



COUNCIL MEETING

MINUTES

Wednesday 9 August 2023

Commencing at 7:00pm

**Wycheproof Supper Room
367 Broadway, Wycheproof**

**Hannah Yu
Acting Chief Executive Officer
Buloke Shire Council**

Minutes of the Meeting held on Wednesday, 9 August 2023 commencing at 7:00pm in the Wycheproof Supper Room, 367 Broadway, Wycheproof**PRESENT****CHAIRPERSON:**

Cr Alan Getley Mallee Ward

COUNCILLORS:

Cr Bernadette Hogan Mallee Ward
Cr Carolyn Stewart Lower Avoca Ward
Cr David Pollard Lower Avoca Ward
Cr Graeme Milne Mount Jeffcott Ward
Cr Bronwyn Simpson Mount Jeffcott Ward
Cr Daryl Warren Mount Jeffcott Ward

OFFICERS:

Hannah Yu Acting Chief Executive Officer
Daniel McLoughlan Acting Director Infrastructure and Delivery
Jenna Allan Acting Director Community Development
Michelle Stedman Director Corporate and Organisational Performance

AGENDA**1. COUNCIL WELCOME****WELCOME**

The Mayor Cr Alan Getley welcomed all in attendance.

STATEMENT OF ACKNOWLEDGEMENT

We acknowledge the traditional owners of the land on which we are meeting. We pay our respects to their Elders and to the Elders from other communities who maybe here today.

2. RECEIPT OF APOLOGIES

Nil

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

That Council adopt the Minutes of the Council Meeting held on Wednesday, 12 July 2023 and Council adopt the Minutes of the Council Meeting held on Tuesday, 1 August 2023.

MOVED: CR GRAEME MILNE

SECONDED: CR BERNADETTE HOGAN

CARRIED.

(R118/23)

4. REQUESTS FOR LEAVE OF ABSENCE

Cr Stewart Lower Avoca Ward - Leave requested and denied at 12 July Council meeting, due to procedural oversight this is for reconsideration.

Cr Stewart left meeting at 7:04pm

MOTION:

THAT COUNCIL GRANT LEAVE TO CR STEWART FOR REQUESTED PERIOD OF 1 JULY 2023 TO 31 DECEMBER 2023 INCLUSIVE.

MOVED: CR BERNADETTE HOGAN

SECONDED: CR DARYL WARREN

CARRIED.

(R119/23)

Request for leave – Cr Pollard – Lower Avoca Ward - from 10 August 2023 to 30 November 2023 inclusive.

MOTION:

That Council grant Cr Pollard leave for requested period, 10 August to 30 November 2023 inclusive

MOVED: CR GRAEME MILNE

SECONDED: CR BERNADETTE HOGAN

CARRIED.

(R120/23)

Cr Stewart returned to the meeting at 7:12pm

CR MILNE ASKED – how does the Statutory Meeting get conducted with all Councillors being considered as Council delegates in situation where a Councillor is on leave of absence for the Statutory Meeting?

ANSWERED BY ACTING CHIEF EXECUTIVE OFFICER: Question taken on notice.

5. DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

There were no declarations of interest.

6. QUESTIONS FROM THE PUBLIC

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NIL

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NIL

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The Meeting may be closed to members of the public to consider confidential matters.

9.1.1 CONTRACT No. C117 2022/23 – DESIGN, CONSTRUCTION & DELIVERY OF UNREGISTERED MOVABLE DWELLINGS IN BULOKE

If the meeting has been closed it will be brought back into open session by resolution

10. MEETING CLOSE

NEXT MEETING

THE NEXT COUNCIL MEETING WILL BE HELD IN WYCHEPROOF SUPPER ROOM, 367 BROADWAY, WYCHEPROOF ON WEDNESDAY, 13 SEPTEMBER 2023 AT 7:00PM.

Hannah Yu
ACTING CHIEF EXECUTIVE OFFICER

6. QUESTIONS FROM THE PUBLIC

1. Council's discussions with First Nations re removal of Sacred Emus:

Background:

- a. At its last meeting of the Mount Wycheproof Emu Working Group on Monday 10 July, the Chairman, Cr. Alan Getley told the meeting that Council had been having discussions with Traditional Owners (TOs) who were interested in the removal of the Sacred Emus from Mount Wycheproof. Cr. Getley's response implied that these discussions had been held prior to the meeting. On the basis of this statement, it was proposed that the issue of translocating the Sacred Emus from Mount Wycheproof was put back on the agenda of the Working Group.
- b. When asked for the details of the person the discussions had been had, Cr. Getley replied it was an "Auntie Shirley Morgan from Cummeragunja."
- c. Following the meeting, First Nations Representative (Sherrill O'Connor-Sraj) discussed these matters with many of the Elders and representatives of the actual First Nations/Traditional Owners of Mount Wycheproof (Barapa Barapa, Wemba Wemba and Wergaia peoples).
- d. Not one single Elder said that they know of this person. In fact, Elder Uncle Gary Murray stated that such a person "does not exist."
- e. The Representative then phoned Cr. Getley on Monday 31 July, 2023. Cr. Getley told her that he would have to look up his notes about this matter. He also stated that any discussions with a "Shirley Morgan" had in fact taken place some 18 months ago.

Question:

As First Nations/Traditional Owners wish to discuss these matters with "Auntie Shirley Morgan" to obtain her views in the matter, and to put their considered position, they urgently request Cr. Alan Getley to provide to this Council Meeting tonight, Wednesday 9 August 2023 his notes of this meeting with Auntie Shirley Morgan and to provide to:

- Uncle Gary Murray and
 - First Nations representative, Sherrill O'Connor-Sraj
- Full contact details he has for Auntie Shirley Morgan by return.

ANSWER PROVIDED BY MAYOR, CR ALAN GETLEY

Thank you for the Question, I have had no direct conversation with Auntie Shirley Morgan in relation to the Emus on Mt Wycheproof. There are no meeting notes in existence relating to prior contact with Auntie Shirley Morgan, even if we had contact details, for privacy reasons and under the Data Privacy Protection Act we would not be in the position to provide them .

POINT OF ORDER FROM CR POLLARD: Cr Pollard asked if Cr Stewart can leave the meeting?

RESPONSE FROM MAYOR, CR ALAN GETLEY: Mayor replied that as Cr Stewart has an established leave of absence she may leave the meeting.

Cr Stewart left the meeting at 7:17pm

2. Question 2:**Shire of Buloke as Land Manager - & Council's policy on the use of Roundup/glyphosate on Mount Wycheproof Reserve:****Background:**

- a. First Nations/Traditional Owners note with concern that the Shire acknowledged at its last meeting with the Mount Wycheproof Emu Working Group on Monday 7 July, 2023 that it had facilitated a grant of \$10,000 from the Victorian Government for Friends of Mount Wycheproof to continue their program for the the ongoing spraying of Mount Wycheproof with Roundup/glyphosate.
- b. First Nations/Traditional Owners' representative at that meeting, Sherrill O'Connor-Sraj stated that First Nations Elders are against the continued use of Roundup/glyphosate on Mount Wycheproof
 - due to its serious impact on flora and fauna, some of which is noted as endangered and rare in the State of Victoria (see details contained in Paul Foreman's Report, August, 2017);
 - and the issue of spray drift in such close proximity to the Wycheproof Primary & High School, to private residences and to the Reserve of the Sacred Emus on the Mount.
- c. Overseas practice prevents spraying glyphosate within 850 metres of any school. Alarmingly, spraying/spray drift has occurred on Mount Wycheproof within the actual boundaries of the Wycheproof School.
- d. It is noted that local Landcare has expressed its concern over this practice.
- e. It is also noted Roundup *"has been banned in dozens of countries worldwide and by multiple Australian local governments because of its toxicity to humans"*.

Question:

First Nations/Traditional Owners ask the Shire to meet on an urgent basis with representatives from the Shire, Landcare, the Wycheproof School, DELWP/DEECA and Friends of Mount Wycheproof in regard to this and they request Council to auspice such a meeting.

They therefore request the Shire to contact Elder Uncle Gary Murray and First Nations representative, Sherril O'Connor-Sraj to set up such a urgent meeting.

ANSWER PROVIDED BY MAYOR CR ALAN GETLEY:

Thank you for question, Council staff will seek to ensure Landcare, Wycheproof P-12 College and DEECA representatives are in attendance of the next meeting of the Mt Wycheproof Emu working group scheduled for September 2023. It is noted that council has a legislative responsibility which must be met under the Catchment and Land and Protection Act 1994 which governs the management of native plant and species of victoria.

3. Question 3:**First Nations/Traditional Owners congratulate the Shire and community of King of the Mountain - concerns re Sacred Emus****Background:**

- a. First Nations/Traditional Owners have been advised of the return of the various races comprising the festivities to take place on 30 September, 2023 for the return of the King of the Mountain races.
- b. Traditional Owners wish to take this opportunity congratulate the Shire and the community on the return of this event.
- c. First Nations /Traditional Owners note that in earlier years first-prize winners numbered some of their members (eg., Shirley Nicholson).
- d. Given the expectations of some of the community in relation to numbers of participants and onlookers likely to attend this event, First Nations/Traditional Owners are concerned that the Sacred Emus on Mount Wycheproof should be properly protected given the likely influx of persons from outside the community on the day. .

Question:

Given these concerns, First Nations/Traditional Owners ask:-

- What steps is the Shire contemplating to protect the Sacred Emus in their enclosure;
- Many of the notices on the Emu Enclosure have now disappeared. Will the Shire replace the missing notices that have disappeared from the perimeter fencing of the Emu Reserve alerting the public to the emu enclosure and the need to respect the presence of the emus. Emus will generally be nesting at this time of the year.
- If so, when does Council intend replacing the missing notices?

ANSWER PROVIDED BY MAYOR, CR ALAN GETLEY

It is noted that the whole Emu enclosure is locked to ensure public safety. The King of the Mount and other organised races on the 30 September 2023, will only take place on the established roadways which is well away from the Emu enclosure. A traffic management plan is being undertaken by the community group organisers in conjunction with the relevant road authorities. Temporary replacement signs will be placed by the end of the week and arrangements to order permanent signs for the coming week are presently being made. It is also recommended that if anyone observes signs missing in the future report them through the customer service desk or via the phone 1300 520 520.

7. PROCEDURAL ITEMS

7.1 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 19 July 2023.

MOVED: CR BERNADETTE HOGAN

SECONDED: CR GRAEME MILNE

CARRIED.
(R121/23)

Attachments:

- 1 Councillor Briefing Record - 4 July 2023
- 2 Councillor Briefing Record - 19 July 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 19 July 2023 is attached for public information.

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.

MOTION:

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

MOVED: CR DARYL WARREN

SECONDED: CR DAVID POLLARD

**CARRIED.
(R122/23)**

Attachments: Nil

TABLE OF CORRESPONDENCE

Council Initiative	Sent to	Sent	Response	Purpose of Letter/Response
Concerns over the closure of Bendigo Bank – Sea Lake Branch	Marnie Baker, Chief Exec Officer Head Office Bendigo & Adelaide Bank	18.04.2023		Letter sent to find out what the Bank's intentions are and if they would consider continuing provision of service to the Sea Lake community.
VNI West Proposed Transmission Line	Write to: Minister for Climate Action, Energy and Resources; State Electricity Commission; and CEO of Australia Energy Market Operator	12.05.2023	03.07.2023	Imploring them to: 1. Consult with the community in a genuine and deliberative manner, ensuring transparency is at the forefront of all consultation; and 2. Listen in a genuine and sympathetic manner to the concerns of the community and relevant subject matter experts and respond in a respectful and considered fashion. <i>Response: Noted progress of the VNI West</i>

Council Initiative	Sent to	Sent	Response	Purpose of Letter/Response
				<p><i>Project to date and the role of Ministerial Orders in addressing obligations around consultation.</i></p> <p><i>Noted reforms to transmission framework with the Final Victorian Transmission Investment Framework (VTIF) adopted in June 2023. The VTIF includes planning objectives and local based approaches to engagement and benefits, including identifying new payments to directly affected landowners in addition to compensation.</i></p> <p><i>Discussed meetings and roundtable held with Council and noting the Minister's hope that this demonstrates their commitment to genuine and transparent consultation.</i></p>
VNI West Project	Write and advocate to the Minister for Energy & Resources Lilly D'Ambrosio	12.05.2023	03.07.2023	<p>To suspend the installation of the VNI West Project within the Buloke Shire, and implore her to consult in a genuine and open manner to those to be potentially impacted by the installation of the proposed project.</p> <p><i>Response:</i></p> <p><i>Refer above. No reference to suspension of installation.</i></p>

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.

MOTION:

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

MOVED: CR BERNADETTE HOGAN

SECONDED: CR BRONWYN SIMPSON

**CARRIED.
(R123/23)**

Attachments: Nil

RECOGNITION OF ACHIEVEMENT ITEMS

Provider	Recipient	Date	Purpose for Recognition
Buloke Shire	Birchip Historical Society		40 Year Anniversary
Buloke Shire	Culgoa Development Group		20 Year Birthday for Store and Back too.

7.4 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 June 2023 to 30 June 2023.

RECOMMENDATION

That the Council note information contained in the report on Building Permits approved by staff from 1 June 2023 to 30 June 2023.

AMENDMENT

MOTION:

That the dates on this report be changed to 1 July 2023 to 31 July 2023

MOVED: CR BERNADETTE HOGAN

SECONDED: CR GRAEME MILNE

CARRIED.
(R124/23)

Attachments: Nil

LIST OF BUILDING PERMITS APPROVED BY COUNCIL SURVEYOR

Council Ref.	Address	Project Description	Date Approved
20230014	Taverner Street Berrwilllock VIC 3531	Construction of three conjoined shade sails	19/7/2023

LIST OF BUILDING PERMITS APPROVED BY PRIVATE BUILDING SURVEYOR

Council Ref.	Address	Project Description	Date Approved
PBLD23072	King Street Birchip VIC 3483	Dwelling	4/7/2023
PBLD23085	Mount Street Wycheproof VIC 3527	Construction of Carport and Pergola	10/7/2023
PBLD23090	Broadway Wycheproof VIC 3527	Re-stumping of Dwelling	6/7/2023
PBLD23096	Macfarlane Road Birchip VIC 3483	Farm Shed	19/7/2023

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.

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 GRAEME MILNE

SECONDED: CR DAVID POLLARD

CARRIED.

(R125/23)

Attachments: Nil

LIST OF PLANNING APPLICATIONS

Application No	Address	Date Rec	Summary of Proposal	Status
PA23010	Broadway, Wycheproof	16/01/2023	Six-lot subdivision of land and the development of land for six dwellings	Objections resolved Permit Issued
PA23019	Borong Highway, Gil Gil	22/03/2023	Place of Assembly (Events Centre)	Request for Further Information
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)	Referral
PA23021	Lalbert Road, Culgoa	08/06/2023	Two-lot subdivision of land (boundary re-alignment)	Permit Issued
PA23022	Blue Allans Road, Sea Lake	21/06/2023	Two-lot subdivision of land (dwelling excision)	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 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 12 July 2023 Council Meeting Resolutions.

MOTION:

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

MOVED: CR DAVID POLLARD

SECONDED: CR BERNADETTE HOGAN

CARRIED.
(R126/23)

Attachments: 1 Actions Taken on Council Resolutions - On Outstanding items and 12 July 2023 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 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 12 July 2023 Council Meeting Resolutions.

8. GENERAL BUSINESS

8.1 POLICY REPORTS

8.1.1 VOLUNTEER POLICY

Author's Title: Director Infrastructure and Delivery

Department: Infrastructure and Delivery

File No: CM|14|30

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Community Wellbeing

PURPOSE

For the Council to consider adoption of the Volunteer Policy

SUMMARY

This Volunteer Policy (Policy) acknowledges the Council's commitment to supporting and encouraging community volunteering within Council. This Policy provides standards and further guidance on how Council will ensure adherence to the National Standards for Volunteer Involvement and best practice.

MOTION:

That Council adopt the Volunteer Policy

MOVED: CR GRAEME MILNE

SECONDED: CR DARYL WARREN

CARRIED.

(R127/23)

Attachments: 1 Volunteer Policy

DISCUSSION

Engagement of volunteers to assist the Buloke Shire Council in the performance of its functions is considered a very important and worthwhile initiative, and something which should be encouraged in order to support the benefit and wellbeing of the broader Buloke municipal community.

Volunteering provides opportunities for community members to directly participate in community life through one of Council's many services to the community. The value and contribution of volunteering leads to economic benefits as well as an increase in social inclusion, connection, physical and psychological wellbeing, personal and professional development, and career opportunities.

Recently, the Buloke Shire Council was approached by the Charlton community to explore opportunities to volunteer in areas of infrastructure and delivery, parks and gardens and nature strip management. The Charlton community wish to initiate as a pilot program the "Beautify Charlton" Project, to support the ongoing financial viability and social viability of the Council and in so doing, improve and maintain a high level of aesthetic within the main area of the Charlton township.

In order to enter into a formal arrangement with the Charlton community and give rise to the Beautify Charlton Project, Council must ensure that any risks to the Council insofar as volunteers, the wider public and the Council are minimised as far as reasonably practicable. Accordingly, Council Officers have developed a proposed Policy to address the way in which volunteers will be engaged by the Council, and how volunteers will be supported and required to interact with the public on behalf of the Council.

A copy of the proposed Policy has been attached to this Report. The proposed Policy outlines Council's role in supporting, engagement and protecting volunteers to ensure the ongoing viability and integrity of the Council's volunteer program(s).

RELEVANT LAW

Key legislation is outlined in the Policy, and the Policy notes the protection of volunteers have been afforded through legislation and public policy including occupational health and safety legislation.

RELATED COUNCIL DECISIONS

Not applicable.

OPTIONS

The Council may determine not to adopt the Volunteer Policy, however this will prevent Council from formalising and/or establishing volunteer arrangements to support the delivery of Council services.

SUSTAINABILITY IMPLICATIONS

Volunteering is a legitimate way for individuals to participate in supporting their community through Council services and programs.

COMMUNITY ENGAGEMENT

Recognition of volunteer involvement is an important aspect of Council's Volunteer Program. Council will continue to ensure the value, contribution, and impact of the role of volunteers is understood, recognised, and promoted within the organisation and the broader community.

INNOVATION AND CONTINUOUS IMPROVEMENT

Volunteerism is a key component of Council's commitment to diversity and inclusiveness, noting diversity in experience and views will ultimately improve quality and encourage creativity in the delivery of Council services.

COLLABORATION

In the event volunteerism occurs in any areas not under the jurisdiction or control of the Council (for example, areas under the control of VicRoads), these would need to be addressed by the relevant controlling or responsible bodies (for example, VicRoads or the Crown) in circumstances where those bodies would have to decide for themselves whether to engage volunteers or alternatively to provide their consent to the Council for the volunteers to be engaged by the Council on their behalf.

FINANCIAL VIABILITY

Volunteerism is time willing given, for the common good and without financial gain. The Policy outlines how reasonable out-of-pocket expenses associated with volunteerism must be managed and notes the requirement to ensure volunteers are provided with appropriate volunteer insurance. Financial implications of formalising or establishing volunteerism, including through insurance premiums, are immaterial and will be considered within Council's operational budget.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

The Victorian Volunteer Strategy 2022-2027 recognises volunteers build stronger, more resilient, and inclusive communities and are vital to many things Victorians do. The Strategy outlines a plan to improve support for volunteers and strengthen the volunteering sector.

COUNCIL PLANS AND POLICIES

The Long-Term Community Vision and Council Plan 2021-25 identifies volunteerism within the Buloke community as a key strength. It further includes ongoing support, encouragement and recognition of community volunteers as a long-term strategy of the Council.

TRANSPARENCY OF COUNCIL DECISIONS

The Policy clearly outlines how the Council will consider, implement and monitor volunteerism associated with the delivery of Council functions and services. Individual agreements will be made on a case-by-case basis and reflect the purpose and period of the volunteer engagement to ensure engagement is meaningful and supports Council's commitment to social sustainability outcomes.

CONFLICTS OF INTEREST

No Officer involved this report or the development of the proposed Policy has a conflict of interest.

8.1.2 WIMMERA SOUTHERN MALLEE DEVELOPMENT LTD - MEMBERSHIP

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GR/09/07

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Economy

PURPOSE

The purpose of this report is for Council to consider accepting the invitation from Wimmera Southern Mallee Development Limited (WSMD Ltd) (formally known as Wimmera Development Association) (attachment 1) to become a Member Municipality for the term of the Memorandum of Understanding (MOU) for this organisation.

SUMMARY

Following a recent discussion between Buloke Shire Council and representatives from WSMD Ltd, the Board of WSMD Ltd has since resolved at its May Meeting, to invite Buloke Shire Council to become a Member Council of WSMD Ltd, subject to its Member's approval.

The current members of WSMD Ltd are the municipalities of Horsham Rural City, Hindmarsh Shire, West Wimmera Shire, Yarriambiack Shire and Northern Grampians Shire.

Buloke Shire Council is to consider adopting a Motion to accept the invite and apply to join WSMD Ltd as a member municipality for the term of the MOU (attachment 2).

MOTION:

That Council:

1. Accepts the invite and applies to become a Member Municipality of Wimmera Southern Mallee Development Limited, for the term of the Memorandum of Understanding (MOU); and if accepted
2. Nominates the Mayor of the day to be the Member Director under Clause 3.3(a) of the (MOU).

MOVED: CR GRAEME MILNE

SECONDED: CR BERNADETTE HOGAN

CARRIED.

(R128/23)

Attachments:

- 1 Wimmera Southern Mallee Dev Ltd - Invitation to Buloke Shire
- 2 Wimmera Southern Mallee Dev Ltd - MOU
- 3 Wimmera Southern Mallee Dev Ltd - Constitution

DISCUSSION

WSMD Ltd advised they have sought legal advice and can confirm there is no need to amend the WSMD Ltd Constitution to add Buloke Shire Council, (as the 6th member).

Under the Constitution (attachment 3) clause 7.2 (e), the existing Member Councils simply need to decide to accept the Buloke Shire Council's application, by resolution passed at a general meeting of members, or alternatively by resolution in writing under clause 8.26 signed by all existing members.

Currently the Member Councils have a MOU in place for membership of WSMD Ltd from 1 December 2021 to 30 June 2026.

If Buloke Shire Council membership is approved by the members of WSMD Ltd, an addendum to the MOU between WSMD Ltd and the Members Municipalities can be added to include Buloke Shire Council.

If approved and adopted by WSMD Ltd, all terms and conditions within the MOU between WSMD Ltd and its Member Municipalities will take effect.

In line with the current MOU, if accepted as a member, the contributions outlined below will be levied to Buloke Shire Council.

Contributor	2023/24	2024/25	2025/26
BSC	\$61,000	\$61,915	\$62,844

If accepted as a member, Buloke Shire Council will be entitled to appoint a Member Director under clause 3.3(a).

As a Member, Buloke Shire Council shall nominate one Director, which will be either the Mayor or Councillor, to the WSMD Ltd Board as described in the Constitution. Directors are required to obtain a Personal Director Identification Registration with the Australian Securities and Investment Commission noting their position on the WSMD Ltd Board.

RELEVANT LAW

Not Applicable

RELATED COUNCIL DECISIONS

Council adopted its Buloke Shire Council Long-Term Community Vision and Council Plan 2021-2025 on 16 June 2021.

The Council vision for the Economy and "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".

OPTIONS

Council could choose to not accept this invitation, noting that memberships with this organisation provide collaborative strength and initiatives, and supports Council's Long-Term Vision for the Economy and its future Buloke Shire.

SUSTAINABILITY IMPLICATIONS

For any proposed initiatives and projects of WSMD Ltd, sustainable development and environmental sustainability will be factors to consider in any decision-making process.

COMMUNITY ENGAGEMENT

Community engagement was undertaken during the development process of the Council's Long-Term Community Vision and Council Plan 2021 – 2025, and its Interim Economic Development and Tourism Strategy 2022 – 2023.

INNOVATION AND CONTINUOUS IMPROVEMENT

The WSMD Ltd objective is to lead, support and encourage the sustainable development of the Region in partnership with government, business and the community; and to determine the natural and built resources of the region, which might act as focal points for economic development and opportunity.

COLLABORATION

To collaborate with the other member Councils as a whole, would undoubtedly provide significant strength and power, for a more productive and effective approach to attract and promote any proposed business, agricultural, industry and tourism projects for the Wimmera Southern Mallee area.

FINANCIAL VIABILITY

Council has a budget allocation in its Budget for 2023/2024 financial year of \$61,000 to cover the membership costs for 2023/2024.

The fees for 2024/25 financial year will be \$61,915 and \$62,844 for 2025/26.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Constitution of the Wimmera Southern Mallee Development Limited

COUNCIL PLANS AND POLICIES

Long-Term Community Vision and Council Plan 2021-2025

Interim Economic Development and Tourism Strategy 2022-2023

TRANSPARENCY OF COUNCIL DECISIONS

This report outlines what Buloke Shire Council may consider contributing for its membership fees to WSMD Ltd.

CONFLICTS OF INTEREST

I, Yvonne Keane, have no Conflict of Interest to declare in regard to the content of this report.

8.2 MANAGEMENT REPORTS

8.2.1 COMMUNITY GRANTS GUIDELINES

Author's Title: Director Community Development

Department: Community Development

File No: GS/09/42

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Council and Community Leadership

PURPOSE

This report is presented to Council to adopt the updated Community Grants Guidelines for the 2023/2024 Financial Year.

SUMMARY

The Community Grants Guidelines (the Guidelines) were developed and previously endorsed by Council in 2022. This updated version provides for the same program in 2023/2024.

MOTION:

That Council:

1. Endorse the Community Grant Guidelines (2023/2024); and
2. Delegate the Chief Executive Officer to advertise the Grant Program and accept applications to the Community Grants program.

MOVED: CR GRAEME MILNE

SECONDED: CR DARYL WARREN

CARRIED.

(R129/23)

Attachments: 1 Community Grants Guidelines 2023

DISCUSSION

Buloke Shire Council allocates \$20,000 in Community Grants and Sponsorship and \$50,000 in Sustainability Grants annually. The Community Grants Guidelines are in place to ensure that there is clarity and transparency around allocations of Community Grant funding.

Each year Council reviews its Community Grants and Sponsorship. Revisions are centred on clarifying information, fraud control, implementation, updating out-of-date information and strengthening information surrounding funding conditions and inclusion.

The recent Victorian Auditor General's Office report detailing Fraud Control over Local Government Grants is taken into consideration during revision.

The report and new guidelines propose no significant changes to the program this year. A further full review of the program for next financial year will also consider new community plans for Buloke townships currently being undertaken and the aspiration within those documents.

RELEVANT LAW

Not Applicable.

RELATED COUNCIL DECISIONS

Community Grants allocated in the 2023/2024 Financial Year will be required to align with these Community Grants Guidelines.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

The guidelines propose that applications which directly contravene or contradict Council's plans and policies will be ineligible.

COMMUNITY ENGAGEMENT

General feedback provided to council officers from previous applicants over the last 12-month period has been taken into consideration.

INNOVATION AND CONTINUOUS IMPROVEMENT

Guidelines will continue to be assessed annually and updated in line with current best practice and community feedback.

COLLABORATION

Not Applicable.

FINANCIAL VIABILITY

These Grant Guidelines will be used for applications for the 2023/2024 Financial Year from the \$20,000 allocation for Community Grants and the Sustainability Fund \$50,000 allocation.

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
Community Support Policy

TRANSPARENCY OF COUNCIL DECISIONS

Not Applicable.

CONFLICTS OF INTEREST

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

8.2.2 DRAFT CUSTOMER EXPERIENCE CHARTER

Author's Title: Director Community Development

Department: Community Development

File No: CM/14/22

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Council and Community Leadership

PURPOSE

The purpose of this report is to propose the endorsement of the Draft Customer Experience Charter and the commencement of a public submission process in accordance with Council's Community Engagement Policy as defined by the *Local Government Act 2020*.

SUMMARY

Buloke Shire Council last adopted its Customer Service Charter on 10 April 2019. Updating the Customer Service Charter (now Customer Experience Charter) is an action of Council's Customer Experience Strategy.

The Charter guides Council Officers' interaction with the community and is an expression of Council's commitment to providing a high standard of service and ensuring consistency and sustainability in service delivery.

MOTION:

That Council:

1. Endorses the Draft Customer Experience Charter for consultation, noting its preparation in accordance with the *Local Government Act 2020*;
2. Invites community feedback submissions on the Draft Customer Experience Charter until 1 September 2023;
3. Notes that a final Customer Experience Charter will be presented to Council for consideration at its scheduled meeting on 13 September 2023.

MOVED: CR GRAEME MILNE

SECONDED: CR DAVID POLLARD

CARRIED.
(R130/23)

Attachments: 1 BSC Draft Customer Experience Charter

DISCUSSION

Council maintains policy documents that pertain to its operational procedures and its approach to addressing various matters. These documents serve as valuable resources for staff members, enabling them to handle issues in a uniform and reliable manner, thereby instilling confidence in Customers who interact with Council staff.

The Customer Experience Charter is one of these Policies which states the fundamental service standards that the community can anticipate when engaging with the Council. Additionally, it explicitly outlines our expectations of the Customer.

The primary objective of the Charter is to explain Council's commitment to delivering and upholding a superior level of customer service. Its purpose is to precisely define the following:

- processes that promote open, responsive and transparent customer service;
- timeframes for responding to phone calls, emails, social media enquiries, requests for service and complaints;
- what can be reasonably expected from Council staff and what Council reasonably expects of customers;
- how Council will manage requests for service consistently;
- that we will record and analyse service request data to identify trends and opportunities where we can improve our services;
- how we will respond to requests which are the responsibility of other agencies;
- that we will protect customer privacy when they contact Council;
- the methods of communication we will use to respond to our customers.

The Customer Service Charter was distributed internally for feedback, to guide the drafting of the updated document (Attachment 1). As a result a range of changes have been proposed from previous versions, including:

- inclusion of Acknowledgement of Country;
- title change to bring the policy into line with the Customer Experience Strategy;
- equality and inclusion notices for National Relay and Translation and Interpreting Services;
- acknowledgment that response times may vary depending upon the nature of the request, and Customers will be updated on the progress of their request;
- updating and expanding the definitions table to provide greater clarity regarding the meaning of complaint, compliments, concerns, customer, staff, feedback, request for service, services, acknowledgement and resolution;
- commitment to inclusive practices including identifying and understanding different needs and preferences of Customers;
- promotion of after-hours phone service for emergencies, with non-urgent matters addressed the next business day;
- strengthening expectations of customer behaviour and conduct to promote positive interactions and outcomes, and to ensure Council provides a safe, welcoming, professional and appropriate environment for staff and customers alike; and
- diversity of what Customer Service represents in images used.

RELEVANT LAW

Local Government Act 2020 (Vic)

Local Government (Planning and Reporting) Regulations 2020.

Privacy and Data Protection Act 2014

Gender Equality Act 2020

Freedom of Information Act 1982

Equal Opportunity Act 2010

RELATED COUNCIL DECISIONS

Council adopted the Buloke Shire Council Customer Service Charter on 10 April 2019.

OPTIONS

Council can choose not to adopt the Draft Customer Experience Charter.

SUSTAINABILITY IMPLICATIONS

The Charter's role in ensuring consistency and sustainability in service delivery pertains to:

- adopting eco-friendly technologies in service delivery;
- addressing social sustainability by emphasising inclusivity, equity, and accessibility in service provision;
- enhancing economic sustainability by promoting efficiency and cost-effectiveness in service delivery; outlining measures to streamline processes, minimise bureaucracy, and utilise resources effectively;
- facilitating meaningful engagement with the community and stakeholders by clearly stating expectations of both the Council and its Customers, establishing a foundation for effective communication and collaboration; and
- systematically collecting and analysing feedback and performance data, Council can identify areas for enhancement, implement necessary changes, and enhance the overall quality and sustainability of its services.

COMMUNITY ENGAGEMENT

Internal consultation has been undertaken in the preparation of this document, with the draft distributed to Managers, the Executive, Customer Engagement and Customer Service teams.

Community consultation on an endorsed draft Charter is proposed to be undertaken in August 2023 for a period of three weeks.

INNOVATION AND CONTINUOUS IMPROVEMENT

The *Local Government Act 2020* requires that Councils give effect to innovation and continuous improvement in all that they do.

In preparing this updated draft Charter document, officers undertook a desktop review of other council's Customer Service Charter documents, and additionally researched relevant information and resources.

COLLABORATION

The nature of this review did not require collaboration with other councils, governments, or statutory bodies.

FINANCIAL VIABILITY

There are no financial or resourcing implications to be considered in relation to this report.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not Applicable

COUNCIL PLANS AND POLICIES

Long Term Community Vision
Council Plan 2021-2025
Customer Experience Strategy
Gender Equality Action Plan
Inclusiveness Plan
Complaints Handling Policy
Social Media Policy

TRANSPARENCY OF COUNCIL DECISIONS

This report is brought to an open Council Meeting and will undergo community engagement in the interests of transparency.

CONFLICTS OF INTEREST

No officer involved in this report has a conflict of interest.

8.2.3 CUSTOMER EXPERIENCE STRATEGY 2022-2025 PROGRESS REPORT

Author's Title: Director Community Development

Department: Community Development

File No: CM/14/22

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Council and Community Leadership

PURPOSE

The purpose of this report is for Council to be given an update on progress against the Customer Experience Strategy 2022-2025.

SUMMARY

Buloke Shire Council adopted its Customer Experience Strategy on 29 June 2022. The Strategy outlines five goals, encompassing 22 actions for delivering Customer Service excellence. This is the first progress report against those actions.

MOTION:

That Council:

1. Notes the progress made against the Customer Experience Strategy 2022-2025.

Moved: CR BERNADETTE HOGAN

Seconded: CR BRONWYN SIMPSON

CARRIED.

(R131/23)

Attachments: 1 Buloke Shire Council Customer Engagement 2022-2025 Actions

DISCUSSION

Buloke Shire Council adopted the Customer Experience Strategy 2022-2025 to set a course to continually improve and innovate to create a customer-centred culture, generating benefits and outcomes for our customers, as well as fostering positive relationships when partnering with Council to advocate for wider benefits for the community.

The Plan outlines 22 actions, with 18 of these actions identified to be addressed in Year 1, or as ongoing actions for the duration of the Strategy.

Progress has been made against most of the actions in the Year-1 period, and also some future actions. Two actions have not been completed in the identified period, with one not commenced.

It is worth acknowledging that this Strategy was devised and adopted just prior to the October 2022 flood event. Whilst a quarterly review was identified as an action, during this time our entire

Communications resources (1.2 FTE) staff pivoted to responding to these events, whilst endeavouring to maintain business as usual operations.

RELEVANT LAW

Local Government Act 2020 (Vic)

Local Government (Planning and Reporting) Regulations 2020.

Privacy and Data Protection Act 2014

Gender Equality Act 2020

Freedom of Information Act 1982

Equal Opportunity Act 2010

RELATED COUNCIL DECISIONS

Council adopted the Buloke Shire Council Customer Experience Strategy 2022-2025 on 29 June 2022.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

The plan contains a high-level, ambitious Action Plan that outlines achievable actions categorised into 5 goals.

COMMUNITY ENGAGEMENT

Community engagement has been continuous during this period and has involved ongoing evaluation.

As this report is a progress report no additional engagement has been required.

INNOVATION AND CONTINUOUS IMPROVEMENT

Council has many roles in the delivery of the Action Plan including:

- Leader: fostering a customer-focused culture and leadership
- Provider: effective customer experience measurement and improvements
- Facilitator: understanding community needs, ideals, and experiences and fostering partnerships and participation with Customers to inspire their involvement in decision making
- Supporter: advocacy for inclusive and accessible service provision
- Regulator: multi-faceted communication channels through legislation
- Provider: customised and effective communication tools and choices to keep communities connected
- Leader: continuous business improvement and innovation
- Regulator: ensuring sustainability and accountability in engagement practices.

COLLABORATION

Key collaborative bodies in the progression of this strategy include:

- Birchip Cropping Group
- Neighbourhood Houses
- North Central Football, Netball and Hockey League
- Independent publications: Buloke Times, North Central News, Sea Lake and Wycheproof Times Ensign
- Emergency Management Victoria
- Road Safety Promotions Australia
- Victoria Police
- Buloke Men's Sheds
- Buloke Youth Groups
- Charlton Agricultural Society
- Buloke Secondary Schools

FINANCIAL VIABILITY

Most outlined actions aim to utilise internal staff resourcing for advancement. Other actions require securing of funding from other levels of government or inclusion in Council's long term financial planning and budgeting.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

The IAP2 (International Association for Public Participation) Australia standards provide a framework for effective public participation and engagement practices.

COUNCIL PLANS AND POLICIES

Long Term Community Vision
Council Plan 2021-2025
Annual Plan Year 2
Customer Experience Strategy
Customer Service Charter
Community Support Policy
Gender Equality Action Plan
Inclusiveness Plan
Complaints Handling Policy
Social Media Policy

TRANSPARENCY OF COUNCIL DECISIONS

This report is brought to an open Council Meeting in the interests of transparency.

CONFLICTS OF INTEREST

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

8.2.4 RISK AND RESILIENCE GRANTS PROGRAM

Author's Title: Capital Projects Officer

Department: Infrastructure and Delivery

File No: GS|03|51

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Built and Natural Environment

PURPOSE

This report is presented to Council to consider utilising \$70,000 from the \$200,000 Grant Opportunity Reserve FY24 in addition to a \$180,000 Council cash commitment in FY25 for the purpose of a co-contribution to support an application for the Risk and Resilience Grant program 2023 (Grant Program). The proposed project to be submitted for funding is the construction of a second demountable prefabricated levee in Donald.

A further recommendation seeks consideration of the Council to delegate the Chief Executive Officer authority to apply for the 2023 Grant Program.

SUMMARY

The Risk and Resilience Grants Program is funded under the National Partnership Agreement on Disaster Risk Reduction (NPA). The NPA aims to reduce the risk and limit the impact of disasters associated with natural hazards on Australian communities and economies and deliver on the priorities and goals of the National Disaster Risk Reduction Framework.

Projects must contribute to at least one outcome under the NPA and fall within the parameters of the NPA's outputs and the National Disaster Risk Reduction Framework's priorities. Projects must also focus on one of the following 3 key themes:

1. Climate change adaption and risk reduction – supporting climate change adaption and mitigation initiatives that reduce disaster risk.
2. Designing for risk and resilience – supporting initiatives that strengthen the resilience of Victoria infrastructure including government and community infrastructure.
3. Managing local and regional risks and building resilience – supporting initiatives that improve understanding of local or regional disaster risks, strengthen accountability for and governance of regional risks, and/or support initiatives that are seeking to directly reduce disaster risk at a local or regional level.

The current funding opportunity is for grants of between \$10,000 and \$250,000 unless the project has been listed in Catchment Authorities Flood Management Strategy which removes the maximum funding limit. Grant funds must be matched by the applicant on at least a dollar-for-dollar basis, either cash or in kind. This can be provided by a single agency or can be from multiple sources (not including the Commonwealth).

Applicants for eligible flood projects have access to funding provided by the Department of Energy, Environment and Climate Action (DEECA), which complements funds from the NPA. For these projects, applicants must demonstrate a funding contribution towards their projects, either cash and/or in-kind, that is equal to at least *one third* of total project costs. This can be provided by a single agency or can be from multiple sources (not including the Commonwealth).

Applications close 4.00pm 10 August 2023 and works should be completed within 12 months from approval unless approval is granted to extend the project completion date by a further 12 months.

The Donald levee is listed in the North Central Catchment Management Authority's (NCCMA) flood management strategy 2018-2028. There is currently one prefabricated levee built on the Goodwin Village side of the river and this project aims to build a second prefabricated demountable levee on the eastern side of the Richardson River along Camp Street near the intersection of Byrne Street in Donald. This prefabricated levee will replace the earthen levee which has historically been built at the time of flood emergency and removed post floods, diverting critical resources away from other flood-response activities.

The funding body has indicated that successful applicants will be notified in November 2023 and the funding agreement will be executed by the end of November 2023. If successful, the project is required to commence by January 2024 and the final project report and acquittal documentation is to be submitted by December 2024 unless approval for extension is granted as referenced above. It is proposed that the Council's application will be for a one third contribution and a 24-month project duration.

RECOMMENDATION

That Council:

1. 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.
2. Delegate authority to the Chief Executive Officer to apply for the Risk and Resilience Grants Program 2023; and
3. Authorises the Chief Executive Officer to sign the funding agreement on behalf of the Council should the application be successful.

AMENDMENT

MOTION:

That the Donald Demountable Levee be noted as part of the recommendation

MOVED: CR DAVID POLLARD

SECONDED: CR BERNADETTE HOGAN

CARRIED.

(R132/23)

- Attachments:**
- 1 Concept design
 - 2 North Central CMA RFMS Mid Term Implementation Snapshot

DISCUSSION

Donald has 3 earthen levees built across the town: Levee 1 along the Byrne Street, Levee 2 surrounding Goodwin Village with a demountable levee across Camp Street, and Levee 3 along Elizabeth Street. These levees protect rec-reserve, residential houses and businesses in the township of Donald.

During the October 2022 floods, construction of the earthen levee at the intersection of Camp Street and Byrne Street required a 12T loader, 20T loader, 23T excavator, 2.5T excavator and approx. 8 people over a 20-hour period. To remove the earthen levee, a 23T excavator with 2 people working 8-hour days over 3 days were required.

In contract, construction of the existing demountable levee on the Goodwin Village side of Camp Street required a 12T loader and 2 people over a 5-hour period. Additionally, 50m of plastic and approximately 50 sandbags were used to ensure the levee was watertight. A similar amount of time was required for dismantling the levee. The earthen levee was left up during the La Nina forecast period due to the nature of its construction, some 4 months beyond the deconstruction of the demountable levee on the western side of the river.

Construction of a second demountable prefabricated levee, built on Camp Street near the Byrne Street intersection would more than halve the amount of time required to make Donald flood ready and allow up to 6 people and several vital pieces of plant to be reassigned to other flood preparation activities, followed by another 4 people and plant once the levees were in place. It would also allow the reopening of Camp Street much sooner after the flood danger had passed.

Council officers have engaged RMG/Driscoll for design of the prefabricated demountable levee which will include:

- A feature and level survey.
- Identification of any underground services that may be impacted.
- Identification of works involved in the construction of the levee.
- Concept design of the prefabricated levee showing horizontal and vertical orientation, typical cross section, and any adjacent required.
- Preparation of project cost estimates in close consultation with Council staff.

The demountable prefabricated levee will be above the approximate flood height RL 113.0 which is a minimum 2m above the existing road level. The length of this levee will be approximately 25 to 30m long. This demountable prefabricated levee will be a lightweight system designed for ease of deployment and offer superior flood protection.

The existing earthen levee along Byrne Street will need to be modified to incorporate the new demountable levee and necessary drainage infrastructure such as drainage/junction pits, underground drainage pipes and one-way valves will have to be installed to obtain full benefits of the prefabricated levee.

RELEVANT LAW

The project must align with the NPA, the National Disaster Risk Reduction Framework, State Emergency Management Plan (SEMP) and the Flood Management Strategy 2018-2028.

RELATED COUNCIL DECISIONS

A second demountable levee for Donald township has been identified within the Buloke Shire Council Advocacy Strategy 2023 and was forecast to be included in the FY25 Budget.

OPTIONS

The Council may elect not to pursue this funding opportunity.

SUSTAINABILITY IMPLICATIONS

The demountable prefabricated levee will utilise fewer resources, approximately 60% less than the construction of the earthen levee. This will hasten the preparations for flood emergencies equivalent or lower than 1% Annual Exceedance Probability (that is, a 1:100-year event) which will provide a sense of safety to the town, its residents, and local businesses. With the second levee in place more resources can be allocated to flood preparation in other areas.

COMMUNITY ENGAGEMENT

Post the October 2022 floods, Council along with the NCCMA and Bureau of Meteorology held a meeting at the Donald Shire Office on 7 March 2023 where Donald 2000 members who were part of the emergency response to construct the earthen levee and sandbagging were invited to provide input and feedback regarding the emergency response of the October 2022 floods and highlight the infrastructure required for future flood events.

Council Officers further consulted Donald 2000 and community members later in March 2023 regarding the proposed second demountable prefabricated levee and anticipated benefits.

If Council resolve to accept the recommendations to access the required Council funds and apply for this Risk and Resilience Grant 2023, Officers will:

- Establish a formal project advisory group for the demountable prefabricated levee project, and
- Undertake a proactive media engagement strategy to explain the rationale for Council's decision, the application process, and long-term benefits for the community.

INNOVATION AND CONTINUOUS IMPROVEMENT

The proposed demountable prefabricated Levee will incorporate a lightweight system designed for ease of deployment. It is expected to have a design life of 50 years and the seals between the joints have an estimated typical design life of at least 10 years.

COLLABORATION

Landowners consent will be required from DEECA to undertake the proposed works. A LUA may be necessary as the levee will be built in an area of Aboriginal Cultural Heritage Sensitivity; an application will be submitted to Dja Dja Wurrung Clans Aboriginal Corporation for consideration once detailed designs have been prepared.

A flood mitigation structure such as levee must be registered with the SES and approved by the NCCMA prior to the Council determining whether a works on waterways permit is required. This registration and approval process ensures the ownership, maintenance and deployment of the levee including ensuring it is built to standard so that users can be confident that the design is fit for purpose.

The Buloke Shire Council will be lead agency on this Project and the support agency will be NCCMA. SES have been contacted by the NCCMA to request a letter of support for the project.

FINANCIAL VIABILITY

The total budget forecast for the project is \$750,000 comprising \$250,000 funding from the Commonwealth Government, \$250,000 from the State Government and \$250,000 Council Cash. \$70,000 of this allocation is proposed to be accessed from the Grant Opportunity Reserve FY24 and \$180,000 Council cash contribution in FY25.

It should be noted that any spend committed to through successful funding applications will be subtracted from the available Council funds for capital projects in that financial year. Ongoing maintenance and training requirements should be undertaken every 12 months, with associated costs contained in Council's operational budget.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

The proposed Project is listed as one of the priority projects in the NCCMA Flood Mitigation Strategy 2018-2028, aligns with the SEMP and will contribute to outcomes listed in the NPA.

COUNCIL PLANS AND POLICIES

The proposal relates directly to key risks in the Climate Change Mitigation and Adaptation Strategy and looks to address projections of increased rainfall intensity leading to flooding.

The proposal demonstrates a collaborative approach between community forum and community members to address priority issues for the township of Donald.

TRANSPARENCY OF COUNCIL DECISIONS

Council has met its transparency obligations by ensuring consultation has been undertaken with relevant stakeholders within the Donald community.

Council officers have engaged the President of Donald 2000 to seek support and feedback regarding the Project proposal.

CONFLICTS OF INTEREST

No Officers involved in the preparation of this report have a conflict of interest.

8.3 FINANCIAL REPORTS

Nil

8.4 ORGANISATIONAL REPORTS

8.4.1 COUNCIL PLAN 2021-2025 - YEAR 3 ANNUAL PLAN

Author's Title: Director Community Development

Department: Community Development

File No: GS/02/02

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Council and Community Leadership

PURPOSE

The purpose of this report is to adopt the Council Plan 2021-2025 - Year 3 Annual Plan, which outlines the delivery of the third year of the Buloke Shire Council Plan 2021-2025.

SUMMARY

Following the adoption of the Council Plan 2021-2015, each year Council develops and Annual Plan to report progress against the Council Plan.

MOTION:

That Council adopts the Council Plan 2021-2025 – Year 3 Annual Plan.

MOVED: CR GRAEME MILNE

SECONDED: CR DAVID POLLARD

CARRIED.
(R133/23)

Attachments: 1 Buloke Shire Council - Annual Plan Year 3

DISCUSSION

The Council Plan 2021-2025 – Year 3 Annual Plan is an important component of Council's strategic planning. It has been developed to note the strategic objectives of the Council Plan and demonstrates as well as documents the tasks, measures, and completion dates in order to deliver Council's strategic objectives.

The Council Plan 2021-2025 – Year 3 Annual Plan highlights a range of key actions against the strategic objectives set out in the Council Plan 2021-2015.

Given Council's response to the October 2022 flood event, 11 of the 28 actions have been carried forward from Annual Plan Year 2.

Some of the key actions/projects included in the attached Council Plan 2021-2025 – Year 3 Annual Plan include:

- 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

Not applicable.

RELATED COUNCIL DECISIONS

This document relates directly to the adoption of the Buloke Shire Council Long-Term Community Vision and Council Plan 2021-2025 document adopted on 16 June 2021.

Subsequently, Council has adopted and reported against Annual Plan Year 1 and Annual Plan Year 2.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

Sustainability implications are addressed as part of the Council Plan 2021-2025 under the key strategic objective Our Built and Natural Environment.

There are items included in the Annual Plan relating directly and indirectly to Council's Climate Change Mitigation and Adaptation Strategy.

COMMUNITY ENGAGEMENT

Council undertook a significant community engagement program to devise the Long-Term Community Vision and Council Plan 2021-2025. The Annual Plan – Year 3 continues on from this document, outlining what is to be achieved in the first year of the Council Plan 2021-2025. Projects and programs delivered as part of the Annual Plan – Year 3 would be subject to Council's Community Engagement Policy.

INNOVATION AND CONTINUOUS IMPROVEMENT

The document outlines a range of initiatives and programs that build on the feedback from the community with indicators and completion dates to promote continuous improvement and will be reported on quarterly.

COLLABORATION

This document reflects the collaboration undertaken as part of the Long-Term Community Vision and Council Plan 2021-2025, in which Council collaborated with a range of stakeholders and regional and state bodies.

There are also projects outlined that will be collaborations with other organisations, Local Government Entities and State and Federal Government.

FINANCIAL VIABILITY

The costing of projects identified within the Annual Plan have budget allocations made in the Annual Budget 2023/24 or will rely on grant funding as outlined.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

There are a range of Regional, State and National Plans referenced throughout the Long-Term Community Vision and Council Plan 2021-2025 which informs this document. They are specifically named under the heading of "Current Strategies and Plans" following each key focus area.

The Provision of an Annual Plan is consistent with requirements under the *Local Government Act 2020*.

COUNCIL PLANS AND POLICIES

- Buloke Shire Council Long-Term Community Vision and Council Plan 2021-2025
- Climate Change Mitigation and Adaptation Strategy
- Gender Equality Action Plan
- Annual Budget 2023/24
- Financial Plan

TRANSPARENCY OF COUNCIL DECISIONS

This report comes on the back of the adoption of the Council Plan 2021-2025 to demonstrate the delivery of this plan over the first year and will be reported on quarterly.

CONFLICTS OF INTEREST

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

8.4.2 2023 LOCAL GOVERNMENT COMMUNITY SATISFACTION SURVEY RESULTS

Author's Title: Director Community Development

Department: Community Development

File No: GS/02/01

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Council and Community Leadership

PURPOSE

To acknowledge the results of the 2023 Local Government Community Satisfaction Survey.

SUMMARY

The 2023 Local Government Community Satisfaction Survey Report is attached for Council to note. The report is coordinated on behalf of all Victorian councils by the Department Jobs Precincts and Regions.

MOTION:

That Council:

1. Notes the results of the 2023 Local Government Community Satisfaction Survey;
2. Considers future actions in response to the results; and
3. Publishes the results of the survey to the community.

MOVED: CR BERNADETTE HOGAN

SECONDED: CR BRONWYN SIMPSON

CARRIED.
(R134/23)

Attachments: 1 Buloke Shire Council Community Satisfaction Survey 2023

DISCUSSION

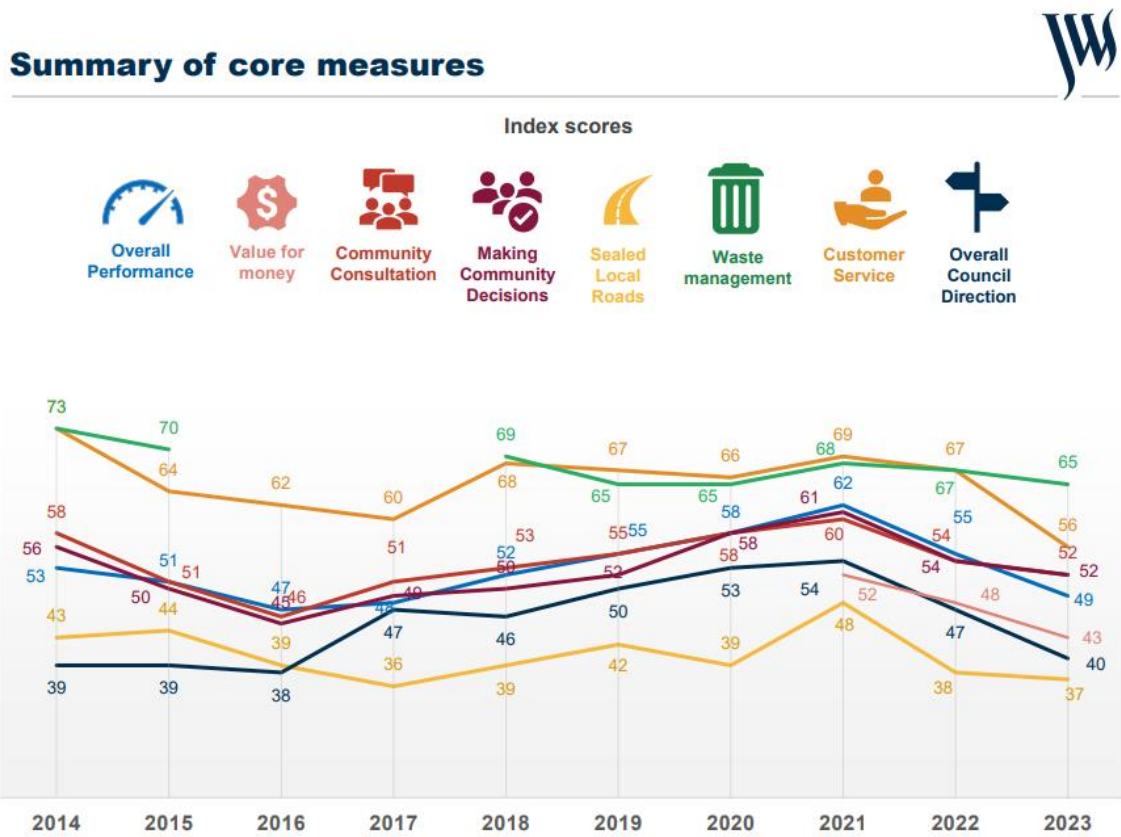
Buloke Shire Council's overall performance has fluctuated over time, but since achieving its peak in 2021, perceptions have significantly declined for consecutive years, returning to ratings seen in 2016 and 2017. This is reflected across most individual service areas, as well as customer service, where perceptions have also started to trend downwards over the past two years. Indeed, three times as many residents feel the direction of Council's overall performance has deteriorated rather than improved in the last 12 months. This drop is not isolated to Buloke, with a widespread and universal decline identified right across the state, with small rural shires particularly experiencing this.

Results from the Local Government Community Satisfaction Survey have been nationally trending downward over the last two years with many factors influencing how residents experience local government services including cost of living and affordability, as well as emergency events such as flooding.

The overall performance index score of 49 for Buloke Shire Council marks a significant decrease on the 2022 result, declining by six index points in the past year. Council’s overall performance has significantly declined for the second consecutive year following the gain achieved in 2021. Council’s overall performance is rated statistically significantly lower (at the 95% confidence interval) than both the State-wide and Small Rural group averages (56 and 55 respectively).

Council’s best performing areas were Council’s Recreational Facilities, Waste Management and COVID-19 Response, whilst the poorest performing areas were again deemed Unsealed Roads and Sealed Roads.

A graphic representation of the summary of core measures, included in the survey report, is included below.



RELEVANT LAW

Not applicable.

RELATED COUNCIL DECISIONS

Not applicable.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

Results of the survey may be used to inform decisions around sustainability.

COMMUNITY ENGAGEMENT

A telephone survey was conducted by JWS Research, who contacted random residents on behalf of Council, that were 18 years or above, residing in Buloke Shire. Council advertised the approaching survey in local newspaper advertisements, on radio spots and on social media in the weeks leading up to the survey which was conducted in February of this year.

The results of the survey will be communicated with the public.

INNOVATION AND CONTINUOUS IMPROVEMENT

In noting this report, Council may consider future actions against results of the survey. Council also received a briefing from JWS Research to review and understand the data that the survey results revealed.

COLLABORATION

The Executive Management Team collaborated with the Department Jobs Precincts and Regions and JWS research in preparation of the survey.

FINANCIAL VIABILITY

The cost of conducting the survey was as per the budget allocation made in Council's Annual Budget 2022-23.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Local Government Act 2020

COUNCIL PLANS AND POLICIES

Not applicable.

TRANSPARENCY OF COUNCIL DECISIONS

Participation in the State-wide Local Government Community Satisfaction Survey is optional.

Participating Councils have various choices as to the content of the questionnaire and the sample size to be surveyed, depending on their individual strategic, financial, and other considerations.

CONFLICTS OF INTEREST

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

8.4.3 SALEYARDS PRECINCT LOCAL LAW NO. 15 OF 2023

Author's Title: Director Infrastructure and Delivery

Department: Infrastructure and Delivery

File No: LA|08|15

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Council and Community Leadership

PURPOSE

To recommend the Council make Saleyards Precinct Local Law No. 15 2023

SUMMARY

The Saleyards Precinct Local Law No. 15 2023 (Local Law) has been reviewed in accordance with the *Local Government Act 2020* to ensure compliance with contemporary legislative requirements in relation to the operation of the Wycheproof Saleyards. The Local Law, in conjunction with User Agreements, will assist the Council to reduce risks associated with the operation of the facility.

MOTION:

That Council:

1. Make the Saleyards Precinct Local Law No. 15 2023
2. Give notice in accordance with section 74(5) of the *Local Government Act 2020* that the Council has made the Saleyards Precinct Local Law No. 15 in the Government Gazette and on Council's internet site.

MOVED: CR DAVID POLLARD

SECONDED: CR BRONWYN SIMPSON

CARRIED.
(R135/23)

Attachments:

- 1 Saleyards Precinct Local Law No. 15 2023
- 2 Section 74 Certificate

DISCUSSION

At the Council Meeting held 27 June 2023, Council resolved to make the Saleyards Precinct Local Law No. 15 for the purposes of undertaking the required consultation under section 73 of the *Local Government Act 2020*.

Council was advised minor amendments had been made to the Local Law to ensure it continued to recognise and complement applicable changes in requirements and standards in legislation. These amendments primarily related to the management and welfare of livestock and occupational health and safety matters applicable to the saleyards as a workplace and as an undertaking of the Council.

Consultation was undertaken in relation to the Local Law and the proposed amendments in accordance with the Council's Community Engagement Policy. Further minor changes were requested from key

stakeholders affected by the Local Law, including Agriculture Victoria, during the community engagement period; these changes are reflected in the Saleyards Precinct Local Law No. 15 attached to this Report.

RELEVANT LAW

Division 3 of the *Local Government Act 2020* sets out the statutory standards which must be applied in the making and enforcement of Local Laws.

RELATED COUNCIL DECISIONS

Council's Saleyard Precinct Local Law No. 14 was made at the August 2013 Council Meeting. The Council resolved to commence community engagement for the purpose of making the Saleyards Precinct Local Law No. 15 at the Council Meeting held 27 June 2023.

OPTIONS

The Council may request to vary aspects of the Local Law or undertake further consultation occur with the community or key stakeholders prior to making the Local Law; this option would result in the current Local Law, being the Saleyards Precinct Local Law No. 14 2013, remaining operational until such time as a replacement Local Law is made.

SUSTAINABILITY IMPLICATIONS

The Council, as the owner and operator of the Saleyards Precinct in Wycheproof, provides economic benefit to the municipality.

COMMUNITY ENGAGEMENT

The Council provided public notice of its intention to make the Saleyards Precinct Local Law No. 15 2023, including through providing a draft of the proposed Local Law to the Saleyards Committee. Feedback received through the Saleyards Committee has been considered and incorporated into the Local Law.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

The proposed Saleyards Precinct Local Law No. 15 sets out penalty units and infringement notice amounts proposed to act as deterrents for breaches to the Local Law.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

Not applicable.

TRANSPARENCY OF COUNCIL DECISIONS

The Council has met its statutory requirements in relation to public notice requirements. If the Council resolve to make the Local Law, a further notice will be published in the Government Gazette and on the Council's internet site in accordance with the *Local Government Act 2020*.

CONFLICTS OF INTEREST

No Officer involved in the development of the Local Law, or in the preparation of this Report, has a conflict of interest.

8.5 REPORTS FROM COUNCILLORS

Mayor Month – Cr Getley

Weekly meetings with CEO Wayne O’Toole

Monthly Briefings

Ordinary Council meeting

Special Meeting Funding grants

Pre meeting discussion about funding opportunity

Attend Staff event David Younger at Rex

Regional Council Vic Conference Echuca

Speak with Neil Mitchell Re New TO Area & Policy

ABC interview Swan Hill (Wamba Wamba Claim)

Flow FM Shire Issues

ABC Interview New TO area & policy

ABC Interview (Swan Hill) VNI West Transmission lines

Interviews Herald Sun, Stock & Land Age & Weekly Times Re To Policy

Mt Wycheproof Emu working group meeting

WSM Transport Group meeting

Attend with CEO Wayne O’Toole fortnightly meeting including VFF, NGSC Aemo

Advance Sea Lake Meeting

Culgoa Development Group Meeting

Attend 29th Birthday Culgoa Store and Back to

Staff Thank You Breakfast (Charlton & Wycheproof)

Attend Meeting in Charlton re Travellers Rest Management with Cr Pollard

9. OTHER BUSINESS

9.1 NOTICES OF MOTION

Nil

9.2 QUESTIONS FROM COUNCILLORS

CR MILNE: Wilka Windfarm, are we likely get a Briefing/Councillor information session?

ANSWERED BY ACTING CEO: Yes this will go to a Councillor Briefing with discussions for possible external parties to attend

CR MILNE: Land settlement, Direl , that has recently gone to papers– will Councillors be briefed on this?

ANSWERED BY ACTING CEO: Yes, arrangements can be made for Council to be briefed on this, with discussions on if external presenters are to attend

ADDITIONAL NOTE FROM CR WARREN: Understanding that all Council CEOs have been previously briefed on this matter at an on-country meeting with Warragi Badgin.

CR WARREN: What arrangement are in place to cover the absence of the councillors that have been granted leave?

ANSWERED BY MAYOR CR GETLEY: Would assume that as the leave has only just been granted there is nothing at the moment and further discussions are to be had in that regard.

CR WARREN: What leave arrangements are in place for the position of Deputy Mayor whilst on leave?

ANSWERED BY MAYOR CR GETLEY: Director Corporate and Organisational Performance to look into Councils requirements under the *Local Government Act 2020*.

CR HOGAN: from Birchip – requested status of Kinder Infrastructure Services Plan (KISP) – and workforce strategy?

ANSWERED BY ACTING DIRECTOR COMMUNITY DEVELOPMENT: Manager Youth is currently working on these items.

CR SIMPSON: Noted need for timely responses, letters and support to our local community groups.

9.3 URGENT BUSINESS

Nil

9.4 ANY OTHER BUSINESS

Passing of Greg Godkin of Donald was noted by Councillors.

9.1 MATTERS WHICH MAY EXCLUDE THE PUBLIC**MOTION:**

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:

- 9.1.1 CONTRACT No. C117 2022/23 – (g(ii)) private commercial information, being
DESIGN, CONSTRUCTION & DELIVERY OF information provided by a business,
UNREGISTERED MOVABLE DWELLINGS IN commercial or financial undertaking that if
BULOKE 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)

MOVED: CR BRONWYN SIMPSON

SECONDED: CR BERNADETTE HOGAN

CARRIED.

(R136/23)

MOTION:

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

MOVED: CR BRONWYN SIMPSON

SECONDED: CR DAVID POLLARD

CARRIED.

(R138/23)

10. MEETING CLOSE

8:25PM