



# **COUNCIL MEETING**

## **AGENDA**

**Wednesday 8 November 2023**

**Commencing at 7:00pm**

**Wycheproof Supper Room**

**367 Broadway, Wycheproof**

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

## **ORDER OF BUSINESS**

### **1. COUNCIL WELCOME AND STATEMENT OF ACKNOWLEDGEMENT**

#### WELCOME

The Mayor Elect will welcome all in attendance.

#### STATEMENT OF ACKNOWLEDGEMENT

The Mayor Elect 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 Special Meeting held Tuesday, 1 August 2023, the Council Meeting held Wednesday, 11 October 2023 and the Council Meeting held on Monday, 23 October 2023.

### **4. REQUESTS FOR LEAVE OF ABSENCE**

### **5. DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST**

In accordance with Section 130 (2) of the Local Government Act 2020 Councillors who have a conflict of interest in respect of a matter being considered at this Meeting, must

- a) Disclose the conflict of interest in the manner required by the Council's Governance Rules 2020; and
- a) Exclude themselves from the decision making process in relation to that matter, including any discussion or vote on the matter at any Council meeting or delegated committee, and any action in relation to the matter.

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

### **6. QUESTIONS FROM THE PUBLIC**

NIL

### **7. PROCEDURAL ITEMS**

7.1	REPORT OF COUNCILLOR ASSEMBLIES	5
7.2	CORRESPONDENCE INITIATED BY COUNCIL	9
7.3	LETTERS OF CONGRATULATIONS AND RECOGNITION OF ACHIEVEMENT/AWARDS	10
7.4	STATUS OF ACTION OF PAST COUNCIL MEETING RESOLUTIONS	11
7.5	PLANNING APPLICATIONS RECEIVED - MONTHLY UPDATE	16
7.6	BUILDING PERMITS - MONTHLY UPDATE	18

### **8. GENERAL BUSINESS**

8.1	POLICY REPORTS	19
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NIL		
<b>8.2</b>	<b>MANAGEMENT REPORTS</b>	<b>19</b>
NIL		
<b>8.3</b>	<b>FINANCIAL REPORTS</b>	<b>20</b>
8.3.1	FINANCE REPORT AS AT 30 SEPTEMBER 2023	20
<b>8.4</b>	<b>ORGANISATIONAL REPORTS</b>	<b>36</b>
8.4.1	COUNCIL PLAN 2021-2025 - YEAR 3 ANNUAL PLAN REVIEW	36
<b>8.5</b>	<b>REPORTS FROM COUNCILLORS</b>	<b>48</b>
NIL		
<b>9.</b>	<b>OTHER BUSINESS</b>	
<b>9.1</b>	<b>NOTICES OF MOTION</b>	<b>49</b>
9.1.1	REGIONAL ROADS AND OTHER ISSUES	49
<b>9.2</b>	<b>QUESTIONS FROM COUNCILLORS</b>	<b>50</b>
NIL		
<b>9.3</b>	<b>URGENT BUSINESS</b>	<b>50</b>
NIL		
<b>9.4</b>	<b>ANY OTHER BUSINESS</b>	<b>51</b>
9.4.1	INTERSTATE TRAVEL - MAYOR	51
<b>9.5</b>	<b>MATTERS WHICH MAY EXCLUDE THE PUBLIC</b>	<b>52</b>
	The Meeting may be closed to members of the public to consider confidential matters.	
9.5.1	CT000684 PROVISION OF ASBESTOS AUDITING SERVICES FOR COUNCIL OWNED AND MANAGED BUILDINGS (CITY OF GREATER BENDIGO) TENDER EVALUATION PANEL REPORT	
	If the meeting has been closed it will be brought back into open session by resolution	
<b>10.</b>	<b>MEETING CLOSE</b>	

## NEXT MEETING

THE NEXT MEETING OF COUNCIL WILL BE HELD IN ACCORDANCE WITH THE ADOPTED COUNCIL MEETING SCHEDULE FOR 2023 – 2024.

**Wayne O’Toole**  
CHIEF EXECUTIVE OFFICER

**6. QUESTIONS FROM THE PUBLIC**

Nil

**7. PROCEDURAL ITEMS****7.1 REPORT OF COUNCILLOR ASSEMBLIES**

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** GO/05/04

**RECOMMENDATION**

That the Council note the report of Councillor Assembly Meetings held 4 and 18 October 2023.

**Attachments:**

- 1 Councillor Briefing Record - 4 October 2023
- 2 Councillor Briefing Record - 18 October 2023

**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 9 November 2022, 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 October 2023 is attached for public information.



## Councillor Briefing Record

*Build a Better Buloke – a healthy, connected, inclusive and prosperous community*

<b>Date:</b>	4 October 2023	<b>Time</b>	5:00pm – 8:00pm
<b>Location:</b>	Birchip District Office – Council Chamber		
<b>Attendees:</b>	Cr Getley, Cr Milne, Cr Simpson, Cr Hogan, Cr Warren, Wayne O’Toole, Travis Fitzgibbon, Hannah Yu, Jenna Allan, Rory White		
<b>Apologies:</b>	Cr Stewart and Cr Pollard – Leave of Absence, Michelle Stedman		
<b>Acknowledgement of Country:</b>	The Mayor 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.		
<b>Conflicts of Interest:</b>	Nil		

### ITEMS

NO.	MATTER FOR DISCUSSION	Notes
1.	<b>Councillor and CEO only time 5:00pm – 5:30pm</b>	
2.	<b>Confirmation of Councillor Briefing Minutes – 6 September 2023</b>	Confirmed
3.	<b>Presentations</b>	
3.1	Birchip Comm Forum	Declined Invitation
3.2	Charlton Early Years Centre Update – Travis Fitzgibbon and Rory White	
3.3	Home Support Services Update – Travis Fitzgibbon and Jenna Allan	
<b>Dinner Break</b>		<b>6:10pm</b>
3.4	2023 – 2024 Council Meeting/Councillor Briefing Schedule	
3.5	Councillor Delegates Review	
3.6	Audit and Risk Chair Reappointment	
4.	<b>Discussion</b>	
5.	<b>Councillor Matters</b>	
6.	<b>CEO Updates</b>	
6.1	Draft Council Meeting Agenda – 11 October 2023	
6.2	Lake Tyrrell Aboriginal & Torres Strait Islander Heritage Protection Act Application	



**NEXT BRIEFING**

18 October 2023, Donald District Office, 5:00pm



## Councillor Briefing Record

*Build a Better Buloke – a healthy, connected, inclusive and prosperous community*

<b>Date:</b>	18 October 2023	<b>Time</b>	5:00pm – 8:00pm
<b>Location:</b>	Donald District Office – Council Chamber		
<b>Attendees:</b>	Cr Milne, Cr Warren, Cr Getley, Cr Simpson		
<b>Apologies:</b>	Cr Hogan Cr Stewart and Cr Pollard – Leave of Absence		
<b>Visitors:</b>	Sam Goldsmith & John McConville – Donald 2000 Donald High School Students		
<b>Acknowledgement of Country:</b>	The Mayor 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.		
<b>Conflicts of Interest:</b>	Nil		

### ITEMS

NO.	MATTER FOR DISCUSSION	Notes
<b>1.</b>	<b>Councillor &amp; CEO only time 5:00pm – 5:30pm</b>	
<b>2.</b>	<b>Confirmation of Councillor Briefing Minutes – 4 October 2023</b>	Confirmed
<b>3.</b>	<b>Presentations</b>	
3.1	Donald 2000 Updates – Sam Goldsmith (newly elected President)	
3.2	Youth Engage Students – Donald High School (Mary-Ann Sait – NCLLEN)	
3.3	Community Grants - Gaynor Atkin/Mgr Comm Services	
<b>Dinner Break</b>		
3.4	Monthly Capital Project Update	
3.5	Fire Season	
<b>4.</b>	<b>Discussion</b>	
<b>5.</b>	<b>Councillor Matters</b>	
<b>6.</b>	<b>CEO Updates</b>	
6.1	Annual Report 2022 – 2023	
<b>NEXT BRIEFING</b> 1 November 2023, Donald District Office, 5:00pm		



## 7.2 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.

### RECOMMENDATION

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

**Attachments:** Nil

### TABLE OF CORRESPONDENCE

Council Initiative	Sent to	Sent	Response	Purpose of Letter/Response
Notice of Motion from September 2023 CM to forward letter.	Hon Sonya Kilkenny MP Victorian Minister for Planning	3 Oct 2023		To outline Council's concerns with the impacts on small communities with the introduction of the Windfall Gains Tax (WGT).
Notice of Motion from October 2023 CM to forward letter.	<i>The Hon. Anthony Carbines MP</i> Minister of Victorian Police	19 Oct 2023		Calling on the State Government to guarantee that one-person police stations will not close

### 7.3 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 recognition of achievement that Council has received or been awarded in the past month.

#### RECOMMENDATION

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

**Attachments:** Nil

#### RECOGNITION OF ACHIEVEMENT ITEMS

Provider	Recipient	Date	Purpose for Recognition
Buloke Shire Council	Members of the Inaugural Charlton Arts Committee	13 October 2023	To congratulate the inaugural committee that has taken over the leadership of the Charlton Arts and for the enormous amount of work undertaken to be able to make a welcome return and successfully run the Charlton Arts "Art & Photography" Exhibition.  Also to acknowledge the outstanding commitment of the former Charlton Rotary Club who successfully ran this event for 28 years.

## 7.4 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 with a list of the Status of Action (SOA) of Council Resolutions outstanding for completion of action, and the SOA for the 11 and 23 October 2023 Council Meeting Resolutions.

### RECOMMENDATION

Council to note the Status of Action Report for Council resolutions documented on this list.

**Attachments:** 1 Status of Actions - Council Resolutions

### 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 2022, 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.

Attached to this report for public information is a list of the SOA of Council Resolutions outstanding for completion of action and introducing the SOA for the 11 and 23 October 2023 Council Meeting Resolutions.

**Summary of Action on Council Resolutions – Outstanding Previous Months Items to 8 November 2023 Council Meeting**

Date	Directorate	Item	Resolution/Question	Actioning Officer/s	Status of Action	Complete or Commenced
02082023	Infrastructure and Delivery	8.2.1	That Council: <ol style="list-style-type: none"> <li>Notes that following the consultation process in accordance with its Community Engagement Policy, one submission was received to the proposed nine-lot subdivision sale of land at 110 Sutcliffe Street, Sea Lake;</li> <li>Sells the nine-lot subdivision surplus land at 110 Sutcliffe Street, Sea Lake by private treaty or auction in accordance section 114 of the Local Government Act 2020 and Council's Sale of Land Policy; and</li> <li>Authorises the Chief Executive Officer to execute the Transfer of Land documents and any other documents required to affect the sale of the land.</li> </ol>	DID	GWMWater approval obtained, procurement for works has commenced. Civil contractor has recommenced works.	Commenced
09082023	Infrastructure and Delivery	8.2.4	<b>Risk and Resilience Grants Program</b> That Council: <ol style="list-style-type: none"> <li>Approve a financial co-contribution of \$70,000 from the \$200,000 Grant Opportunity Reserve FY24 in addition to a \$180,000 Council cash commitment in FY25 for the purposes of a funding application towards the Risk and Resilience Grants Program 2023.</li> <li>Delegate authority to the Chief Executive Officer to apply for the Risk and Resilience Grants Program 2023; and</li> <li>Authorises the Chief Executive Officer to sign the funding agreement on behalf of the Council should the application be successful.</li> </ol>	DID	Expression of Interest submitted	Commenced
09082023	Community Development	8.4.2	<b>2023 Local Govt Community Satisfaction Survey</b> <ol style="list-style-type: none"> <li>Notes the results of the 2023 Local Government Community Satisfaction Survey;</li> <li>Considers future actions in response to the results; and</li> </ol>	DCD	Results of the survey have been published and promoted.	Completed, noting that results will continue to

**Tabled 8 November 2023 Council Meeting**

**Summary of Action on Council Resolutions – Outstanding Previous Months Items to 8 November 2023 Council Meeting**

			3. Publishes the results of the survey to the community.		Survey informs future strategic planning.	inform future actions.
11102023	Office of the CEO	7.3	That the Council acknowledge and congratulate the persons and/or groups mentioned in the report for their achievements.	EA	Letters distributed	Completed
11102023	Community Development	8.2.1	That Council: <ul style="list-style-type: none"> <li>1. Sets the 2023/2024 swimming pool season to operate from Saturday 18 November 2023 until Monday 18 March 2024 for all seven swimming pools;</li> <li>2. Make no change to opening days and hours across all seven swimming pools;</li> <li>3. Advertises the 2023/2024 pool season dates through its media platforms and displays them at each pool for the duration of the season;</li> <li>4. Continue to waive the Lifeguard fee of \$50.00 per hour for all swimming pool hire bookings in the 2023/2024 swimming pool season; and</li> <li>5. Ceases the practice of 'banking' cold weather days for use at the end of the 2023/2024 season to minimise the impact of waiving fees to Council's budgeted position.</li> </ul>	DCD	Date set and promoted with Council's Urban and Parks and Facilities teams preparing for opening day.	Completed.
11102123	Corporate and Organisational Performance	8.2.2	Audit and Risk Committee Chair Report <ul style="list-style-type: none"> <li>1. That Council notes the Biannual Audit and Risk Report from the Chair of the Audit and Risk Committee.</li> <li>2. Council also write to the retiring Chair of the Audit and Risk Committee, Ms Margaret Abbey, to thank her for her dedicated and professional service as Chair of this Committee.</li> </ul>	DCOP	Correspondence with retiring chair in progress, in conjunction with review of ARC Independent Memberships.	In progress
11102023	Corporate and Organisational Performance	8.3.1	That Council: <ul style="list-style-type: none"> <li>1. Approves in principle the draft Financial Statements and Performance Statement for the 2022/2023 Financial</li> </ul>	DCOP	Statements authorised and supplied to VAGO	Completed

**Tabled 8 November 2023 Council Meeting**

**Summary of Action on Council Resolutions – Outstanding Previous Months Items to 8 November 2023 Council Meeting**

			Year, ahead of the Statements' submission to the auditor; and  2. Authorises Mayor Cr Getley and Cr Hogan, to certify the final form Financial Statements and Performance Statement on behalf of, and with full authority of, the Council.		for review and supply of Audit Opinion. Audit Opinion received mid-October and Statements published in Annual Report 2022/23.	
11102023	Office of the CEO	9.1.1	NoM That Council write to the Minister for Police calling on the State Government to guarantee that one-person police stations will not close.	EA	Letter emailed	Completed
23102023	Community Development	4.1	Annual Report 2022 –2023 That Council:  1. Receives and notes the Buloke Shire Council Annual Report 2022-2023; and  2. Advertises that copies of the Annual Report 2022-2023 are available on Council's website and from Council's Wycheproof Customer Service Centre.	DCD	Annual Report has been placed on Council's website and is also available in hard copy. The Annual Report has been promoted.	Completed
23/10/23	Community Development	5.1	Mt. Wycheproof Cup Flag Matter  That Council resolves to fly the Country Racing Victoria flag at its Wycheproof Customer Service centre for a period of seven days, prior to the staging of the 2023 Mt. Wycheproof Cup Day event.	DCD	Flag flown for the week prior to the Mt. Wycheproof Cup.	Completed

**Tabled 8 November 2023 Council Meeting**



## 7.5 PLANNING APPLICATIONS RECEIVED - MONTHLY UPDATE

**Author's Title:** Planning Officer

**Department:** Community Development

**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.

### 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.

**Attachments:** Nil

### LIST OF PLANNING APPLICATIONS

Application No	Address	Date Rec	Summary of Proposal	Status
PA23019	Borong Highway, Gil Gil	22/03/2023	Place of Assembly (Events Centre)	Withdrawn
PA23020	Church Street, Culgoa	10/05/2023	Use and development of land for a transfer station (install an RV dump point and septic holding tank)	Objection
PA23023	Back St Arnaud Road, Charlton	16/07/2023	Place of assembly (campdraft events)	Permit Issued
PA23024	Calder Highway, Wycheproof	21/08/2023	Construction of a Farm Shed within a LSIO	Permit Issued
PA23025	Byrne Street, Donald	16/08/2023	Development of land for a Smoke House restaurant and cocktail bar including the construction of a new deck / entertainment area and amenities and the demolition of two buildings	Referral
PA23026	Horace Street, Sea Lake	06/09/2023	Construct and display internally illuminated business identification sign (LED priceboard)	Review
PA23027	Opie Road, Karyrie	04/09/2023	Use and development of land for a single dwelling	Permit Issued



Application No	Address	Date Rec	Summary of Proposal	Status
PA23028	Calder Highway, Berriwillock	08/09/2023	Development of a telecommunications facility	Review
PA23029	McLoughlans Road, Warmur	31/08/2023	Create or alter access to a road in a Transport Zone 2 for the construction of a single dwelling	Request for further information
PA23030	Borong Highway, Donald	15/09/2023	Creation of access to Borong Highway to an existing Powercor Regulator Site	Review
PA23031	Calder Highway, Wycheproof	15/09/2023	Creation of access to Borong Highway to an existing Powercor Regulator Site	Review
PA23032	Boort-Wycheproof Road, Wycheproof	15/09/2023	Creation of access to Borong Highway to an existing Powercor Regulator Site	Review
PA23033	Borong Highway, Gil Gil	15/09/2023	Creation of access to Borong Highway to an existing Powercor Regulator Site	Review
PA23034	Enterprise Drive, Donald	25/09/2023	Three-lot subdivision of land	Notice of application/Referral
PA23035	Woods Street, Donald	06/10/2023	Alteration of access in a Transport Zone (Creation of new driveway access)	Request for further information
PA23036	Birchip – Sea Lake Road, Marlbed	11/10/2023	Two-lot subdivision of land	Notice of application/Referral
PA23037	Connellan Road, Watchem	24/10/2023	Two lot subdivision of land (boundary re-alignment)	Notice of application/Referral

**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*.**

## 7.6 BUILDING PERMITS - MONTHLY UPDATE

**Author's Title:** Statutory Administration Support

**Department:** Community Development

**File No:** DB/14/01

### EXECUTIVE SUMMARY

This report provides information on Building Permits approved by staff from 1 October 2023 to 31 October 2023.

### RECOMMENDATION

That the Council note information contained in the report on Building Permits approved by staff from 1 October 2023 to 31 October 2023.

**Attachments:** Nil

### LIST OF BUILDING PERMITS APPROVED BY COUNCIL SURVEYOR

Permit No.	Address	Project Description	Date Approved
20230024	Broadway Wycheproof VIC 3527	Construction of 9m x 9m x 3.6m shed	26/10/2023
20230026	Nullawil North Road Kalpienung VIC 3529	Installation of residential swimming pool	19/10/2023

### LIST OF BUILDING PERMITS APPROVED BY PRIVATE BUILDING SURVEYOR

Permit No.	Address	Project Description	Date Approved
PBLD23116	Watson Street Charlton VIC 3525	Restumping of Existing Dwelling	10/10/2023
PBLD23117	Hammill Street Donald VIC 3480	Re-Stumping Existing Dwelling	6/10/2023
PBLD23122	Calder HIGHWAY Nandaly VIC 3533	Storage shed	18/10/2023
PBLD23124	Broadway Wycheproof VIC 3527	Construction of a BBQ Shelter	24/10/2023

**8. GENERAL BUSINESS**

**8.1 POLICY REPORTS**

Nil

**8.2 MANAGEMENT REPORTS**

Nil

## 8.3 FINANCIAL REPORTS

### 8.3.1 FINANCE REPORT AS AT 30 SEPTEMBER 2023

**Author's Title:** Manager Financial Strategy

**Department:** Corporate and Organisational Performance **File No:** FM/19/01

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Our Council and Community Leadership

#### PURPOSE

To present to the Council the financial reports for the period ending 30 September 2023.

#### SUMMARY

The year-end surplus in the 2023/24 adopted budget was \$6.2M. The current forecasted year-end surplus remains similar at this early stage of the financial year and is \$5.6M, anticipating no significant capital project delays impacting capital grant income recognition.

The Actuals vs. Approved (Budget) reporting year-to-date includes timing variances which relate to the months in which the income or expenditure is incurred. Timing differences are anticipated to be resolved throughout the financial year and are not expected to impact the Full Year Forecast result. As at 30 September 2023, Council has achieved an actual surplus of \$8.0M which is equal to the year-to-date budget for this period, which reflects the steady start to the financial year.

Further discussion around non-timing variances in financial reports is outlined below.

#### RECOMMENDATION

That Council:

1. Receives and notes the Financial Performance Report for the period ending 30 September 2023; and
2. Receives and notes the Capital Works Statement for the period ending 30 September 2023, consisting of the carry forward projects and current financial year capital projects.

#### Attachments:

- 1 BSC Quarterly Financial Reports - YTD September 2023
- 2 Capital Works Statement YTD September 2023 - 2023-24 Capital Projects
- 3 Capital Works Statement YTD September 2023 - Carry Forward Projects

## DISCUSSION

Report:	Report explanation:	Year to date (YTD) performance to budget and forecast commentary
Income Statement	<p><i>The <b>Income Statement</b> provides a summary of the total income and total expenditure relating to Council's annual operations for the reporting period. Capital grant income is included in this statement, but any related expenditure is not reflected as this is reported as increased assets on the Balance Sheet. To exclude potential distortion of underlying operations in the Income Statement, capital income is reported separately to identify the Operating Net Surplus/(Deficit).</i></p>	<p><b>Rates &amp; charges</b> Favourable variance of \$12K YTD, mainly due to supplementary rates notices. Full year forecast has been varied upward slightly to \$15.03M.</p> <p><b>Statutory fees and fines</b> Unfavourable variance of \$37K YTD, mainly due to lower than anticipated permit applications. Full year forecast has been varied downward slightly to \$224K.</p> <p><b>Grants – operating</b> Unfavourable variance of \$1.1M YTD, mainly due to the timing of Financial Assistance Grant payments. 100% of the 2023/24 grant allocation was paid in the 2022/23 financial year. As we near the end of financial year we will await the decision on the early payment of 2024/25 grants. Full year forecast has been varied downward slightly to \$353K.</p> <p><b>Contributions</b> Unfavourable variance of \$30K YTD, mainly due to timing of capital project completion and the associated community contribution invoicing. Full year forecast has remained unchanged at this stage.</p> <p><b>Other income</b> Favourable variance of \$25K YTD, mainly due to the unbudgeted receipt of funds relating to native vegetation works which Council will conduct on behalf of the Department of Transport. Full year forecast has been varied upward to \$860K to reflect this and other reimbursements relating to WorkCover insurance.</p> <p><b>Employee costs</b> Favourable variance of \$729K YTD, mainly due to several vacant positions that exist, many of which are in the process of being recruited to.</p> <p>Part of this variance also relates to the EBA negotiations which continue. Once agreed on, any increases and associated backpay will be processed which should reduce this variance.</p> <p>Full year forecast has been varied downward to \$10.93M to reflect the period of time where vacant positions existed.</p> <p><b>Materials and services</b> Favourable variance of \$809K YTD, mainly due to the procurement timing of several budgeted operational projects. Full year forecast has been varied upward to \$12.4M, which is a \$973K forecast overspend. This is mainly related to flood recovery expenditure, in which the</p>

<p>Income Statement (Continued)</p>	<p><i>Prescribed expenditure of <b>Capital Income</b> is not included in the Income Statement, and this can distort the analysis of the financial performance which is better reflected by the Operating Net Surplus/(Deficit). Capital expenditure against capital grant income is provided in the Capital Work Program report and as additional assets on the balance sheet.</i></p>	<p>recognition of revenue occurred in 2022/23.</p> <p><b>Depreciation &amp; amortisation</b> Unfavourable variance of \$75K YTD, mainly relating to variances in budget estimates. Full year forecast has been varied upward and will continue to be reviewed particularly in relation to asset purchases which are below the \$5,000 asset capitalisation threshold for plant and equipment.</p> <p><b>Bad and doubtful debts/Borrowing costs</b> Traditionally these expense accounts will see actuals in the second half of the financial year.</p> <p><b>Other expenses</b> Favourable variance of \$50K YTD, mainly due to the timing of membership payments and community contributions. Full year forecast has been varied upward slightly to \$859K, mainly due to unbudgeted association membership costs.</p> <p><b>Capital income</b> Capital grants are currently forecasting to the approved budget amount. As capital projects progress, this should result in the associated revenue being released to Council soon after.</p> <p>Full year forecast for Profit/(Loss) Disposal of Assets has been varied upward by \$43K due to the sale of multiple Council owned vehicles that have reached the end of their useful life.</p>
<p>Balance Sheet</p>	<p><i>The <b>Balance Sheet</b> summarises the value of Assets (what Council owns) and our Liabilities (what Council owes), and the difference between assets and liabilities (Net Assets or Equity) reflects Council's net worth as at the end of the month reported.</i></p>	<p><b>Cash and cash equivalents</b> Cash balances (incl. investments) are at \$37M, which is a \$3.3M decrease since 30 June 2023. This is mainly due to the payment of 30 June 2023 creditor balances, resulting in a decrease in Trade and other payables liability.</p> <p><b>Trade and other receivables</b> Rates debtors are the main contributor to the \$13.2M increase in Trade and other receivables, resulting from annual rates notices being generated and sent.</p> <p><b>Property, infrastructure, plant and equipment</b> There has been a \$1.1M decrease in this area since 30 June 2023, mainly relating to depreciation of assets which partially offsets capital expenditure year-to-date.</p> <p><b>Trade and other payables</b> There has been a \$1.2M decrease since 30 June 2023, mainly due to the volume of creditor payments which occurs prior to end of financial year.</p> <p><b>Trust funds and deposits</b></p>

		There has been a \$1.4M increase since 30 June 2023, mainly due to the fire services levy amounts which are held on behalf of the State Revenue Office (SRO) when rates notices are initially generated. This is then paid to the SRO on a quarterly basis.
Cashflow Statement	<i>The <b>Cashflow Statement</b> reflects actual results for the reporting period in line with statutory financial reporting.</i>	There has been \$1.3M used to support the capital works program as at 30 September 2023.  Overall, there has been a reduction in cash of \$3.3M since 30 June 2023.
Cashflow Forecast	<i>The <b>Cashflow Chart</b> visually depicts the cashflow forecast and the updated format is illustrated in a dual design, based on best practice reporting.</i>  <i>The <b>P &amp; L Forecast</b> is a projection of cashflow for the remainder of the year based on the month-end cash balance, the monthly budgets, specified timing parameters (such when BAS/super are due and quarterly rate receipts) and capital expenditure.</i>	Timing assumptions have been made regarding capital project income and expenditure for 2023/24. While this is still being confirmed in accordance with capital project delivery, all income and expenditure is reported in June 2024 by default unless otherwise specified.  The cashflow forecast across the 12 months results in an increase of approximately \$5.6M. This is however highly dependent on decisions that will be made around the timing of the Financial Assistance Grants, expected in May/June 2024.
Capital Works Program	<i>The <b>Capital Works Statement</b> lists the expenditure for each project incurred to date.</i>	<b>The total capital works program for 2023/24 is \$24.3M,</b> which includes: <ul style="list-style-type: none"> <li>• 2022/23 carry forward project budget \$10.7M</li> <li>• 2022/23 night art activation project, originally listed as a carry forward \$0.4M</li> <li>• 2023/24 budgeted capital projects \$13.2M</li> </ul> <p>The total delivery as at 30 September 2023 was \$1.3M, representing 5.5% of the total capital works program including carry forwards.</p> <p>A number of large value capital projects are currently in early procurement stages and we expect to see progress in the October to December 2023 quarter.</p>

**RELEVANT LAW**

This report is consistent with the requirements of the *Local Government Act 2020*.

**RELATED COUNCIL DECISIONS**

The Council adopted its Annual Budget 2023/24 on 27<sup>th</sup> June 2023.

**OPTIONS**

Not applicable.

**SUSTAINABILITY IMPLICATIONS**

Not applicable.

**COMMUNITY ENGAGEMENT**

Not applicable.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

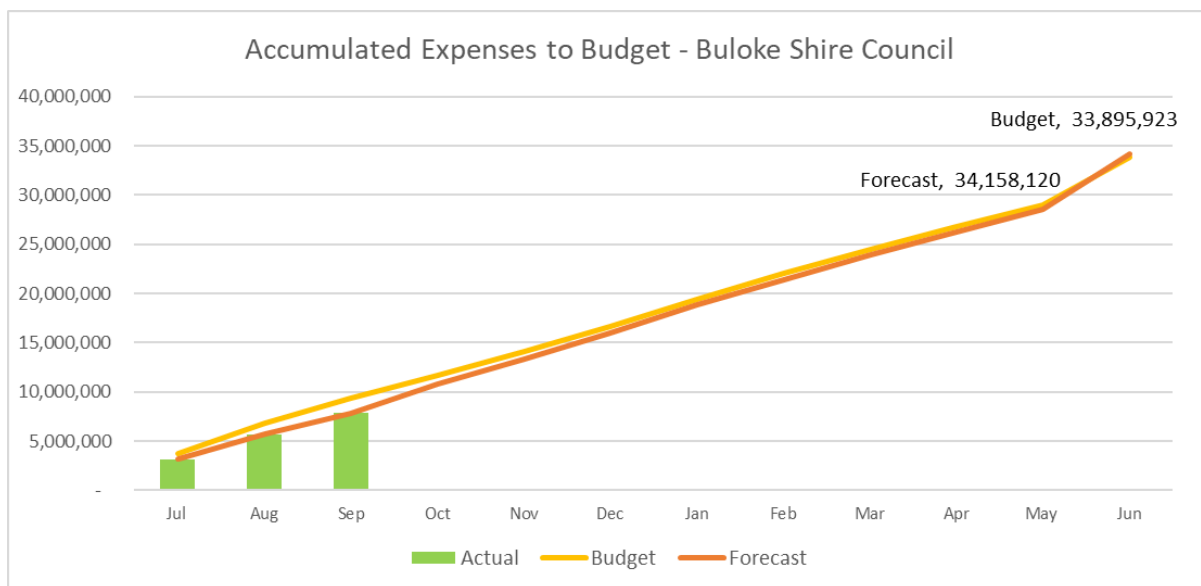
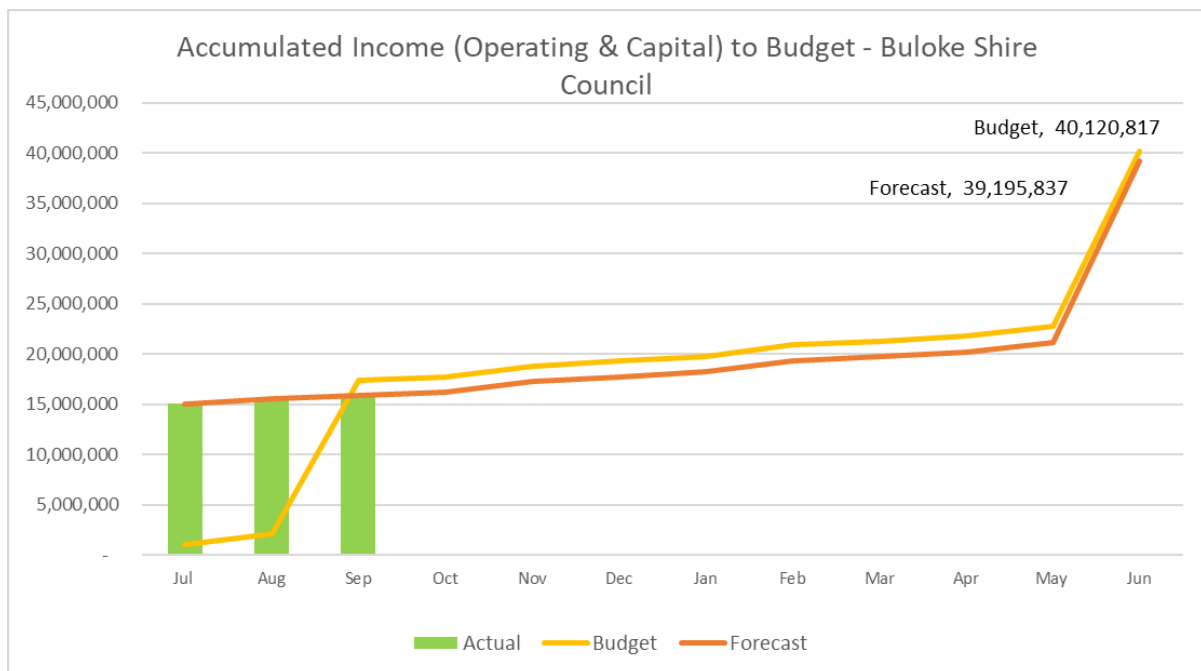
Not applicable.

**COLLABORATION**

Not applicable.

**FINANCIAL VIABILITY**

The tables below provide an overview of Council’s financial performance against Adopted budget income and expenses at 30<sup>th</sup> September 2023.



**REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

Not applicable.



**COUNCIL PLANS AND POLICIES**

Council adopted its Annual Budget 2023/24 on 27<sup>th</sup> June 2023. The Buloke Shire Council Plan 2021-2025 outlines Council's commitment to developing responsible cash flow budgets to achieve long term financial sustainability and reporting quarterly against their delivery.

**TRANSPARENCY OF COUNCIL DECISIONS**

Financial reporting ensures the Council and the Buloke community are aware of financial implications of decisions and actions. Reporting Council's financial position allows the Council to monitor and respond to financial risk.

**CONFLICTS OF INTEREST**

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

# BSC Quarterly Council Reports

## Income Statement — Buloke Shire Council

MONTH: SEP 2023

	Jul 2023 - Sep 2023			Full Year Budget		
	Actuals	Approved	Variance	Approved	Forecast	Variance
<b>Operating Income</b>						
Rates & Charges	14,970,201	14,958,657	11,544	15,018,657	15,029,855	11,198
Statutory fees and fines	12,472	49,771	(37,299)	240,865	224,277	(16,587)
User fees	171,796	170,374	1,422	813,596	812,972	(624)
Grants - operating	409,683	1,543,091	(1,133,408)	9,747,461	9,394,020	(353,441)
Contributions	288	30,300	(30,012)	74,416	74,404	(12)
Other Income	219,715	194,885	24,830	814,540	860,228	45,688
<b>Total Operating Income</b>	<b>15,784,155</b>	<b>16,947,078</b>	<b>(1,162,923)</b>	<b>26,709,535</b>	<b>26,395,755</b>	<b>(313,779)</b>
<b>Total Income</b>	<b>15,784,155</b>	<b>16,947,078</b>	<b>(1,162,923)</b>	<b>26,709,535</b>	<b>26,395,755</b>	<b>(313,779)</b>
<b>Operating Expense</b>						
Employee Costs	2,385,615	3,115,000	729,385	11,660,465	10,928,237	732,228
Materials and services	2,874,848	3,684,159	809,311	11,414,390	12,387,075	(972,684)
Depreciation & Amortisation (Leasing)	2,442,874	2,367,774	(75,100)	9,862,298	9,938,956	(76,658)
Bad and doubtful debts	0	0	0	78,000	78,000	0
Borrowing costs	0	0	0	32,995	32,995	0
Other expenses	134,097	184,399	50,302	847,773	859,266	(11,493)
<b>Total Operating Expense</b>	<b>7,837,434</b>	<b>9,351,332</b>	<b>1,513,899</b>	<b>33,895,923</b>	<b>34,224,530</b>	<b>(328,607)</b>
<b>Operating Net Surplus/(Deficit)</b>	<b>7,946,721</b>	<b>7,595,746</b>	<b>350,975</b>	<b>(7,186,388)</b>	<b>(7,828,774)</b>	<b>(642,386)</b>
<b>Capital Income</b>						
Grants - capital	0	400,000	(400,000)	12,946,256	12,946,256	0
Other Capital Income	0	0	0	465,026	465,026	0

	Jul 2023 - Sep 2023			Full Year Budget		
	Actuals	Approved	Variance	Approved	Forecast	Variance
Net Profit/(Loss) disposal of PIPE	42,800	0	42,800	0	42,800	42,800
<b>Total Capital Income</b>	<b>42,800</b>	<b>400,000</b>	<b>(357,200)</b>	<b>13,411,282</b>	<b>13,454,082</b>	<b>42,800</b>
<b>Net Surplus/Deficit</b>	<b>7,989,521</b>	<b>7,995,746</b>	<b>(6,225)</b>	<b>6,224,894</b>	<b>5,625,308</b>	<b>(599,586)</b>

## Balance Sheet — Buloke Shire Council

SEP 2023

	Sep 2023	Jun 2023	Variance	% Variance
<b>Asset</b>				
<b>Current assets</b>	<b>56,533,301</b>	<b>47,107,919</b>	<b>9,425,381</b>	<b>20%</b>
Cash and cash equivalents	36,974,050	40,320,373	(3,346,323)	(8%)
Trade and other receivables	18,845,787	5,606,294	13,239,493	236%
Inventories	215,852	157,856	57,996	37%
Prepayments	7,644	315,633	(307,990)	(98%)
Other assets	357,610	387,184	(29,575)	(8%)
GST	132,358	320,579	(188,220)	(59%)
<b>Non-current assets</b>	<b>299,836,167</b>	<b>300,950,041</b>	<b>(1,113,874)</b>	<b>0%</b>
Property, infrastructure, plant and equipment	299,836,167	300,950,041	(1,113,874)	0%
Right of Use Assets	976,279	976,279	0	0%
<b>Total Asset</b>	<b>357,345,746</b>	<b>349,034,239</b>	<b>8,311,507</b>	<b>2%</b>
<b>Liability</b>				
<b>Current liabilities</b>	<b>13,599,392</b>	<b>13,277,406</b>	<b>(321,986)</b>	<b>(2%)</b>
Trade and other payables	1,944,841	3,159,804	1,214,962	38%
Trust funds and deposits	1,732,477	344,100	(1,388,377)	(403%)
Unearned Income	6,053,487	5,796,618	(256,869)	(4%)
Provisions	3,694,078	3,681,977	(12,101)	0%
Leases	167,674	283,669	115,995	41%
PO Accrual	6,835	11,239	4,404	39%
<b>Non-current liabilities</b>	<b>1,663,471</b>	<b>1,663,471</b>	<b>0</b>	<b>0%</b>
Leases	701,028	701,028	0	0%
Provisions	962,443	962,443	0	0%
<b>Total Liability</b>	<b>15,262,864</b>	<b>14,940,877</b>	<b>(321,986)</b>	<b>(2%)</b>
<b>Net Assets</b>	<b>342,082,883</b>	<b>334,093,362</b>	<b>7,989,521</b>	<b>2%</b>
<b>Equity</b>				
Accumulated Surplus	129,583,258	120,557,174	9,026,084	7%



	Sep 2023	Jun 2023	Variance	% Variance
Reserves	204,510,104	204,510,104	0	0%
Current Earnings	7,989,521	9,026,084	(1,036,563)	(11%)
<b>Total Equity</b>	<b>342,082,883</b>	<b>334,093,362</b>	<b>7,989,521</b>	<b>2%</b>

# Cashflow Statement — Buloke Shire Council

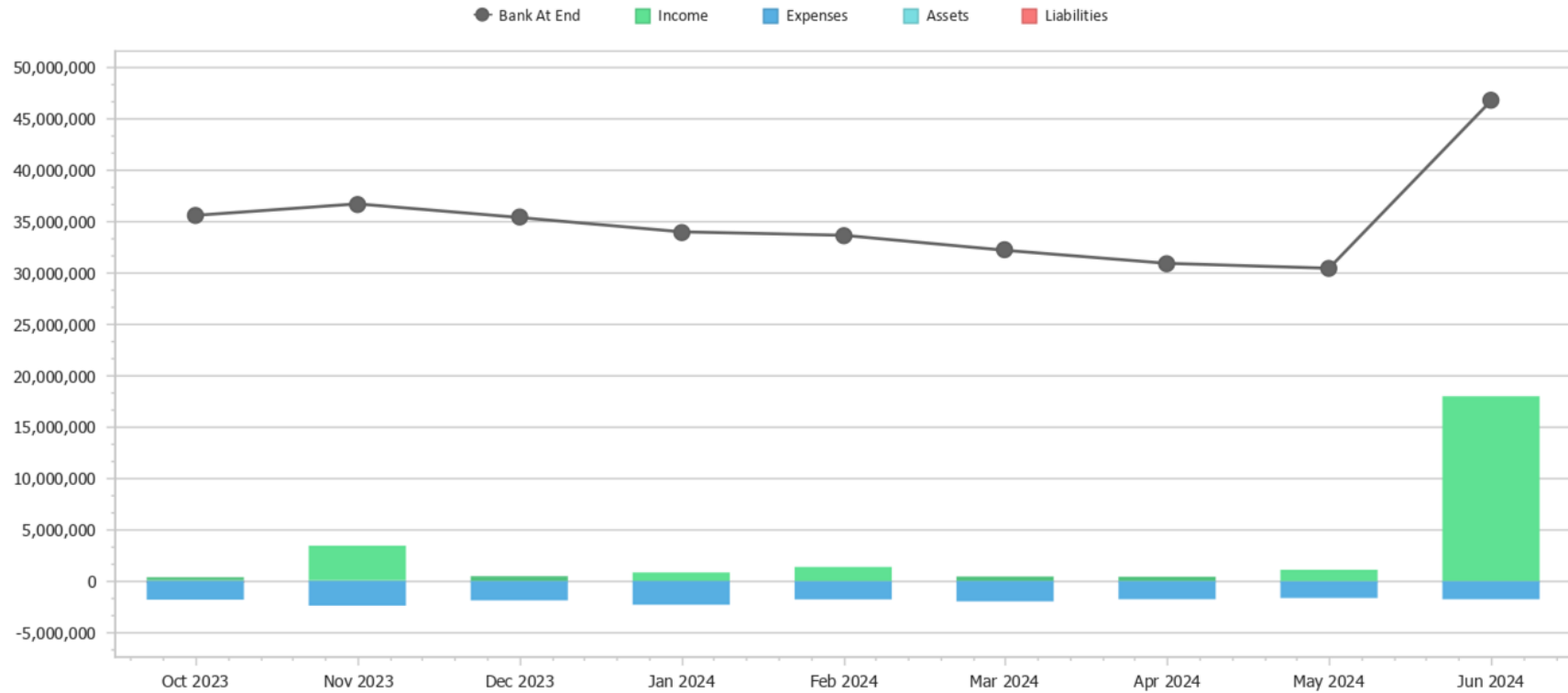
JUL 2023 - SEP 2023

	Jul 2023 - Sep 2023
	Actuals
<b>Bank at Beginning</b>	<b>40,316,932</b>
<b>Cashflow from Operating Activities:</b>	
<b>Net Profit</b>	<b>7,989,521</b>
<b>Adjustments to Net Profit for Non-Cash Activities:</b>	
<b>Non - Cash expenses</b>	<b>2,442,874</b>
Depreciation	2,442,874
<b>Total Adjustments to Net Profit for Non-Cash Activities</b>	<b>2,442,874</b>
<b>Adjustments to Net Profit for Non-Operating Activities:</b>	
<b>Operating Activities</b>	<b>(42,800)</b>
Cash Inflows - Operational Income	(42,800)
<b>Total Adjustments to Net Profit for Non-Operating Activities</b>	<b>(42,800)</b>
<b>Adjustments for Balance Sheet Movement on Operating Activities:</b>	
<b>Current assets</b>	<b>(12,771,193)</b>
Cash and cash equivalents	512
Trade and other receivables	(13,239,493)
Inventories	(57,996)
Prepayments	307,990
Other assets	29,575
GST	188,220
<b>Current liabilities</b>	<b>321,991</b>
Trade and other payables	(1,214,958)
Trust funds and deposits	1,388,377
Unearned Income	256,869
Provisions	12,101

Leases	(115,995)
PO Accrual	(4,404)
<b>Total Adjustments for Balance Sheet Movement on Operating Activities</b>	<b>(12,449,202)</b>
<b>Net Cashflow from Operating Activities</b>	<b>(2,059,607)</b>
<b>Cashflow from Investing Activities:</b>	
<b>Operating Activities</b>	<b>42,800</b>
Cash Inflows - Operational Income	42,800
<b>Non-current assets</b>	<b>(1,244,789)</b>
Property, infrastructure, plant and equipment	(1,244,789)
<b>Net Cashflow from Investing Activities</b>	<b>(1,201,989)</b>
<b>Cashflow from Financing Activities:</b>	
<b>Current liabilities</b>	<b>(5)</b>
Trade and other payables	(5)
<b>Net Cashflow from Financing Activities</b>	<b>(5)</b>
<b>Net Cashflows</b>	<b>(3,261,600)</b>
<b>Discrepancy</b>	<b>(84,211)</b>
<b>Bank at End</b>	<b>36,971,120</b>

## Cashflow Chart — Buloke Shire Council

OCT 2023 — JUN 2024





## P & L Forecast - Chart input — Buloke Shire Council

JUL 2023 - JUN 2024

	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	Jan 2024	Feb 2024	Mar 2024	Apr 2024	May 2024	Jun 2024	Projected Total
	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	
<b>400 · Income</b>													
<b>Total Income</b>	15,698,353	479,520	303,082	360,894	1,031,931	483,134	488,568	1,133,866	367,655	447,448	1,006,153	18,040,201	39,840,805
<b>Gross Profit</b>	15,698,353	479,520	303,082	360,894	1,031,931	483,134	488,568	1,133,866	367,655	447,448	1,006,153	18,040,201	39,840,805
<b>600 · Expense</b>													
<b>Total Expense</b>	2,996,813	2,581,129	2,325,901	2,991,773	2,541,648	2,599,944	2,831,276	2,623,634	2,510,198	2,296,594	2,358,867	5,557,721	34,215,497
<b>Operating Profit</b>	12,701,540	(2,101,609)	(2,022,819)	(2,630,879)	(1,509,718)	(2,116,810)	(2,342,708)	(1,489,767)	(2,142,543)	(1,849,145)	(1,352,714)	12,482,480	5,625,308
<b>Net Profit</b>	12,701,540	(2,101,609)	(2,022,819)	(2,630,879)	(1,509,718)	(2,116,810)	(2,342,708)	(1,489,767)	(2,142,543)	(1,849,145)	(1,352,714)	12,482,480	5,625,308

Business Unit(s)	Buloke Shire Council
Budget Version	Q1 FORECAST
Account Tree	BSC - Bal Sheet
Account Types	Income, Cost of Sales, Expense, Other Income, Other Expense



**BULOKE SHIRE COUNCIL**  
**CAPITAL PROJECT REPORT - 2023/24 Capital Projects (excl. Carry Forwards)**  
 July to September 2023

Row Labels	Carry Forward (negative - to reduce budget)	2023/24 Approved Budget	Total Budget + Carry Forward	YTD Actual Expenditure	YTD Remaining Budget
<b>Drainage</b>	-	289,175	289,175	48	289,127
Drainage Works	-	269,175	269,175	48	269,127
Kaye St Rehabilitation design	-	20,000	20,000	-	20,000
<b>Footpaths and cycleways</b>	-	60,000	60,000	-	60,000
Footpaths & Crossovers	-	60,000	60,000	-	60,000
<b>Land improvements</b>	-	21,680	629,725	608,045	2,919
Dog Pound Fence, Wycheproof Depot	-	28,500	28,500	-	28,500
Night Art Activation*	-	4,074	361,225	357,151	2,809
Transfer Station (Glass Out)	-	17,606	200,000	182,394	110
Wycheproof saleyards rural water connection	-	40,000	40,000	-	40,000
<b>Opex</b>	-	-	-	10,870	10,870
Donald Stadium water supply upgrade	-	-	-	1,500	1,500
Berrinillock bowling club surface repairs	-	-	-	360	360
Birchip Recreation Reserve Masterplan	-	-	-	-	-
Birchip Town Centre	-	-	-	-	-
Donald pre-fabricated levee	-	-	-	9,010	9,010
Wycheproof Library	-	-	-	-	-
<b>Other infrastructure</b>	-	200,000	200,000	-	200,000
Town entry signage	-	200,000	200,000	-	200,000
<b>Parks, open space and streetscapes</b>	-	114,347	6,424,045	6,309,698	62,478
Birchip Netball court 2 remediation	-	20,000	20,000	-	20,000
Birchip Streetscape lighting	-	199,064	199,064	-	199,064
Buloke Playspaces	-	1,743,755	1,743,755	-	1,743,755
Donald memorial park Changing Places	-	383,097	383,097	1,012	382,085
Donald tennis court synthetic resurfacing	-	53,500	53,500	985	52,515
Public showers automatic timers	-	24,771	24,771	1,033	23,738
Raise Nullawil toilet block	-	34,313	34,313	-	34,313
Sea Lake apex park shelter	-	38,287	38,287	88	38,199
Sea lake streetscape lighting	-	206,223	206,223	-	206,223
Swimming pool improvements	-	40,000	40,000	-	40,000
Wooroonook Septic replacement	-	300,000	300,000	-	300,000
Wyche Wetlands	-	310,270	310,270	-	310,270
Wycheproof recreation reserve public toilets	-	100,000	100,000	4,560	95,440
Cabins	-	114,347	2,970,765	2,856,418	54,799
<b>Plant and equipment</b>	-	1,275,000	1,275,000	-	1,275,000
Computers and telecommunications	-	183,000	183,000	-	183,000
Fixtures, fittings and furniture	-	65,000	65,000	-	65,000
Library books	-	27,000	27,000	-	27,000
Plant, machinery and equipment	-	1,000,000	1,000,000	-	1,000,000
<b>Recreational leisure and communities facilities</b>	-	550,000	550,000	96	549,904
Sports ground lighting	-	50,000	50,000	-	50,000
Wycheproof Recreation reserve multi-sport change facility	-	500,000	500,000	96	499,904
<b>Roads</b>	-	4,149,000	4,149,000	11,250	4,137,750
Grain Reveal Access: Donald	-	100,000	100,000	3,250	96,750
Grain Reveal Access: Nandaly	-	100,000	100,000	3,633	96,367
Grain Reveal Access: Wycheproof	-	100,000	100,000	3,440	96,560
Major Patching	-	100,000	100,000	-	100,000
Rehabilitation	-	1,900,000	1,900,000	-	1,900,000
Rehabilitation R2R	-	-	-	-	-
Reseal Program	-	1,200,000	1,200,000	-	1,200,000
Resheet Program	-	649,000	649,000	927	648,073
<b>Grand Total</b>	-	136,027	13,576,945	13,440,918	87,662
*Night Art Activation - Not included on final carry forward list, listed as new instead (above)			361,225		
<b>2022/23 Carry Forward Capital Projects</b>			10,677,168		
<b>2023/24 Approved Capital Projects</b>			13,576,945		
<b>Total 2022/23 Carry Forwards + Capital Works Program 2023/24</b>			24,254,113		

**BULOKE SHIRE COUNCIL**  
**CAPITAL PROJECT REPORT - Carry Forwards Only**  
**July to September 2023**

Projects	Carry Forward Budget 2022/23	YTD Actual Expenditure	YTD Remaining budget
<b>Aerodromes</b>	<b>23,324</b>	<b>-</b>	<b>23,324</b>
Aerodrome Water Connections	23,324	-	23,324
<b>Building improvements</b>	<b>70,982</b>	<b>557</b>	<b>70,425</b>
Donald Community Precinct Stage 2	10,557	133	10,424
Litchfield Hall ceiling lining, lighting & solar	60,425	88	60,337
Watchem Hall Entrance	-	336	336
<b>Drainage</b>	<b>732,600</b>	<b>3,416</b>	<b>729,183</b>
Birchip Oval Drainage	59,323	-	59,323
Drainage Plans	390,651	3,224	387,427
Nullawil - West/East drainage (Calder Hwy Pipeworks)	282,626	192	282,433
<b>Footpaths and cycleways</b>	<b>808,790</b>	<b>108,661</b>	<b>700,129</b>
Crossovers	243,918	12,657	231,261
Footpaths	564,872	96,003	468,868
<b>Land</b>	<b>332,942</b>	<b>25,917</b>	<b>307,026</b>
Sea Lake Housing Development	332,942	25,917	307,026
<b>Land improvements</b>	<b>61,668</b>	<b>77,310</b>	<b>15,642</b>
Nullawil Silo Art Carpark	41,264	40,664	600
Wycheproof Saleyards Masterplan Implementation	20,404	36,645	16,242
<b>Parks, open space and streetscapes</b>	<b>1,855,207</b>	<b>203,031</b>	<b>1,652,176</b>
Birchip Streetscapes	-	392	392
Charlton Streetscapes	-	103	103
Donald Streetscapes	551,566	73,870	477,696
Sea Lake Streetscapes	402,600	120,136	282,464
Wyche Wetlands	901,041	8,474	892,567
Wycheproof Streetscapes	-	55	55
<b>Recreational leisure and communities facilities</b>	<b>2,679,938</b>	<b>539,234</b>	<b>2,140,704</b>
Berriwillock Pool Fence Replacement	21,882	155	21,727
Buloke Playspaces Trail: Berriwillock	284,111	66,667	217,444
Buloke Playspaces Trail: Birchip	628,456	95,685	532,771
Buloke Playspaces Trail: Charlton	464,405	-	464,405
Buloke Playspaces Trail: Donald	265,680	37,415	228,265
Buloke Playspaces Trail: Wycheproof	259,987	147,924	112,063
Charlton Riverfront	40,399	1,818	38,581
Culgoa Dump Point (Septic Upgrade)	52,154	409	51,746
Donald caravan Park cabins	107,018	51,988	55,030
Donald Riverfront	65,787	-	65,787
Lake Tyrell	19,892	-	19,892
LUB Birchip Football Oval	362,866	188	362,677
Tchum Lakes Septic Works	-	1,910	1,910
Watchem Oval Water Connection	4,223	1,147	3,076
Watchem Toilet Lake Remediation	-	8,943	8,943
Wooroonook Lakes Camping Ground	68,383	3,269	65,113
Wycheproof Caravan Park	34,695	121,715	87,020
<b>Roads</b>	<b>4,111,717</b>	<b>285,159</b>	<b>3,826,558</b>
Berriwillock Birchip Rd Rehab and Final Seal	569,432	-	569,432
Boundary Street Birchip Seal	14,056	-	14,056
Jeffcott Road Rehabilitation	350,000	-	350,000
Marlbed Curyo Rehab Ch0 to 1.075km	453,754	216	453,538
McLoughlan Road (Ch 7.350 to Ch 9 kms)	252,935	144	252,790
McLoughlan Road Rehabilitation Ch9.000km to Ch10.730km	211,875	14,644	197,231
Nullawil-Birchip Final Seal	131,806	177,661	45,854
Nullawil-Birchip Road Rehab Ch21.910 to 23.760 1.85km	754,800	-	754,800
Reseal Program (R2R)	68,634	-	68,634
Resheet Program	385,574	92,494	293,081
Sea Lake - Lascelles Road Final Seal (Ch 9.915 - Ch 11.32 kms)	68,000	-	68,000
Traynors Lagoon Rd Rehab Ch1.855 to 2.950km 1.095km	17,735	-	17,735
Watchem-Corack Rd Rehab Ch3.560 to 4.785km 1.225km	23,795	-	23,795
Wedderburn Buckrabanyule Road Design	29,891	-	29,891
Wilkur Watchupga Road Ch29.26km - Ch31.06km	779,429	-	779,429
<b>Grand Total</b>	<b>10,677,168</b>	<b>1,243,284</b>	<b>9,433,884</b>

## **8.4 ORGANISATIONAL REPORTS**

### **8.4.1 COUNCIL PLAN 2021-2025 - YEAR 3 ANNUAL PLAN REVIEW**

**Author's Title:** Director Community Development

**Department:** Community Development

**File No:** CM/13/06

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Our Council and Community Leadership

#### **PURPOSE**

The purpose of this report is to provide Council an update on the actions taken against the Council Plan 2021-2025 - Year 3 Annual Plan.

#### **SUMMARY**

Council at its 16 June 2021 Meeting adopted its Long-Term Community Vision and Council Plan 2021-2025 and subsequently developed an Annual Plan for the implementation of the strategic objectives in each subsequent financial year.

#### **RECOMMENDATION**

That Council note the progress made to deliver the strategic objectives noted in the Year 3 Annual Plan for the Buloke Council Plan 2021-2025.

**Attachments:** 1 Year 3 Annual Plan - Quarter 1 Report

#### **DISCUSSION**

The purpose of the Annual Plans is for Council to develop a series of actions, projects, programs and initiatives, to achieve the Council Plan 2021-2025.

Council receives progress reports against the Year 3 Annual Plan throughout the financial year.

The report outlines delivery against the Annual Plan, and the overarching Council Plan 2021-2025. Some of the key actions are:

- Development and adoption of a Buloke Aquatic Strategy
- Completion of construction of Playspaces for Berriwillock, Donald, and Wycheproof
- Preparation of Buloke Drainage Plans
- Preparation of Community Plans
- Recreation Reserve Planning projects for Birchip, Donald, and Sea Lake
- Development and adoption of an Integrated Community Planning Framework
- Development and adoption of the Children, Youth and Families Strategy
- Delivery of Silo Art Night Activation
- Delivery of the Safer Together Program

**RELEVANT LAW**

The Annual Plan forms part of the review of the Council Plan, required under the *Local Government Act 2020*.

**RELATED COUNCIL DECISIONS**

This item responds directly to the adoption of the Year 3 Annual Plan on 9 August 2023.

**OPTIONS**

Not applicable.

**SUSTAINABILITY IMPLICATIONS**

There are no sustainability implications.

**COMMUNITY ENGAGEMENT**

There was significant consultation undertaken in the development of the Council Plan 2021-2025, which is the basis of this document. Further actions have been developed through consultation with the community over the past two years. Many of the actions have a high level of community engagement.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Reporting on the delivery of strategic objectives ensures continuous improvement and accountability to the community.

**COLLABORATION**

Many actions achieved in the Annual Plan rely upon the collaboration of other Councils and key peak bodies, local stakeholder groups and the community.

**FINANCIAL VIABILITY**

The items listed in the Annual Plan have been factored into the Annual Budget, which is reported on regularly.

**REGIONAL, STATE AND NATIONAL PLANS AND POLICIES**

Not applicable.

**COUNCIL PLANS AND POLICIES**

This report responds directly to the implementation of the Council Plan 2021-2025 and the adopted Annual Plan.

**TRANSPARENCY OF COUNCIL DECISIONS**

The adoption of regular reporting on the Annual Plan provides strong transparency to the community regarding the key focus areas of Council over the 2023/24 year and how Council is tracking against those actions.

**CONFLICTS OF INTEREST**

I, Travis Fitzgibbon, have no conflict of interest to declare in relation to this report.

## Buloke Shire Council Plan 2021-2025

### Annual Plan - Year 3 - Periodic Report

#### Priority 1:

#### Our Built and Natural Environment.

The Vision: Our future Buloke has quality, safe and accessible infrastructure valued by and responsive to the community alongside attractive streetscapes and a protected and celebrated natural environment reflecting Buloke pride.

Initiative	Council Plan Relevance	Measure	Timeframe	Status	Comments
<b>Climate Change Mitigation and Adaption Strategy</b>	1.1 Work Towards Sustainability	Funding sought to continue the implementation of the Climate Change Mitigation and Adaption Strategy.	<b>June 2024</b>	<b>Commenced</b>	Working with the CVGA with an eye to the Federal Government's \$100 million Community Energy Upgrades Fund and the Regional Greenhouse Alliance Neighbourhood Battery Investigation. Key staff attendance at the CVGA Local Government Guiding Better Practice Renewable Energy Development training workshop and Renewable Energy Zone training.
<b>Community-based Solar Bulk-Buy Initiatives</b>	1.1 Work Towards Sustainability	Support community groups to purchase and implement solar initiatives through the Community Sustainability Grants Program and other external funding sources and programs.	<b>June 2024</b>	<b>Commenced</b>	Council is transitioning its community grant streams to the Smarty Grants platform. Heavy promotion of the Community Sustainability Grants Program will commence after that work is complete. Council shares available external funding

					streams through its media platforms.
<b>Rural Land Use Strategy</b>	1.2 Suitable Housing Options	Continue to investigate a Buloke Shire Rural Land Use Strategy to provide strategic direction and a consistent approach to use and development of rural land for rural-style living.	<b>June 2024</b>	<b>Commenced</b>	Councillors have undertaken a workshop with the consultant as this priority progresses.  Community Consultation to be undertaken in short term.  In September this year, a Notice of Motion was moved to write to the Minister for Planning in relation to the impacts of a Windfall Gains Tax on small rural communities.
<b>Housing and Development Incentives</b>	1.2 Suitable Housing Options	Implement New Housing Rates Incentive Program.	<b>June 2024</b>	<b>Commenced</b>	A preliminary assessment was made during the 2023/24 budget development process and will be further developed through the year.
<b>Buloke Drainage Plans</b>	1.3 An Attractive and Well Maintained Buloke	Revisit preparation of Buloke Drainage Plans and associated flood modelling in partnership with Catchment Management Authorities.	<b>June 2024</b>	<b>Commenced</b> <i>*multi-year</i>	Support provided to CMAs for LiDAR. Project for DAMP and drainage plan development not fully scoped and on hold until LiDAR survey details available. Additional external funding will be required to develop drainage plans.
<b>Streetscape Upgrades</b>	1.3 An Attractive and Well Maintained Buloke	Complete Streetscape upgrades in Donald and Sea Lake.	<b>June 2024</b>	<b>Commenced</b> <i>*Donald PC FY25</i>	Sea Lake lighting and final streetscape works outstanding, targeting completion FY24.



					Donald streetscape works identified as carry-forwards to FY25 have been identified to PAG Laneway upgrade with footpath, lighting, etc, EV charger and additional lighting in McCulloch Street to be completed FY24. Replacement of trees to be finalised
<b>Buloke Playspaces Trail</b>	1.3 An Attractive and Well Maintained Buloke	Complete Construction of Playspaces for Berriwillock, Donald, and Wycheproof.	<b>June 2024</b>	<b>Commenced</b>	Original funded scope to be completed FY24. Additional minor works, e.g. shade sails, completed early FY25.
<b>Key Heavy Road Upgrades</b>	1.4 A Safe and Active Buloke	Complete Key Heavy Road upgrade projects including Marlbed-Curyo Road and Jeffcott Road.	<b>June 2024</b>	<b>Commenced</b>	Contract awarded – works to commence January 2024. PC FY24; final seal FY25 per normal process
<b>Road Services Internal Service Review</b>	1.4 A Safe and Active Buloke	Road Services Internal Service Review completed with report to Councillor briefing	<b>June 2024</b>	<b>Commenced</b>	Presentation scheduled CY23
<b>Buloke Shire Council Aquatic Strategy</b>	1.4 A Safe and Active Buloke	Develop and adopt Buloke Shire Council Aquatic Strategy.	<b>September 2024</b>	<b>Commenced Multi-year project</b>	Previous strategy and process reviewed, new RFQ document currently being prepared. Significant OHS and plant/equipment services reviews have been undertaken as priority works to prepare for season opening.

<b>Birchip Recreation Reserve Masterplan</b>	1.4 A Safe and Active Buloke	Complete Birchip Recreation Reserve Masterplan.	<b>March 2024</b>	<b>Nearing Completion</b>	Further consultation was required at the request of Leisure Centre committee following further designs for the main building façade to meet their needs.
<b>Donald Recreation Reserve Masterplan</b>	1.4 A Safe and Active Buloke	Complete Project Plan for Donald Recreation Reserve Masterplan ahead of Plan development in 2024/25.	<b>December 2024</b>	<b>Commenced Multi-year project</b>	RFQ being drafted in conjunction with Sea Lake masterplan. Emergency works for plumbing services were undertaken as priority.
<b>Sea Lake Recreation Reserve Masterplan</b>	1.4 A Safe and Active Buloke	Complete Project Plan for Sea Lake Recreation Reserve Masterplan ahead of Plan development in 2024/25.	<b>December 2024</b>	<b>Commenced Multi-year project</b>	RFQ being drafted in conjunction with Donald masterplan.

**Priority 2:**

**Our Community Wellbeing.**

The Vision: Our future Buloke is a welcoming, well-connected and inclusive community built around social connections for all age groups and backgrounds and access to, as well as ongoing advocacy for, vital services.

<b>Initiative</b>	<b>Council Plan Relevance</b>	<b>Measure</b>	<b>Timeframe</b>	<b>Status</b>	<b>Comments</b>
<b>VicHealth Local Government Partnership</b>	2.1 Partnerships to Outcomes	VicHealth Local Government Partnership Project Year 3 delivered.	<b>June 2024</b>	<b>Ongoing</b>	VicHealth Local Government Partnership Project is ongoing. Currently delivering walk to school initiatives in Wycheproof and Sea Lake.  Application for further staffing and project funding for 2024 -25 has been submitted.

<b>Land Use Activity Agreements</b>	2.2 Inclusiveness Plan in Action	Achievement of Land Use Activity Agreements for the Donald Playspace Project and Flood Initiatives.	<b>June 2024</b>	<b>Commenced</b> <i>*LUAA projects/initiatives multi-year</i>	LUAA for Donald Playspace finalised – works/projects under LUAA ongoing; LUAA requirements for Donald pre-fab levee to be determined
<b>Gender Equality Action Plan</b>	2.2 Inclusiveness Plan in Action	Submit Gender Equality Action Plan Progress Report to the Commissioner for Gender Equality.	<b>20 February 2024</b>	<b>Ongoing</b>	Rainbow ready roadmap workshop participation, gender equity working group meetings ongoing, internal processes ongoing. Training scheduled for February 2024. Depot facility inspections scheduled for November 2023. Training and drafting of Fair access policy adaption to be included into GEA Plan in alignment with Sport and Recreation Victoria requirements prior to June 2024.
<b>Library Services Review</b>	2.3 Well Supported Community	Undertake Library Service Review and develop subsequent Library Service Plan.	<b>November 2024</b>	<b>Commenced Multi-year project</b>	Initial internal review of policies and procedures being undertaken, RFQ document being drafted. Changes in funding to Public Libraries Victoria new trial system for inter library loans has delayed review process. PLV lobbying State Government for increased Libraries funding currently.
<b>Buloke Shire Children, Youth &amp; Families Strategy</b>	2.3 Well Supported Community	Finalise and adopt the Buloke Shire Children, Youth & Families Strategy.	<b>December 2023</b>	<b>Well advanced</b>	The Buloke Shire Children, Youth & Families Strategy is in draft form and being reviewed by Community Development management.

<b>Buloke Shire Integrated Community Planning Framework</b>	2.4 Increased Community Wellbeing	Prepare and adopt the Buloke Shire Integrated Community Planning Framework.	<b>March 2024</b>	<b>Commenced</b>	An internal working group has been established. The working group has engaged with several other Councils to assist in the planning stage. The project is currently 1-2 months behind schedule. Timeframe to be revised.
<b>Community Plans</b>	2.4 Increased Community Wellbeing	Work with communities to prepare Community Plans for localities to drive community connectedness and outcomes.	<b>June 2024</b>	<b>Ongoing</b>	1 plan completed, 8 other drafts on track to be completed by December 2023. 1 plan yet to be actioned and Council staff are communicating regularly with that community.
<b>Home and Independence Support Services Transition</b>	2.4 Increased Community Wellbeing	Help facilitate transition of community members receiving Home and Independence Support Services to new providers under the Federal Government's Support at Home Program.	<b>December 2023</b>	<b>Ongoing</b> <b>Nearing completion</b>	On track for the transition of services and funding in December 2023.  New providers appointed and Council staff working directly with them on transition.  Direct communication with clients and families completed.  Two Community Summits held.
<b>Viable Childcare Services Advocacy</b>	2.4 Increased Community Wellbeing	Continue to advocate for the provision of viable childcare services for Buloke Shire and rural communities.	<b>June 2024</b>	<b>Ongoing</b>	Continued work to leverage the Creating Viable Childcare Service in Rural Areas document. Successful Request for Proposal process undertaken for service provision in Charlton.

**Priority 3:****Our Economy.**

The Vision: Our future Buloke is an innovative and strong economy with agriculture, small business and industry capitalising on new ideas to provide a range of employment and tourism opportunities backed by the services, connectivity and housing to achieve population stability.

Initiative	Council Plan Relevance	Measure	Timeframe	Status	Comments
<b>Silo Art Night Activation</b>	3.1 Tourism	Silo Art Night Activation installed.	<b>June 2024</b>	<b>Commenced</b>	Further consultation required with Traditional Owners for stories to be activated as part of the project. Infrastructure to be installed by end of calendar year with a simplified media sample until more thorough consultation can be achieved.
<b>Birchip Civic and Community Hub Project</b>	3.2 Attraction and Promotion of Local Businesses	Preparation of feasibility study for the Birchip Civic and Community Hub Project.	<b>June 2024</b>	<b>Ongoing</b>	Further community consultation required. Community Planning process for this community has taken precedent and will help progress this project in the new calendar year.
<b>Implement Interim Economic and Tourism</b>	3.3 Employment Opportunities	Implement identified initiatives from the Interim Economic and Tourism Development Strategy.	<b>June 2024</b>	<b>Commenced</b>	Working with external consultant to address workforce participation roadblocks e.g., childcare/disability support.

<b>Development Strategy</b>					Community consultation is ongoing regarding priorities/solutions.
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**Priority 4:**

**Our Council and Community Leadership.**

The Vision: Our future Buloke is dynamically led by a council that informs community, has active partnerships, authentic advocacy and quality customer service delivering valued responsive community services in a responsible way.

<b>Initiative</b>	<b>Council Plan Relevance</b>	<b>Measure</b>	<b>Timeframe</b>	<b>Status</b>	<b>Comments</b>
<b>Safer Together Program</b>	4.1 Active Leaders and Volunteers	Deliver the Safer Together Program in conjunction with Gannawarra Shire Council and report to Council Safer Together Program progress.	<b>June 2024</b>	<b>Ongoing</b>	Staff to be recruited in short term. Project specifics need to be aligned with implications of the Aged Care transition.  This project no longer will be delivered in conjunction with Gannawarra Shire Council.
<b>Customer Experience Strategy</b>	4.2 Community Engagement	Implement identified initiatives from the Customer Experience Strategy.	<b>June 2024</b>	<b>Ongoing</b>	Customer Experience Charter adopted. Monthly reporting of analytics. Upswing in use of Messages on Hold. Strong use of links in social and traditional media. Information being made available in many forms to ensure accessibility.

<b>Advocacy Strategy</b>	4.4 A Well Governed and Healthy Organisation	Review, update and adopt Council's Advocacy Strategy in line with Council's Long-Term Community Vision and Council Plan 2021-2025.	<b>March 2024</b>	<b>Commenced</b>	Preliminary review undertaken.
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**8.5        REPORTS FROM COUNCILLORS**

Nil



**9. OTHER BUSINESS****9.1 NOTICES OF MOTION****9.1.1 REGIONAL ROADS AND OTHER ISSUES**

**Author's Title:** Councillor Warren

**Department:** Office of the CEO

**File No:** RO/08/01

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Our Community Wellbeing

**PURPOSE**

That Council write to Regional Roads Victoria (RRV) and the State Minister for Road Safety and TAC regarding the poor conditions of regional and rural roads being addressed as a matter of urgency.

**SUMMARY**

Councillors continue to receive feedback from the community regarding the poor condition of rural and regional roads. This has been a long-standing issue and Council has previously written to the State Government to advocate for funding and attention to the condition of rural and regional arterial roads.

This Notice of Motion seeks to reiterate these issues to the appropriate Minister and State Government bodies as the state of Buloke's roads is an important contributor to community connection and satisfaction, as well as economic and wellbeing outcomes for the Shire.

**RECOMMENDATION**

That Council write to the State Minister for Road Safety and TAC, *the Hon. Melissa Horne MP*, and Regional Roads Victoria, regarding the poor condition of regional and rural roads and request that these ongoing poor conditions be addressed as a matter of urgency.

**Attachments:** Nil

**9.2 QUESTIONS FROM COUNCILLORS**

Nil

**9.3 URGENT BUSINESS**

Nil

**9.4 ANY OTHER BUSINESS****9.4.1 INTERSTATE TRAVEL - MAYOR**

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** GO/06/11

**PURPOSE**

In accordance with Council's Expenses Policy adopted August 2020, proposed interstate travel of Councillors, requires the approval of the Council.

The Mayor is seeking approval from the Council to travel interstate to attend the 2023 Resilient Australia Awards National Ceremony being held in Perth 22 November 2023.

**SUMMARY**

Council has been shortlisted as a finalist for the 2023 Resilient Australia Local Government Award, for "The Paddock: The Goals" by The Australian Institute for Disaster Resilience (AIDR) and congratulates Council on being scored highly by the national judging panel.

As a finalist for this year's award, Council has been invited to attend both in person and online.

**RECOMMENDATION**

That Council approve the interstate travel and its associated costs for the Mayor to attend the 2023 Resilient Australia Awards National Ceremony being held in Perth on 22 November 2023.

**Attachments:** Nil

## 9.5 MATTERS WHICH MAY EXCLUDE THE PUBLIC

### **RECOMMENDATION:**

That pursuant to section 66(1) and (2)(a) of the *Local Government Act 2020* the meeting be closed to the public to consider the following reports that are considered to contain confidential information on the grounds provided in section 3(1) of the *Local Government Act 2020* as indicated:

- |       |   |   |
|-------|---|---|
| 9.5.1 | CT000684 PROVISION OF ASBESTOS<br>AUDITING SERVICES FOR COUNCIL<br>OWNED AND MANAGED BUILDINGS (CITY<br>OF GREATER BENDIGO) TENDER<br>EVALUATION PANEL REPORT | (g(i)) private commercial information, being information provided by a business, commercial or financial undertaking that relates to trade secrets  |
|       |   | (g(ii)) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage |
|       |   | (h) confidential meeting information, being the records of meetings closed to the public under section 66(2)(a)   |

### **RECOMMENDATION:**

That Council reopens the meeting to the public pursuant to section 66(1) and (2)(a) of the *Local Government Act 2020*.

## 10. MEETING CLOSE