



ORDINARY COUNCIL MEETING

MINUTES

Wednesday 13 May 2020

Commencing at 7.00pm

Via Zoom

**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, 8 April 2020.

MOVED: CR BRONWYN SIMPSON

SECONDED: CR DAVID POLLARD

**CARRIED.
(R750/20)**

4. REQUESTS FOR LEAVE OF ABSENCE

Nil.

5. DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

There were no declarations of interest.

6. QUESTIONS FROM THE PUBLIC

NIL

7. PROCEDURAL ITEMS

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NEXT MEETING

THE NEXT ORDINARY MEETING OF COUNCIL WILL BE HELD IN WYCHEPROOF SUPPER ROOM, 367 BROADWAY, WYCHEPROOF ON WEDNESDAY, 10 JUNE 2020 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 - 1 April 2020
2 Councillor Briefing Record - 15 April 2020

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 note the reports of the Assembly of Councillor Meeting held on 1 April and 15 April 2020.

MOVED: CR GRAEME MILNE

SECONDED: CR DARYL WARREN

CARRIED.
(R751/20)

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 Meeting held on 1 April and 15 April 2020 is attached.

7.2 CORRESPONDENCE INITIATED BY COUNCIL

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/06/06

Attachments: Nil

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 notes the record of correspondence sent and responses received.

MOVED: CR DAVID POLLARD

SECONDED: CR BRONWYN SIMPSON

CARRIED.

(R752/20)

Table of Correspondence

Council Initiative	Correspondence sent to	Date sent	Date of Response	Summary of Response
Requesting funding under the Roads of Strategic Importance be considered for the Baileys Road and Calder Highway intersection	The Hon Michael McCormack Deputy PM, Minister for Infrastructure (Commonwealth)	3 April 2020		
8 April 2020 Ordinary Meeting Ordinary Meetings be held by telephone or electronically during times of disaster or emergency, to be in place from 14 April until pandemic restrictions are lifted.	The Hon Adem Somyurek Minister for Local Government and Premier of Victoria The Hon Daniel Andrews MP	20 April 2020		

7.3 LETTERS OF CONGRATULATIONS AND RECOGNITION OF ACHIEVEMENT/AWARDS

Author's Title: Executive Assistant

Department: Office of the CEO

File No: CR/13/01

Attachments: Nil

Relevance to Council Plan 2017 - 2021

Strategic Objective: Build a healthy and active community

MOTION:

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

MOVED: CR DAVID POLLARD

SECONDED: CR GRAEME MILNE

CARRIED.

(R753/20)

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
Buloke Shire Council	Alister Larmour Birchip Rifle Club and Charlton resident		For having been selected to represent Australia in the Australian F-Class Rifle Team in the World F-Class Rifle Championships in South Africa in 2021.

7.4 BUILDING PERMITS - MONTHLY UPDATE

Author's Title: Statutory Administration Support

Department: Works and Technical Services

File No: DB/14/01

Attachments: Nil

MOTION:

That the Council note information contained in the report on Building Permits approved by staff from 1 April 2020 to 30 April 2020.

MOVED: CR ELLEN WHITE

SECONDED: CR DAVID POLLARD

**CARRIED.
(R754/20)**

1. Executive Summary

This report provides information on Building Permits approved by staff from 1 April 2020 to 30 April 2020.

2. List of Building Permits Approved by Council Surveyor

Permit No.	BAMS Permit No.	Address	Project Description	Date Approved
20200047	9019389188016	4814 Donald-Swan Hill Road, Dumosa	Wool Shed	09/04/2020
20200048	4142790421554	11 Hillview Street, Wycheproof	New Dwelling	09/04/2020
20200050	4912069161010	Baileys Road, Lake Tyrrell	Viewing Platform / Amenities Building / Shelter (x2) (Lake Tyrrell)	16/04/2020
20200051	6859999258913	2006 Depot Road, Donald	Storage Container (Donald Tip)	23/04/2020
20200052	8595766706747	212 Charlton-St Arnaud Road, Charlton	Storage Container (Charlton Tip)	23/04/2020
20200053	8223350560168	281 Mackies Road, Wycheproof	Storage Container (Wycheproof Tip)	23/04/2020

3. List of Building Permits Approved by Private Surveyor

Permit No.	Address	Project Description	Date Approved
20200041	230 Best Street, Sea Lake	Shed	26/03/2020
20200042	1174 Nullawil-Birchip Road, Whirily	Farm Shed	31/03/2020
20200043	94 Elliots Road, Bimbourie	New Dwelling & Garage	02/04/2020
20200044	Depot Road, Donald	Farm Shed	03/04/2020
20200045	273 Smiths Road, Kalpienung	Machinery Storage	18/03/2020
20200046	1370 Nullawil-Quambatook Road, Towaninny	Hay Shed	05/04/2020
20200049	2428 Nullawil-Birchip Road, Nullawil	Hay Shed	12/04/2020

7.5 PLANNING APPLICATIONS RECEIVED - MONTHLY UPDATE

Author's Title: Planning Officer

Department: Works and Technical Services

File No: LP/09/01

Attachments: Nil

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 DARYL WARREN

SECONDED: CR GRAEME MILNE

CARRIED.

(R755/20)

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
PPA840/20	John Spain	11 Peel Street, Charlton	07/02/2020	Removal of 2.1 metres of hedge in a Heritage Overlay	Permit issued
PPA842/20	Trevor Campbell	17 Camp Street, Donald	20/02/2020	Construction of a domestic shed within an overlay	Permit issued
PPA843/20	Christy Arnel	3256 Birchip-Wycheproof Road, Wycheproof	20/02//2020	Use and development of land for a boarding kennel and construction of a machinery shed	Permit issued
PPA844/20	Ashley Sheahan	224 Yeungroon-Woosang Road, Yeungroon East	21/02/2020	Construction of two hay sheds ancillary to existing cattle feedlot	Permit issued

Application No	Applicant	Address	Date Rec	Summary of Proposal	Status
PPA846/20	G & B McLoughlan	1914 Donald-Murtoa Road, Lawler	28/02/2020	Use and development of land for animal productions (duck sheds, 65,000 birds)	Permit issued
PPA851/20	Kevin Thompson	Boort-Wycheproof Road, Bunguluke (CA 63 Sec. A Parish of Bunguluke)	02/04/2020	Construction of a hayshed within a setback	Permit issued
PPA854/20	Price Merrett Consulting	518 Ingrams Road, Springfield	02/03/2020	Creation of carriageway easement	Permit issued
PPA847/20	Rick Skinner	21 King Street, Birchip	04/03/2020	Use and development of land for a store (domestic storage shed)	Permit issued
PPA848/20	Ray Parker	548 Gretgrix Road, Teddywaddy West	04/03/2020	Use and development of land for dog breeding and boarding	Notice of application Referral
PPA849/20	Revd. Judith Bird	5 Armstrong Street, Charlton	11/03/2020	Construction of disabled access ramp	Awaiting report
PPA850/20	Charlton Travellers Rest Committee	John Curtain Drive, Charlton	23/03/2020	Construction of footpath, fence and covered walkway at Travellers Rest	Notice of application
PPA852/20	Sam Priest	89 Cumming Avenue, Birchip	07/04/2020	Construction of storage shed ancillary to existing emergency facility (Birchip SES)	Notice of application Referral
PPA853/20	Jeff Cox	7 Donald Road, Charlton	14/04/2020	Construction of carport ancillary to a dwelling	Notice of application Referral
PPA854/20	Action Steel Industries	408 Calder Highway, Wycheproof	14/04/2020	Construction of a hay shed	Referral
PPA855/20	Darren Gervasoni	246 Pinks Road, Chirrup	20/04/2020	Construction of a hay shed	Permit issued
PPA856/20	Entegra Signature Structures	296 Blue Allens Road, Sea Lake	21/04/2020	Construction of a hay shed	Permit issued

8. GENERAL BUSINESS

8.1 POLICY REPORTS

Nil

8.2 MANAGEMENT REPORTS

8.2.1 APPLICATION FOR PERMIT TO KEEP EXCESS ANIMAL AT 22 KING STREET, BIRCHIP

Author's Title: Compliance Team Leader

Department: Works and Technical Services

File No: LA/08/06

Attachments: 1 Application to keep excess animals
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 (1) one Horse at 22 King Street, Birchip.

MOVED: CR DARYL WARREN

SECONDED: CR ELLEN WHITE

MOTION LOST.

ALTERNATIVE MOTION:

That Council grants the application for a permit under Council's Community Local Law 2019 Clause 42 (1) to keep (1) horse at 22 King Street, Birchip, subject to the following conditions:

1. A maximum of one horse to be kept at the property;
2. Applicant must acquire a pit with a property identification code within 30 days of notification;
3. If the animal dies or is removed from the property it cannot be replaced;
4. Provision of adequate shelter is provided;
5. Construction and maintenance of fencing to contain the horse within the property;
6. All gates to be secured to prevent escape;
7. Provision of abatement measures to prevent nuisance from dust, vermin and insects;
8. Storage of feed and complimentary feeding to occur as necessary to ensure the animal receives adequate sustenance;
9. Compliance with Agriculture Victoria Code of Practice for the welfare of horses;
10. If the Council receives valid complaints regarding the keeping of horse, the permit may be revoked.

MOVED: CR BRONWYN SIMPSON

SECONDED: CR GRAEME MILNE

CARRIED.

(R756/20)

1. Executive Summary

Council has received a Local Laws application for a permit to allow the keeping of (1) one Horse at 22 King Street, Birchip.

2. Discussion

Council's Community Local Law 2019 prohibits the keeping of horses without a Local Law permit within the confines of a township.

Surrounding landowners and residents were requested in writing to consider the application and submit any objections to Council by the 13 March 2020. Council has received one signed objection from landowners/residents who state that they are concerned regarding the application to keep excess animals in 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 Five (5) 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 refuses the application for a permit under Council's Community Local Law 2019 Clause 42(1) to keep (1) one Horse at 22 King Street, Birchip.

8.2.2 HEAVY VEHICLE SAFETY AND PRODUCTIVITY PROGRAM

Author's Title: Director Works and Technical Services

Department: Works and Technical Services

File No: GS/03/02

Attachments: 1 Map (to be added separately to the hub)

Relevance to Council Plan 2017 - 2021

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

MOTION:

That Council:

1. Submit an application under the Heavy Vehicle Safety and Productivity Program for roadworks on two sections of Berriwillock-Birchip Road for \$1,500,000; and
2. Notes that matching funding for this project will be sourced from Council's 2020/21 Roads to Recovery funding allocation.

MOVED: CR GRAEME MILNE

SECONDED: CR DAVID POLLARD

CARRIED.

(R757/20)

1. Executive Summary

This report is presented to Council to consider making an application under the Federal Government's Heavy Vehicle Safety and Productivity Program (HVSPP).

2. Discussion

The HVSPP is an Australian Government initiative to fund infrastructure projects that improve the productivity and safety outcomes of heavy vehicle operations across Australia. The Government is providing \$508 million to the HVSSP from 2013-14 until 2022-23.

Round 7 was announced on 17 March 2020, \$150 million is available in this round on a contribution of 50% of total project basis.

Based on projects identified as a priority in Council's Long Term Financial Plan, two sections of Berriwillock-Birchip Road, including a floodway near Birchip have been identified as a priority for this program. One of these sections is the creation of floodways in the area close to the Birchip township, which will help alleviate localised flooding experienced in 2018.

Both projects are currently featured in the draft 20/21 capital works budget program at a cost of \$3million, and this grant would provide additional external funding to these critical projects.

Council has received funding under this fund in 2018 for the Yeungroon Road. The funding closes in late May.

3. Financial Implications

The HVSSP requires a 50% matching contribution, Officers are proposing to use \$1.5 million from Council's 2020-21 Roads to Recovery allocation. Projects undertaken under Round 7 of the program are required to be completed within two years.

4. Cost Shift Considerations

There are no cost shift implications.

5. Community Consultation

Council receives regular feedback from the community on the condition of this road and the need for a floodway to better manage stormwater runoff.

6. Internal Consultation

Staff from the Infrastructure Management Unit and the Senior Leadership Team have discussed these projects.

7. Legislative / Policy Implications

These projects align with key strategies including the Council Plan, Community Plan and the Economic Development and Tourism Strategy.

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:

1. Submit an application under the Heavy Vehicle Safety and Productivity Program for roadworks on two sections of Berriwillock-Birchip Road \$1,500,000.
2. Notes that matching funding for this project will be sourced from Council's 2019/20 Roads to Recovery funding allocation.

8.2.3 BULOKE ADVOCACY STRATEGY

Author's Title: Chief Executive Officer

Department: Office of the CEO

File No: ED/03/10

Attachments: 1 Advocacy Strategy

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 adopt the draft Advocacy Strategy and review the Strategy within 12 months.

MOVED: CR DAVID POLLARD

SECONDED: CR BRONWYN SIMPSON

CARRIED.

(R758/20)

1. Executive Summary

This report is presented to Council to consider the adoption of an advocacy strategy.

2. Discussion

The establishment of an Advocacy Strategy is a commitment from the Council Plan and the year 3 annual plan. This is first advocacy strategy that Council has developed and adopted.

To achieve the vision of the 2017 – 2021 Council Plan and beyond, Council needs to advocate on behalf of our community to key decision-makers. This document is intended to aid in advocacy activities led by Council by setting out a clear and compelling case for financial and policy support.

The Buloke Shire Council Advocacy Strategy is a document that outlines the strategic priorities for Buloke and highlights the major advocacy campaigns Council will support, lead and pursue.

In considering the strategic priorities and projects, Council has reviewed relevant strategies and plans, including:

- Council Plan
- Buloke 2030 Community Plan
- Community Plan
- Economic Development and Tourism Plan and Investment Attraction Plan
- Master Plans
- Inclusiveness Plan
- Regional Plans, such as the Loddon Mallee Economic Growth Strategy
- Relevant asset management plans.

The above strategies and plans have all been established through rigorous consultation with our community.

This Advocacy Strategy follows the same themes identified by Buloke residents in the development of the Buloke 2030 Community Plan. These strategic themes are:

- Our Built and Natural Environment
- Our Community Wellbeing
- Our Economy
- Our Council and Community Leadership

The Strategy includes seventeen priorities, many of which are infrastructure projects that can be staged.

Whilst the strategy highlights the strategic priorities, it doesn't prohibit Council from applying for funding and requesting government support on other initiatives. Given the rapid changing environment, it has been recommended that the strategy be reviewed in twelve months.

3. Financial Implications

Council is heavily reliant on external funding for the delivery of large scale capital works projects. Ultimately, one of the key aims of this document is to attract external funding for the the delivery of the important projects detailed in this Advocacy Strategy. If funding is received, this will form part of future capital works programs.

4. Cost Shift Considerations

There are no cost shift considerations in this report.

5. Community Consultation

This Advocacy Strategy has been developed through a review of a large range of strategies, plans and consultation efforts of Council in recent years.

6. Internal Consultation

Councillors have held a session through a briefing and the management team have provided input into this document.

7. Legislative / Policy Implications

This Advocacy Strategy has strong alignment with key strategy and policy documents, including the Council Plan, 2030 Community Plan and Economic Development and Tourism Strategy.

8. Environmental Sustainability

The Strategy includes a priority focussed on enhancing the environmental performance of the broader Buloke community.

9. Conflict of Interest Considerations

No officer involved in the development of this report has a known conflict of interest

10. Conclusion

It is recommended that Council adopt the draft Advocacy Strategy and review the document within the first twelve months of adoption.

8.2.4 ANNUAL REPORT 2019/20 - APRIL QUARTERLY UPDATE

Author's Title: Chief Executive Officer

Department: Office of the CEO

File No: ED/03/10

Attachments: 1 Annual Plan update

Relevance to Council Plan 2017 - 2021

Strategic Objective: Deliver our service in a financially viable way

MOTION:

That Council note the progress against the Year 3 Annual Plan 2019/20 – Quarterly Update.

MOVED: CR DARYL WARREN

SECONDED: CR DAVID POLLARD

CARRIED.

(R759/20)

1. Executive Summary

Council, at its Special Meeting 21 June 2017, adopted the Buloke Council Plan 2017-2021 and has subsequently developed and adopted a Year 1, Year 2 and Year 3 Annual Plan for the implementation of the strategic objectives. Quarterly progress reports are to be presented to Council throughout 2019/20.

2. Discussion

The purpose of the Annual Plan is for Council to develop a series of actions, projects, programs and initiatives to achieve on the Council Plan 2017-2021.

Council has received progress reports against the Year 3 Annual Plan throughout the 2019/20 year, and attached is the third report on the Plan.

The attached table highlights the updates against each of the annual plan actions, with positive progress being made against many of the items. Some of the actions that have been progressed since the February report include:

- The business case addendum for the Rural Councils Transformation Program collaboration project has been submitted to state government.
- Action Plan template has been established and distributed to the 10 Community Forums.
- Partnership formed with NCLLEN and consultant engaged for the 'state of the Buloke children' report, which will inform the Municipal Early Years Plan
- Solid progress on the Lake Tyrrell Infrastructure project with works in full swing.
- Funding submitted to Minister Michael McCormack for road infrastructure projects and proposals ready for the Heavy Vehicle Productivity Fund
- Presentation of the final plans and consultation findings from the Charlton Levee Feasibility project
- Tender let for the Birchip Streetscape Project
- Advocacy Strategy presented to Council for adoption

- Presentation of the draft Waste Strategy and Waste Service Review to council briefings along with progress of the Waste Annual Action Plan.

The impact of COVID-19 has meant that some initiatives have been delayed, including the development of the Municipal Early Years Plan, which is to be completed in partnership with the NCLLEN. In addition, the new Local Government Act has meant that the Workforce Development Plan will be delayed to ensure that the work that is completed is compliant with the legislation.

3. Financial Implications

The costs of the actions were included in the 2019/20 and 2020/21 budgets.

4. Cost Shift Considerations

There are no cost shift considerations applicable to this report.

5. Community Consultation

The Annual Plan for Year 3 was adopted by Council at the July 2019 Ordinary Meeting, and has been published on the Council website.

The development of the Council Plan included extensive community consultation.

In the past twelve months, as per the planned actions, community consultation on a range of topics including economic development and tourism, community planning, community grants, rate revenue strategy and early years have taken place that have informed the Year 3 Annual Plan.

6. Internal Consultation

Internal consultation has taken place with the wider Management Team.

7. Legislative / Policy Implications

In accordance with the *Local Government Act 1989* Council must prepare and approve a Council Plan.

The 2017-2021 Year 3 Annual Plan reviews the proposed tasks, measures and completion dates for the last financial year, in order to deliver the strategic objectives of the adopted Council Plan 2017-2021 required by the *Local Government Act 1989*.

8. Environmental Sustainability

The natural environment and sustainability considerations are included in many of the proposed actions, and actions already undertaken.

9. Conflict of Interest Considerations

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

10. Conclusion

That Council note the progress made to deliver the strategic objectives noted in the adopted Year 3 Annual Plan for the Buloke Council Plan 2017-2021.

8.3 FINANCIAL REPORTS

8.3.1 FINANCIAL PERFORMANCE REPORT AS AT 31 MARCH 2020

Author's Title: Manager Finance

Department: Corporate Services

File No: FM/19/01

Attachments:

1	Income Statement
2	Balance Sheet
3	Cashflow Statement
4	Cashflow Forecast
5	Cashflow Forecast Chart
6	Capital Program

Relevance to Council Plan 2017 - 2021

Strategic Objective: Deliver our service in a financially viable way

MOTION:

That Council receives and notes the Financial Performance Report for the month ending 31 March 2020.

MOVED: CR DAVID POLLARD

SECONDED: CR GRAEME MILNE

CARRIED.

(R760/20)

1. Executive Summary

Based on the reported Annual Forecast, the Income Statement, Cashflow Forecast and Chart demonstrates **worse-case scenario** for Buloke based on:

- Delay with funding on Lake Tyrrell project (\$2m) and Dec-18 Flood recovery (\$3m)
- Reset to timing of the Financial Assistance Grant to quarterly instalments with no advanced payment in June (\$2m)
- Provision for a call regarding the defined benefits superannuation scheme commitments (\$1m)

The table below outlines the summary of the impact on reported results:

Income Statement — Buloke Shire Council

JUL 2019 - MAR 2020						
	YTD Actual (\$)	YTD Budget (\$)	YTD Variance (\$)	Annual Budget (\$)	Annual Forecast (\$)	Budget v Forecast Variance
Normal Operating Surplus/Deficit	753,157	2,270,878	(1,517,721)	(1,431,645)	(1,292,280)	139,365
<i>Special Projects Surplus/Deficit (Dec 18 Flood)</i>	(112,616)	106,250	(218,866)	25,000	(3,714,587)	(3,739,587)
<i>Covid-19 - Change in timing of FAG</i>					(2,116,110)	(2,116,110)
<i>Covid-19 - Provision for defined benefits super call</i>					(1,000,000)	(1,000,000)
Operating Surplus/Deficit	640,541	2,377,128	(1,736,587)	(1,406,645)	(8,122,977)	(6,716,332)
Capital Income	4,999,749	7,756,000	(2,756,251)	7,847,000	9,919,443	2,072,443
Net Surplus/Deficit	5,640,289	10,133,128	(4,492,838)	6,440,355	1,796,466	(4,643,889)

The **Income Statement** provides a summary of the total income and total expenditure relating to Council's annual operations. Capital grant income is included in the calculation of the Council's total surplus/(deficit) but is presented separately to distinguish operational activities. Capital grant income is specifically used to fund expenditure on Council assets which is reported on the balance sheet.

The reported surplus as at 31 March 2020 is \$6.14m. Excluding capital grant income of \$5.50m, the operating surplus is \$0.640m. Variances to budget have now been revised in the forecast and mostly related to issues outlined above.

The **Balance Sheet** summarises of 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. Council's net worth as at this accounting period is \$279m. Net worth is anticipated to decrease by 30 June 2020 as a result of the change in timing of the FAG and advance expenditure on the Dec 18 Flood events but will recover in the next financial year as funding is received.

The **Cashflow Statement** reflects actual results for the year to date (July – March) in line with statutory financial reporting. At 31 March 2020, Council's Cash and Cash Equivalents were \$17.809m following the February rate instalment payments.

The **Cashflow Forecast** is a projection of cashflow for the remainder of the year based on the cash balance as at 31 March 2020, the monthly budgets and specified timing parameters (such as when BAS/super are due and quarterly rate receipts).

The **Cashflow Chart** visually depicts the cashflow forecast and the updated format is illustrated in a dual design, based on best practice reporting.

The cashflow chart shows:

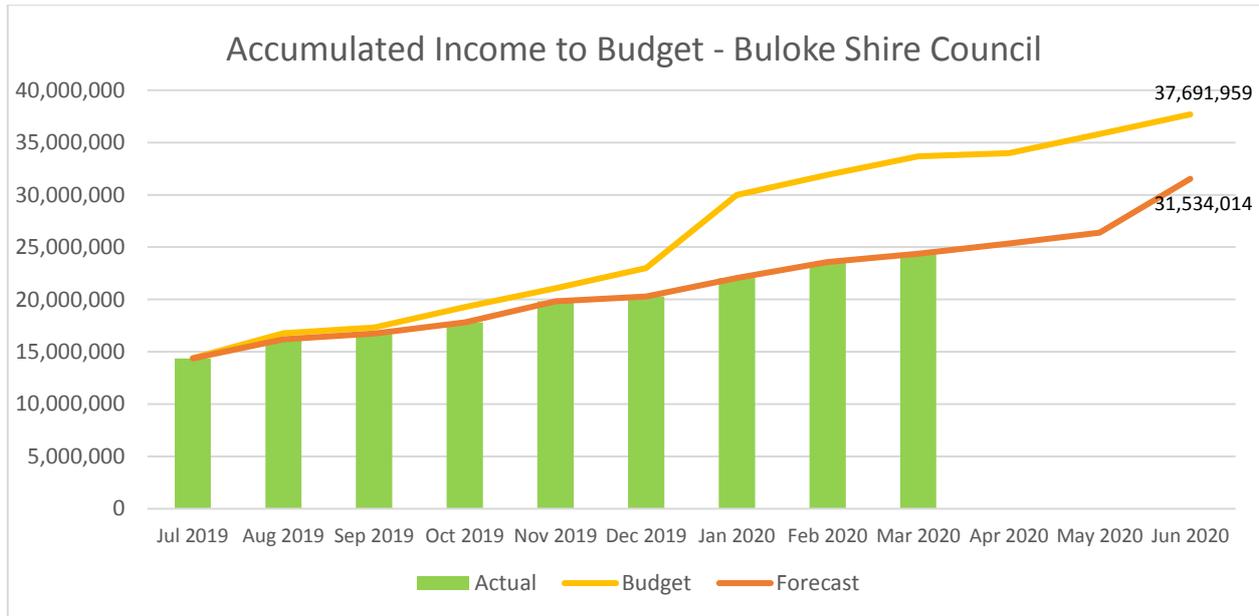
1. The line graph to reflect the ending bank balance each month for the year to date and a projection of the ending bank balance for the rest of the year; and
2. The column graph which summarises what is expected to happen during each month's cashflow to explain the change in the bank balance.

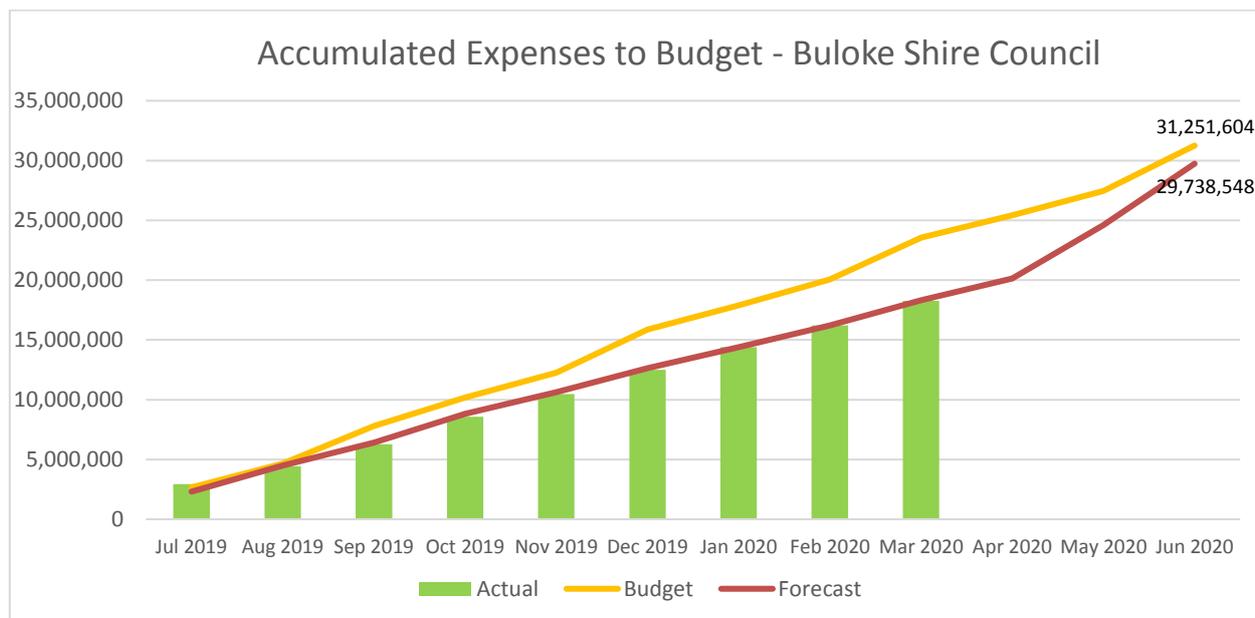
The bank balance is expected to remain positive throughout the 2019/20 financial year. However, as demonstrated in the forecast (prepared on a worse-case basis) the potential impact of upfront cash outlays for the December 2018 flood, Lake Tyrrell projects and Covid-19 could bring cashflow below comfortable limits. Potential use of short-term overdraft funding may be necessary during low cashflow periods.

The **Capital Works Program** depicts \$9.1m of the annual capital works budget of \$11.754m has been expended or committed during July to March. Progress of project completion is detailed by percentage and chart.completion details will be further updated in April.

Financial Implications

The tables below provide an overview of Council's financial performance as at 30 March 2020. The format has been changed to add the forecast (draft).





2. Community Consultation

No consultation with the community was required for the production of this report.

3. Internal Consultation

The reports have been prepared in consultation with the budget managers directly responsible for Council budgets.

4. Legislative / Policy Implications

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

5. Environmental Sustainability

This report has no direct impact on environmental sustainability.

6. Conflict of Interest Considerations

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

7. Conclusion

Although, normal operations remain aligned to annual budget, forecasted results indicate low cashflow periods due to potential delays in project funding and the impact of COVID-19 based on worse-case modelling. Use of overdraft funding may be required should worse-case eventuate.

8.3.2 PRESENTATION OF PROPOSED 2020/21 BUDGET (FOR APPROVAL IN PRINCIPLE AND AT LEAST 28 DAYS PUBLIC SUBMISSIONS PERIOD)

Author's Title: Chief Executive Officer

Department: Office of the CEO

File No: GS/04/02

Attachments: 1 Draft 2020/21 Annual Budget
2 Draft Schedule of Fees and Charges 2020/2021

Relevance to Council Plan 2017 - 2021

Strategic Objective: Deliver our service in a financially viable way

MOTION:

That Council:

1. Having prepared the Draft 2020/21 Annual Budget in accord with section 127 of the *Local Government Act 1989* (the Act), gives public notice in accord with section 129 of the Act to advertise in local newspapers for a minimum 28 day period and make the Draft 2020/21 Annual Budget available on Council's website;
2. Allows persons to make submissions under section 223 of the *Local Government Act 1989* on any proposal contained in the Draft 2020/21 Annual Budget; and
3. Allows presentations in support of written submissions to be heard at Council's Ordinary Meeting to be held on 10 June 2020.

MOVED: CR GRAEME MILNE

SECONDED: CR DAVID POLLARD

DIVISION WAS CALLED FOR BY CR POLLARD.

IN FAVOUR – CRS WHITE, POLLARD, SIMPSON, MILNE, AND STEWART.

AGAINST – CR WARREN.

CARRIED.

(R761/20)

1. Executive Summary

This report is for Council to consider the Draft 2020/21 Annual Budget (the Draft Budget) for approval to exhibit and call for public submissions.

The report also proposes the adoption of Council's fees and charges for the 2020/21 financial year for the purpose of section 223 of the Act.

2. Discussion

The Act requires Council to prepare and adopt a Budget for each financial year. The Budget is required to contain certain information about the rates and charges 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 commitment to long term financial sustainability and continued support for the community with a range of initiatives. The Draft Budget builds on Council's adopted long term financial plan, adopted in February 2019.

Key initiatives contained within the Draft Budget are:

- Increased investment into roads, including larger capital works program and repair works from the December 2018 flood event
- Investment into key tourism elements, including streetscapes and caravan parks to assist communities and businesses in the recovery from the COVID-19 pandemic.
- Support for food, accommodation and beauty businesses, through a program to assist with rebates for registration costs
- Increased support for lakes committees, with a contribution towards water filling costs.
- Development of a Climate Change Mitigation and Adaptation Strategy.
- Development of a Municipal Early Years Plan
- Costs associated with the 2020 local government elections
- Establishment of a buy local and liveability campaign
- Improvements to community and Council preparedness through participation in the Safer Together Victoria program
- Implementation of the *Local Government Act 2020*
- Redevelopment of Council's asset management plans and 10 year capital works plan
- Implementation of initiatives from Council's Integrated Community Plan

The key capital works priorities outlined in the budget include:

- Roads (\$4.99M) – including Berriwillock/Birchip Road, Culgoa/Ultima Road, reseal and resheeting programs.
- Footpaths (\$150,000) – including Best Street Sea Lake, Birchip town drainage and crossovers
- Recreation, leisure and community facilities (\$550,000) – including Birchip Leisure Centre and Netball Court
- Buildings (\$3.83M) – including Charlton and Donald riverfronts, Charlton Early Years and Lake Tyrrell infrastructure
- Plant and Equipment (\$998,000)
- Land Improvements (\$1.5M) – including streetscape and town entrance improvements

In addition, the Draft Budget proposes support for food and accommodation businesses in the form of rebates for food and prescribed accommodation registration fees.

The Draft Budget highlights a general rating increase of 2%, and a further shift in the farming rate differential, reducing from 82% to 80%.

3. Financial Implications

The Draft Budget is for the year 1 July 2020 to 30 June 2021, 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 ended 30 June 2021 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.

The budget may require updating prior to finalisation with recalculation of depreciation and amortisation depending on the outcome of triannual valuations of Council's buildings. Variations to budget as a result of this valuation will be reported as soon as available.

4. Cost Shift Considerations

There are no new cost shift implications in the Draft Budget. The Draft Budget does continue, however, to include costs which are considered to be the responsibility or product of decisions made by other levels of government including EPA levies, HACC services, and central fixing of planning fees.

5. Community Consultation

In order for members of the public to consider the Budget, Council will advertise the Draft Budget in local papers and make it available for inspection on Council's website. A copy of the Draft Budget will be provided to each community forum.

Members of the public will be invited to make written submissions by 5.00 pm 10 June 2020.

Those who have made a written submission will be requested to indicate if they wish to make a verbal submission to the Ordinary Council Meeting on 10 June 2020.

6. Internal Consultation

Councillors have received briefings on the key assumptions underpinning the budget, and the proposed capital works program, since February 2020.

The Draft Budget has been provided to the Audit Committee for review and comment.

7. Legislative/Policy Implications

The Draft Budget has been prepared in accord with section 127 of the *Local Government Act 1989*.

8. Environmental Sustainability

The Draft Budget includes key initiatives to support environmentally sustainable practices, including a community grants program funded through revenue from the Coonooer Bridge Wind Farm expansion of arboriculture services. Through the budget, Council will also develop its first climate change mitigation and adaptation strategy.

9. Conflict of Interest Considerations

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

10. Conclusion

The Draft Budget is a continuation of a detailed review of Council's financial position and services. It Budget details the resources required over the next year to fund the large range of services provided to the community, including proposed capital expenditure allocations to improve and renew our roads, buildings, footpaths, drainage and recreational facilities.

8.4 ORGANISATIONAL REPORTS

Nil

8.5 REPORTS FROM COUNCILLORS

Cr Carolyn Stewart (Mayor)

April 8 2020	Ordinary Meeting of Council, Wycheproof
April 9	Loddon Campaspe Mayors Meeting via zoom
April 14	CEO & Mayor Weekly Catchup via phone 2020 Local Government Mayoral Advisory Panel Coronavirus (COVID-19) meeting 2 via Skype
April 15	Councillor Briefing via Zoom
April 16	Covid-19 Working Group Meeting via zoom Meeting with Ben Sawyer - Preston Rowe Paterson re Valuation presentation
April 17	ABC Interview Meals on Wheels, Charlton WSM Media and council liaison meeting via zoom Budget Discussions via zoom
April 20	COVID-19 Working Group Meeting via zoom
April 21	CEO & Mayor via phone
April 22	CEO & Mayor Catchup via phone
April 23	Buloke Women's Network Online Yoga COVID-19 Working Group Meeting via zoom
April 24	Loddon Campaspe Councils Meeting via zoom Wimmera Mayoral Gathering via Zoom WSM Media and Council Liaison meeting via zoom Wreath Laying at Coonooner and Charlton Cenotaphs
April 27	COVID-19 Working Group Meeting via zoom
April 28	Meeting with Mark Gepp via Zoom CEO & Mayor Catchup via phone NCLLEN AGM via Zoom
April 29	2020 Local Government Mayoral Advisory Panel Coronavirus (COVID-19) meeting 3 via Skype VLGA Connect Open Forum Charing Virtual Meetings via zoom
April 30	COVID-19 Working Group Meeting via zoom
May 1	WSM Media and Council Liaison Meeting via zoom Mt Macedon Shire Virtual Council Meeting via zoom
May 4	Councillor Budget Briefing via zoom
May 5	MAV Virtual Mayoral Forum via zoom CEO & Mayor Catchup via phone
May 6	Audit Advisory Committee Meeting via zoom Councillor Briefing via zoom
May 7	COVID-19 Working Group Meeting via zoom
May 8	Wimmera Mayoral Gathering via zoom WSM Media and Council Liaison Meeting via zoom
May 12	CEO & Mayor Catchup via phone
May 13	2020 Local Government Mayoral Advisory Panel Coronavirus (COVID-19) meeting 4 via Skype

9. OTHER BUSINESS**9.1 NOTICES OF MOTION**

Nil

9.2 QUESTIONS FROM COUNCILLORS**9.2.1 COUNCIL ELECTIONS – CR WARREN**

Cr Warren referred to the advice received from the Minister for Local Government and was asking for confirmation in regards to whether a decision had been made on the timing of Council Elections.

Mayor Cr Stewart responded to Cr Warren and advised that it was her understanding a decision was to be made by the end of this week, or at least next week.

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 7.59pm.