



# **COUNCIL MEETING**

## **MINUTES**

**Wednesday 11 May 2022**

**Commencing at 7:00pm**

**Wycheproof Supper Room**

**367 Broadway, Wycheproof**

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

**Minutes of the Meeting held on Wednesday, 11 May 2022 commencing at 7:00pm in the Wycheproof Supper Room, 367 Broadway, Wycheproof****PRESENT****CHAIRPERSON:**

Cr Daryl Warren Mount Jeffcott Ward

**COUNCILLORS:**

Cr Alan Getley 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

**OFFICERS:**

Wayne O'Toole Chief Executive Officer  
Hannah Yu Acting Director Works and Technical Services  
Travis Fitzgibbon Director Community Development

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

## WELCOME

The Mayor Cr Daryl Warren 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**

Cr David Vis Mallee Ward

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

That Council adopt the Minutes of the Council Meeting held on Wednesday, 13 April 2022.

**Moved: CR ALAN GETLEY**

**Seconded: CR BRONWYN SIMPSON**

**CARRIED.  
(R046/22)**

**4. REQUESTS FOR LEAVE OF ABSENCE**

Nil.

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

Cr Getley declared a Conflict of Interest in Item 8.2.1 , noting for public transparency he was the Chair of Charlton Forum, when Charlton Neighbourhood House sought support from the Forum, for the John Monash Water Tower Project, a recipient named for funding in this report.

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

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

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#### **NEXT MEETING**

THE NEXT ORDINARY MEETING OF COUNCIL WILL BE HELD IN WYCHEPROOF SUPPER ROOM, 367 BROADWAY, WYCHEPROOF ON WEDNESDAY, 8 JUNE 2022 AT 7:00PM.

**Wayne O’Toole**  
**CHIEF EXECUTIVE OFFICER**

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

### **6.1 QUESTION 1 - MARIAN HADDRICK – BIRCHIP MATERNAL CHILD HEALTH**

**Question 1:** Can you detail how changes to the Maternal Child Health service meets Councils Community Engagement policy in relation to deliberative engagement including when and how the community was engaged with on changes to hours and style of delivery?

**Answer:** The approach doesn't align with Council's Community Engagement Process. When I (Mayor) and Council staff met with your delegation of concerned parents in Birchip on 4 April of this year, as you will recall, Council staff conceded as much to you and apologised.

Ways to improve engagement were discussed and agreed upon, including getting to the stage of a regular newsletter when staffing resources allow.

### **6.2 QUESTION 2 – MARIAN HADDRICK - BIRCHIP MATERNAL CHILD HEALTH**

**Question 2:** Can councillors advise on the level of risk associated with the non-delivery of Maternal Child Health services to all communities be provided

**Answer:** The risk of any non-delivery of MCH Services would be extreme. This is however not our reality. All appointments are being met.

### **6.3 QUESTION 3 – CONNELLY RYAN - BIRCHIP MATERNAL CHILD HEALTH**

**Question 3:** Can advice to councillors be provided on how the Local Government Performance Reporting Framework for maternal child health services, key age and stage percentages will be met with the reduction we have had in the service?

**Answer:** The Local Government Performance Reporting Framework is an initiative that helps improve the transparency and accountability of each Council. There is not a figure to be met as part of this process in relation to MCH Services, rather this is one of 24 components that together give a picture of Council's performance.

Participation in the MCH service in Buloke is 86%, which is 9% above the state average and 3% higher than our small rural cohort.

As part of Council's external audit process, our external auditors, an external body, review our performance statement.

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

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

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

**MOTION:**

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

**MOVED:** CR CAROLYN STEWART**SECONDED:** CR GRAEME MILNE**CARRIED.****(R047/22)****Attachments:** Nil**RECOGNITION OF ACHIEVEMENT ITEMS**

<b>Provider</b>	<b>Recipient</b>	<b>Date</b>	<b>Purpose for Recognition</b>
North Central Local Learning and Employment Network	Ellen White		Having served 20 years of service for the Board of the North Central Local Learning and Employment Network
Buloke Shire Council	John Harley Charlton		Acknowledging his contribution to the development of Charlton Park over 16 years, Bendigo Bank and the Driver Education Centre.
Buloke Shire Council	Olga "Fos" Fostinero Donald		For recently reaching the significant milestone of 100 years of age in life.

## 7.2 REPORT OF COUNCILLOR ASSEMBLIES

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

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

**MOTION:**

That the Council note the report of Councillor Assembly Meetings held 6 and 20 April 2022.

**MOVED:** CR ALAN GETLEY

**SECONDED:** CR DAVID POLLARD

**CARRIED.**  
**(R048/22)**

- Attachments:**
- 1 Councillor Briefing Record - 6 April 2022
  - 2 Councillor Briefing Record - 20 April 2022

### KEY POINTS/ISSUES

Transparency is a fundamental principle of democratic governance.

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

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

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

A record of the Councillor Briefings held on 6 and 20 April 2022 is attached for public information.

### 7.3 CORRESPONDENCE INITIATED BY COUNCIL

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

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

#### PURPOSE

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

#### MOTION:

That the Council notes the record of correspondence initiated by Council and the responses received, and resend the letters in regards to the Rail-Crossing Upgrades, given no responses have been received.

**MOVED:** CR GRAEME MILNE

**SECONDED:** CR BRONWYN SIMPSON

**CARRIED.**  
**(R049/22)**

**Attachments:** Nil

#### TABLE OF CORRESPONDENCE

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

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

## 7.4 BUILDING PERMITS - MONTHLY UPDATE

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

**Department:** Works and Technical Services

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

### EXECUTIVE SUMMARY

This report provides information on Building Permits approved by staff from 1 April 2022 to 30 April 2022.

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

#### MOTION:

That the Council note information contained in the report on Building Permits approved by staff from 1 April 2022 to 30 April 2022.

**MOVED:** CR ALAN GETLEY

**SECONDED:** CR GRAEME MILNE

**CARRIED.**  
**(R050/22)**

**Attachments:** Nil

### LIST OF BUILDING PERMITS APPROVED BY COUNCIL SURVEYOR

Permit No.	BAMS Permit No.	Address	Project Description	Date Approved
20210143 (Amended Permit)	5407162918764	Mildura Way, Charlton	Stables (Large) Including Internal Fitout & Fire Services	04/04/2022
20220031	2614072767130	Currie Street, Charlton	Carport	07/04/2022
20200032	5288096793848	Adams Road, Charlton	Demolition of Fire Damaged Hay Shed	21/04/2022
20220033	6297223509711	Meyer Street, Donald	Carport	28/04/2022

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

<b>Permit No.</b>	<b>Address</b>	<b>Project Description</b>	<b>Date Approved</b>
Nil			

## 7.5 PLANNING APPLICATIONS RECEIVED - MONTHLY UPDATE

**Author's Title:** Planning Officer

**Department:** Works and Technical Services

**File No:** LP/09/01

### PURPOSE

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

### MOTION:

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

**MOVED:** CR DAVID POLLARD

**SECONDED:** CR CAROLYN STEWART

**CARRIED.**  
**(R051/22)**

**Attachments:** Nil

### LIST OF PLANNING APPLICATIONS

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

Application No	Applicant	Address	Date Rec	Summary of Proposal	Status
PPA962/21		Corack Road, Donald (Lot 1&2 PS216306M)	11/11/2021	Use and development of land for a service station, construct and display a business identification sign and create or alter access to Road Zone, Category 1	Further information request from referral authority
PPA970/22		Anderson Avenue, Wycheproof (Lot 2 LP63654)	28/12/2022	Three-lot subdivision of land	Permit issued
PPA972/22		Best Street, Sea Lake (Lot 2 PS811802)	04/03/2022	Café and restaurant liquor licence	Permit issued
PPA974/22		Sutcliff Street, Sea Lake (CA 26 Sec 1 Parish of Burupga)	01/04/2022	Nine-lot subdivision of land	Referral

<b>Application No</b>	<b>Applicant</b>	<b>Address</b>	<b>Date Rec</b>	<b>Summary of Proposal</b>	<b>Status</b>
PPA975/22		Adams Road, Woosang (Lot 1 PS403411)	01/04/2022	Construction of a hayshed within setback of road reserve and internal boundary	Permit issued

## 8. GENERAL BUSINESS

### 8.1 POLICY REPORTS

#### 8.1.1 BULOKE SHIRE COUNCIL SOCIAL MEDIA POLICY

**Author's Title:** Manager Customer Engagement

**Department:** Community Development

**File No:** CM/14/14

**Relevance to Council Plan 2021 - 2025**

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

#### PURPOSE

The purpose of this report is for Council to adopt an updated Social Media Policy that reflects its and the sectors contemporary situation.

#### SUMMARY

Council first adopted a Social Media Policy in 2016 before it launched corporate Facebook and Twitter pages. Since that time Buloke Shire has grown a social media brand the envy of the sector. Underpinning this arm of Council's engagement is strong policy to give staff and Councillors the tools they need for safe provision and administration of social media for the good of the community.

#### MOTION:

That Council adopts the Social Media Policy.

**MOVED:** CR ALAN GETLEY

**SECONDED:** CR GRAEME MILNE

**CARRIED.**  
**(R052/22)**

**Attachments:** 1 Buloke Shire Council Draft Social Media Policy

#### DISCUSSION

Council's Social Media Policy is an important document to uphold Council's integrity whilst having on significant online presence.

Council operates its own Facebook, Twitter and LinkedIn pages and has around 5,000 residents engaging with Council on these platforms. The policy gives clear direction and guidelines for social media use both professionally for Council and for personal use by Councillors and staff.

#### RELEVANT LAW

Not applicable.

#### RELATED COUNCIL DECISIONS

Council adopted its first Social Media Policy in February 2016 and a revised policy in February 2019.

**OPTIONS**

There are no further options.

**SUSTAINABILITY IMPLICATIONS**

There are no sustainability impacts from this report.

**COMMUNITY ENGAGEMENT**

As the purpose of the Social Media Policy is to provide guidance and expand on the existing obligations of Councillors and staff under the Code of Conduct when engaging in social media, this document will be promoted after its adoption.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

A strong Social Media Policy helps Councillors, Council staff and the community ensure a strong and safe platform for communication and engagement for the betterment of Council services. With the fast paced nature of social media, the ability to innovate with new platforms and updated offerings of currently used platforms is imperative.

**COLLABORATION**

A desktop review of Social Media policies from other Councils has assisted in the review of the policy.

**FINANCIAL VIABILITY**

The costs of the outcomes of the Social Media Policy are accommodated within the existing operational budget for Customer Engagement.

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

Not applicable.

**COUNCIL PLANS AND POLICIES**

Councillor Code of Conduct  
Staff Code of Conduct  
Governance Rules

**TRANSPARENCY OF COUNCIL DECISIONS**

The provision of strong social media support by good policy helps ensure the promotion and education around Council decisions

**CONFLICTS OF INTEREST**

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

## 8.2 MANAGEMENT REPORTS

### 8.2.1 COMMUNITY GRANTS AND SPONSORSHIP

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

**Department:** Community Development

**File No:** GS/09/42

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Our Community Wellbeing

Cr Getley declared a Conflict of Interest in Item 8.2.1 , noting for public transparency he was the Chair of Charlton Forum, when Charlton Neighbourhood House sought support from the Forum, for the John Monash Water Tower Project, a recipient named for funding in this report.

Cr Getley vacated the Council Chamber at 7.18pm.

#### PURPOSE

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

#### SUMMARY

Presenting three applications for the Sustainability Grants program and one application for the Community Grants program for the Financial Year 2021/2022.

#### MOTION:

That Council:

1. Approve the two funding applications noted below under the Community Grants and Sponsorship program:  
**\$3,187.34 Sustainability Fund Grant to Charlton Men's Shed; and**  
**\$2,000 Project Support Grant to Charlton Neighbourhood House; and**
2. Defers the decision on the following application and seek more information from the applicant on the expenditure breakdown for the amount applied for.  
**\$10,000 Sustainability Fund Grant to Donald Youth Group.**

**Moved:** CR BRONWYN SIMPSON

**Seconded:** CR GRAEME MILNE

**IN FAVOUR – THREE COUNCILLORS.**

**AGAINST – TWO COUNCILLORS.**

**CARRIED.**

**(R053/22)**

**Attachments:** 1 Community Grants 2021- 2022 Council Report May

**DISCUSSION**

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

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

<b>Project: Reducing the VRI Halls Carbon Footprint</b>	
Organisation:	Donald Youth Group
Grant Type	Sustainability Fund Grant
Amount Applied:	\$10,000
Funding Amount Recommended:	\$10,000
Full project cost:	\$15,025
Project Description:	The project will replace the inefficient air conditioners in the VRI building for an energy efficient one, installed by a local business. It will also replace the old and inefficient electric cooktop and oven for one that is safer and more energy efficient.
Project Benefit:	<p>This will allow for the Donald Youth group to be able to use the space all year round, and be able to cook meals in a safe and sustainable way.</p> <p>The project will model sustainable infrastructure, teaching the young people the importance of sustainability and making decisions that will be sustainable in the long term.</p> <p>The project will conserve resource usage and reduce their carbon footprint.</p>
<b>Project: Solar for the Men's Shed</b>	
Organisation:	Charlton Men's Shed
Grant Type	Sustainability Fund Grant
Amount Applied:	\$3187.34
Funding Amount Recommended:	\$3187.34
Full project cost:	\$4,781
Project Description:	Solar panel installation on the Charlton Men's Shed building, which will reduce their energy usage.
Project Benefit:	<p>The project will mean that they are able to capture and store solar power, therefore reducing greenhouse gas emissions.</p> <p>The project will conserve resource usage and reduce their carbon footprint.</p>

<b>Project: John Monash Water Tank – Piano Art Project</b>	
Organisation:	Charlton Neighbourhood House
Grant Type	Project Support Grant
Amount Applied:	\$2,000
Funding Amount Recommended:	\$2,000
Full project cost:	\$35,344
Project Description:	Applicant is seeking this funding to commission a local artist to paint a donated piano with Monash's interests, which will be listed on the street pianos international trails.
Project Benefit:	The project will add an artistic element to the John Monash Water tower project that the Charlton Neighbourhood House is co-ordinating. The piano will be painted by a local artist.

**RELEVANT LAW**

Not Applicable

**RELATED COUNCIL DECISIONS**

Not applicable

**OPTIONS**

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

**SUSTAINABILITY IMPLICATIONS**

3 proposed projects have the potential to manage the sustainability and carbon footprint of premises involved

**COMMUNITY ENGAGEMENT**

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

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Not Applicable

**COLLABORATION**

Not Applicable

**FINANCIAL VIABILITY**

These applications for the 2021/22 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.

**TRANSPARENCY OF COUNCIL DECISIONS**

Not Applicable

**CONFLICTS OF INTEREST**

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

**Cr Getley returned to the Council Chamber at 7.25pm.**

## 8.2.2 BULOKE SHIRE COUNCIL ANNUAL PLAN PROGRESS REPORT 2021/2022 - THIRD QUARTER

**Author's Title:** Chief Executive Officer

**Department:** Office of the CEO

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

### **Relevance to Council Plan 2021 - 2025**

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

### **PURPOSE**

This report is presented to give Council a progress update on the actions taken against the 2021/22 Annual Plan in the second quarter.

### **SUMMARY**

Council, at its Ordinary Meetings in June and July 2021, adopted the Buloke Council Plan 2021-25 and the Year 1 Annual Plan for the implementation of the strategic objectives. This is the third quarterly progress report against that plan.

### **MOTION:**

That Council note the progress made to deliver the strategic objectives noted in the adopted Year 1 Annual Plan for the Buloke Council Plan 2021-2025.

**MOVED:** CR GRAEME MILNE

**SECONDED:** CR ALAN GETLEY

**CARRIED.  
(R054/22)**

**Attachments:** 1 Annual Plan 2021-2022 Update

### **DISCUSSION**

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

Council will receive quarterly progress reports against the plan and this is the third report for the financial year.

The attached report highlights the progress against the key actions noted in the plan. Some of the highlights of the report are:

- Near completion of the Birchip streetscape, Wycheproof and Sea Lake works underway;
- Completion of lighting installation at the tennis clubs;
- Awarding of roads contracts for McLoughlans and Jeffcott Roads;
- Sea – Lake Lascelles and Birchip – Nullawil road works complete;
- Submission of Gender Equality Audit;
- Upgrades to library service;
- Continued community and business support with COVID-19 recovery;

- Adoption of Interim Economic Development and Tourism Strategy
- Extensive consultation on Road Management Plan
- Successful Street Art Festivals held in Birchip and Watchem.

**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 the adoption of the Year 4 Annual Plan in July 2021.

**OPTIONS**

Not Applicable

**SUSTAINABILITY IMPLICATIONS**

Projects such as the Climate Change Adaptation and Mitigation Strategy are identified in the plan and will have enhanced sustainability outcomes for Council.

**COMMUNITY ENGAGEMENT**

There was significant consultation undertaken in the development of the Council Plan, which is the basis of this document. Many of the actions have a high level of community engagement.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Not Applicable

**COLLABORATION**

Many actions rely upon the collaboration with 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 and the adopted Annual Plan 21/22.

**TRANSPARENCY OF COUNCIL DECISIONS**

The adoption and regular reporting of an Annual Plan provides good strong transparency to the community regarding the key focus areas of Council over the 21/22 year and how Council is tracking against those actions.

**CONFLICTS OF INTEREST**

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

## 8.3 FINANCIAL REPORTS

### 8.3.1 FINANCE REPORT AS AT 31 MARCH 2022

**Author's Title:** Manager Finance

**Department:** Office of the CEO

**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 statements for the period ending 31 March 2022.

#### SUMMARY

The forecasted year-end surplus in the approved budget was \$10.816m. The current forecasted year-end surplus is now \$3.832 less after assessing capital project progress delays.

The budget amendments approved after formal budget process, increase both Council's income and expenses as most are generated by additional grants received and related expenditure. However, some budget amendments have negatively impacted to the forecasted year-end Operating Net Surplus by approximately \$600K.

#### MOTION:

That Council receives and notes the Financial Performance Report for the month ending 31 March 2022.

**MOVED:** CR ALAN GETLEY

**SECONDED:** CR CAROLYN STEWART

**CARRIED.**  
**(R055/22)**

**Attachments:**

- 1 Income Statement - 31 March 2022
- 2 Balance Sheet - 31 March 2022
- 3 Cashflow Statement - 31 March 2022
- 4 Cashflow Forecast - 31 March 2022
- 5 Cashflow Chart - 31 March 2022
- 6 Capital Works Statement - March 2022

**DISCUSSION**

<b>Report:</b>	<b>Report explanation:</b>	<b>Year to date performance to Budget and Forecast outcome:</b>
Balance Sheet	<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>	<ul style="list-style-type: none"> <li>• Cash has decreased \$800k since 30 June reporting as the bulk of Rates receipts in with the February annual payment date.</li> <li>• The Cash balance includes \$5.8m of unearned grant income that is restricted to specified expenditure for the completion of capital projects.</li> </ul>
Cashflow Statement	<i>The <b>Cashflow Statement</b> reflects actual results for the reporting period in line with statutory financial reporting.</i>	<ul style="list-style-type: none"> <li>• Approximately \$18.0m cashflow has been used to support the capital works program year-to-date.</li> </ul>
Cashflow Forecast	<i>The <b>Cashflow 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>	<ul style="list-style-type: none"> <li>• Report provides cashflow projection updated for the 2021-22 Forecast and the 2022-23 Draft Budget.</li> <li>• Timing assumptions have been made regarding Capital project income and expenditure for 2022-23 while this is being confirmed.</li> </ul>
Cashflow Chart	<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>	<ul style="list-style-type: none"> <li>• Report provides cashflow projection updated for the 2021-22 Forecast and the 2022-23 Draft Budget.</li> </ul>
Capital Works Program	<i>The <b>Capital Works Program</b> lists the income and expenditure for each project incurred to date.</i>	<ul style="list-style-type: none"> <li>• Capital project forecasting has been completed and results in significant variations to budget.</li> <li>• As some carry forwards for multi-year projects was not included in the 2021-22 budget an additional column comparing the total project budget and expenditure is added for reference.</li> <li>• The "Forecast Carry Forward FY23" reported is reconciled to the 2022-23 budget.</li> <li>• "Approved Budget variance" includes any forecaste increased expenditure for carry forwards into 2022-23.</li> </ul>

**RELEVANT LAW**

This report is consistent with the requirements of the *Local Government Act 1989*.

**RELATED COUNCIL DECISIONS**

The Council adopted its Annual Budget 2021/22 in June 2021. Variations identified at the July Council Meeting have been incorporated into the Council's current budget. Council's current budget will be used for financial report comparison for the remainder of the 2021/22 financial year.

**OPTIONS**

Not applicable.

**SUSTAINABILITY IMPLICATIONS**

Not applicable.

**COMMUNITY ENGAGEMENT**

Not applicable.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

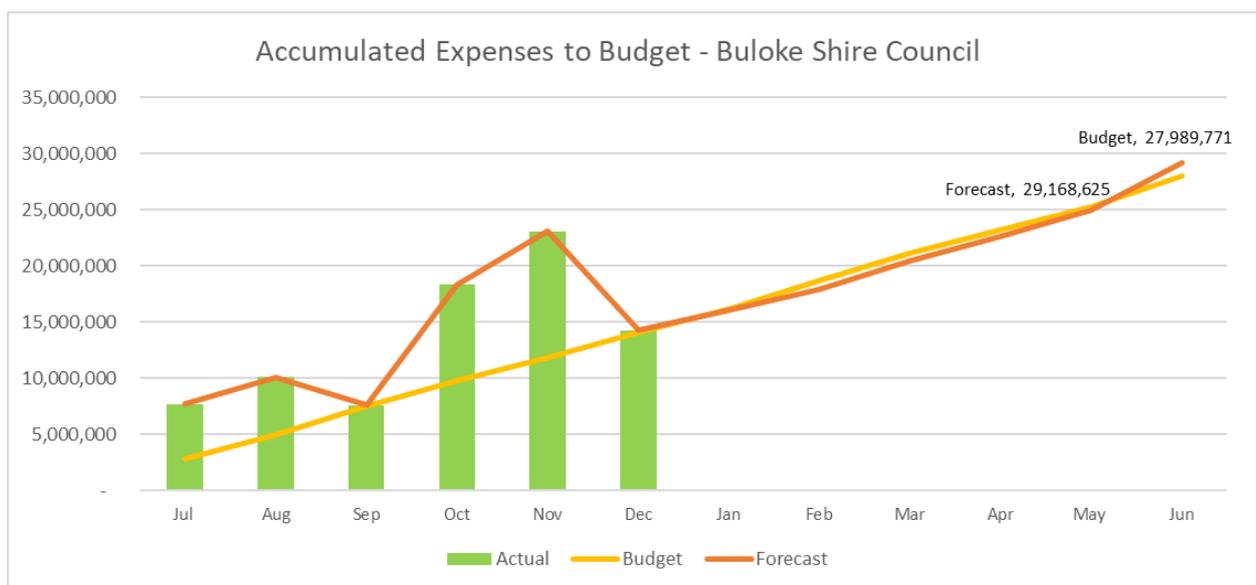
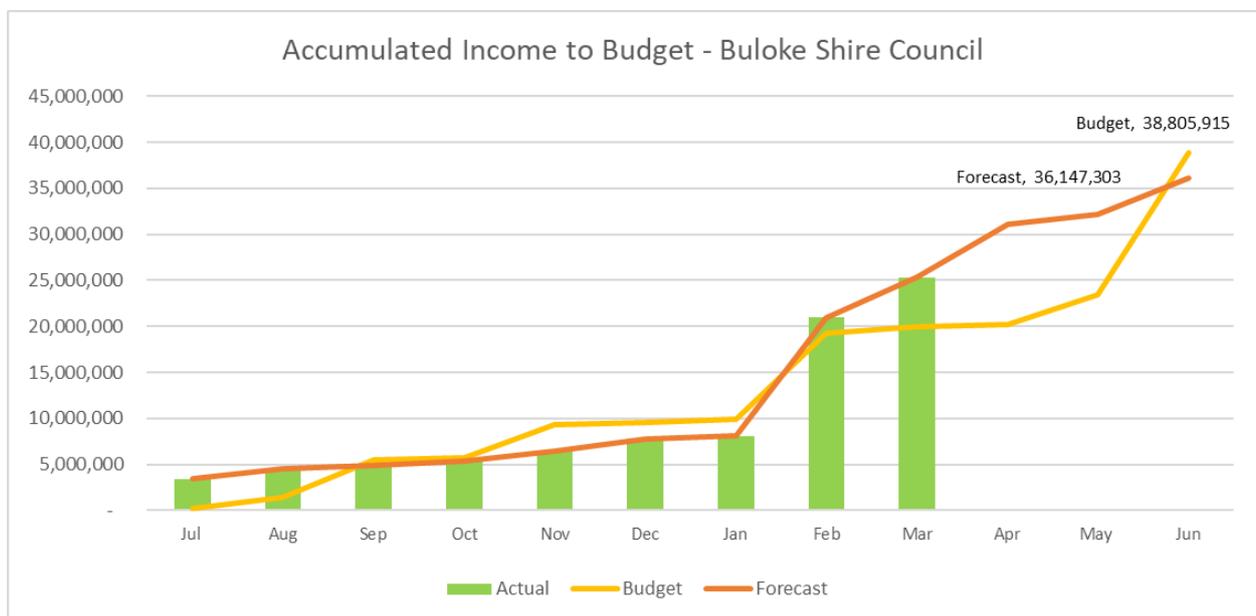
Not applicable.

**COLLABORATION**

Not applicable.

**FINANCIAL VIABILITY**

The tables below provide an overview of Council’s financial performance against Approved budget income and expenses as at 31 March 2022.



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

Not applicable.

**COUNCIL PLANS AND POLICIES**

Council adopted its Annual Budget 2020/21 in July 2020. The Buloke Shire Council Plan 2017-21 outlines Council's commitment to providing clear and concise reporting on a monthly basis to Council meetings.

**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.

### 9.4.1 DRAFT 2022-23 FINANCIAL YEAR ANNUAL BUDGET (ADDENDUM AGENDA ITEM ADDRESSED IN 9.4 SECTION OF THE MEETING)

**Author's Title:** Manager Finance

**Department:** Office of the CEO

**File No:** FM/05/02

**Relevance to Council Plan 2021 - 2025**

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

#### PURPOSE

This report proposes the adoption of the Draft 2022-2023 Annual Budget (Draft Budget) and commencement of public submissions in accordance with the requirements of the *Local Government Act 2020* (Act).

#### SUMMARY

Section 94 of the Act requires the Council to prepare an Annual Budget. The Draft Budget outlines the revenue raising activities and financial resourcing of Council's key initiatives for the 2022-23 financial year. Prior to budget adoption a period of community engagement must be undertaken.

#### MOTION:

That Council:

1. Having prepared the Draft 2022-23 Annual Budget and schedule of fees in accordance with the *Local Government Act 2020*, gives public notice of its endorsement;
2. Ensures the Schedule of Fees 2022 – 2023 and Capital Expenditure Program 2022 – 2023 are included with the Draft Annual Budget 2022 – 2023 document made available for public inspection;
3. Invites submissions in relation any proposal contained with the Draft 2022-23 Draft Annual Budget until 12 noon 8 June 2022;
4. Allows presentations in support of submissions to be heard at the Council Meeting to be held on 8 June 2022.

**MOVED:** CR CAROLYN STEWART

**SECONDED:** CR GRAEME MILNE

**CARRIED.**  
**(R059/22)**

**Attachments:** 1 Draft Buloke Shire Council 2022-23 Annual Budget

#### DISCUSSION

The Act requires Council to prepare and adopt an Annual Budget. The Annual Budget is required to contain certain information about the rates and charges the Council intends to levy, as well as a range of other information required by Regulations which support the Act.

The Draft Budget reflects Council's focus to delivering on key initiatives and maintaining current services across its programs, services, facilities and infrastructure. The Draft Budget has been developed alongside the draft Financial Plan and builds on Council's commitment to long term financial sustainability and continued support for the community with a range of initiatives.

Council proposes to resource key priorities under its draft Council Plan as follows:

- \$18,517M – Our Built and Natural Environment: for ongoing maintenance and upkeep of Councils assets and road network, parks, streetscapes, lakes and waste management.
- \$1.333M – Our Community Wellbeing: Implementation of the Community Vision and Council Plan, review and implementation of Volunteer Action Plan and COVID Recovery Plan;
- \$0.954M – Our Economy: working with key stakeholders to review and promote housing opportunities, implementation of key projects from Silo Art Activation fund; and
- \$1.244M – Our Council and Community Leadership: commence implementation of Business Transformation Strategy, continued implementation of the Act, develop Gender Equity Action Plan and continued active review of Financial Plan to improve long term financial management of the organisation.

Expenditure on infrastructure projects will total \$17.619M across roads (\$6.018M), drainage (\$378K), footpaths and cycleways (\$832K), parks and streetscapes (\$3.112M) land and building improvements (\$1.250M), Recreational facilities (\$4.794M), plant and equipment (\$1.044M). This includes carried forward projects from the current financial year separately identified in the budget.

The Draft Budget highlights a general rating increase of 1.75% in line with the Fair Go Rates System and a further shift in the farming differential to 60% down from 70%.

The Act requires the Council to undertake community engagement action prior to the final adoption of the 2022-23 Annual Budget. It is proposed the community engagement commences following Council's endorsement of the Draft Budget, and concludes 12 noon 8 June 2022, with invitation extended to any persons to present their submissions at the Council Meeting to be held on 8 June 2022. A community summit is proposed for 24<sup>th</sup> May 2022 to provide specific discussion of the Draft 2022-23 Annual Budget and Draft 2022-23 to 2031-32 Financial Plan.

#### **RELEVANT LAW**

The Draft Budget has been prepared in accordance with section 94 of the Act.

#### **RELATED COUNCIL DECISIONS**

The Council will be commencing community engagement the Draft Budget through a community summit proposed for 24<sup>th</sup> May 2022.

#### **OPTIONS**

Council Officers modelled the financial implications of reducing general rates below the gazetted rate cap (1.75%). Modelling indicates a reduction of general rate revenue would impact Council's ability to sustain current service level standards and its ability to generate income through matched government grants over a 10-year period.

Council Officers modelled differential rate structure against Council's Revenue Policy and Revenue Strategy which commits Council to match (as far as reasonably practicable) a tolerance of +/- 5% variance across each property class. Modelling undertaken has resulted in a recommended differential rate for farms to be set at 60%.

**SUSTAINABILITY IMPLICATIONS**

There are no direct sustainability implications associated with this report, however the Draft Budget does include planned resource allocations toward sustainability, social and environmental services and projects.

**COMMUNITY ENGAGEMENT**

The Draft Budget engagement process will comprise media information across print, social and radio media. A copy of the Draft Budget will be made available to community forums, and be placed on the Council's website. The process of community engagement is consistent with the Council's community engagement policy.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

There are no direct innovation and continuous improvement activities associated with this report, however the Draft Budget provides for specific actions in relation to review of waste and resource management and the development of a new Economic Development and Tourism Strategy.

**COLLABORATION**

The Draft Budget initiatives include further investigation of shared services opportunities with other councils and governance bodies.

**FINANCIAL VIABILITY**

The Draft Budget is for the year 1 July 2022 to 30 June 2023, and contains financial statements including a budgeted Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash flows, Statement of Capital Works and Statement of Human Resources.

These statements have been prepared for the year ending 30 June 2023 in accord with the Act and Regulations. They are consistent with the annual financial statements prepared in accord with the Australian Accounting Standards.

The Draft Budget also includes information about the rates and charges to be levied, the capital works program to be undertaken, the human resources required, and other information Council requires in order to make an informed decision about the adoption of the Budget.

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

Key initiatives include supporting deliver of VicHealth Local Government Partnering priorities, development of a Gender Equity Action Plan, and continued implementation of the Act

**COUNCIL PLANS AND POLICIES**

The Draft Budget provides resourcing to enable continued implementation of Council's current plans and strategies.

**TRANSPARENCY OF COUNCIL DECISIONS**

Council's engagement approach provides for receipt and consideration of submissions to the Draft Budget at a Council Meeting which is open to the public.

**CONFLICTS OF INTEREST**

I, Aileen Douglas, have no conflicts of interest to declare in relation to this report.

## 9.4.2 DRAFT 2022-23 TO 2031-32 FINANCIAL PLAN (ADDENDUM AGENDA ITEM ADDRESSED IN 9.4 SECTION OF THE MEETING)

**Author's Title:** Manager Finance

**Department:** Office of the CEO

**File No:** FM/05/02

**Relevance to Council Plan 2021 - 2025**

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

### PURPOSE

This report proposes the adoption of the Draft 2022-2023 to 2031-32 Financial Plan (Financial Plan) and commencement of public submissions in accordance with the requirements of the *Local Government Act 2020* (Act).

### SUMMARY

Section 91 of the Act requires the Council to develop, adopt and keep in force a Financial Plan in accordance with its deliberative engagement practices. The Financial Plan outlines the revenue raising activities and financial resourcing of Council's key initiatives for at least 10 years.

### MOTION:

That Council:

1. Having prepared the Draft 2022-23 to 2031-32 Financial Plan in accordance with the *Local Government Act 2020*, gives notice of its endorsement;
2. Invites submissions in relation any proposal contained with the Draft 2022-23 to 2031-32 Financial Plan until 12 noon 8 June 2022; and
3. Allows presentations in support of submissions to be heard at the Council Meeting to be held on 8 June 2022.

**MOVED:** CR ALAN GETLEY

**SECONDED:** CR CAROLYN STEWART

**CARRIED.**

**(R060/22)**

**Attachments:** 1 Draft Buloke Shire 2022-23 Financial Plan

### DISCUSSION

The Act requires Council to develop, adopt and keep in force a Financial Plan in accordance with its deliberative engagement practices. The Financial Plan is required to contain certain information about the rates and charges the Council intends to levy, as well as a range of other information required by Regulations which support the Act over a minimum 10-year period.

A Financial Plan outlines Councils projected ability to fund and resource maintenance of current and forecasted service levels and assets managed. The implications of rate capping introduced under the

Fair Go Rates System restricts Council's ability to meeting increasing costs for operational and capital expenditure and heavy reliance of State and Federal funding is required.

The Act requires the Council to undertake community engagement action prior to the final adoption of the 2022-2023 to 2031-32 Financial Plan. It is proposed the community engagement commences following Council's endorsement of the Draft Budget, and concludes 12 noon 8 June 2022, with invitation extended to any persons to present their submissions at the Council Meeting to be held on 8 June 2022. A community summit is proposed for 24<sup>th</sup> May 2022 to provide specific discussion of the Draft Financial Plan and the Draft 2022-23 Annual Budget.

#### **RELEVANT LAW**

The Draft Financial Plan has been prepared in accordance with section 91 of the Act.

#### **RELATED COUNCIL DECISIONS**

The Council will be commencing community engagement the Draft Financial Plan through a community summit proposed for 24<sup>th</sup> May 2022.

#### **OPTIONS**

Council Officers modelled the financial plan with information from several sources. These included; operational forecasts and budgets for 2021-22 and 2022-23, recommendations for Roads annual expenditure from Peter Maloney, expected EBA negotiations for employees and CPI assumptions over the scoped 10-year period. Growth rate assumptions, including CPI and Rate capping, are listed in the Financial Plan for reference.

#### **SUSTAINABILITY IMPLICATIONS**

There are no direct sustainability implications associated with this report, however the Draft Financial Plan does include planned resource allocations toward sustainability, social and environmental services and projects.

#### **COMMUNITY ENGAGEMENT**

In addition to the Community summit scheduled, the Draft Financial Plan engagement process will comprise media information across print, social and radio media. A copy of the Draft Financial Plan will be made available to community forums and be placed on the Council's website. The process of community engagement is consistent with the Council's community engagement policy.

#### **INNOVATION AND CONTINUOUS IMPROVEMENT**

There are no direct innovation and continuous improvement activities associated with this report, however the Draft Financial Plan provides for specific actions in relation to review of waste and resource management and the development of a new Economic Development and Tourism Strategy.

#### **COLLABORATION**

The Draft Financial Plan initiatives include further investigation of shared services opportunities with other councils and governance bodies.

#### **FINANCIAL VIABILITY**

The Draft Financial Plan contains financial statements including a budgeted Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash flows, Statement of Capital Works and Statement of Human Resources.

These statements have been prepared for 10 years commencing the year ending 30 June 2023 in accord with the Act and Regulations. They are consistent with the annual financial statements prepared in accord with the Australian Accounting Standards.

The Draft Financial Plan also includes information about the rates and charges to be levied, the capital works program to be undertaken, the human resources required, and other information Council requires in order to make an informed decision about the adoption of the Financial Plan.

The Draft Financial Plan identifies Council reliance on both operational and capital funding to maintain current service and asset levels. Even with focus on capital renewal expenditure Council is still significantly challenged by an asset renewal gap due to both a comparatively large asset base and the capped rating regime.

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

Key initiatives include supporting deliver of VicHealth Local Government Partnering priorities, development of a Gender Equity Action Plan, and continued implementation of the Act.

#### **COUNCIL PLANS AND POLICIES**

The Draft Budget provides resourcing to enable continued implementation of Council's current plans and strategies.

#### **TRANSPARENCY OF COUNCIL DECISIONS**

Council's engagement approach provides for receipt and consideration of submissions to the Draft Budget at a Council Meeting which is open to the public.

#### **CONFLICTS OF INTEREST**

I, Aileen Douglas, have no conflicts of interest to declare in relation to this report.

## 8.4 ORGANISATIONAL REPORTS

Nil

## 8.5 REPORTS FROM COUNCILLORS

### Cr Daryl Warren – Mayor – Mount Jeffcott Ward

14/4/22	Loddon Campaspe Mayors/CEO Meeting (Zoom) Workspace meeting in Bendigo
17/4/22	Sea Lake Visitor Centre Volunteer duty
19/4/22	Mallee Track Foundation Launch at Ouyen
20/4/22	CEO/Mayor catch up Council Briefing Watchem
21/4/22	Birchip Housing meeting
24/4/22	Culgoa ANZAC service
25/4/22	ANZAC Service Donald
26/4/22	Sea Lake Visitor Centre Volunteer duty
27/4/22	Catch up with Cr Vis CEO/Mayor catch up Donald Community Precinct meeting Donald 2000 meeting
28/4/22	Charlton Park Stage 2 and Aboriginal Trail Launch
29/4/22	North West MAV AGM Warrackenabeal Tyrrell College Sea Lake Induction Day
2/5/22	Buloke Tourism Board meeting (Zoom)
3/5/22	Meeting with Sam Goldsmith (Esoteric Festival)
4/5/22	Birchip Emergency Services meeting, Birchip Council Briefing Charlton
8/5/22	Sea Lake Visitor Centre Volunteer duty
10/5/22	Immigration meeting in Donald Meeting with Donald Mineral Sands
11/5/22	Audit and Risk meeting Wycheproof CEO/Mayor Catch up Council meeting Wycheproof

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

Council to address the items on the Agenda and Addendum Agenda that can be considered in the meeting open to the public, prior to addressing the items in 8.6.1 closed to the public.

**MOVED: CR GRAEME MILNE**

**SECONDED: CR BRONWYN SIMPSON**

**CARRIED.  
(R056/22)**

**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:

8.6.1	CEO PERFORMANCE REVIEW AND KEY PERFORMANCE INDICATORS	(f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs
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**MOVED: CR GRAEME MILNE**

**SECONDED: CR ALAN GETLEY**

**CARRIED.  
(R061/22)**

**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 ALAN GETLEY**

**SECONDED: CR DAVID POLLARD**

**CARRIED.  
(R063/22)**

**9. OTHER BUSINESS****9.1 NOTICES OF MOTION****9.1.1 MOTION TO SAVE THE MURRAY BASIN RAIL PROJECT**

**Author's Title:** Councillor

**Department:** Office of the CEO

**File No:** GR/17/01

**PURPOSE**

Buloke Shire Council to advocate to the State Government expressing its concern over the Murray Basin Rail Project and seeking the Government's commitment to complete the Project to its original scope.

**SUMMARY****The Murray Basin Rail Project**

The Murray Basin Rail Project is a \$440 Million (funded equally by the Victorian and Federal Governments), is a 5 part project that was scheduled to be completed by 2018.

Currently an additional \$244 Million of funding has been allocated, \$195.2 of these funds are from the Federal Government. These funds are assigned to completing stage 2 and some maintenance works within the catchment.

**Victorian Auditor General's Report**

In March 2020 the Victorian Auditor General tabled their report into the project. The report can be accessed here:

<https://www.audit.vic.gov.au/report/freight-outcomes-regional-rail-upgrades>

Due to the status of the MBRP:

- The Freight capacity has decreased from the region.
- The regional is increasingly reliant on High Productivity Freight Vehicles.
- The regional has a mix of broad and stand rail guages.
- Transit times by rail have increased.
- Rail Freight has been lost to road.
- The Road Network is degrading.

**MOTION:**

Buloke Shire Council writes to Premier Andrews expressing concern over the Murray Basin Rail Project and request that the Premier honour his government's commitment to complete the Murray Basin Rail Project to its original scope.

**MOVED:** CR GRAEME MILNE

**SECONDED:** CR CAROLYN STEWART

**CARRIED.**

**(R057/22)**

**Attachments:** Nil

**9.2 QUESTIONS FROM COUNCILLORS**

Nil

**9.3 URGENT BUSINESS**

Nil

**9.4 ANY OTHER BUSINESS**

Please refer to Page 26 for following item and its resolution that was listed on the Addendum Agenda.

**9.4.1 DRAFT 2022-23 FINANCIAL YEAR ANNUAL BUDGET**

Please refer to Page 29 for following item and its resolution that was listed on the Addendum Agenda.

**9.4.2 DRAFT 2022-23 TO 2031-32 FINANCIAL PLAN****9.4.3 PETITION – BULOKE SHIRE COUNCIL’S PROVISION OF BIRCHIP’S  
MATERNAL CHILD HEALTH SERVICE****MOTION:**

Council to receive this joint letter, and lay it on the table for a report to be provided to Council for consideration its next Council Meeting scheduled for 8 June 2022.

**MOVED: CR CAROLYN STEWART****SECONDED: CR GRAEME MILNE****CARRIED.****(R058/22)****10. MEETING CLOSE**

Meeting closed at 8.23pm.