



COUNCIL MEETING

MINUTES

Wednesday 8 June 2022

Commencing at 7:00pm

Wycheproof Supper Room

367 Broadway, Wycheproof

**Wayne O'Toole
Chief Executive Officer
Buloke Shire Council**

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**MOTION:**

That Council adopt the Minutes of the Council Meeting held on Wednesday, 11 May 2022.

Moved: CR ALAN GETLEY

Seconded: CR GRAEME MILNE

**CARRIED.
(R059/22)**

4. REQUESTS FOR LEAVE OF ABSENCE

Cr David Vis requested leave from 9 June to 12 July 2022.

MOTION:

That Council approve Cr Vis request for leave from 9 June to 12 July 2022.

Moved: CR DAVID POLLARD

Seconded: CR CAROLYN STEWART

**CARRIED.
(R060/22)**

5. DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

There were no declarations of interest.

6. QUESTIONS FROM THE PUBLIC

NIL

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NEXT MEETING

THE NEXT MEETING OF COUNCIL WILL BE HELD IN WYCHEPROOF SUPPER ROOM, 367 BROADWAY, WYCHEPROOF ON WEDNESDAY, 13 JULY 2022 AT 7:00PM.

Wayne O'Toole
CHIEF EXECUTIVE OFFICER

6. QUESTIONS FROM THE PUBLIC

Nil

7. PROCEDURAL ITEMS**7.1 LETTERS OF CONGRATULATIONS AND RECOGNITION OF ACHIEVEMENT/AWARDS****Author's Title:** Executive Assistant**Department:** Office of the CEO**File No:** CR/13/01**PURPOSE**

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.

MOTION:

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

MOVED: CR CAROLYN STEWART**SECONDED:** CR DAVID POLLARD**CARRIED.
(R061/22)****Attachments:** Nil**RECOGNITION OF ACHIEVEMENT ITEMS**

Provider	Recipient	Date	Purpose for Recognition
Buloke Shire Council.	Dr Anne Webster MP	21 May 2022	For being re-elected as the Federal Government Member of Mallee
Trots Club Victoria	Charlton Harness Racing Club	6 June 2022	For being awarded both the best presented "Track and Venue" and "Country Cup of the Year" at the Country Club Awards for Trots Club Victoria.
Buloke Shire Council.	Birchip Watchem Under 14 Girls Football team and Coach	3 June 202	For recently making the Grand final and being the first girls football team to make a final in Buloke.

7.2 REPORT OF COUNCILLOR ASSEMBLIES

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/05/04

MOTION:

That the Council note the report of Councillor Assembly Meetings held 4 and 18 May 2022.

MOVED: CR ALAN GETLEY

SECONDED: CR GRAEME MILNE

CARRIED.
(R062/22)

- Attachments:**
- 1 Councillor Briefing Record - 4 May 2022
 - 2 Councillor Briefing Record - 18 May 2022

KEY POINTS/ISSUES

Transparency is a fundamental principle of democratic governance.

The Local Government Act 2020 (The Act) Section 9 (2) (i) provides that the transparency of Council decisions, actions and information is to be ensured.

In accordance with Section 57 of The Act, Council at its September 2020 Ordinary Meeting, adopted a Public Transparency policy, designed to improve public transparency in Council's decision-making processes and to assist the community in understanding the information that is accessible to them.

As per the Council Meeting Schedule adopted 10 November 2021, Councillor Briefings are held for Councillors to meet to consider matters that are likely to be the subject of a Council decision or for the exercise of delegation.

A record of the Councillor Briefings held on 4 and 18 May 2022 is attached for public information.

7.3 CORRESPONDENCE INITIATED BY COUNCIL

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/06/06

PURPOSE

This report notes and records correspondence initiated by Council and informs the Council of the responses received from this correspondence.

MOTION:

That the Council notes the record of correspondence initiated by Council and the responses received.

MOVED: CR GRAEME MILNE

SECONDED: CR DAVID POLLARD

CARRIED.

(R063/22)

Attachments: Nil

TABLE OF CORRESPONDENCE

Council Initiative	Sent/to be sent to	Sent	Response	Purpose of Letter/Response
Write to local Federal member and State members expressing concern for people who are sitting outside the legal status of vaccination currently in place. Urging for a review.	Ms Louise Staley MLA	20/12/21	23/12/21	Acknowledged Council's proactive work to unite the Shire. Advised that the National Liberals have been calling for consistent National Cabinet approach to mandate vaccines and passports, however the Andrews Government has flagged the retention of vaccine passports until 2023. Will continue to address inequities and call on the State Government to address the issues impacting our community.
Above letter	Mr Stuart Grimley MLC	20/12/21	22/12/21	Acknowledged letter and will look into it further.
Above letter	Mrs Beverley McArthur MLC	20/12/21		
Above letter	Ms Ali Cupper MLA	20/12/21		
Above letter	Dr Anne Webster MP	20/12/21		

Council Initiative	Sent/to be sent to	Sent	Response	Purpose of Letter/Response
<p>Write to Min of Transport Infr, Jacinta Allan and Minister for Roads and Roads Safety, Ben Carroll seeking urgent attention to continue to advocate to the resp auth for upgrade of:</p> <ol style="list-style-type: none"> 1. The rail crossing nth of Lalbert on the Donald-Swan Hill Road; and 2. The rail crossing north-east of Charlton on the Boort-Charlton Road. 	<p>The Hon Jacinta Allan Minister for Transport Infrastructure</p>	<p>10/3/22</p>		<p>Nil response received. Letter resent 27/5/2022 seeking urgent response.</p>
<p>Above letter sent to Hon Jacinta Allan</p>	<p>The Hon Ben Carroll MP Minister for Roads and Road Safety</p>	<p>10/3/22</p>		<p>Nil response received. Letter resent 27/5/2022 seeking urgent response.</p>

7.4 BUILDING PERMITS - MONTHLY UPDATE

Author's Title: Statutory Administration Support

Department: Works and Technical Services

File No: DB/14/01

EXECUTIVE SUMMARY

This report provides information on Building Permits approved by staff from 1 May 2022 to 31 May 2022.

The information published in the list provided, is in accordance with the *Privacy and Data Protection Act 2014*.

MOTION:

That the Council note information contained in the report on Building Permits approved by staff from 1 May 2022 to 31 May 2022.

MOVED: CR ALAN GETLEY

SECONDED: CR CAROLYN STEWART

CARRIED.
(R064/22)

Attachments: Nil

LIST OF BUILDING PERMITS APPROVED BY COUNCIL SURVEYOR

Permit No.	BAMS Permit No.	Address	Project Description	Date Approved
20220034	1105707448089	Menzies Street, Charlton	Detached Garage Extension (Lock-Up to Completion) & Dwelling Extension (Lock-Up to Completion)	12/05/2022
20220035	2151329681481	Hannon Street, Sea Lake	Gazebo	12/05/2022
20220036	8612978992920	Newry Street, Watchem	Dwelling (Lock-Up to Completion)	12/05/2022
20220037	2200951208830	Broadway, Wycheproof	Arbor	12/05/2022
20220038	5380706869446	Watchem-Warracknabeal Road, Watchem	Internal Alterations to Public Amenities Building	12/05/2022

LIST OF BUILDING PERMITS APPROVED BY PRIVATE SURVEYOR

Permit No.	Address	Project Description	Date Approved
Nil			

Question was put from the Mayor, Cr Warren seeking the status of the finalisation of Building application at Newry Street in Watchem.

The Chief Executive Officer responded to advise he will take the Question on Notice.

7.5 PLANNING APPLICATIONS RECEIVED - MONTHLY UPDATE

Author's Title: Planning Officer

Department: Works and Technical Services

File No: LP/09/01

PURPOSE

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

MOTION:

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

MOVED: CR DAVID POLLARD

SECONDED: CR BRONWYN SIMPSON

CARRIED.

(R065/22)

Attachments: Nil

LIST OF PLANNING APPLICATIONS

The information published in the list provided, is in accordance with the *Privacy and Data Protection Act 2014* and the *Planning and Environment Act 1987*.

Application No	Applicant	Address	Date Rec	Summary of Proposal	Status
PPA962/21		Corack Road, Donald (Lot 1&2 PS216306M)	11/11/2021	Use and development of land for a service station, construct and display a business identification sign and create or alter access to Road Zone, Category 1	Further information request from referral authority
PPA974/22		Sutcliff Street, Sea Lake (CA 26 Sec 1 Parish of Burupga)	01/04/2022	Nine-lot subdivision of land	Permit issued
PPA977/22		Heenans Road, Charlton (Lot 1 PS406136)	10/05/2022	Construction of a single dwelling	Permit issued

Application No	Applicant	Address	Date Rec	Summary of Proposal	Status
PPA978/22		Sutcliff Street, Sea Lake (CA 26 Sec 1 Parish of Burupga)	12/05/2022	Removal of native vegetation	Awaiting report
PPA979/22		Messines Street, Nandaly (CA 2 Sec 3 Parish of Bimbourie)	12/05/2022	Shade sail	Permit issued
PPA980/22		Camp Street, Donald (Lot 7 PS 65368)	12/05/2022	Three-lot subdivision of land containing existing buildings	Notice of application Referral
PPA981/22		Donald Street, Charlton (PC157596)	18/05/2022	Construction of a single dwelling	Request for further information

7.6 JOINT LETTER TO SHIRE - BULOKE MATERNAL AND CHILD HEALTH SERVICE

Author's Title: Director Community Development

Department: Community Development

File No: CS/10/11

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Community Wellbeing

PURPOSE

The purpose of this report is for a joint letter received at the 11 May 2022 Council Meeting have a report brought to Council at the following Council Meeting.

SUMMARY

Council received a joint letter from persons in relation to the Maternal and Child Health Service in Buloke Shire. Council resolved to bring a report to the next available appropriate Council Meeting.

MOTION:

That Council writes to the first signatory of the letter addressing any business contained within the letter that has not been acted upon in accordance with the Buloke Shire Council Governance Rules.

MOVED: CR GRAEME MILNE

SECONDED: CR ALAN GETLEY

CARRIED.

(R066/22)

Attachments: 1 Buloke MCH Service Provision Joint Letter

DISCUSSION

Council received a joint letter from 25 signatories at its 11 May 2022 Council Meeting in relation to the provision of its Maternal and Child Health service.

Maternal and Child Health Services are under a significant strain across Victoria. Some Local Government Areas (LGAs), including Buloke Shire, are currently recruiting for Maternal and Child Health Staff.

Interface Councils such as Melton, Whittlesea and Wyndham are campaigning heavily to the State Government to consider population growth projections in future funding for the sector as opposed to historical data and demand. Some of these LGAs are advertising for 12 FTE roles.

Buloke Shire Council is working closely with the Municipal Association of Victoria (MAV) around service provision and options in a rural context whilst leading the way in discussion with neighbouring LGAs around service provision innovation into the future.

Buloke Shire Council is committed to providing a high quality Maternal and Child Health service for all Buloke families.

Senior Officers and Councillors have met with residents to better understand and address their concerns. Council received a deputation from a group of concerned parents at the 18 May Briefing.

RELEVANT LAW

Not applicable.

RELATED COUNCIL DECISIONS

The joint letter was tabled at the 11 May 2022 Council Meeting, with a report to be brought to the next available Council Meeting.

OPTIONS

Council may decide to deal with the matter in another fashion, as per the Buloke Shire Council Governance Rules.

SUSTAINABILITY IMPLICATIONS

There are no sustainability impacts from this report.

COMMUNITY ENGAGEMENT

There has been no community consultation on this joint letter as it is not applicable.

INNOVATION AND CONTINUOUS IMPROVEMENT

Council will soon be undertaking an update to its Municipal Early Years Plan which will address many facets of the correspondence as part of a strategic planning process.

COLLABORATION

Officers have discussed the provision of services with neighbouring shires and the MAV.

FINANCIAL VIABILITY

Council is funded by the State Government for large parts of the provision of its Maternal and Child Health service. This service is financially viable, the state of Victoria is currently significantly under staffed in the sector.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

Governance Rules.

TRANSPARENCY OF COUNCIL DECISIONS

Petitions, joint letters and other public participation methods are an integral part of Council's overarching governance principles.

CONFLICTS OF INTEREST

No staff member involved in the preparation of this report has a conflict of interest.

7.7 STATUS OF ACTION OF PAST COUNCIL MEETING RESOLUTIONS

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/05/04

PURPOSE

To provide Council an update on the Status of Action of Council Resolutions commencing from 11 May 2022 Council Meeting.

MOTION:

Council to note the Status of Action Report for Council resolutions from 11 May Council Meeting.

MOVED: CR ALAN GETLEY

SECONDED: CR CAROLYN STEWART

**CARRIED.
(R067/22)**

Attachments: 1 Status of Action of Council Resolutions from 11 May 2022 Council Meeting

KEY POINTS/ISSUES

The Local Government Act 2020 (The Act) Section 9 (2) (i) provides that the transparency of Council decisions, actions and information is to be ensured.

In accordance with the Council's Governance Rules adopted August 2020, Council decisions are to be made and actions taken in accordance with the relevant law.

The transparency of Council decisions, actions and information is to be ensured and is a fundamental principle of democratic governance.

A list of the Status of Action of Council Resolutions commencing from the 11 May 2022 Council Meeting is attached for public information.

8. GENERAL BUSINESS

8.1 POLICY REPORTS

Nil

8.2 MANAGEMENT REPORTS

8.2.1 SUBMISSIONS - DRAFT BUDGET 2022 - 2023 FINANCIAL YEAR

Author's Title: Chief Executive Officer

Department: Office of the CEO

File No: FM/05/02

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Council and Community Leadership

PURPOSE

To receive submissions in respect of the Draft 2022/23 Annual Budget.

SUMMARY

Council adopted the Draft 2022/23 Annual Budget at the Council Meeting held on 11 May 2022 and gave notice to the Buloke community in accordance with the Council's Community Engagement policy. Submissions will be received until 12 noon 8 June 2022. Persons making a submission are invited to attend the Council Meeting held on 8 June 2022 to present to their submissions.

MOTION:

That Council receives submissions in respect of the Draft 2022/23 Annual Budget adopted for exhibition on 11 May 2022.

Moved: CR DAVID POLLARD

Seconded: CR GRAEME MILNE

CARRIED.
(R068/22)

- Attachments:**
- 1 Submission one - Buloke Neighbourhood House - Confidential Information
 - 2 Submission two - Donald 2000 - Confidential Information
 - 3 Submission three - Donald 2000 - Confidential Information

DISCUSSION

As at the date of this Report, the following written submissions have been received by the Buloke Shire Council:

Sub. No.	Correspondent	Purpose of Submission to Draft Budget 2022/2023
1.	Buloke Neighbourhood House Cluster	Seeking an annual funding allocation of \$5,000 to each House in the Council's Annual Budget to support us in meeting the needs of our communities.
2.	Donald 2000 Inc	Seeking \$300K available for preliminary works at Donald Tradie Park and other opportunities which may arise

Sub. No.	Correspondent	Purpose of Submission to Draft Budget 2022/2023
3.	Donald 2000 Inc	Seeking \$10K for a business case for the Donald Tradie Park

Council will consider submissions prior to adopting the 2022-23 Annual Budget at the Council Meeting to be held on 29 June 2022.

RELEVANT LAW

In receiving and considering submissions, Council is lawfully compliant with section 96 of the *Local Government Act 2020*.

RELATED COUNCIL DECISIONS

Council adopted the Draft 2022/23 Annual Budget at the Council Meeting held on 11 May 2022 and commenced community engagement activities.

OPTIONS

Council will consider submissions and determine whether to allocate resources in response to submissions prior to considering the 2022-23 Annual Budget at the Council Meeting to be held on 29 June 2022.

SUSTAINABILITY IMPLICATIONS

Not applicable

COMMUNITY ENGAGEMENT

Key budget initiatives and information on services provided by Council were highlighted on Council's social media platforms, providing Council the opportunity to receive direct comments from the community and individual residents on specific matters of interest.

A copy of the Draft 2022/23 Annual Budget was provided to all primary community forums inviting feedback and submissions. A community summit was held in May 2022 to present the draft budget to the community.

Council advertised the Draft 2022/23 Annual Budget in local papers and made it available for inspection on Council's website.

Those who have made a written submission were invited to make a verbal submission to the Council Meeting on 8 June 2022.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

Council's community engagement has been undertaken in accordance with the Council's Community Engagement policy.

TRANSPARENCY OF COUNCIL DECISIONS

This report allows submitters to make a public statement to Council and contribute to the shaping of the budget.

CONFLICTS OF INTEREST

I, Wayne O'Toole, have no conflicts of interest to declare in relation to this report.

8.2.2 COMMUNITY GRANTS AND SPONSORSHIPS

Author's Title: Community Development Officer

Department: Community Development

File No: GS/09/42

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Community Wellbeing

PURPOSE

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

SUMMARY

Presenting two applications for the Community Grants and Sponsorship program for the Financial Year 2021/2022

MOTION:

That Council considers the following funding under the Community Grants and Sponsorship program:

\$10,000 Sustainability Fund Grant to Donald Youth Group

\$10,000 Sustainability Fund Grant to Donald Mothers of Pre Schoolers

MOVED: CR ALAN GETLEY

SECONDED: CR GRAEME MILNE

**CARRIED.
(R069/22)**

Attachments: 1 Community Grants 2021-2022 Council Report June
2 Councillor Briefing information June

DISCUSSION

The following applications for funding are being put forth to Council for final decision.

Each of these applications have been assessed as per the Community Grant Guidelines as accepted by Council. The Senior Leadership Team recommends the following grants for council's consideration and final decision on the allocations.

Project:	Reducing the VRI Halls Carbon Footprint
Organisation:	Donald Youth Group
Grant Type	Sustainability Fund Grant
Amount Applied:	\$10,000
Funding Amount Recommended:	\$10,000

Full project cost:	\$15,025
Project Description:	<p>The project will replace the inefficient air conditioners in the VRI building for an energy efficient one, installed by a local business. It will also replace the old and inefficient electric cooktop and oven for one that is safer and more energy efficient.</p> <p>To install these safely, the electrical circuits in the hall will need to be updated, to ensure that the circuitry is safe and prevent the building from burning down.</p>
Project Benefit:	<p>This will allow for the Donald Youth group to be able to use the space all year round and be able to cook meals in a safe and sustainable way.</p> <p>The project will model sustainable infrastructure, teaching the young people the importance of sustainability and making decisions that will be sustainable in the long term.</p> <p>The project will conserve resource usage and reduce their carbon footprint, through updating of old, inefficient appliances and ensuring that these new appliances are fitted into the building with electricity circuitry that is compliant with current standards.</p>
Project:	Sustainably repairing the VRI Hall for MOPS to use.
Organisation:	Donald Mothers of Pre-Schoolers Group MOPS
Grant Type	Community Sustainability Grant application
Amount Applied:	\$10,000
Funding Amount Recommended:	\$10,000
Full project cost:	\$15,000
Project Description:	<p>Repairing and maintaining the dilapidated external weatherboards and window and door frames to avoid needing to undertake a complete replacement in coming years. If repairs and maintenance is not conducted shortly on the hall's window frames, doors and many of the weatherboards will be beyond repair. MOPS wish to remove the old paint and repair any rotted timber in preparation of repainting the building. MOPS would like to protect the asset that is there, to prevent needing to replace them, which would be an unsustainable option.</p> <p>As it is, the current structure has been quite poorly maintained, and if no restorations are undertaken soon, then the building will likely need to be demolished</p> <p>This repair to the site will improve the environment as the building will no longer be an eyesore in the area, as presently it is a derelict building in the street, and it will also conserve resource usage as the weatherboards and windows will be repaired, rather than being completely replaced.</p>
Project Benefit:	<p>Donald MOPS Facebook page has 96 members. The fortnightly MOPS meetings in person sees approximately 7 to 14 mums and 7 to 20 babies, toddlers and kids. The mums who come along changes each week. This project will directly benefit many mothers in Donald but it will also benefit their partners, children and friends. As when support is provided to mothers it's then felt by everyone around them.</p> <p>This project will not only benefit the MOPS group, but it will also create a safe place for vulnerable youth from Donald and surrounding areas to gather and take ownership of a space.</p>

2021/2022 Community Grant Fund grants prior to this allocation: (24 May 2022) \$18,533.00

2021/2022 Sustainability Grant Fund grants prior to this allocation: (24 May 2022) \$26,650.67

RELEVANT LAW

Not applicable

RELATED COUNCIL DECISIONS

Not applicable

OPTIONS

Council has the option not to allocate funds as per recommended or defer for further information.

SUSTAINABILITY IMPLICATIONS

Positive impact on the carbon footprint of the facility. Positive impact of the sustainability of the building.

COMMUNITY ENGAGEMENT

Manager of Community Services or Community Development Officer engaged with each applicant listed.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable

COLLABORATION

Not applicable

FINANCIAL VIABILITY

Allocation sits within the 2021/22 Financial Year the Sustainability Fund of \$50,000.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable

COUNCIL PLANS AND POLICIES

Buloke Shire Council Plan 2021-2025 and Long-Term Community Vision.

Community Grant Guidelines.

Community Engagement Policy.

TRANSPARENCY OF COUNCIL DECISIONS

Not applicable

CONFLICTS OF INTEREST

No officers involved in this report have a conflict of interest.

8.2.3 TOURISM BUSINESS INNOVATION GRANTS - ROUND ONE

Author's Title: Manager Facilities and Projects

Department: Works and Technical Services

File No: GS/09/50

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Economy

PURPOSE

This report is presented to the Council to consider applications received under round one of the Tourism Business Innovation Grants Program.

SUMMARY

As a result of the Council receiving funding from the Department of Jobs, Precincts and Regions (DJPR) Tourism Infrastructure Program (Flagship Projects), the Council had the opportunity to administer a once-off grant program worth a total of \$60,000 to fund tourism business pilots in the Buloke Shire over two rounds. This report is presented to the Council to consider applications received under round one, and recommends the Council authorises the payment of \$30,000 the Birchip Cropping Group based on their application receiving the highest score by the assessment panel.

MOTION:

That Council:

1. Authorise the Chief Executive Officer to notify the Birchip Cropping Group of their successful application to the Tourism Business Innovation Grants Program, Round One;
2. Authorise the Chief Executive Officer to approve payment of a grant contribution totalling \$30,000 to the Birchip Cropping Group under the Round One of the Tourism Business Innovation Grants Program, Round One;
3. Authorise the Chief Executive Officer to notify unsuccessful applicants of the outcome.

Moved: CR ALAN GETLEY

Seconded: CR CAROLYN STEWART

CARRIED.

(R070/22)

Attachments: Nil

DISCUSSION

In 2021, Council received \$790,000 in funding under the Department of Jobs, Precincts and Regions (DJPR) Tourism Infrastructure Program (Flagship Projects) to deliver a four-part project including:

- Buloke accommodation for lakes inviting niche tourism,
- Night activation for Silo Art,
- A Street Art Festival, and a
- Business Innovation Pilot program.

The purpose of the fund is to deliver priority projects identified in the Silo Art Gap Analysis, which was funded and developed by the DJPR, in partnership with the Wimmera Mallee Tourism member Councils (Buloke, Hindmarsh, West Wimmera and Yarriambiack Shire Councils).

As part of this funding, Buloke is represented on a greater Project Design Steering Group (PDSG) with representatives from Hindmarsh, West Wimmera and Yarriambiack Shire Councils, Regional Development Victoria (RDV) Grampians, RDV Loddon Mallee, Dja Dja Wurrung Clans Aboriginal Corporation, Visit Victoria and the Tourism and Tourism Events Visitor Economy (TEVE) department of DJPR.

The purpose of the Business Innovation Pilot program under the grant agreement is to:

- Support local businesses to maximise benefits from increased tourism,
- Provide financial support to at least one pilot project per year over two financial years, and
- Increase visitor expenditure by 2023-2024 using a 2019-2020 baseline.

Guidelines

The Council endorsed the Tourism Business Innovation Grants Guidelines at its meeting in April. The guidelines aim to support projects and initiatives which are aligned to the Councils tourism objectives, prioritising applications which can demonstrate:

- Alignment with key strategies in the Interim Economic Development and Tourism Strategy 2023-2024:
 - Theme 1: COVID Recovery – “Positioning Buloke for Domestic Visitor Experiences”
 - Theme 4: Targeted industries investment – “Tourism Attractions and Responsive Town Businesses”, and “Enhance agribusiness diversification and value-adding”
- Alignment with priorities identified in the Silo Art Gap Analysis for Buloke:
 - Improved visitor servicing (improved and consistent offering, or innovative offerings)
 - Adding value to existing Silo Art Trail through innovative activation of current tourism product or development of new tourism product
- Increase visitor expenditure in Buloke by 2023-2024.

Assessment Panel

Originally, the assessment panel which was established was designed to include representation from Councils key tourism stakeholders, including a representative from the Economic Development and Tourism Advisory Committee (EDATAC), Buloke Tourism Board (BTB), specialist Council Officers, and an independent tourism professional.

After further consideration and feedback from members of Buloke Tourism Board, it was determined that including a representative from Buloke Tourism Board may prohibit the ability for the Board to support or endorse applications to the fund, and their ability to make an application to the fund should they decide to. Instead, Officers enquired through Wimmera Mallee Tourism Board to seek an alternate panel member who was independent of Council administration.

Additionally, leading up to the Assessment Panel meeting, the Chair of the Councils Economic Development and Tourism Advisory Committee declared a conflict of interest, as they were making an application on behalf of Charlton Neighbourhood House. Unfortunately, the remaining members of the EDATAC who were independent of the Councils administration and Councillor representatives also had conflicts of interest. Officers did not pursue a replacement panel member on that basis.

The Assessment Panel Members were:

Name	Position/Organisation
Amber Ricks	Manager Facilities and Projects, Buloke Shire Council

Kerrie Mulholland	Tourism Projects Officer, Buloke Shire Council
Rebecca Postlethwaite	Community Development Officer, Buloke Shire Council
Bernard Young	Member, Wimmera Mallee Tourism Board
Darby Ryan	Regional Development Australia Coordinator, Grampians Region, Regional Development Victoria
David Leathem	Independent Tourism Professional (Previous Manager Economic Development and Tourism at Mount Alexander Shire Council, and currently a Tourism Consultant).

Assessment Criteria

Each application was scored against the below nine criteria which were directly linked to the *Tourism Business Innovation Guidelines*:

1. Originality and uniqueness of idea in Buloke
2. How well will their idea attract and encourage tourism in the Buloke region
3. Positioning Buloke for domestic visitor experiences
4. Adding value to the existing Silo Art Trail through innovative activation
5. Extending overnight stay within the region through traditional target markets
6. Attracting new target markets to the regions, in line with Council's tourism markets – Grey Nomad Day Trippers, Lifestyle Leaders and Young Active families
7. Improved visitor servicing (improved and consistent offering, innovative offerings)
8. Number of towns likely to receive benefit
9. Sustainability – documents provided by applicant demonstrate likelihood of sustainable business model post-funding

Assessment Rubric and Scoring Method

Rubric

<u>Scoring</u>		
Result	Description	Score
Excellent	The application satisfies the selection criteria to an excellent standard. The supporting information is comprehensive, well-evidenced and compelling.	9-10
Very Good	The application satisfies the selection criteria to a very good standard. The supporting information is clearly articulated and compelling.	7-8
Good	The application satisfies the selection criteria to an acceptable degree. There are some minor deficiencies and shortcomings in the detail of the supporting documentation. Shortcomings in supporting documentation are not critical to the success of the project.	5-6
Average	The application barely satisfies the selection criteria. There are major deficiencies in the detail of the supporting information.	3-4
Poor	The supporting information is insufficient to allow an in-depth assessment of application against the selection criteria.	0-2

All panellists received a copy of the applications, the scoring rubric, and the following instructions via email on the afternoon of Wednesday 16 May 2022:

1. Each panellist is required to score applications against the assessment criteria using the scoring rubric provided.
2. Each criterion is scored between 1-10, with 1 being the lowest score and 10 being the highest score.
3. Each applicant's total score will be an average of the total of all Assessment panellists criteria scores.
4. To assist with the panel assessment, discussion, and moderation of scores, it is recommended that panellists keep notes against each score.

Assessment Moderation Method

To ensure transparency and integrity of scoring, outlying scores were moderated across the top scoring applications using the following methodology:

When there is a conflict of scores between assessment panellists of +/-3, the panellists discussed their scoring in detail to ensure their understanding of the application responses and the scoring rubric were consistent.

Based on the discussion, panellists could choose to maintain their score, or modify it.

Applications received

Applicant	Overview of initiative
Sea Lake Bike Cabs	<p>'Picnic Rides under the Stars' – Offering guided tours or self-tours on electric scooters or Pedi-cabs around Sea Lake points of interest.</p> <p>Total projected expenditure: \$30,700 Other grant income/contributions: \$0 Grant amount requested: \$30,000</p>
Charlton Neighbourhood House	<p>'First Peoples Art Trail – Stage Two' – The production of a series of stories and interviews with Djaara people which can be played by placing two audio units along the banks of the Avoca River.</p> <p>Total projected expenditure: \$78,000 Other grant income/contributions: \$30,000 (Regional Arts Victoria – not yet confirmed, but invitation to apply has been received) Other grant income/contributions: \$8,000 (Community – confirmed) Other grant income/contributions: \$10,000 (Other philanthropic organisations – not yet confirmed) Grant amount requested: \$30,000</p> <p>'Sea Lake Visitor Hub' – Expand offering to include the sale of locally produced ice cream and gelato.</p>
Lake Tyrrell Salt Company	<p>Total projected expenditure: \$19,500 Other grant income/contributions: \$12,927 (Business own source - confirmed) Grant amount requested: \$6.573</p>
Donald 2000	<p>'Buloke Events Centre Sound Shell' – Install a purpose-built sound shell on site at the Buloke Events Centre to expand the number of events that can be held at the site.</p>

	<p>Total projected expenditure: \$60,000 Other grant income/contributions: \$15,000 (Volunteer in-kind – confirmed) Other grant income/contributions: \$15,000 (External and internal funds – confirmed) Grant amount requested: \$30,000 ‘Blue Duck’ – Establishment of Blue Duck Donald Distillery and Smokehouse.</p>
Blue Duck Donald Distillery and Smokehouse	<p>Total projected expenditure: \$154,816 Other grant income/contributions: \$160,000 (Business sales forecast May 2022-April 2023– not confirmed) Grant amount requested: \$30,000</p> <p>‘Sea Lake Street Art’ – Expand the street art offering in Sea Lake by creating a series of three new major art works on the walls of the Royal Hotel, replicating Melbourne’s iconic laneways.</p>
Royal Hotel Sea Lake Co-Operative	<p>Total projected expenditure: \$36,500 Other grant income/contributions: \$6,500 (Business own source - confirmed) Grant amount requested: \$30,000 ‘Hotel upgrade’ – Painting, new floor coverings, electrical work, and new TV installation.</p>
Royal Mail Hotel Wycheproof	<p>Total projected expenditure: \$45,000 Other grant income/contributions: \$65,000 (Business sales forecast – not confirmed) Grant amount requested: \$30,000 ‘Farm tours’ – Tours to local farms to meet and talk with farmers about what they produce, the technology and machinery used with a paddock-to-plate food experience curated by Chef Stefano de Pieri.</p>
Birchip Cropping Group	<p>Total projected expenditure: \$58,600 Other grant income/contributions: \$32,000 (farm tour income – not confirmed) Grant amount requested: \$30,000 ‘Complete the fit-out’ – Works to finalise custom built office, grooming salon and indoor dog pens to facilitate accommodation for up to 17 dogs.</p>
Pampered Pets Wycheproof	<p>Total projected expenditure: \$46,000 Other grant income/contributions: \$46,000 (business own source – not confirmed) Grant amount requested: \$15,664</p>

Assessment Scores

Applicant	Raw Score	Final Score (Average)
Sea Lake Bike Cabs	337	56.1
Charlton Neighbourhood House	369	61

Lake Tyrrell Salt Company	208	34.6
Donald 2000	326	54.3
Blue Duck Donald	326	54.3
Royal Hotel Sea Lake	313	52.1
Royal Mail Hotel Wycheproof	235	39.1
Birchip Cropping Group	397	66
Pampered Pets Wycheproof	229	38

Assessment Panel Feedback and final remarks

The assessment panel were overall very impressed with the variety and calibre of applications received and impressed upon the point that the Council should consider how it may assist unsuccessful applicants to facilitate their ideas in future.

The panel suggested that unsuccessful applicants:

- be nominated for mentoring by the Tourism Ninja, which is being funded by the State Government under the Silo Art Activation fund, with 25 places available across the Wimmera Mallee Region,
- are encouraged to apply for any future funding rounds of the State Government's Enabling Tourism Fund, and
- Are provided tangible and constructive feedback on their applications to assist them with an application to Round Two if the Tourism Business Innovation Grants which opens in August

Pre-moderation, both the Birchip Cropping Group (BCG) and Charlton Neighbourhood House (CNH) tied at equal first, however after moderation, the BCG had a higher score by 5 points.

The Assessment Panel has suggested the Council consider funding both the BCG and CNH an equal \$15,000 each, contingent on both applicants' ability to fulfill the intentions of the application with less funding, and within the timeframes stipulated in the *Tourism Business Innovation Guidelines*.

Prior to preparing this report, Officers requested further information from the BCG with regard to their ability to meet the project objectives in their grant application, if the project was only partly funded. The BCG confirmed that the project would not be able progress unless it was fully funded.

Similarly, Officers engaged with the Charlton Neighbourhood House with regard to their application. Although the CNH did not say that their project would not proceed if only part-funded, they did confirm they would have to seek funds elsewhere to ensure the project went ahead.

Officers recommend that the Council grant \$30,000 in funding the BCG.

RELEVANT LAW

Not applicable.

RELATED COUNCIL DECISIONS

The Council endorsed the *Tourism Business Innovation Grant Guidelines* at its meeting in April 2022.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

Applications which directly contravene the Council's plans or policies were considered ineligible under this fund.

COMMUNITY ENGAGEMENT

Council's Economic Development and Tourism Advisory Committee (EDATAC) were consulted upon receipt of funding by the DJPR to discuss the most effective way to allocate the funding.

INNOVATION AND CONTINUOUS IMPROVEMENT

Officers prepared these guidelines which inform how the fund is administered in collaboration with industry stakeholders to ensure that funded activities align with tourism objectives and priorities identified at a local, regional and state level.

COLLABORATION

Officers sought advice from DJPR, member Councils of Wimmera Mallee Tourism, and the Tourism Infrastructure Program (Flagship Projects) PDSG in the development of the fund guidelines. Officers invited three tourism industry stakeholders independent of Council administration to participate in the Assessment Panel.

FINANCIAL VIABILITY

The grant program is being funded by the DJPR Tourism Infrastructure Program (Flagship Projects) funding received by Council in 2021

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Officers have prepared the funding model and associated guidelines in line with priorities outlined in the Wimmera Mallee Silo Art Gap Analysis.

COUNCIL PLANS AND POLICIES

Officers have prepared the funding model and associated guidelines in line with priorities identified in the following Council plans and strategies:

- Long-Term Community Vision and Council Plan 2021-2025
- Interim Economic Development and Tourism Strategy 2022-23

TRANSPARENCY OF COUNCIL DECISIONS

Due to the commercial information and intellectual property contained in this report, it is recommended that this matter be excluded from the public.

CONFLICTS OF INTEREST

No Officer in the preparation of this report have a conflict of interest to declare.

8.2.4 DRAFT ASSET PLAN

Author's Title: Manager Assets

Department: Works and Technical Services

File No: FM/02/09

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Built and Natural Environment

PURPOSE

The purpose of this agenda item is for Council to approve the Draft Asset Plan for public release for comment.

SUMMARY

The Asset Plan provides an overview of Council's fixed assets, the strategic challenges it faces in responsible asset management, and the strategies Council is pursuing over the next 10 years. In line with Council's community engagement principles of good communication and transparency of decision making, the release of the Draft Asset Plan for public comment is a key phase in reviewing Council's current Road Management Plan.

MOTION:

That Council acknowledge the release of the Draft Asset Plan for public comment.

MOVED: CR CAROLYN STEWART

SECONDED: CR BRONWYN SIMPSON

CARRIED.

(R071/22)

Attachments: 1 Draft Asset Plan - Community Consultation

DISCUSSION

The Draft Asset Plan has been prepared and presented to the Buloke community as a 'balanced' preliminary plan formulated using assumptions as a starting point for Council decisions including the development of priorities for asset renewal/replacement, and consideration and review future capital works programs. The use of 'preliminary' in this context emphasises the need to review and update the Plan at least once per year so that the underpinning assumptions are updated as Council's knowledge of the condition and capacity of its assets improves.

The Plan also provides the opportunity for the Buloke community to gain an understanding of asset management in its strategic context. It highlights the perpetual challenges associated with balancing community expectations with the capacity to pay, and outlines how Council intends to develop strategies, services and investment in infrastructure which meets the community's needs whilst simultaneously remaining affordable.

RELEVANT LAW

The Local Government Act 2020 requires the Council to develop an Asset Plan to clearly and transparently set its direction and priorities which support the efficient and responsible management of its assets on behalf of the community. This review is to be completed by June 2022.

RELATED COUNCIL DECISIONS

There are no related Council decisions with respect to the Draft Asset Plan.

OPTIONS

Council do not release the review for public comment.

SUSTAINABILITY IMPLICATIONS

The sustainable use of physical, monetary and human resources is imperative developing long term cost-effective asset management strategies.

COMMUNITY ENGAGEMENT

Initial comments on the proposed Asset Plan were sought during the Community Summit. These comments have been incorporated into the Draft Plan for future reference. The plan is now subject to final a round of community engagement prior to being considered by the Council at its June Council Meeting.

INNOVATION AND CONTINUOUS IMPROVEMENT

Council continues to work with the community to develop master plans across a range of asset classes, including sport and recreation precincts. These master plans provide the opportunity for the Council to pursue targeted funding opportunities on infrastructure projects to ensure best value for money and alignment with Council's long term community vision.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

Key financial challenges and actions associated with the management of the Councils Assets are set out within the proposed Plan

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable to this report.

COUNCIL PLANS AND POLICIES

The development of the Asset Plan is in accordance with, and complementary to the Council Plan, the Community Engagement Policy and is a requirement of the Annual Plan.

TRANSPARENCY OF COUNCIL DECISIONS

To promote transparency, Council will acknowledge the release the Draft Asset Plan for public comment.

CONFLICTS OF INTEREST

No officers involved in the preparation of this report have a conflict of interest in the subject matter of this report.

8.3 FINANCIAL REPORTS

Nil

8.4 ORGANISATIONAL REPORTS

Nil

8.5 REPORTS FROM COUNCILLORS

Nil

8.6 MATTERS WHICH MAY EXCLUDE THE PUBLIC

Nil

9. OTHER BUSINESS**9.1 NOTICES OF MOTION****9.1.1 NOTICE OF MOTION - PROPOSED CULGOA DUMP POINT****Author's Title:** Councillor**Department:** Office of the CEO**File No:** SD/05/01**Relevance to Council Plan 2021 - 2025****Strategic Objective:** Our Community Wellbeing**PURPOSE**

In relation to the project's ongoing annual costs, these costs should be considered in the project development. There have been several attempts to have these ongoing costs presented to Council and to my knowledge these have not been addressed. In making this decision, Councillors should be fully aware of these costs, as they may have the potential to influence future budgets. On the information presented, we could potentially be looking at an annual outlay in excess of \$40,000. If this figure is correct, it could seriously impact Council's capacity in funding our ongoing Footpath, Drainage and Road maintenance requirements, as well as having the potential for needing to increase rate revenue above the legislated rate cap.

MOTION:**A Division was requested. The result of the voting was:****For:** Cr David Pollard, Cr Carolyn Stewart and Cr Daryl Warren**Against:** Cr Alan Getley and Cr Graeme Milne

That Council temporarily remove the proposed Culgoa Dump Point from the capital works project list until the following information is received;

1. A full annual operational cost of transporting the waste
2. Determine where the annual operating expenditure fits into our budget
3. Are there any traffic management issues to access the dump point?
4. How many overflows happen before we receive EPA infringement notice and at what cost
5. Are there any environmental issues with the proximity to the waterway (DELWP, CMA)?
6. Is the location beside the hall the best location? Could it be shifted further from the waterway to minimise environmental issues?
7. Design of the proposed dump point
8. Has a complete cost Benefit Analysis been prepared?
9. When all the information is available, that it is presented back to a future open Council meeting for debate

MOVED: CR DAVID POLLARD**SECONDED:** CR CAROLYN STEWART

CARRIED.
(R072/22)

Attachments: Nil

9.1.2 NOTICE OF MOTION - LETTER OF SUPPORT - SEA LAKE OFF ROAD CLUB INC - MALLEE RALLY - LAKE TYRRELL

Author's Title: Councillor

Department: Office of the CEO

File No: ED/05/06

PURPOSE

Council to consider supporting the Sea Lake Off Road Club Inc (SLORC) in its endeavour to have the Mallee Rally event returned to the site of Lake Tyrrell for 2023 and beyond.

SUMMARY

The Sea Lake Off Road Club Inc (SLORC) is passionate about returning the iconic event "The Mallee Rally", Australia's longest-running off-road event, to the site of Lake Tyrrell for 2023 and beyond.

For well over four decades Sea Lake has been home to the Mallee Rally, an event also steeped in rich history.

The SLORC have put forward a proposal to modify the route for the event to move predominantly external of the lunettes on the East side of the lake, onto privately owned and farmed land.

The importance of conserving and protecting the heritage of this area is truly respected, noting the Cultural Management Plan prepared for Lake Tyrrell. The SLORC have engaged the services of a cultural heritage adviser who has inspected the proposed route and is to prepare a report soon.

This initiative is an extremely important tourism proposal that will add incredible value to the other tourist highlights and creative elements of the region.

The SLORC committee members being residents of Sea Lake and abroad, have a strong passion and endeavour to have this event returned to the Lake Tyrrell. They will each voluntarily devote their time and effort to organise this iconic event, that significantly aids these small rural communities to stay afloat both socially and economically.

It is believed the return of the Mallee Rally to Lake Tyrrell, is an important initiative to positively impact tourism numbers to the region, and subsequently the support to the region's small businesses.

Council to consider providing a letter of support to the Sea Lake Off Road Club Inc in favour of this proposal.

MOTION:

That Council send a letter of support in principle for the Sea Lake Off Road Club's endeavour to have the Mallee Rally returned to the site of Lake Tyrrell for 2023 and beyond.

MOVED: CR ALAN GETLEY

SECONDED: CR GRAEME MILNE

CARRIED.
(R073/22)

Attachments: Nil

9.2 QUESTIONS FROM COUNCILLORS

Nil

9.3 URGENT BUSINESS

Nil

9.4 ANY OTHER BUSINESS

Nil

10. MEETING CLOSE

Meeting closed at 8.34pm.