



# **ORDINARY COUNCIL MEETING**

## **MINUTES**

**Wednesday 11 September 2019**

**Commencing at 7.00pm**

**Wycheproof Supper Room**

**367 Broadway, Wycheproof**

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



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

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

**MOVED: CR DAVID POLLARD**

**SECONDED: CR DARYL WARREN**

**CARRIED.**

**(R617/19)**

**4. REQUESTS FOR LEAVE OF ABSENCE**

Nil.

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

Cr Carolyn Stewart declared a Conflict of Interest for Item 8.2.5 Community Grants and Sponsorship, due to being a Director of the Rex Theatre, a recipient of funds to be allocated as noted in the recommendation of the report .

Cr David Pollard declared a Conflict of Interest for Item 8.2.5 Community Grants and Sponsorship, due to being a Board Member and the Treasurer of the Rex Theatre, a recipient of funds to be allocated as noted in the recommendation of the report.

**6. QUESTIONS FROM THE PUBLIC**

NIL 5

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## **NEXT MEETING**

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

**Anthony Judd**  
**CHIEF EXECUTIVE OFFICER**

**6. QUESTIONS FROM THE PUBLIC**

Nil

## 7. PROCEDURAL ITEMS

### 7.1 REPORT OF ASSEMBLY OF COUNCILLORS MEETINGS

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

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

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

#### **MOTION:**

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

**MOVED: CR ELLEN WHITE**

**SECONDED: CR GRAEME MILNE**

**CARRIED.**

**(R618/19)**

#### 1. Key Points/Issues

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

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

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

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

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

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

## 7.2 LETTERS OF CONGRATULATIONS AND RECOGNITION OF ACHIEVEMENT/AWARDS

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** CR/13/01

**Attachments:** Nil

### **MOTION:**

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

**MOVED: CR DARYL WARREN**

**SECONDED: CR DAVID POLLARD**

**CARRIED.**

**(R619/19)**

### 1. Executive Summary

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

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

### 2. Recognition of Achievement Items

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

### 7.3 CORRESPONDENCE INITIATED BY COUNCIL

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

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

**Attachments:** Nil

**MOTION:**

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

**MOVED: CR DARYL WARREN**

**SECONDED: CR DAVID POLLARD**

**CARRIED.**

**(R620/19)**

#### Table of Correspondence

Council Initiative	Correspondence sent to	Date sent	Date of Response	Summary of Response
Social Housing Flats in Wycheproof to be replaced; investigate social housing stock in Buloke Shire in general, and Buloke Shire investigate opportunities to increase social housing in Buloke Shire with relevant partners such as Haven: Home, Safe.	Deputy Secretary of Housing and Infrastructure, Dept of Health and Human Services;	Sent 21 August 2019		
	Mr Richard Wynne MP, Minister for Housing; and	Sent 20 August 2019		
	CEO of Haven; Home, Safe.	Sent 27 August 2019		

<b>Council Initiative</b>	<b>Correspondence sent to</b>	<b>Date sent</b>	<b>Date of Response</b>	<b>Summary of Response</b>
Support for a Container Deposit Scheme in Victoria	Minister for Environment Hon Lily D'Ambrosio CEO of Municipal Association of Victoria Mayor Frankston City Council	Sent 20 August 2019  Sent 20 August 2019  Sent 20 August 2019		
To advocate for the full completion of the Murray Basin Rail Project	Minister Allan Minister for Public Transport and Major Projects.	11 July 2019	23 August 2019	<p>Vic Govt partnered with Fed Govt to fund project. Significant progress made. Stage 1 complete. Stage 2 almost complete.</p> <p>Since 2018, Rail Projects Victoria (RPV) have undertaken condition assessment of 388 km track on Sea Lake &amp; Manangatang lines. Track is in poor condition requiring urgent maintenance. \$23m to be invested to ensure line remains open for grain season.</p> <p>Vic and Fed Govt to continue to engage with industry to work through future stages of project.</p> <p>Maryborough to Ballarat and Warrenheip to Gheringhap lines, the Dept of Transport and RPV are investigating options to improve freight outcomes.</p>

## 7.4 CHARLTON PARK COMMITTEE OF MANAGEMENT

**Author's Title:** Governance Officer

**Department:** Corporate Services

**File No:** ED/05/15

**Attachments:**

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

### **Relevance to Council Plan 2017 - 2021**

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

### **MOTION:**

That Council:

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

**MOVED: CR DARYL WARREN**

**SECONDED: CR DAVID POLLARD**

**CARRIED.  
(R621/19)**

### **1. Executive Summary**

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

### **2. Discussion**

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

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

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

### **3. Financial Implications**

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

**4. Cost Shift Considerations**

There are no cost shift considerations.

**5. Community Consultation**

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

**6. Internal Consultation**

Senior Management has been consulted in preparation of this report.

**7. Legislative / Policy Implications**

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

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

**8. Environmental Sustainability**

There are no environmental sustainability matters arising from this Report.

**9. Conflict of Interest Considerations**

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

**10. Conclusion**

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

## 7.5 BUILDING PERMITS - MONTHLY UPDATE

**Author's Title:** Compliance Administration Officer

**Department:** Works and Technical Services

**File No:** DB/14/02

**Attachments:** Nil

**MOTION:**

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

**MOVED: CR DARYL WARREN**

**SECONDED: CR GRAEME MILNE**

**CARRIED.**

**(R622/19)**

### 1. Executive Summary

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

### 2. List of Building Permits Approved by Council Surveyor

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

### 3. List of Building Permits Approved by Private Surveyor

Permit No.	Address	Project Description	Date Approved
Nil.			

## 7.6 PLANNING APPLICATIONS RECEIVED - MONTHLY UPDATE

**Author's Title:** Planning Officer

**Department:** Works and Technical Services

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

**Attachments:** Nil

### RECOMMENDATION

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

#### 1. Executive Summary

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

#### 2. List of Planning Applications

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

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

QUESTION FROM COUNCIL FOR PPA 812/19:

What are the details noted in the application for the proposed use of this facility?

RESPONSE FROM STAFF:

The proposed use for this site and facility is for a small development.

QUESTION FROM COUNCIL FOR PPA 811/19:

Has a planning application for this proposal been submitted to Council previously.

RESPONSE FROM STAFF:

There has been no prior planning permit application received for this proposal on this site.

QUESTION FROM COUNCIL FOR PPA 811/19:

What is the location for this planning permit application?

RESPONSE FROM STAFF:

This Question is to be taken on notice.

## 7.7 EXERCISE OF DELEGATION BY CEO

**Author's Title:** Governance Officer

**Department:** Corporate Services

**File No:** FM/03/01

**Attachments:** Nil

### MOTION:

That Council note the information provided in this report.

**MOVED: CR DARYL WARREN**

**SECONDED: CR GRAEME MILNE**

**CARRIED.**

**(R623/19)**

### 1. Executive Summary

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

### 2. Discussion

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

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

### 3. Financial Implications

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

### 4. Cost Shift Considerations

There are no cost shift considerations in this report.

### 5. Community Consultation

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

### 6. Internal Consultation

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

### 7. Legislative / Policy Implications

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

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

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

**8. Environmental Sustainability**

There are no environmental sustainability matters relevant to this report.

**9. Conflict of Interest Considerations**

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

**10. Conclusion**

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

## 7.8 JOINT LETTER TABLED FOR REPORT AT NEXT ORDINARY MEETING

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** RO/09/02

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

**Relevance to Council Plan 2017 - 2021**

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

### **MOTION:**

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

**MOVED: CR DAVID POLLARD**

**SECONDED: CR GRAEME MILNE**

**CARRIED.**

**(R624/19)**

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

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

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

## **8. GENERAL BUSINESS**

### **8.1 POLICY REPORTS**

#### **8.1.1 CLOSED CIRCUIT TELEVISION POLICY**

**Author's Title:** Manager Community Facilities

**Department:** Works and Technical Services

**File No:** CM/14/25

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

**Relevance to Council Plan 2017 - 2021**

**Strategic Objective:** Deliver our service in a financially viable way

#### **MOTION:**

That Council adopt the Closed Circuit Television Policy.

**MOVED: CR GRAEME MILNE**

**SECONDED: CR DAVID POLLARD**

**CARRIED.**

**(R625/19)**

#### **1. Executive Summary**

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

#### **2. Discussion**

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

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

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

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

### **3. Financial Implications**

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

### **4. Cost Shift Considerations**

There are no cost shift considerations proposed within this report.

### **5. Community Consultation**

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

### **6. Internal Consultation**

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

### **7. Legislative / Policy Implications**

This Policy has considered:

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

### **8. Environmental Sustainability**

There are no environmental sustainability considerations associated with this report.

### **9. Conflict of Interest Considerations**

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

### **10. Conclusion**

It is recommended Council adopt the Closed Circuit Television Policy.

QUESTION FROM COUNCIL RELATIVE TO THE POLICY – Item 4.2:

(Refer Agenda for Attached Policy)

4.2 Specific locations of installed CCTV systems can be found within the Buloke Shire Council CCTV Camera Standard Operating Procedures.

QUESTION: What does this mean? Has Standard Operating Procedures been developed?

RESPONSE FROM STAFF: The CCTV Camera Standard Operating Procedures are currently being developed. Currently there are CCTV cameras in the Donald Family Services Centre, Charlton Park 2020, and Birchip Community Leisure Centre.

## 8.2 MANAGEMENT REPORTS

### 8.2.1 INTERSTATE TRAVEL TO ATTEND CONFERENCE

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

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

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

**Relevance to Council Plan 2017 - 2021**

**Strategic Objective:** Diversify and enhance our local economy.

#### **MOTION:**

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

**MOVED: CR DARYL WARREN**

**SECONDED: CR DAVID POLLARD**

**CARRIED.**

**(R626/19)**

#### **1. Executive Summary**

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

#### **2. Discussion**

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

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

#### **3. Financial Implications**

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

#### **4. Cost Shift Considerations**

There are no cost shift considerations in this report.

#### **5. Community Consultation**

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

#### **6. Internal Consultation**

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

**7. Legislative / Policy Implications**

There are no legislative or policy implications in this report

**8. Environmental Sustainability**

There are no environmental sustainability considerations in this report

**9. Conflict of Interest Considerations**

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

**10. Conclusion**

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

## 8.2.2 SMALL BUSINESS CHARTER

**Author's Title:** Economic Development & Tourism Lead

**Department:** Office of the CEO

**File No:** ED/03/03

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

**Relevance to Council Plan 2017 - 2021**

**Strategic Objective:** Diversify and enhance our local economy.

### **MOTION:**

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

**MOVED: CR ELLEN WHITE**

**SECONDED: CR DAVID POLLARD**

**CARRIED.**

**(R627/19)**

### 1. Executive Summary

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

### 2. Discussion

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

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

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

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

**3. Financial Implications**

There are no financial implications proposed in this report.

**4. Cost Shift Considerations**

There are no cost shift considerations proposed in this report.

**5. Community Consultation**

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

**6. Internal Consultation**

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

**7. Legislative / Policy Implications**

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

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

**8. Environmental Sustainability**

There are no environmental sustainability factors impacted in this report.

**9. Conflict of Interest Considerations**

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

**10. Conclusion**

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

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

**Author's Title:** Senior Assets Engineer

**Department:** Works and Technical Services

**File No:** RO/12/01

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

#### **Relevance to Council Plan 2017 - 2021**

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

#### **MOTION:**

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

**MOVED: CR DAVID POLLARD**

**SECONDED: CR GRAEME MILNE**

**CARRIED.**

**(R628/19)**

#### 1. Executive Summary

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

#### 2. Discussion

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

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

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

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

- On 18/8/1881 East Charlton Tribune published an article - License under section 19 Land Act 1869 transferred to section 3 of Land Act 1880: John Morrow, East Charlton
- On 01/09/1883, the East Charlton Tribune published an article - The following notice appeared in the Government Gazette: "Application for a lease approved, John Morrow, East Charlton".

- On 10/12/1890, the East Charlton Tribune published an article – “The first wheat of the season was bought into Charlton yesterday from the farm of Mr John Morrow, of East Charlton.”
- On 17/03/1897, the East Charlton Tribune published an article - Gazette "Notices" included – “The application of John Morrow- parish of Charlton has been approved”.
- On 05/06/1909 East Charlton Tribune published an article – “The death of Mr John Morrow, a well-known farmer of Barrakee took place on Sunday afternoon last”.
- On 16/01/1922 East Charlton Tribune published an article – “A painful accident, bravely borne, occurred last week to Mr John Morrow (son of original John Morrow) on his Farm, 2 miles from Charlton”.
- On 05/11/1927 East Charlton Tribune published an article – “The homestead owned and occupied by MR J Morrow (son of original John Morrow) farmer Charlton South was totally destroyed by the fire yesterday morning at 9.00 am”.

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

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

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

### **3. Financial Implications**

There is no financial implications in this report

### **4. Cost Shift Considerations**

There is no cost shift considerations in this report.

### **5. Community Consultation**

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

### **6. Internal Consultation**

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

### **7. Legislative / Policy Implications**

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

### **8. Environmental Sustainability**

There is no environmental impact from the report.

### **9. Conflict of Interest Considerations**

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

**10. Conclusion**

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

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

**Author's Title:** Compliance Team Leader

**Department:** Works and Technical Services

**File No:** LA/08/06

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

### **MOTION:**

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

**Cr Milne Tabled an Alternate Motion:**

### **ALTERNATE MOTION:**

That Council issues a permit to keep one additional dog at 9 Rutherford Street, Charlton subject to the following conditions:

- All provisions of the "Domestic Animals Act 1994" are complied with;
- All provisions of the "Buloke Shire Community Local Law 2019" as applying to animals are complied with;
- No valid complaints are received relating to the keeping of the animals; and
- Any animals that is the subject of this permit that is no longer kept for any reason may not be replaced.

**MOVED: CR GRAEME MILNE**

**SECONDED: CR DARYL WARREN**

**CARRIED.**

**(R629/19)**

### **1. Executive Summary**

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

### **2. Discussion**

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

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

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

**3. Financial Implications**

There are no financial implications in this report.

**4. Cost Shift Considerations**

There are no cost shift considerations in this report.

**5. Community Consultation**

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

**6. Internal Consultation**

No internal consultation has taken place.

**7. Legislative / Policy Implications**

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

**8. Environmental Sustainability**

There are no environmental sustainability considerations in this report.

**9. Conflict of Interest Considerations**

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

**10. Conclusion**

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

**QUESTION FROM COUNCIL FOR ITEM 8.2.4:**

The purpose of why the applicant is seeking the permit for the excess animals is not clear in the report.

**RESPONSE FROM STAFF:**

The respective staff member agreed with this request, to be noted for future reports.

## 8.2.5 COMMUNITY GRANTS AND SPONSORSHIP

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

**Department:** Community Development

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

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

**Relevance to Council Plan 2017 - 2021**

**Strategic Objective:** Build a healthy and active community

Cr Carolyn Stewart declared a Conflict of Interest for Item 8.2.5, due to being a Director of the Rex Theatre, a recipient of funds to be allocated as noted in the report .

Cr David Pollard declared a Conflict of Interest for Item 8.2.5, due to being a Board Member and the Treasurer of the Rex Theatre, a recipient of funds to be allocated as noted in the report.

For Council to address this Item, Cr Stewart and Cr Pollard would have been required to vacate the Council Chamber. In accordance with the Meetings Procedure and Common Seal Local Law 2019, this would not have left a quorum of four Councillors for Council to consider this item and recommendation.

Therefore allocation for the Rex Theatre was then removed and deferred until the for Council consideration at the October 9 Ordinary Meeting.

### **MOTION:**

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

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

**MOVED: CR DARYL WARREN**

**SECONDED: CR GRAEME MILNE**

**CARRIED.**

**(R630/19)**

### 1. Executive Summary

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

### 2. Discussion

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

The following applications have been received:

<b>Project:</b>	<b>Touch On Cash at The Rex (Deferred until the October 9 2019 Ordinary Meeting)</b>
Organisation:	The Rex Theatre Museum Ltd
Amount Applied:	\$1,082.00/Community Grant
Funding Amount Recommended:	\$1,082.00 (DEFERRED UNTIL THE 9 OCTOBER 2019 ORDINARY MEETING) See notes above.
Project Description:	The Rex Theatre is responding to patron and volunteer requests through offering EFTPOS services. This project (with a total value of \$2,165) will see the installation of iPad Point of Sales systems and the "Square" system for both candy bar and ticket sales. The Rex Theatre Museum Ltd is contributing the balance of funds to enable the project.
Project Benefit:	This will result in a simpler, more accurate cash handling and recording system, providing a better volunteer workflow. Volunteer burden has been recognised through the Buloke Shire Volunteer Strategy. Organisations are coming up with innovative ways to overcome these challenges. Embracing the advantages of technology is one way to build capacity and support volunteers. The application for this project notes more than 40 volunteers contribute to the operation of the Rex Theatre and the installation of this equipment will not only ease the burden on volunteers during operation, but also lessen the amount of work needed for office bearers (such as banking, recording ticket and candy bar sales and admin in generating monthly reports). The availability of EFTPOS has become an expectation among user groups, so the realisation of this project creates the potential to increase numbers of both locals, and especially tourists looking to enjoy the offerings of The Rex, with the benefits of electronic transactions.

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

Project:	Archiving the Collection
Organisation:	Charlton RSL Sub-Branch
Amount Applied:	\$718/Small Capital Equipment Grant
Funding Amount Recommended:	\$718
Project Description:	Through this project, the Charlton RSL Sub-Branch look to complete the digital archiving of military items of significance being held in the club room.

	Over many years items have been donated to the sub-branch without accurate information to aid their story-telling and preservation to highlight significance. This project will be undertaken by volunteers and represents volunteers taking advantage of the benefits of technology. The requested amount will cover the purchase of equipment (such as scanner, printer etc) and complimented by a large contribution of in-kind volunteer hours.
Project Benefit:	The project will preserve a key part of Charlton's history and has scope to not only add benefit to significant days of observation but also offer the opportunity for school groups and organisations to enjoy the collection. With the purchase of equipment, it reduces volunteer workload and enables skill sharing and accurate recording, labelling and display of current items and items received in the future.

Project:	Local Representation at the Atalanta Badminton Jamboree
Organisation:	Charlton Badminton Club
Amount Applied:	\$500/Sponsorship
Funding Amount Recommended:	\$500
Project Description:	The Atalanta Jamboree is an Australasian Badminton tournament for women. It has been going for 40 years and about 400 women take part, age is no barrier and it has a focus on fun, fitness and fellowship. This year it is being held in Hobart. This sponsorship application forms part of the cost to cover a Charlton Vic team to be a part of the event. The Country Vic team has represented the Charlton Badminton Association at the Australasian Ladies Badminton Championships for 20 years. The team has raised \$2,650 through fundraising activities to also assist the team's participation. This will be the third year the Charlton team has competed and on both prior occasions, the team was victorious.
Project Benefit:	The Charlton team use the opportunity to promote Buloke and Charlton to other competitors, they have "Charlton" printed on their tops and even hand out brochures to many women at the tournament to encourage visits through a shared love of badminton. Encouraging representation such as this in turn strengthens local clubs with experiences and skills shared. Keeping our residents active and offering fun ways to get involved forms part of plans for good mental health, and the added benefits of active lifestyles.

### **Charlton Art Show**

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

### **3. Financial Implications**

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

### **4. Cost Shift Considerations**

There are no cost shift considerations in this report.

**5. Community Consultation**

Staff have sought clarification where necessary from community groups.

**6. Internal Consultation**

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

**7. Legislative / Policy Implications**

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

**8. Environmental Sustainability**

There are no environmental sustainability matters considered in this report.

**9. Conflict of Interest Considerations**

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

**10. Conclusion**

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

## **8.2.6 APPLICATION TO LIVING LIBRARIES INFRASTRUCTURE PROGRAM 2019**

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

**Department:** Community Development

**File No:** GS/03/19

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

**Relevance to Council Plan 2017 - 2021**

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

### **MOTION:**

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

**MOVED: CR DAVID POLLARD**

**SECONDED: CR ELLEN WHITE**

**CARRIED.**

**(R631/19)**

### **1. Executive Summary**

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

### **2. Discussion**

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

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

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

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

### **3. Financial Implications**

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

### **4. Cost Shift Considerations**

There are no cost shift implications associated in this report.

### **5. Community Consultation**

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

### **6. Internal Consultation**

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

### **7. Legislative / Policy Implications**

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

### **8. Environmental Sustainability**

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

### **9. Conflict of Interest Considerations**

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

### **10. Conclusion**

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

#### **QUESTION FROM COUNCIL FOR ITEM 8.2.6:**

Has there been any feedback on the proposed loss of space in the street as a result on this library service extension?

#### **RESPONSE FROM STAFF:**

Staff responded to advise that the Wycheproof Community Resource Centre Committee (owners of the land) are aware of the loss of space to be incurred in the street, and have agreed to this proposal.

## 8.2.7 FREE GREENWASTE PERIOD 2019

**Author's Title:** Director Works and Technical Services

**Department:** Works and Technical Services

**File No:** WM/16/01

**Attachments:** Nil

**Relevance to Council Plan 2017 - 2021**

**Strategic Objective:** Build a healthy and active community

### **MOTION:**

That Council :

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

**MOVED: CR GRAEME MILNE**

**SECONDED: CR ELLEN WHITE**

**CARRIED.**

**(R632/19)**

### 1. Executive Summary

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

### 2. Discussion

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

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

### 3. Financial Implications

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

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

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

**4. Cost Shift Considerations**

No cost shift implications.

**5. Community Consultation**

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

**6. Internal Consultation**

Council officers have discussed this activity internally with relevant staff

**7. Legislative / Policy Implications**

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

**8. Environmental Sustainability**

No environmental issues.

**9. Conflict of Interest Considerations**

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

**10. Conclusion**

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

**QUESTION FROM COUNCIL FOR ITEM 8.2.7:**

Why is there less green waste noted in the report for the townships of Birchip, Sea Lake and Wycheproof.

**RESPONSE FROM COUNCIL STAFF:**

Staff responded to take this Question on Notice.

## 8.3 FINANCIAL REPORTS

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

**Author's Title:** Director Corporate Services

**Department:** Corporate Services

**File No:** FM/02/09

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

**Relevance to Council Plan 2017 - 2021**

**Strategic Objective:** Deliver our service in a financially viable way

#### **MOTION:**

That Council:

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

**MOVED: CR DARYL WARREN**

**SECONDED: CR DAVID POLLARD**

**CARRIED.**

**(R633/19)**

#### 1. Executive Summary

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

#### 2. Discussion

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

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

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

### **3. Financial Implications**

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

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

### **4. Cost Shift Considerations**

There are no cost shift considerations associated with this report.

### **5. Community Consultation**

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

### **6. Internal Consultation**

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

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

### **7. Legislative / Policy Implications**

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

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

### **8. Environmental Sustainability**

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

### **9. Conflict of Interest Considerations**

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

### **10. Conclusion**

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

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

## 8.4 ORGANISATIONAL REPORTS

Nil

## 8.5 REPORTS FROM COUNCILLORS

### Cr Daryl Warren (Deputy Mayor)

16 August 2019	Loddon Mallee Waste Resource Recovery Group (WRRG) Melbourne
17 August	Attend Altona Film Festival at Hobsons Bay
22 August	Loddon Mallee WRRG Board meeting
23 August	Ali Cupper Meeting Sea Lake
26 August	Loddon Mallee WRRG Interview Panel Bendigo meeting
28 August	Donald 2000 Meeting and AGM
2 September	Donald Stadium Tour and Meeting
3 September	Meeting with William Tyrell and CEO in Donald
4 September	Councillor Briefing Sea Lake
11 September	Council Meeting Wycheproof

### Cr David Pollard

15 August 2019	Central Victorian Greenhouse Alliance Board Meeting at Ararat
20 August	Wycheproof Rec Reserve and Wycheproof Alive meetings
21 August	Councillor Briefing at Charlton
23 August	Along with Councillors met with Ali Cupper MP and community to discuss tourism
24 August	Country Race Awards function to see Donald Race Club win Country Race Meet and Mt Wycheproof Race Club as a Finalist
30 August	Wimmera Mallee digital tourism launch at Sky Gallery Sea Lake
4 September	Calder Highway Improvement Committee meet with Roma Britnell to discuss Calder issues Councillor Briefing in Sea Lake
6 September	Victorian Grants Commission Regional Information Session
7/8 September	Supported the Steam Train visit to Wycheproof

### Cr Carolyn Stewart (Mayor)

14 August	Ordinary Council Meeting, Wycheproof
15 August	ABC Horsham Radio Interview
16 August	CWA East Wimmera Spring Conference, Charlton
19 August	Birchip Forum Meeting, Birchip
20 August	CEO and Mayor Meeting, Wycheproof
21 August	Councillor Briefing, Charlton
23 August	Wimmera Mayoral gathering, Rainbow
23 August	Ali Cupper Tourism Forum, Sea Lake
24 August	Country Racing Awards, Melbourne
27 August	CEO and Mayor Meeting, Wycheproof
30 August	Wimmera Mallee Tourism Digital Innovation Project Launch, Sea Lake
2 September	Amy Smith Treaty Thesis Research Interview, Charlton Meeting with Stuart Grimley MP, Charlton Donald Stadium Meeting, Donald
3 September	Rating Review Panel Workshop, Swan Hill
4 September	Buloke Shire Audit Committee Meeting, Charlton Councillor Briefing, Sea lake
5 September	Rex Theatre meeting, Charlton
6 September	VGC Regional Information Session, Stawell

## **9. OTHER BUSINESS**

### **9.1 NOTICES OF MOTION**

#### **9.1.1 DETERIORATING CONDITION OF DONALD MURTOA ROAD**

**Author's Title:** Cr Graeme Milne

**Department:** Office of the CEO

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

**Attachments:** Nil

#### **MOTION:**

That Council write to Regional Roads Victoria (RRV) and the State Minister for Road Safety and TAC, The Hon Jaala Pulford MP, to bring this matter to their attention, to be addressed as a matter of urgency.

**MOVED: CR GRAEME MILNE**

**SECONDED: CR DAVID POLLARD**

**CARRIED.**

**(R634/19)**

#### **Background**

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

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

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

#### **QUESTION FROM COUNCIL FOR ITEM 9.1.1:**

Cr White stated there are a number of roads in poor condition and enquired will all such roads be referred to Regional Roads Victoria. Or if not, why is Donald-Murtoa Road being singled out for attention?

#### **RESPONSE:**

Cr Milne responded to the enquiry that other roads that are in poor condition will be listed and referred to Regional Roads Victoria. Staff indicated that they would bring a list of these roads to the next Councillor Briefing.

The purpose behind bringing Donald-Murtoa Road to attention of Regional Roads Victoria, is to stagger the list of roads, for a likelihood of a better outcome, and also in support of the similar representations being made by Yarriambiack Shire Council.

**9.2 QUESTIONS FROM COUNCILLORS**

Nil

**9.3 URGENT BUSINESS**

Nil

**9.4 ANY OTHER BUSINESS**

Nil

**9.5 MATTERS WHICH MAY EXCLUDE THE PUBLIC**

Nil

**10. MEETING CLOSE**

Meeting closed at 7.48pm.