2018
	No.	No.
Total Number of Councillors	7	7
Chief Executive Officer and other Key Management Personnel	7	7
Total Key Management Personnel	<u>14</u>	<u>14</u>

(c) Remuneration of Key Management Personnel

Total remuneration of key management personnel was as follows:

Short-term benefits	815	887
Post employment benefits	91	64
Long-term benefits	10	28
Termination benefits	-	-
Total	<u>916</u>	<u>979</u>

The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:

\$10,000 - \$19,999	1	-
\$20,000 - \$29,999	5	6
\$30,000 - \$39,999	1	-
\$40,000 - \$49,999	1	-
\$50,000 - \$59,999	-	1
\$100,000 - \$100,999	1	-
\$110,000 - \$119,999	1	1
\$120,000 - \$129,999	1	-
\$130,000 - \$159,999	1	2
\$180,000 - \$189,000	-	1
\$200,000 - \$220,000	1	-
	<u>13</u>	<u>11</u>

(d) Senior Officer Remuneration

A Senior Officer is an officer of Council, other than Key Management Personnel, who:
a) has management responsibilities and reports directly to the Chief Executive; or
b) whose total annual remuneration exceeds \$148,000

The number of Senior Officers are shown below in their relevant income bands:

Income Range:	2019 No.	2018 No.
<\$148,000	1	2
	<u>1</u>	<u>2</u>
Total Remuneration for the reporting year for Senior Officers included above, amounted to	99	190

7.2 Related party disclosure

(a) Transactions with related parties

	2019 \$'000	2018 \$'000
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During the period Council entered into the following transactions with related parties.

Nil

(b) Outstanding balances with related parties

The following balances are outstanding at the end of the reporting period in relation to transactions with related parties

Nil

(c) Loans to/from related parties

The aggregate amount of loans in existence at balance date that have been made, guaranteed or secured by the council to a related party as follows:

Nil

(d) Commitments to/from related parties

The aggregate amount of commitments in existence at balance date that have been made, guaranteed or secured by the council to a related party are as follows:

Nil

Note 8 Managing uncertainties**8.1 Contingent assets and liabilities****(a) Contingent assets****Natural Disaster Financial Assistance Grant Funding**

A significant flood event occurred in the Buloke Shire in September 2016. As a consequence of this flood event Council's infrastructure assets, in particular its road assets were damaged. Council has taken up an impairment charge of \$10,451M against these assets at 30 June 2018. Council received funding from Victoria's Natural Disaster Financial Assistance (DNFA) Scheme in respect of this natural disaster event to complete restoration works. A further significant flood event occurred in December 2018 and DNFA funding of \$5m is anticipated for works in 2019-20 financial year.

(b) Contingent liabilities**Superannuation**

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined below. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed and if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable, respectively.

(c) Guarantees for loans to other entities

Council has guaranteed a loan taken out by a Sec 86 Committee to undertake capital works on facilities located on Council land. The amount disclosed for financial guarantee in this note is the nominal amount of the underlying loan that is guaranteed by the Council, not the fair value of the financial guarantee

	2018 \$'000	2018 \$'000
Bank Guarantee	150	150
TOTAL	150	150

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that the right will be exercised.

8.2 Change in accounting standards

The following new AAS's have been issued that are not mandatory for the 30 June 2019 reporting period. Council has assessed these pending standards and has identified the following potential impacts will flow from the application of these standards in future reporting periods.

Revenue from contracts with customers (AASB 15) (applies 2019/20 for LG sector)

The standard shifts the focus from the transaction-level to a contract-based approach. Recognition is determined based on what the customer expects to be entitled to (rights and obligations), while measurement encompasses estimation by the entity of the amount expected to be entitled for performing under the contract. The full impact of this standard is not known however it is most likely to impact where contracts extend over time, where there are rights and obligations that may vary the timing or amount of the consideration, or where there are multiple performance elements. This is anticipated to immaterially impact on the recognition of certain grant income.

Amendments to Australian Accounting Standards – Deferral of AASB 15 for Not-for-Profit Entities (AASB 2016-7) (applies 2019/20)

This Standard defers the mandatory effective date of AASB 15 for not-for-profit entities from 1 January 2018 to 1 January 2019.

Leases (AASB 16) (applies 2019/20)

The classification of leases as either finance leases or operating leases is eliminated for lessees. Leases will be recognised in the Balance Sheet by capitalising the present value of the minimum lease payments and showing a 'right-of-use' asset, while future lease payments will be recognised as a financial liability. The nature of the expense recognised in the profit or loss will change. Rather than being shown as rent, or as leasing costs, it will be recognised as depreciation on the 'right-of-use' asset, and an interest charge on the lease liability. The interest charge will be calculated using the effective interest method, which will result in a gradual reduction of interest expense over the lease term.

Council has elected to adopt the modified retrospective approach to the transition to the new lease standard. This will mean that only existing operating leases for non low value assets, with remaining terms greater than 12 months, will be recognised on transition (1 July 2019). Based on our current lease commitments and an assumption of a continuation of the current leasing arrangements Council expects that the transition to the new standard will see the initial recognition of \$317,729 in lease related assets and an equivalent liability

Income of Not-for-Profit Entities (AASB 1058) (applies 2019/20)

This standard replaces AASB 1004 Contributions and establishes revenue recognition principles for transactions where the consideration to acquire an asset is significantly less than fair value to enable to not-for-profit entity to further its objectives. This is anticipated to have no material impact on Council.

8.3 Financial instruments**(a) Objectives and policies**

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the Notes of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of council financial instruments will fluctuate because of changes in market prices. The Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council's interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes council to fair value interest rate risk / Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 1989*. Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council have exposure to credit risk on some financial assets included in the balance sheet. Particularly significant areas of credit risk exist in relation to outstanding fees and fines as well as receivables from sporting clubs and associations. To help manage this risk:

- council have a policy for establishing credit limits for the entities Council deal with;
- council may require collateral where appropriate; and
- council only invest surplus funds with financial institutions which have a recognised credit rating specified in council's Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when Council provide a guarantee for another party. Details of our contingent liabilities are disclosed in Note 8.1(b).

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate re

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 8.1(c), and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 5.4.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of + 1% and -1% in market interest rates (AUD) from year-end rates of 1.97%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

8.4 Fair value measurement*Fair value hierarchy*

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards.

AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 3 to 5 years. The valuation is performed either by experienced council officers or independent experts.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

8.5 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report.

Note 9 Other matters

	Balance at beginning of reporting period \$'000	Increment (decrement) \$'000	Share of increment (decrement) on revaluation of asset class by an associate \$'000	Balance at end of reporting period \$'000
9.1 Reserves				
(a) Asset revaluation reserves				
2019				
Property				
Land & land improvements	1,595	-	-	1,595
Land under roads	22,307	-	-	22,307
Buildings	20,826	-	-	20,826
	44,728	-	-	44,728
Infrastructure				
Roads	50,173	55,595	-	105,768
Bridges	1,511	1,503	-	3,014
Footpaths and cycleways	4,194	929	-	5,123
Drainage	1,777	245	-	2,022
Kerb & Channel	3,860	3,051	-	6,911
Other infrastructure	363	-	-	363
	61,878	61,323	-	123,201
Total asset revaluation reserves	106,606	61,323	-	167,929
2018				
Property				
Land & land improvements	1,595	-	-	1,595
Land under roads	-	22,307	-	22,307
Buildings	20,826	-	-	20,826
	22,421	22,307	-	44,728
Infrastructure				
Roads	56,863	(6,690)	-	50,173
Bridges	1,511	-	-	1,511
Footpaths and cycleways	4,194	-	-	4,194
Drainage	1,777	-	-	1,777
Kerb & Channel	3,860	-	-	3,860
Other infrastructure	363	-	-	363
	68,568	(6,690)	-	61,878
Total asset revaluation reserves	90,989	15,617	-	106,606

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

	2019	2018
	\$'000	\$'000
9.2 Reconciliation of cash flows from operating activities to surplus/(deficit)		
Surplus/(deficit) for the year	5,916	3,735
Depreciation/amortisation	7,591	7,136
Profit/(loss) on disposal of property, infrastructure, plant and equipment	(56)	(25)
Profit/(loss) on disposal of Equity in WRLC	-	78
Movement in share of net profit/(loss) in associated entities	-	28
Finance costs	296	298
Change in assets and liabilities:		
(Increase)/decrease in trade and other receivables	(1,450)	(130)
(Increase)/Decrease in prepayments	(19)	33
Increase/(decrease) in accrued income	(2)	190
Increase/(decrease) in trade and other payables	(924)	1,874
(Decrease)/increase in trust funds and other payables	148	7
(Increase)/decrease in inventories	(48)	56
Increase/(Decrease) in provisions	11	(57)
Increase/(Decrease) in employee benefits	779	29
Net cash provided by/(used in) operating activities	<u>12,242</u>	<u>13,252</u>

9.3 Superannuation

Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contribution to the Fund are recognised as an expense in Comprehensive Operating Statement when they are made or due.

Accumulation

The Fund's accumulation categories, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2019, this was 9.5% as required under Superannuation Guarantee legislation).

Defined Benefit

Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Buloke Shire in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

Funding arrangements

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

As at 30 June 2018, an interim actuarial investigation was held as the Fund provided lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 106.0%. The financial assumptions used to calculate the VBIs were:

Net investment returns 6.0% pa
Salary information 3.5% pa
Price inflation (CPI) 2.0% pa.

Vision Super has advised that the estimated VBI at 30 June 2019 increased to 107.1% (106.0% 2018). The VBI is to be used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2018 actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

Employer Contributions

On the basis of the results of the 2018 interim actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year AASB 119 148 (a) ended 30 June 2019, this rate was 9.5% of members' salaries (9.5% in 2017/2018). This rate will increase in line with any increases in the SG contribution rate.

In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

Funding Calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including [Employer name]) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

The 2018 interim actuarial investigation surplus amounts

An actuarial investigation is conducted annually for the Defined Benefit category of which [Employer name] is a contributing employer. Generally, a full actuarial investigation conducted every three years and interim actuarial investigations are conducted for each intervening year. An interim investigation was conducted as at 30 June 2018 and a full actuarial investigation was conducted as at 30 June 2017

The Fund's actuarial investigations identified the following in the defined benefit category of which Council is a contributing employer:

	2018	2017
A VBI surplus	\$131.9	\$69.8
A total service liability surplus	\$218.3	\$193.5
A discounted accrued benefits surplus	\$249.1	\$228.8

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2018.

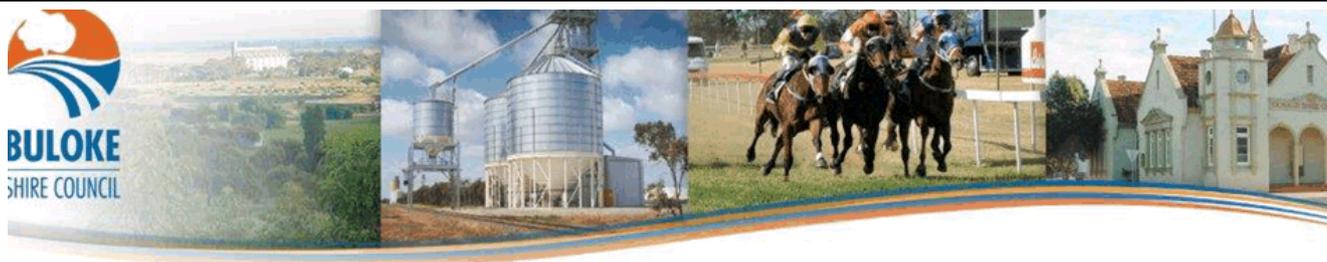
The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2018.

The discounted accrued benefit surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2018.

Council was notified of the 30 June 2018 VBI during August 2018 (2017: August 2017).

The 2019 interim actuarial investigation

An interim actuarial investigation will be conducted for the Fund's position as at 30 June 2019. It is anticipated that this actuarial investigation will be completed in October 2019.



Buloke Shire Council

Performance Statement
For the year ended 30 June 2019

Performance Statement For the year ended 30 June 2019

Description of Buloke

The Buloke Shire is located in the north west of Victoria between 210 and 360 kilometres from Melbourne.

The Buloke Shire is bounded by both the Mildura and Swan Hill Rural Cities in the north, Gannawarra and Loddon Shires in the east, Northern Grampians Shire in the south and Yarriambiack Shire in the west.

The Buloke Shire is a predominantly rural area. The main townships are Birchip, Charlton, Donald, Sea Lake and Wycheproof. The shire also comprises of the smaller townships of Berriwilllock, Culgoa, Nandaly, Nullawil and Watchem.

The Buloke shire encompasses a total land area of 8,000 square kilometres and is approximately 140 kilometres long and 60 kilometres wide.

The two main highways servicing the Buloke Shire are the Calder Highway and the Sunraysia Highway, both of which run north and south through the Shire.

Land is used largely for agriculture, particularly grain (wheat, oats and barley) production and sheep grazing.

The Buloke Shire is named after the 'buloke' or 'bulloak' tree, *Allocasuarina Luehmannii* 'which is common in the area and the feature of the Buloke Shire logo.

Sustainable Capacity Indicators

For the year ended 30 June 2019

Indicator/Measure	2016	2017	2018	2019	Material Variation
<p style="text-align: center;">Population</p> <p><i>Expenses per head of municipal population</i> [Total expenses / Municipal population]</p>	\$3,611.39	\$3,669.25	\$4,079.66	\$5,564.68	Flood recovery works have impacted the expenses per head of population
<p style="text-align: center;">Infrastructure per head of municipal population</p> <p>[Value of infrastructure / Municipal population]</p>	\$28,317.20	\$28,661.67	\$31,351.81	\$42,429.33	Flood recovery works and infrastructure revaluations has impacted the 2019 outcome
<p style="text-align: center;">Population density per length of road</p> <p>[Municipal population / Kilometres of local roads]</p>	1.12	1.17	1.16	1.16	Small decline in population, no change to length of road.
<p style="text-align: center;">Own-source revenue</p> <p><i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]</p>	\$2,219.25	\$2,280.92	\$2,315.23	\$2,407.83	Council's own source revenue is relatively high compared to other councils mainly due to the Shire's small population, its rural location and a reliance on rates as the main income source.
<p style="text-align: center;">Recurrent grants</p> <p><i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]</p>	\$1,221.94	\$2,169.97	\$1,376.85	\$1,499.51	Early payment of grants in in the 16/17 financial year. Recurrent grants have remained consistent
<p style="text-align: center;">Disadvantage</p> <p><i>Relative Socio-Economic Disadvantage</i> [Index of Relative Socio-Economic Disadvantage by decile]</p>	3.00	3.00	3.00	3.00	Council is ranked in the lower end of the SEIFA index, indicating high levels of disadvantage within the municipality.

Definitions

“Adjusted underlying revenue” means total income other than:

- a) non-recurrent grants used to fund capital expenditure; and
- b) non-monetary asset contributions; and
- c) contributions to fund capital expenditure from sources other than those referred to in paragraphs (a) and (b)

“Infrastructure” means non-current property, plant and equipment excluding land

“Local road” means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

“Population” means the resident population estimated by council

“own-source revenue” means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

“Relative socio-economic disadvantage”, in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA

“SEIFA” means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website

“Unrestricted cash” means all cash and cash equivalents other than restricted cash.

Service Performance Indicators

For the year ended 30 June 2019

Service Indicator/Measure	2016	2017	2018	2019	Material Variation
<p>Aquatic Facilities</p> <p>Utilisation</p> <p><i>Utilisation of aquatic facilities</i></p> <p>[Number of visits to aquatic facilities / Municipal population]</p>	7.1	5.9	6.4	5.1	Seasonal temperatures can have a high statistical impact on pool utilisation due to the relatively small population.
<p>Animal Management</p> <p>Health and safety</p> <p><i>Animal management prosecutions</i></p> <p>[Number of successful animal management prosecutions]</p>	2	4	5	3	Low number of prosecutions. Year on year results in a high statistical impact.
<p>Food Safety</p> <p>Health and safety</p> <p><i>Critical and major non-compliance outcome notifications</i></p> <p>[Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100</p>	100%	100%	60.7%	100%	There have been no notifications during 2018, however 3 initiated in the prior year were completed in 2018.
<p>Governance</p> <p>Satisfaction</p> <p><i>Satisfaction with council decisions</i></p> <p>[Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]</p>	45%	49%	50%	52%	Increased consultation with community has resulted in an upward trend in the community's satisfaction with Council decisions.

Service Indicator/Measure	2016	2017	2018	2019	Material Variation
<p>Home and Community Care (HACC)</p> <p>Participation</p> <p><i>Participation in HACC service</i> [Number of people that received a HACC service / Municipal target population for HACC services] x100</p> <p>34%</p> <p>Participation</p> <p><i>Participation in HACC service by CALD people</i> [Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100</p> <p>19%</p>		N/A	N/A	N/A	Reporting on HACC Services ceased on 1 July 2016 following the introduction of the Commonwealth Government NDIS and CHSP programs.
<p>Libraries</p> <p>Participation</p> <p><i>Active library members</i> [Number of active library members / Municipal population] x100</p> <p>15.2%</p> <p>11.3%</p> <p>8.3%</p> <p>7.1%</p>					Council changed the Library Service delivery model in 2018/19 to a direct delivery service. The change to the Library service delivery model has meant that community members were required to join the Buloke Library. Some community members may be utilising previous providers.
<p>Maternal and Child Health (MCH)</p> <p>Participation</p> <p><i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100</p> <p>80%</p> <p>77%</p> <p>77%</p> <p>78%</p> <p><i>Participation in the MCH service by Aboriginal children</i> [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100</p> <p>143%</p> <p>75%</p> <p>67%</p> <p>74%</p>					<p>Council has a consistently high participation rate of children attending MCH Key Ages and Stages services up to the 18 months visit, after which the participation becomes less frequent.</p> <p>Council has a consistently high participation rate of children attending MCH Key Ages and Stages services up to the 18 months visit, after which the participation becomes less frequent.</p>

Service Indicator/Measure	2016	2017	2018	2019	Material Variation
<p>Roads Satisfaction <i>Satisfaction with sealed local roads</i> [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]</p>	39%	36%	39%	42%	Satisfaction with sealed roads has been consistent. An improvement in satisfaction with roads is also consistent with the reduction in the number of requests.
<p>Statutory Planning Decision Making <i>Council planning decisions upheld at VCAT</i> [Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100</p>	100%	0%	0%	0%	Council has had no planning matters referred to VCAT from 2017 to 2019.
<p>Waste Collection Waste diversion <i>Kerbside collection waste diverted from landfill</i> [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100</p>	24%	24%	23%	25%	The volume of recyclables collected and diverted from landfill has been consistent. Council does not collect green organics using roadside waste collection services.

Definitions

“Aboriginal child” means a child who is an Aboriginal person

“Aboriginal person” has the same meaning as in the *Aboriginal Heritage Act 2006*

“Active library member” means a member of a library who has borrowed a book from the library

“Annual report” means an annual report prepared by a council under sections 131, 132 and 133 of the *Local Government Act 1989*

“CALD” means culturally and linguistically diverse, and refers to persons born outside Australia in a country whose national language is not English

“Class 1 food premises” means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 1 food premises under section 19C of that Act

“Class 2 food premises” means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 2 food premises under section 19C of that Act

“Community Care Common Standards” means the Community Care Common Standards for the delivery of HACC services, published from time to time by the Commonwealth

“Critical non-compliance outcome notification” means a notification received by council under section 19N (3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health

“Food premises” has the same meaning as in the *Food Act 1984*

“HACC program” means the Home and Community Care program established under the Agreement entered into for the purpose of the *Home and Community Care Act 1985 (Cwth)*

“HACC service” means home help, personal care or community respite provided under the HACC program

“Local road” means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

“Major non-compliance outcome notification” means a notification received by a council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

“MCH” means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age

“Population” means the resident population estimated by council

“Target population” has the same meaning as in the Agreement entered into for the purposes of the *Home and Community Care Act 1985 (Cwth)*

“WorkSafe reportable aquatic facility safety incident” means an incident relating to a council aquatic facility that is required to be notified to the Victorian WorkCover Authority under Part 5 of the *Occupational Health and Safety Act 2004*.

Financial Performance Indicators

For the year ended 30 June 2019

Dimension/indicator/measure	Results				Forecasts				Comments
	2016	2017	2018	2019	2020	2021	2022	2023	
Efficiency Revenue level Average residential rate per residential property assessment [Residential rate revenue / Number of residential property assessments]	\$863	\$814	\$1,406	\$1,443	\$1,447	\$1,479	\$1,501	\$1,532	
Expenditure level Expenses per property assessment [Total expenses / Number of property assessments]	\$3,477	\$3,792	\$4,036	\$5,498	\$4,991	\$4,503	\$4,082	\$4,171	Expenses are managed, no/low growth in the number of properties within the shire has an effect on expenses per property assessment.
Workforce turnover Resignations and terminations compared to average staff [Number of permanent staff Resignations and terminations / Average number of permanent staff for the financial year] x100	13%	5%	16%	9%	5%	5%	5%	5%	Staff turnover remains relatively consistent to Council's workforce numbers. Council has committed to an organisational development strategy to attract and retain staff.
Liquidity Working capital Current assets compared to current liabilities [Current assets / Current liabilities] x100	249%	469%	415%	203%	478%	420%	412%	405%	Council will be retiring a \$7M debt late 2019. There are no future plans for borrowing.

Dimension/indicator/measure	Results				Forecasts				Comments
	2016	2017	2018	2019	2020	2021	2022	2023	
Unrestricted cash <i>Unrestricted cash compared to current liabilities</i> [Unrestricted cash / Current liabilities] x100	170%	252%	375%	172%	413%	342%	340%	334%	Council has been building cash reserves to repay \$7M debt late 2019. There are no future plans for borrowing.
Obligations Asset renewal <i>Asset renewal compared to depreciation</i> [Asset renewal expense / Asset depreciation] x100	72%	73%	58%	83%	109%	145%	115%	107%	Variations occur on this indicator depending on Capital Works program and funding. Depreciation continues to increase further impacting this indicator.
Loans and borrowings <i>Loans and borrowings compared to rates</i> [Interest bearing loans and borrowings / Rate revenue] x100	58%	55%	54%	52%	0%	0%	0%	0%	Council debt will be retired at the end of 2019. There are no future plans to borrow funds.
Loans and borrowings repayments compared to rates <i>Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100</i>	4.1%	2.3%	2.3%	2.3%	52.2%	0%	0%	0%	Council will be retiring a \$7M debt in late 2019. This impacts on the forecast indicator for loan repayments in 2020.
Indebtedness <i>Non-current liabilities compared to own source revenue</i> [Non-current liabilities / Own source revenue] x100	60%	57%	55%	9.7%	6%	6%	6%	6%	Council has a very low level of non-current liabilities as a \$7M debt (current liability) in November 2019.

Dimension/indicator/measure	Results				Forecasts				Comments
	2016	2017	2018	2019	2020	2021	2022	2023	
Operating position Adjusted underlying result Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x100	-3.67%	20.22%	6.76%	-10.5%	0.60%	-6.50%	-6.78%	-4.48	Flood restoration funds received in prior years has been expensed in 2018/19. Forecast if reflective of Council's asset renewal plan.
Stability Rates concentration Rates compared to adjusted underlying Revenue [Rate revenue / Adjusted underlying revenue] x100	59%	45%	48%	43%	44%	53%	60%	60%	Rates compared to underlying revenue has remained consistent. Council has little opportunity to raise revenue outside rating.
Rates effort Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.96%	0.92%	0.94%	.85%	0.80%	0.80%	0.81%	0.81%	Rates compared to property values have remained comparatively consistent with prior years.

Definitions

“Adjusted underlying revenue” means total income other than:

- a) non-recurrent grants used to fund capital expenditure; and
- b) non-monetary asset contributions; and
- c) contributions to fund capital expenditure from sources other than those referred to above

“Adjusted underlying surplus (or deficit)” means adjusted underlying revenue less total expenditure

“Asset renewal expenditure” means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability

“Current assets” has the same meaning as in the AAS

“Current liabilities” has the same meaning as in the AAS

“Non-current assets” means all assets other than current assets

“Non-current liabilities” means all liabilities other than current liabilities

“Non-recurrent grant” means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a council’s Strategic Resource Plan

“Own-source revenue” means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

“Population” means the resident population estimated by council

“Rate revenue” means revenue from general rates, municipal charges, service rates and service charges

“Recurrent grant” means a grant other than a non-recurrent grant

“Residential rates” means revenue from general rates, municipal charges, service rates and service charges levied on residential properties

“Restricted cash” means cash and cash equivalents, within the meaning of the AAS that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year

“Unrestricted cash” means all cash and cash equivalents other than restricted cash.

Other Information

For the year ended 30 June 2019

1. Basis of Preparation

Council is required to prepare and include a Performance Statement within its annual report. The Performance Statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the *Local Government Act 1989* and Local Government (Planning and Reporting) Regulations 2014.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics).

The Performance Statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the council's Strategic Resource Plan. The Local Government (Planning and Reporting) Regulations 2014 requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

The forecast figures included in the performance statement are those adopted by council in its Strategic Resource Plan on 19 June 2019 and which forms part of the Council Plan. The Strategic Resource Plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The Strategic Resource Plan can be obtained by contacting council.

Certification of the Performance Statement

In my opinion, the accompanying Performance Statement has been prepared in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

.....
Hannah Yu
Principal Accounting Officer
Dated:

In our opinion, the accompanying Performance Statement of the Buloke Shire for the year ended 30 June 2019 presents fairly the results of Council’s performance in the accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

The Performance Statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of the signing, we are not aware of any circumstances that would render any particulars in the Performance Statement to be misleading or inaccurate.

We have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2014 to certify this Performance Statement in its final form.

.....
Cr Carolyn Stewart
Councillor
Dated:

.....
Cr Daryl Warren
Councillor
Dated:

.....
Anthony Judd
Chief Executive Officer
Dated:

8.4 ORGANISATIONAL REPORTS

Nil

8.5 REPORTS FROM COUNCILLORS

Nil

9. OTHER BUSINESS

9.1 NOTICES OF MOTION

9.1.1 DETERIORATING CONDITION OF DONALD MURTOA ROAD

Author's Title: Cr Graeme Milne

Department: Office of the CEO

File No: RO/08/01

Attachments: Nil

RECOMMENDATION

That Council write to Regional Roads Victoria (RRV) and the State Minister for Road Safety and TAC, The Hon Jaala Pulford MP, regarding the deteriorating conditions of the Donald-Murtoa Road and the impact on the on alternate routing on local roads as a result.

Background

The condition of the (RRV/Vicroads managed) Donald-Murtoa Road has deteriorated rapidly over recent years. There are currently sections of road sign-posted to 60km/h and there is no timeframe for remediation works. It is feared that the condition of the road will continue to deteriorate rapidly unless works are undertaken soon. The road is becoming a very real concern with respect to road safety, and many users are instead using local council roads, rather than the VicRoads/RRV controlled route.

The Yarriambiack Shire Council are making similar representation to the state government for action on this road, which is an important connector through the Buloke Shire, Yarriambiack Shire and the regional centre of Horsham.

As a result, it is important for Council to consider writing to Regional Roads Victoria and the State Minister for Road Safety and TAC, The Hon Jaala Pulford MP, to bring this matter to their attention, to be addressed as a matter of urgency.

9.2 QUESTIONS FROM COUNCILLORS

Nil

9.3 URGENT BUSINESS

Nil

9.4 ANY OTHER BUSINESS

Nil

9.5 MATTERS WHICH MAY EXCLUDE THE PUBLIC

Nil

10. MEETING CLOSE