



COUNCIL MEETING

MINUTES

Wednesday 14 September 2022

Commencing at 7:00pm

Wycheproof Supper Room

367 Broadway, Wycheproof

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

Minutes of the Meeting held on Wednesday, 14 September 2022 commencing at 7:00pm in the Wycheproof Supper Room, 367 Broadway, Wycheproof**PRESENT****CHAIRPERSON:**

Cr Daryl Warren Mount Jeffcott Ward

COUNCILLORS:

Cr Alan Getley Mallee Ward
Cr Carolyn Stewart Lower Avoca Ward
Cr David Pollard Lower Avoca Ward
Cr Graeme Milne Mount Jeffcott Ward
Cr Bronwyn Simpson Mount Jeffcott Ward

OFFICERS:

Wayne O'Toole Chief Executive Officer
Hannah Yu Director Infrastructure and Delivery
Travis Fitzgibbon Director Community Development

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

The Mayor Cr Daryl Warren welcomed all in attendance.

STATEMENT OF ACKNOWLEDGEMENT

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

2. RECEIPT OF APOLOGIES

Nil.

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

That Council adopt the Minutes of the Council Meeting held on Wednesday, 10 August 2022.

MOVED: CR ALAN GETLEY

SECONDED: CR GRAEME MILNE

**CARRIED.
(R092/22)**

4. REQUESTS FOR LEAVE OF ABSENCE**5. DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST**

There were no declarations of interest.

6. QUESTIONS FROM THE PUBLIC

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| | The Meeting may be closed to members of the public to consider confidential matters. | |
| 9.5.1 | CONTRACT NO.C113 2021/22 TENDER EVALUATION PANEL REPORT | |
| | If the meeting has been closed it will be brought back into open session by resolution | |
| 10. | MEETING CLOSE | |

NEXT MEETING

THE NEXT ORDINARY MEETING OF COUNCIL WILL BE HELD IN WYCHEPROOF SUPPER ROOM, 367 BROADWAY, WYCHEPROOF ON WEDNESDAY, 12 OCTOBER 2022 AT 7:00PM.

Wayne O'Toole
CHIEF EXECUTIVE OFFICER

6. QUESTIONS FROM THE PUBLIC

6.1 QUESTION FROM (UNCLE) GARY MURRAY – MURRAY ALLAN PROPOSAL FOR LAKE TYRRELL (DIREL)

At its July 2022 Meeting his worship the Mayor Daryl Warren stated twice in response to questions on Notice, including from Uncle Bobby Nicholls, Senior Elder of First Nations/Traditional Owners as to the Shire's approval of the Murray Allan proposal for a caravan park, camping ground and helipad on the very shores of Lake Tyrrell (Direl), that the permit applicant, i.e. Murray Allan of Sea Lake, "has a legally valid permit" for that development. The Mayor stated this twice in his response.

Please therefore now advise the following:

1. Who has determined the planning permit is "a legally valid permit"?
2. Will the Shire provide by return a copy of any Barrister's/Solicitor's opinion which determines that the planning permit is "legally valid"?
3. Alternatively has the "legal validity" issue of the Murray Allan permit been determined by any Judge, court or tribunal?
4. If so, please by return a copy of either of the legal opinion as per 2 above or any determination as per 3 above.

RESPONSE FROM THE MAYOR CR WARREN:

Thank you to Murray for the question. Council issued a Planning Permit in June 2017 for use and development for a camping and caravan park, helipad, signage and associated works on Mr Allan's property.

This permit was issued under delegation by Council's Planning Officer in accordance with the *Planning and Environment Act 1987*. Council as the Responsible Authority is required under the Act to assess all planning applications lawfully submitted to us. The permit is legally binding due to having been executed in compliance with the law.

There were no objections to the permit application by any agency or individual and there has been no appeal made on the planning decision since it was issued in June 2017.

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

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/05/04

MOTION:

That the Council note the report of Councillor Assembly Meetings held 3 and 17 August 2022.

Moved: CR BRONWYN SIMPSON

Seconded: CR DAVID POLLARD

CARRIED.
(R093/22)

- Attachments:**
- 1 Councillor Briefing Record - 3 August 2022 (see below for Record – correcting Cr Stewart's Conflict of Interest Decl)
 - 2 Councillor Briefing Record - 17 August 2022

KEY POINTS/ISSUES

Transparency is a fundamental principle of democratic governance.

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

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

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

A record of the Councillor Briefings held on 3 and 17 August 2022 is attached for public information.

Councillor Briefing Record

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

| | | | |
|-------------------------------|--|--------------|-----------------|
| Date: | 3 August 2022 | Time: | 5:00pm – 8:00pm |
| Location: | Birchip District Office – Council Chamber | | |
| Distributed To: | Cr Warren, Cr Getley, Cr Pollard, Cr Stewart, Cr Simpson, Cr Milne, Wayne O’Toole, Hannah Yu, Travis Fitzgibbon | | |
| Apologies: | | | |
| Conflicts of Interest: | <p>Cr Stewart – Item 2.3 (Discussion around Wedderburn-Buckrabanyule Road)</p> <ul style="list-style-type: none"> • <i>Cr Stewart noted in Decl of Interest Form tabled – Wedderburn-Buckrabanyule Road was mentioned as a road on the list. Cr Stewart immediately raised if discussions were held in regard to this road, that she would need to declare a direct conflict of interest and leave the Briefing as an owner of property on that road. Once Cr Stewart notified Council and Staff of this fact, there was no discussion held on this matter/item, therefore was no need for Cr Stewart to leave the meeting.</i> | | |

ITEMS

| NO. | MATTER FOR DISCUSSION | Notes |
|-----------|--|--------------------------|
| | Birchip Early Years Centre walk through | |
| | Councillor only time | Not held |
| 1. | Confirmation of Councillor Briefing Notes – 20 July 2022 | |
| 2. | Presentations | |
| 2.1 | Birchip Community Forum - | |
| 2.2 | COVID – 19 Business Support Program - | |
| 2.3 | Living Local Regional Fund | |
| 2.4 | Aged Care Presentation | |
| 3. | Discussion | |
| 4. | Councillor Matters | |
| 5. | CEO Updates | |
| 5.1 | Draft Council Meeting Agenda 10 August 2022 | |
| 5.2 | School Crossings | |
| 5.3 | Traditional Owner Matters | |
| 5.4 | Progress Across Swimming Pools | |
| | Other | <u>Culgoa Dump Point</u> |
| | NEXT MEETING 17 August 2022 - 5:30pm Council Chamber of Charlton District Office | Meeting Closed 8.40pm |

7.2 CORRESPONDENCE INITIATED BY COUNCIL

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/06/06

PURPOSE

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

MOTION:

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

MOVED: CR ALAN GETLEY

SECONDED: CR GRAEME MILNE

**CARRIED.
(R094/22)**

Attachments: Nil

TABLE OF CORRESPONDENCE

| Council Initiative | Sent/to be sent to | Sent | Response | Purpose of Letter/Response |
|--|---|-------------|----------|--|
| Write a letter to the Minister for Disability, Ageing and Carers, Colin Brooks MP, urging him to intervene to make this non-recurring funding permanent; and | Minister for Disability, Ageing and Carers, Colin Brooks MP | August 2022 | | Letter of support for Neighbourhood House Funding. |

7.3 LETTERS OF CONGRATULATIONS AND RECOGNITION OF ACHIEVEMENT/AWARDS

Author's Title: Executive Assistant

Department: Office of the CEO

File No: CR/13/01

PURPOSE

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

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

MOTION:

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

MOVED: CR BRONWYN SIMPSON

SECONDED: CR CAROLYN STEWART

CARRIED.

(R095/22)

Attachments: Nil

RECOGNITION OF ACHIEVEMENT ITEMS

| Provider | Recipient | August 2022 | Purpose for Recognition |
|---|---|-------------|---|
| The Great Australian Vanilla Slice Triumph at Merbein | Sharp's Bakery Birchip | | Being the winners of the 2022 Great Australian Vanilla Slice Triumph. Noting this is the fifth occasion they have won this award. |
| | The North Central Local Learning Employment Network | | For successfully participating in the Victorian Youth Parliament Initiative. |

7.4 BUILDING PERMITS - MONTHLY UPDATE

Author's Title: Statutory Administration Support

Department: Works and Technical Services

File No: DB/14/01

EXECUTIVE SUMMARY

This report provides information on Building Permits approved by staff from 1 August 2022 to 31 August 2022.

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

MOTION:

That the Council note information contained in the report on Building Permits approved by staff from 1 August 2022 to 31 August 2022.

MOVED: CR DAVID POLLARD

SECONDED: CR GRAEME MILNE

CARRIED.
(R096/22)

Attachments: Nil

LIST OF BUILDING PERMITS APPROVED BY COUNCIL SURVEYOR

| Permit No. | BAMS Permit No. | Address | Project Description | Date Approved |
|------------|-----------------|----------------------------|----------------------------|---------------|
| 20220068 | 6030599633214 | Watson Street, Charlton | Shelter | 28/07/2022 |
| 20220069 | 5315345347777 | Camp Street, Wycheproof | Shade Structure | 04/08/2022 |
| 20220077 | 6933591287255 | Campbell St, Birchip | Dwelling & Attached Garage | 18/08/2022 |
| 20220078 | 1200288536640 | Hannon Street, Sea Lake | Garage/Storage Shed | 25/08/2022 |
| 20220079 | 9987459931831 | Anderson Ave, Berriwillock | Dwelling & Storage Shed | 25/08/2022 |
| 20220080 | 4626423206392 | Corack Street, Donald | Garage/Carport | 25/08/2022 |

LIST OF BUILDING PERMITS APPROVED BY PRIVATE SURVEYOR

| Permit No. | Address | Project Description | Date Approved |
|-------------------|-----------------------------------|---|----------------------|
| 20220070 | Pinks Road, Jeffcott | Farm Shed | 09/06/2022 |
| 20220071 | Sea Lake-Lascelles Road, Sea Lake | Shed | 14/06/2022 |
| 20220072 | Percy Street, Birchip | Shed | 17/06/2022 |
| 20220073 | Lang Road, Wilkur | Swimming Pool & Pool Safety Barrier | 21/06/2022 |
| 20220074 | Racecourse Road, Donald | Completion of Factory & Proposed Fire Services – Stage 2 Completion of Office & Showroom – Stage 2 | 27/06/2022 |
| 20220075 | Armstrong Street, Charlton | Re-stump of Dwelling | 18/07/2022 |
| 20220076 | Sunraysia Highway, Donald | Farm Storage Shed with Attached Awning | 27/07/2022 |

7.5 PLANNING APPLICATIONS RECEIVED - MONTHLY UPDATE

Author's Title: Planning Officer

Department: Works and Technical Services

File No: LP/09/01

PURPOSE

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

MOTION:

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

MOVED: CR ALAN GETLEY

SECONDED: CR DAVID POLLARD

CARRIED.
(R097/22)

Attachments: Nil

LIST OF PLANNING APPLICATIONS

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

| Application No | Applicant | Address | Date Rec | Summary of Proposal | Status |
|----------------|-----------|---|------------|---|----------------------------|
| PPA962/21 | | Corack Road, Donald (Lot 1&2 PS216306M) | 11/11/2021 | Use and development of land for a service station, construct and display a business identification sign and create or alter access to Road Zone, Category 1 | Awaiting referral response |
| PPA981/22 | | Donald Street, Charlton (PC157596) | 18/05/2022 | Construction of a single dwelling | Referral |
| PPA982/22 | | McCulloch Street, Donald (CP 101912) | 23/05/2022 | Construct and display a business identification sign | Permit Issued |
| PPA985/22 | | Milburns Road, Wycheproof (Lot 3 PS 335008) | 31/05/2022 | Construction of a warehouse | Permit Issued |

| Application No | Applicant | Address | Date Rec | Summary of Proposal | Status |
|----------------|-----------|--|------------|--|--|
| PPA986/22 | | High Street, Charlton (Lot 1 TP 193629) | 01/06/2022 | Construct and display an 18.26m2 double- sided, externally illuminated major promotion sign | Objection |
| PPA987/22 | | Donald-Murtoa Road, Laen East (Lot 2 PS744335) | 10/06/2022 | Create access to a road in Transport Zone 2 for a dwelling | Referral Authority - Request for further information |
| PPA989/22 | | Industry Drive, Racecourse Road, Donald | 24/06/2022 | Removal of drainage easement | Permit Issued |
| PPA991/22 | | Edwards Road, Nareewillock (Lot 1 TP334726) | 29/06/2022 | Construction of a machinery shed | Awaiting report |
| PPA992/22 | | Bunker Road, Donald (Lot 2 LP209107) | 06/07/2022 | Construct and display an illuminated, double-sided major promotion sign | Awaiting report |
| PPA993/22 | | High Street, Charlton (Lot 1 & 2 TP216537) | 08/07/2022 | Construction of a shed for domestic use | Referral Authority - Request for further information |
| PPA994/22 | | Rutherford Street Charlton (CP153475) | 20/07/2022 | Construction of a verandah and deck | Awaiting report |
| PPA995/22 | | Donald-Swan Hill Road, Corack East (CA 3 Sec C Parish of Corack East) | 20/07/2022 | Building and works associated with a telecommunications facility | Awaiting report |
| PPA996/22 | | Tonkins Road, Jeffcott (CA 29, 30 & 31 Parish of Jeffcott) | 22/07/2022 | Three lot subdivision of land (boundary realignment) and removal of easement | Notice of application Referral |
| PPA997/22 | | Industry Drive, Donald (Lot 69 PS444989) | 28/07/2022 | Development of land for a service station (unmanned fuel cell) and construction and display of a business identification sign | Notice of application Referral |

| Application No | Applicant | Address | Date Rec | Summary of Proposal | Status |
|----------------|-----------|--|------------|---|-----------------------------------|
| PPA998/22 | | Cheetham Salt Road, Bimbourie (CA 50A Parish of Bimbourie) | 09/08/2022 | Works to upgrade an existing concrete pad and the installation of a new 12mx12m concrete pad associated with an existing salt harvesting facility | Notice of application |
| PPA999/22 | | Donald-Swan Hill Road, Towaninny | 13/08/2022 | Subdivision of land (boundary realignment and dwelling excision) resulting in three lots | Notice of application Referral |
| PPA1000/22 | | Taverner Street, Birchip (Lot 21 LP3071) | 15/08/2022 | Three-lot subdivision of land and construction of two dwellings | Notice of application Referral |

7.6 STATUS OF ACTION OF PAST COUNCIL MEETING RESOLUTIONS

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/05/04

PURPOSE

To provide Council with a list of the Status of Action (SOA) of Council Resolutions outstanding for action from 8 June 2022 Council Meeting and introducing the SOA for the 13 and 20 July 2022 Council Meetings Resolutions.

MOTION:

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

MOVED: CR DAVID POLLARD

SECONDED: CR GRAEME MILNE

CARRIED.
(R098/22)

Attachments: 1 Status of Action Council Resolutions

KEY POINTS/ISSUES

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

In accordance with the Council's Governance Rules adopted August 2020, Council decisions are to be made and actions taken in accordance with the relevant law.

The transparency of Council decisions, actions and information is to be ensured and is a fundamental principle of democratic governance.

Attached to this report for public information is a list of the SOA of Council Resolutions outstanding for action from 8 June 2022 Council Meeting and introducing the SOA for the 13 and 20 July 2022 Council Meetings Resolutions.

8. GENERAL BUSINESS

8.1 POLICY REPORTS

Nil

8.2 MANAGEMENT REPORTS

8.2.1 COMMONWEALTH GAMES 2026 EXPRESSION OF INTEREST

Author's Title: Director Community Development

Department: Community Development

File No: CS/18/14

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Economy

PURPOSE

The purpose of this report is to note Council's submission to an Expression of Interest process run by the Victorian Government for ideas to activate the Regional Victoria Commonwealth Games to be staged in 2026.

SUMMARY

Regional Victoria will stage the Commonwealth Games in 2026 with proposed hubs in Ballarat, Bendigo, Geelong and Gippsland. At the beginning of the planning process, in May of this year, the State Government called for ideas to help showcase the regions, develop Victoria 2026's cultural program, engage Traditional Owner and Aboriginal organisations, and begin preparations for hosting sporting events and other Games activities.

MOTION:

That Council notes the submission to the Expression of Interest in relation to the Commonwealth Games 2026.

Moved: CR CAROLYN STEWART

Seconded: CR DAVID POLLARD

**CARRIED.
(R099/22)**

Attachments: Nil

DISCUSSION

Council made a submission to the Regional Victoria Commonwealth Games 2026 Expression of interest process via the State Government website.

Buloke Shire Council contributed \$1,000 to a prefeasibility study at the outset of the Greater Shepparton City Council's campaign for the 2030 Greater Victorian Commonwealth Games bid back in October 2017.

A key Strategic Objective of our Council Plan is to advocate for quality and affordable social housing options.

Council's submission was as follows:

Please provide a high-level summary of your idea to help us deliver a vibrant, fun and inclusive 2026 Victorian Commonwealth Games.

Buloke Shire Council sees benefit in collaborating with the State Government to provide important outcomes and economic benefit to the region in the form of organised trips from Bendigo and/or Ballarat to explore our silo and street art, enjoy our many recreational lakes and explore the scenic Lake Tyrrell. This would give athletes and visitors an experience of tourism in a rural setting.

We would also like to see an athlete's village built in our Shire to become social housing as a legacy.

Please provide a detailed description of your concept. You might like to consider the following prompts:

We are proposing the State Government build athlete accommodation, as they have committed to regional centres, that would then become affordable/social housing. Proposal for Charlton to feed Bendigo (105km) and Donald to feed Ballarat (170km) and Bendigo (144km).

Council has, particularly in Charlton, modern infrastructure and expansive sporting fields that could be used or adapted for training purposes for athletes.

We would like to collaborate with our surrounding Shires and Tourism Boards to create multi-day tours from Ballarat and/or Bendigo as a means of dispersing travellers to the smaller regions and giving them the opportunity to experience our tourism offerings in a rural setting. These would incorporate overnight stays to give greater benefit to our towns and local economy.

Opportunity to also create a standalone tourist activation to promote recreational lakes, Silo Art, destination playgrounds (yet to be built) and Lake Tyrrell.

Will your idea leave a legacy within your focus area?

A social and/or affordable housing option located in Buloke Shire would be an incredible legacy from the Commonwealth Games. Buloke Shire has a housing shortage and has been actively looking at ways to improve the housing offerings for all segments of the market. A key to our Community Vision is to work with key stakeholders to address social disadvantage.

Successful tourism activation would lead to further investment in the sector and support new and established businesses.

Will your idea complement existing festivals, activities, infrastructure or services?

This would complement the world-renowned Silo Art Trail and the Lake Tyrrell Tourism Infrastructure Project as well as our recreational lakes and soon to be completed playspace trail.

When do you anticipate commencing your idea(s) and when would it end? Or will the idea(s) be self-sustaining?

Planning for the tourism activations can commence in the short term and without a State Government commitment from this submission process. Planning for the building of an athlete's village would require a commitment and strong collaboration between Council and the State Government and potentially the private sector.

RELEVANT LAW

Not applicable.

RELATED COUNCIL DECISIONS

Council adopted its Council Plan 2021-2025 – Year 2 Annual Plan in August 2022 resolving to make a submission to this process.

Council contributed \$1,000 to a prefeasibility study at the outset of the Greater Shepparton City Council's campaign for the 2030 Greater Victorian Commonwealth Games bid in October 2017.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

Sustainability implications will be considered as part of any results of this submission.

COMMUNITY ENGAGEMENT

This State Government process was subject to wide community engagement calling for submissions from organisations and the public.

INNOVATION AND CONTINUOUS IMPROVEMENT

Successful tourism, cultural business and social benefits may come from activations during the games and as a legacy.

COLLABORATION

Council is and will be collaborating with Regional Development Victoria, Dja Dja Wurrung and Wimmera Mallee Tourism on this advocacy piece. Council's Acting Chief Executive Office also attended the Commonwealth Games Partnership Forum in August of this year.

Council is also part of the Wimmera Mallee Tourism submission around the Silo Art Trail.

FINANCIAL VIABILITY

There is no direct implication on financial viability as a result of this report.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

State Government

COUNCIL PLANS AND POLICIES

Long-Term Community Vision and Council Plan 2021-2025

Council Plan 2021-2025 – Year 2 Annual Plan

Interim Economic Development and Tourism Strategy 2022-2023

TRANSPARENCY OF COUNCIL DECISIONS

This report outlines what Buloke Shire Council has submitted in relation to the Commonwealth Games 2026.

CONFLICTS OF INTEREST

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

8.2.2 COMMUNITY GRANTS AND SPONSORSHIP

Author's Title: Community Development Officer

Department: Community Development

File No: GS/09/42

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Community Wellbeing

PURPOSE

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

SUMMARY

The Charlton Men's Shed was successful in being awarded a Buloke Shire Council Sustainability Grant in May 2022 to put solar panels on their building. Since completing this application, the applicant has been made aware that the original quote from the service provider included two government rebates that the Men's Shed were not eligible for. This has increased the total project cost by \$2800, and so they are seeking to increase the awarded amount.

Blair Gould has been nominated by Federal Member for Mallee, Dr Anne Webster, to attend the National Leadership Forum in Canberra and is seeking sponsorship.

MOTION:

That Council:

1. Increase the original awarded amount for the Charlton Men's Shed Sustainability Grant by \$1,866.67, to \$5,054.00, to reflect the changes in overall project costs.
2. That Council considers \$500 sponsorship to Blair Gould.

MOVED: CR DAVID POLLARD

SECONDED: CR CAROLYN STEWART

CARRIED.
(R100/22)

Attachments: Nil

DISCUSSION

The Charlton Men's Shed were successful in being awarded a Buloke Shire Council Sustainability Grant in May 2022 to put solar panels on their building. They also were awarded a Small Towns Big Difference Grant of \$1,594.00 for this project.

At the time of the application, the cost for the installation of the solar panels was quoted at \$4,781.10, however since the application, the group has been informed that they are ineligible for the two VicSolar rebates that were automatically included in the quoted price. This ineligibility has meant that the cost of this project is now \$7,581.10, which is \$2,800 more than the original quoted price.

The Charlton Men's Shed have written a letter to Council to request that the original funded amount be increased by \$1,866.67, to reflect an increase in the total project cost. This increase in funding would be in line with the \$2:\$1 funding of the updated total project cost. This increase would mean that the Charlton Men's Shed would only need to fundraise an additional \$933 to cover the full project cost, instead of the \$2,800 funding gap.

They have spoken to the Small Towns Big Difference funders, and the funders are unable to offer them additional funding.

Councillors were also briefed of the situation prior to the Council Meeting.

The following application for funding is also being put forth to Council for final decision. This application has been assessed as per the Community Grant Guidelines as accepted by Council. The Executive Management Team recommends the following grant for Council's consideration and final decision on the allocation

| Project: Blair Gould Sponsorship | |
|---|--|
| Organisation/Person: | Blair Gould |
| Grant Type: | Sponsorship |
| Amount Applied: | \$500 |
| Amount Recommended: | \$500 |
| Full Project Cost: | \$1,980 |
| Project Description: | <p>National Leadership Forum in Canberra</p> <p>Blair has been invited to a National Leadership Forum in Canberra after being nominated by Federal Member for Mallee Dr Anne Webster.</p> <p>The event brings together young leaders from across Australia and the Pacific to explore and expand their leadership skills through values of compassion and connection. The Forum program includes keynote addresses by political and business leaders, leadership workshops, small group sessions and panel discussions.</p> <p>Running since 1977, the National Leadership Forum has been drawing young people from across the nation to Canberra to consider how they, as leaders, might use their talents and skills to lead and serve others.</p> <p>The National Leadership Forum provides the opportunity for young people to openly discuss how their particular values might inform their approach to leadership in this day and age.</p> |
| Project Benefit: | <p>A former Buloke Young Citizen of the Year recipient, the forum will enable Blair to expand upon his leadership toolset, to improve his leadership skills in the groups he works in and within the Buloke community.</p> <p>It will also expose him to circles he would not normally move in.</p> |

RELEVANT LAW

Not Applicable

RELATED COUNCIL DECISIONS

At the May 2022 Council Meeting, Council awarded a sustainability grant of \$3,187.34 to the Charlton Men's Shed to support their project to put solar panels on the Men's Shed.

OPTIONS

Council can opt to increase the original grant funding for the Charlton Men's Shed by \$1866.66 to \$5,054.00 to cover the changes in project cost, or they can reject this recommendation, and the Charlton Men's Shed will withdraw from the original grant funding, repaying the previous grant amount, and reapply with the new project costings.

SUSTAINABILITY IMPLICATIONS

Funding was allocated for a sustainability grant which would put solar panels on the Men's Shed building, reducing their carbon footprint.

COMMUNITY ENGAGEMENT

Not Applicable

INNOVATION AND CONTINUOUS IMPROVEMENT

Not Applicable

COLLABORATION

Not Applicable

FINANCIAL VIABILITY

The Charlton Men's Shed application was approved in the 2021/2022 Financial Year, during which there was \$50,000 allocated for sustainability grants, of which \$46,650.67 was expended.

If the applicant is to re-apply for the grant, it will be in the 2022/23 Financial Year from the \$50,000 Sustainability Fund allocation.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not Applicable

COUNCIL PLANS AND POLICIES

Buloke Shire Council Plan 2021-2025 and Long-Term Community Vision.

Community Grant Guidelines.

Community Engagement Policy.

TRANSPARENCY OF COUNCIL DECISIONS

Not Applicable

CONFLICTS OF INTEREST

Not Applicable

8.2.3 FREE GREEN WASTE | 2022 TO 2024

Author's Title: Acting Manager Works

Department: Works and Technical Services

File No: WM|16|01

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Built and Natural Environment

PURPOSE

The purpose of this Report is to have Council approve the provision of free access to Council's landfill and transfer stations for the month of October 2022 for the purpose of disposing green waste in preparation for the 2022-23 fire season. The report recommends the Council continue with this initiative annually for the remainder of the current Council term.

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.

MOTION:

That Council:

1. Provides free access to the Council's landfill and transfer stations for the month of October for the remainder of the current Council term for the purpose of disposing green waste in preparation for annual fire seasons; and
2. Authorises the Chief Executive Officer to determine an alternative period or extend the period in 2022 and future years based on forecast weather conditions.

MOVED: CR BRONWYN SIMPSON

SECONDED: CR ALAN GETLEY

CARRIED.

(R101/22)

Attachments: Nil

DISCUSSION

Council Officers inspect all properties in Buloke townships to ensure they comply with requirements under the *Country Fire Authority 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.

Historically a report recommending free access to the Council's landfill and transfer stations in or around October is presented on an annual basis. As an alternative to considering this matter annually at a Meeting of the Council, this report recommends the Council consider waiving fees and charges for the disposal of green waste for the remainder of the current Council term. If weather conditions dictate, the period will be adjusted or extended by the Chief Executive Officer under Council authorisation.

RELEVANT LAW

The *Country Fire Authority Act 1958* requires property owners in townships to keep their properties in a condition which restricts the spread of fire. The Council's Municipal Fire Prevention Officer is responsible to ensure compliance with this Act.

RELATED COUNCIL DECISIONS

The Council has historically considered free access to the Council's landfill and transfer stations on an annual basis.

OPTIONS

The Council may determine not to provide free access to landfill and transfer stations for the purpose of disposing green waste.

SUSTAINABILITY IMPLICATIONS

Green waste is mulched onsite on an annual basis and utilised in the Council's Works Department, including for daily cover at landfill stations.

COMMUNITY ENGAGEMENT

Council will promote free access through traditional and social media channels.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

An analysis of prior green waste/m³ sales undertaken in previous years has been used as a cost indicator for the free green waste initiative. It is estimated this initiative will cost \$8,500 in 2022 based on quantity of green waste in October 2021, with costs in future years unlikely to deviate significantly from this baseline figure.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

Not applicable.

TRANSPARENCY OF COUNCIL DECISIONS

Not applicable.

CONFLICTS OF INTEREST

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

8.2.4 SALE OF LAND | 110 SUTCLIFF STREET, SEA LAKE

Author's Title: Director Infrastructure and Delivery

Department: Works and Technical Services

File No: CP|02|19

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Built and Natural Environment

PURPOSE

The purpose of this report is to advise Council of the intention to sell Council property at 110 Sutcliff Street, Sea Lake and seek approval from Council under Section 114 of the *Local Government Act 2020* (Act) to undertake the required community consultation.

SUMMARY

Council received Planning Permit Application No: 974/22 for the Proposed Subdivision of land into nine lots at 110 Sutcliff Street, Sea Lake.

The Council is in the process of fulfilling all conditions placed on the approved planning permit No. 974/22. The Council can proceed to sell the nine-lot subdivision surplus land at 110 Sutcliff Street, Sea Lake once those planning conditions are satisfied.

MOTION:

That Council:

1. Commence the sale of land process pursuant to section 114 of the *Local Government Act 2020*.
2. Gives notice of its intention to sell surplus land at 110 Sutcliff Street, Sea Lake at least 4 weeks prior to selling or exchanging the land, including on Council's Internet site.
3. Undertakes a community engagement process in accordance with its community engagement policy.
4. Obtains from a person who holds the qualifications or experience specified under section 13DA(2) of the *Valuation of Land Act 1960*, a valuation of the land which is made not more than 6 months prior to the sale or exchange.
5. Receives a further report on the Sale of Land at 110 Sutcliff Street Sea Lake following the community engagement process.

MOVED: CR GRAEME MILNE

SECONDED: CR DAVID POLLARD

CARRIED.

(R102/22)

- Attachments:**
- 1 Title
 - 2 Existing Condition Plan
 - 3 Approved Planning Permit
 - 4 Endorsed Proposed Plan of Subdivision

DISCUSSION

Following the closure of the Sea Lake Primary School the land was transferred to Council. This substantial piece of land has remained undeveloped since that time.

The land is situated at 110 Sutcliff Street, Sea Lake. The land is in the middle of Sea Lake and is in close proximity to the main shopping precinct.

The land has sealed road access on all sides with some kerb and channel. The land was serviced by power, water, and sewerage to the site. However, these services will all be upgraded to service the residential blocks during the subdivision stage.

The total site covers an area of 10,051 square metres. Address of the land is 110 Sutcliff Street, Sea Lake Crown Allotment 26 Section 1 Township of Sea Lake, Volume 10314 Folio 806.

In May 2022, Council received Planning Permit Application No: 974/22 for the Proposed Subdivision of land into nine lots at 110 Sutcliff Street, Sea Lake.

Council received State Government funding which enabled the land to be developed into nine residential allotments.

RELEVANT LAW

The requirements of the *Local Government Act 2020* are detailed below:

Division 4—Powers in relation to land**114 Restriction on power to sell or exchange land**

- (1) Except where section 116 applies, if a Council sells or exchanges any land it must comply with this section.
- (2) Before selling or exchanging the land, the Council must—
 - (a) at least 4 weeks prior to selling or exchanging the land, publish notice of intention to do so—
 - (i) on the Council's Internet site; and
 - (ii) in any other manner prescribed by the regulations for the purposes of this subsection; and
 - (b) undertake a community engagement process in accordance with its community engagement policy; and
 - (c) obtain from a person who holds the qualifications or experience specified under section 13DA(2) of the *Valuation of Land Act 1960* a valuation of the land which is made not more than 6 months prior to the sale or exchange.

RELATED COUNCIL DECISIONS

Not applicable.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

Planning permit PPA978-22 was approved for the removal of native vegetation in the area of the subdivision. All required offset credits have been procured.

COMMUNITY ENGAGEMENT

The proposed Sale of Land at 110 Sutcliff Street Sea Lake will be placed on public exhibition in accordance Council's Community Engagement Policy.

The community engagement process will emphasise the Council's interest in ensuring the land development occurs within a reasonable period of time, including through reviewing options for conditional land sale.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

The State of Victoria, as represented by its Department of Jobs, Precincts and Regions funded the Sea Lake Housing Development under the Regional Recovery Fund to the value of \$300,000 with an extended project completion date of 30 November 2022.

FINANCIAL VIABILITY

Provision has been made within the adopted 2022/23 budget for the undertaking of the subdivision works at 110 Sutcliffe Street, Sea Lake in accordance with Planning Permit Application No: 974/22. The budgeted amount to implement the works is \$438,000. The State Government provided a grant of \$300,000 for the project with Council contributing \$138,000. An estimated proceed from sales has been allowed for in the Financial Plan in 2023-24 of \$567,000 based on estimate block values at the time of preparing the 2022-23 Budget and Financial Plan. Council Officers managing the sub-division project currently assess the estimated sales proceeds of \$567,000 to be accurate within a suitable tolerance.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

At the Council Meeting held Wednesday, 10 August 2022, Council adopted the Council Plan 2021-2025 – Year 2 Annual Plan. A key action in the Council Plan 2021-2025 – Year 2 Annual Plan includes the completion of the subdivision of the former Sea Lake Primary School site and make the blocks available for sale.

TRANSPARENCY OF COUNCIL DECISIONS

This report recommends that the matter be brought back to the Council for further determination following the community engagement process.

CONFLICTS OF INTEREST

I, Hannah Yu, have no conflicts of interest in relation to the matters contained within this Report.

8.2.5 DRAFT ROAD MANAGEMENT PLAN

Author's Title: Director Infrastructure and Delivery

Department: Works and Technical Services

File No: RO|15|01

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Built and Natural Environment

PURPOSE

For the Council to endorse release of the draft Road Management Plan (Plan) for final community engagement and feedback prior to presentation of the final Plan for Council adoption.

SUMMARY

Community consultation in relation to the draft Plan commenced in November 2021 with a view to seek feedback and involvement of the Buloke community during the revision of the Plan. A final draft Plan has subsequently been developed and is presented to the Council for endorsement prior to commencing the final stages of community engagement.

MOTION:

That the Council endorse the draft Road Management Plan for a final community engagement process.

MOVED: CR ALAN GETLEY

SECONDED: CR DAVID POLLARD

CARRIED.
(R103/22)

Attachments: 1 Draft Road Management Plan 2021-25

DISCUSSION

The Buloke Shire Council is a Road Authority as defined in section 37 of the *Road Management Act 2004*. Under this legislation, Road Authorities may choose to develop and publish a Plan which provides road users with an overview of the Council's road management and maintenance practices.

A review of the draft Plan involving community engagement activities across 12 separate workshops commenced in November 2021; this review resulted in 11 recommendations to be considered by the Council as part of the revision to the current Plan.

The Plan is indirectly impacted by the above-mentioned recommendations; however, Officers consider these recommendations would be more suitably referenced within the draft Transport Asset Management Implementation Plan scheduled for consideration at the September 2022 Council Meeting.

This report seeks endorsement to release the draft Plan to the public in accordance with the Council's Community Engagement policy, in order that the community may comment on the Plan prior to being presented to the Council for final adoption.

RELEVANT LAW

The *Road Management (General) Regulations 2016* (Regulations) require that the Plan be reviewed at regular intervals to meet the objectives of the Act.

RELATED COUNCIL DECISIONS

The Council, at its March 2022 Meeting, noted the Road Management Plan Review 2022 Report and authorised Officers to release this Report in accordance with its Community Engagement Policy.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

The Plan seeks to support and/or improve the social and environmental sustainability of the Council and its residents where possible.

COMMUNITY ENGAGEMENT

A Report was presented to the Council at its March 2022 Meeting outlining the community engagement activities undertaken in review of the current Plan.

The proposed Plan will be made available on the Council's website and promoted to the community through traditional and social media, providing an opportunity for feedback prior to presenting the final Plan for adoption by the Council.

INNOVATION AND CONTINUOUS IMPROVEMENT

The community engagement activities resulted in ideas being generated with respect to the management of the Council's road network. Key concepts from these activities have been incorporated into the draft Transport Asset Management Implementation Plan, which will be presented for the Council's consideration at its September 2022 Council Meeting.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

The resource implications, if any, resulting from an amendment categorisation of road assets during the current Plan will form a baseline for future operational budget development.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

The Regulations state that in conducting a review of its Plan a Road Authority must ensure that the standards in relation to, and the priorities to be given to, the inspection, maintenance and repair of the roads and classes of road to which the plan applies are appropriate.

COUNCIL PLANS AND POLICIES

The review of the Plan has been undertaken in accordance with the Council's Community Engagement Policy. Feedback in relation to the Plan will inform Council's operational and capital expenditure budget decisions.

TRANSPARENCY OF COUNCIL DECISIONS

Feedback from the community in relation to the draft Plan will be referenced when the final Plan is presented to the Council for adoption.

CONFLICTS OF INTEREST

No Officers involved in the preparation of the Plan, or this Report have a conflict of interest.

8.2.6 DRAFT TRANSPORT ASSET MANAGEMENT IMPLEMENTATION PLAN

Author's Title: Director Infrastructure and Delivery

Department: Works and Technical Services

File No: CM|14|04

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Built and Natural Environment

PURPOSE

To present the draft Transport Asset Management Implementation Plan (Transport Plan) to the Council for endorsement to commence community engagement.

SUMMARY

The Council's adopted Asset Plan provides for the development of individual Asset Management Implementation Plans relevant for each major asset category.

The attached draft Transport Plan details key information and improvement activities associated with transport-related assets, including roads, footpaths, kerb and channel and bridges.

MOTION:

That Council note and endorse the release of the draft Transport Asset Management Implement Plan to the community for feedback in accordance with the Council's Community Engagement Policy.

MOVED: CR GRAEME MILNE

SECONDED: CR ALAN GETLEY

CARRIED.
(R104/22)

Attachments: 1 Draft Transport Asset Management Implementation Plan

DISCUSSION

The Council's adopted Asset Plan outlines strategic improvement initiatives in the management of its assets to meet the required level of service as far as reasonably practicable in a manner which is cost effective for current and future users. Within the Asset Plan, the Council has identified the Transport Plan as one of several Asset Management Implementation Plans required to establish key objectives for each asset class.

The draft Transport Plan incorporates the elements critical to effective management of transport-related assets, including roads, footpaths, kerb and channel, and bridges. It provides an overview of the Council's intended improvement plan, taking into account:

- Asset life cycle
- Long term cost-effective management strategies
- Defined levels of service and performance monitoring

- Management of risks associated with asset failures
- Sustainable use of physical resources, and
- Continuous improvement in transport-related asset management practices.

In line with Council's community engagement principles of good communication and transparency of decision making, the release of the draft Transport Plan for public comment is a key phase in supporting community understanding of the Council's asset management responsibilities and seeking community feedback on intended future directions.

RELEVANT LAW

The Plan identifies the Council's legislative responsibilities in relation to the management of its assets, including but not limited to, requirements under the *Local Government Act 2020*, the *Road Management Act 2004* and the *Road Safety Act 1986*.

RELATED COUNCIL DECISIONS

The Council adopted its Asset Plan at the Council Meeting held on 29 June 2022. The Asset Plan provides the overarching framework for the development of individual Asset Management Implementation Plans for key asset classes.

OPTIONS

The Council may determine not to release the draft Transport Plan to the community.

SUSTAINABILITY IMPLICATIONS

The objective of asset management is to create, operate, maintain, rehabilitate and replace assets at the required level of service for current and future users in a cost effective and environmentally sustainable manner.

COMMUNITY ENGAGEMENT

Initial feedback from the community in relation to the Transport asset class has been summarised and included in the Council's adopted Asset Plan. This feedback, where applicable, has been considered in the development of the draft Transport Plan.

Information and feedback received from the community in the initial review of the draft Road Management Plan 2021-25 has been incorporated into the draft Transport Plan.

A further report will be presented to the Council outlining any further feedback from the community and the Council's key stakeholders following the conclusion of the community engagement period.

INNOVATION AND CONTINUOUS IMPROVEMENT

The proposed asset management improvement plan is outlined within the draft Transport Plan and provides for key improvements scheduled over a 4 year period.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

The resourcing implications of the draft Plan are yet to be determined in the Council's Annual Budget and Financial Plan. The projections included in the Plan will inform and enhance the Council's long term financial planning and significantly improve forecast understanding.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

The draft Transport Plan aligns with the overall planning framework established under the Council's adopted Asset Plan.

TRANSPARENCY OF COUNCIL DECISIONS

Key information in relation to the Council's transport-related infrastructure and proposed future improvements are outlined in the draft Transport Plan.

CONFLICTS OF INTEREST

No Officers involved in the development of the draft Plan or this Report have a conflict of interest.

8.2.7 2022/23 SWIMMING POOL SEASON

Author's Title: Director Infrastructure and Delivery

Department: Works and Technical Services

File No: CP|19|01

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Built and Natural Environment

PURPOSE

The purpose of this report is to seek Council approval to confirm the opening date of 12 November 2022 and the closing date of 20 March 2023 for the 2022/2023 swimming pool season.

SUMMARY

The Council reviews the season dates and operational times of its aquatic facilities on an annual basis.

MOTION:

That Council:

1. Sets the 2022/2023 swimming pool season to operate from Saturday 12 November 2022 until Monday 20 March 2023 for all seven swimming pools;
2. Make no change to opening days and hours across all seven swimming pools;
3. Advertises the 2022/2023 pool season dates through its media platforms and displays them at each pool for the duration of the season;
4. Continue to waive the Lifeguard fee of \$50.00 per hour for all swimming pool hire bookings in the 2022/2023 swimming pool season; and
5. Cessation of 'banking' cold weather days for use at the end of the 2022/2023 season to minimise the impact of waiving fees to Council's budgeted position.

MOVED: CR GRAEME MILNE

SECONDED: CR BRONWYN SIMPSON

CARRIED.

(R105/22)

Attachments: Nil

DISCUSSION

Council has historically opened all seven swimming pools in the second week of November and closed them at the end of the second week in March. The recommendation is consistent with last year, with the proposed opening and closing dates being 12 November 2022 and 20 March 2023.

Council Officers conducted a community survey following the 2021/2022 season which presented a desire to change the opening and closing dates, as well as the hours of operation. The changes will not be implemented this season as Council are currently in the process of developing a new Aquatic Strategy.

RELEVANT LAW

Not applicable.

RELATED COUNCIL DECISIONS

Not applicable.

OPTIONS

Alternative options in relation to pool season opening and closing dates, and hours of operation, have been discussed internally; these alternative options have not pursued

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

Information in relation to pool operations will be made available to the community via traditional and social media channels.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

The 2022/23 Annual Budget provides for operational and capital expenditure required for effective aquatic service delivery. The proposal not to proceed with banking cold weather days during the 2022/23 season will allow the Council to offset any costs associated with waiving pool and lifeguard hire fees for not-for-profit community groups.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

Not applicable.

TRANSPARENCY OF COUNCIL DECISIONS

Not applicable.

CONFLICTS OF INTEREST

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

8.2.8 DRAFT AUDIT AND RISK COMMITTEE MEETING MINUTES 11 MAY 2022

Author's Title: Governance Officer

Department: Corporate Services

File No: FM/02/09

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Council and Community Leadership

PURPOSE

To provide Council with the draft minutes of the Audit and Risk Committee Meeting held on 11 May 2022.

SUMMARY

The draft Audit and Risk Committee minutes are attached for the information of Council.

MOTION:

That Council notes the draft Minutes of the Audit and Risk Committee meeting held on 11 May 2022.

MOVED: CR ALAN GETLEY

SECONDED: CR DAVID POLLARD

CARRIED.
(R106/22)

Attachments: 1 Audit and Risk Committee Minutes 11 May 2022

DISCUSSION

The Audit and Risk Committee (the Committee) is a statutory committee of Council which considers matters of governance, finance and risk management. The Committee is comprised of three independent members and the Mayor. The Committee provides advice on the integrity and effectiveness of Council's financial reporting and risk management system.

At the meeting held, the Committee considered the following matters:

- Outstanding Action Items
- Audit and Risk Committee Work Plan
- Insurance Summary
- Audit and Risk Committee Charter Review
- Risk Management
- Legislative Compliance Register
- Asset Management Update
- VAGO Audit Strategy 2021

- Internal Audit Update
- Internal Audit Progress
- Councillor reimbursements
- Draft Financial Performance Report as at 31 March 2021
- Draft Annual Budget

RELEVANT LAW

Council is required under the *Local Government Act 2020* to establish and maintain an Audit and Risk Committee.

RELATED COUNCIL DECISIONS

The Committee was established by Council at its meeting held on 12 August 2020.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

Not applicable.

INNOVATION AND CONTINUOUS IMPROVEMENT

The Committee provides guidance and recommendations that result in improvements to methods and systems of Council.

COLLABORATION

Councillors and senior staff are invited to attend, and present as required at Committee meetings. Recommendations from the Committee are communicated to relevant staff members for action.

FINANCIAL VIABILITY

The costs associated with the Committee are considered in the Annual Budget.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

The Audit and Risk Committee Charter was adopted by Council on 12 August 2020.

TRANSPARENCY OF COUNCIL DECISIONS

The Audit and Risk Committee is considered an essential element of good governance, monitoring Council's financial and performance reporting, monitoring and providing advice on risk management and overseeing internal and external audit functions. The draft minutes are provided to Council to consider the activities undertaken by the Committee.

CONFLICTS OF INTEREST

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

8.3 FINANCIAL REPORTS

Nil

8.4 ORGANISATIONAL REPORTS

Nil

8.5 REPORTS FROM COUNCILLORS

Report from Mayor Daryl Warren – Mount Jeffcott Ward

| | |
|----------------|---|
| 11 August 2022 | Workspace Meeting via Zoom |
| 12 August | Loddon Campaspe Mayor's and CEO's Meeting via Zoom |
| 17 August | Councillor Briefing via Zoom |
| 18 August | Swan Hill Guardian Interview |
| 19 August | Meeting with Anne Webster MP, Jono Duniam MP, Deputy Mayor & Council staff about the application before the Federal Government concerning Lake Tyrrell via Zoom |
| 22 August | Buloke Tourism Meeting via Zoom |
| 24 August | CEO/Mayor Catch Up |
| 31 August | CEO/Mayor Catch Up Recreation Lakes Meeting – Birchip |
| 1 September | Hobsons Bay City Council Official Opening of Office Complex at Altona |
| 2 September | Rural Council Victoria Conference at Daylesford |
| 7 September | CEO/Mayor Catch Up Councillor Briefing – Sea Lake |
| 8 September | RUOK Day at Donald Men's Shed Donald Streetscape Meeting |
| 14 September | CEO/Mayor Catch Up Council Meeting - Wycheproof |

9. OTHER BUSINESS

9.1 NOTICES OF MOTION

9.1.1 LIFEGUARD QUALIFICATION FITNESS ASSESSMENT

Author's Title: Councillor Getley

Department: Office of the CEO

File No: PE/22/01

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Council and Community Leadership

PURPOSE

For the Council to consider writing to Life Saving Victoria and Royal Life Saving Australia requesting a review of the current fitness test required to successfully complete the Lifeguard Course.

SUMMARY

The governing policy framework, Guidelines for Safe Pool Operations (Guidelines) is maintained by Royal Life Saving Australia. These Guidelines include detailed specifications and requirements for best practice design and operations including the supervision of aquatic locations nationwide.

Royal Life Saving Australia, through a revision of the Guidelines, introduced a timed swim fitness test as part of the lifeguard qualification in 2017. This fitness test is used to determine swimming competency, but its primary purpose is to ensure that Lifeguards can respond appropriately in an aquatic emergency situation or rescue scenario. Information relating to the fitness test is outlined in the Discussion of this Report, and notes that there is no opportunity to apply a different fitness test which reflects the different aquatic environments.

MOTION:

That the Council:

1. Writes to Life Saving Victoria and Royal Life Saving Australia requesting the Lifeguard Course include an alternative fitness test, and
2. In writing to Life Saving Victoria and Royal Life Saving Australia outline the Council's concern that:
 - (a) the long-distance swim does not reflect the requirements of the Lifeguard role in community pools; and
 - (b) the use of the long-distance swim as a standardised fitness test is a barrier to the Council's ability to attract and retain Lifeguards, and consequently creates greater disadvantage to small rural councils in providing aquatic services to their communities.

MOVED: CR GRAEME MILNE

SECONDED: CR DAVID POLLARD

**CARRIED.
(R107/22)**

Attachments: Nil

DISCUSSION

Royal Life Saving Australia (RLSA) is the National Peak Body that was established in 1894 with a focus on drowning prevention, education and training and holds the responsibility for all inland waterways and still water (pool) environments.

In the 1990's RLSA developed the first Pool Lifeguard Program which is now the industry standard Lifeguard Qualification for those supervising inland waterways and pools.

Life Saving Victoria (LSV) is the state subsidiary of RLSA and plays a key role in drowning prevention, education, training, and water safety initiatives such as VIC SWIM, Bush Nippers, and beach-based programs.

LSV is also a registered training organisation (RTO) and delivers the nationally recognised Lifeguard and First Aid courses.

RLSA has maintained and developed the Guidelines for Safe Pool Operation (GSPO) since 1992. The GSPO is a set of detailed specifications and recommendations establishing best practice design and operations including the supervision of aquatic locations nationwide.

Under a variety of legal standards and frameworks, facility designers, owners and operators are charged with the responsibility of ensuring public and worker health and safety arising from the operations of aquatic facilities and their activities. For 30 years, RLSA has written the GSPO, which compiles and contextualises these standards and frameworks, making them easier to understand and apply to aquatic facilities.

Although published by RLSA, the GSPO represents the collective opinion of the aquatic industry across Australia, through an extensive and consultative development and review process undertaken by the National Aquatic Industry Committee (NAIC). As such, the GSPO is written and authorised for industry by industry - leveraging a formal network of collaborators both nationally and internationally.

The GSPO outlines the minimum qualification for the employment of Lifeguards, it also recommends and provides details on emergency management, supervision strategies, operational procedures, and key responsibilities of the role.

The timed swim was introduced into the Lifeguard qualification for the first time in 2017 as a basic measure of fitness. As much as the test is about swimming competency, it is more focused on ensuring that any lifeguard can respond appropriately in an aquatic emergency situation or rescue scenario.

For example, the effort and level of fitness required to pull someone from the pool to the edge, get them out of the pool, assess the patient, call for assistance, manage bystanders and if required administer CPR until emergency services arrive is quite significant and in a rural location this could be an extended period.

The timed swim is one measure that actively encourages and ensures all lifeguards maintain a level of fitness year-round that would allow them to confidently be able to respond to a range of first aid, aquatic rescues, and other emergency situations, ensuring a duty of care is maintained for all swimmers who access the facilities.

The pool lifeguard test is set at a level so that anyone with a basic or moderate level of fitness and some entry level experience in the water should be able to easily meet the requirements. Regardless of whether a Lifeguard is employed at a 25-metre low patronage pool in a rural area or on deck at a large metro based indoor facility with a 50-metre pool or even lifeguarding a wave pool in metropolitan councils, there is no differentiation in the qualification required.

The standardisation of the fitness test for Lifeguards is considered a significant barrier to attracting and retaining Lifeguards from small communities to oversee small low patronage pools. This has a direct impact on the ability of the Council to provide aquatic services to the municipality each season, noting that access to aquatic facilities plays a vital part in recreational and social activities within small rural towns.

9.1.2 NOTICE OF MOTION - TO MARK PASSING OF HER ROYAL HIGHNESS QUEEN ELIZABETH II

Author's Title: Councillor

Department: Office of the CEO

File No: 14092022

Relevance to Council Plan 2021 - 2025

Strategic Objective: Our Council and Community Leadership

PURPOSE

The purpose of this Notice of Motion is for Council to mark the passing of Her Royal Highness, Queen Elizabeth II on 8 September 2022 and honour her life.

Queen Elizabeth is for many Buloke residents, the only monarch they have known. She was the first British monarch to visit Australia back in 1954 and she held a deep affection for Australia.

Council opened this, our September 2022 Council Meeting with a minute's silence in honour of Her Royal Highness, Queen Elizabeth II.

MOTION:

That Council continues to observe all national protocols in relation to honouring the late Queen Elizabeth and avails itself to writing an official message of condolence to the Royal Family.

MOVED: CR ALAN GETLEY

SECONDED: CR BRONWYN SIMPSON

CARRIED.
(R108/22)

Attachments: Nil

9.2 QUESTIONS FROM COUNCILLORS

9.2.1 CR MILNE – GROWTH OF GRASS IN TOWNSHIPS

Expressing concern with the growth of grass in townships, and having had feedback from community groups and persons, and enquiring if Council staff could seek assistance from Community Forums to help address this problem.

The Director Infrastructure and Delivery responded to advise planning is underway and Officers will speak to Community Forums to gauge their interest and capacity to assist. The CEO added alternatives to the standard practice around slashing are also being investigated including outsourcing some of the program.

9.3 URGENT BUSINESS

Nil

9.4 ANY OTHER BUSINESS

Nil

9.5 MATTERS WHICH MAY EXCLUDE THE PUBLIC

MOTION:

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

9.5.1 CONTRACT NO.C113 2021/22 TENDER (g(ii)) private commercial information, being
EVALUATION PANEL REPORT information provided by a business,
commercial or financial undertaking that if
released, would unreasonably expose the
business, commercial or financial undertaking
to disadvantage

MOVED: CR ALAN GETLEY

SECONDED: CR DAVID POLLARD

CARRIED.

(R109/22)

MOTION:

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

MOVED: CR GRAEME MILNE

SECONDED: CR ALAN GETLEY

CARRIED.

(R111/22)

10. MEETING CLOSE

Meeting closed at 7.59pm.