



Council Meeting **Agenda**

Wednesday 21 May 2025

Commencing at 7:00 pm

Wycheproof Supper Room
367 Broadway, Wycheproof

Wayne O'Toole
Chief Executive Officer



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1 COUNCIL WELCOME AND STATEMENT OF ACKNOWLEDGEMENT

WELCOME

The Mayor Cr Alan Getley will welcome all in attendance.

STATEMENT OF ACKNOWLEDGEMENT

The Mayor Cr Alan Getley will acknowledge the traditional owners of the land on which we are meeting and pay our respects to their Elders and to the Elders from other communities who may be here today.

2 RECEIPT OF APOLOGIES

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RECOMMENDATION

That Council adopt the Minutes of the Council Meetings held on 16 April, 2025 and 8 May, 2025.

4 REQUESTS FOR LEAVE OF ABSENCE

5 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

In accordance with Section 130 (2) of the *Local Government Act 2020* Councillors who have a conflict of interest in respect of a matter being considered at this meeting, must

- a) Disclose the conflict of interest in the manner required by the Council's Governance Rules 2022; and
- b) Exclude themselves from the decision-making process in relation to that matter, including any discussion or vote on the matter at any Council meeting or delegated committee, and any action in relation to the matter.

Disclosure must occur immediately before the matter is considered or discussed.

6 QUESTIONS FROM THE PUBLIC
Nil.

7 PROCEDURAL ITEMS

7.1 REPORT OF COUNCILLOR ASSEMBLIES

Author's Title: Executive Assistant/Administration Assistant

Directorate: Office of the CEO

File No:
GO/05/04

PURPOSE

To report on the Assembly of Councillors from 17 March - 7 May 2025.

RECOMMENDATION

1. That Council note the Assembly of Councillors from 17 March – 7 May 2025

Attachments: 1. Attachment 7.1.1 - Councillor Briefing Record - 7 May 2025

Date	Attendees	Meeting Item
17 March 2025 6:00pm	Cr Getley, Cr Milne, Cr Delaney, Cr Stafford, Cr Barratt and Cr Hogan	Community Forum Summit Wycheproof Hall
31 March 2025 9:30am	Cr Getley, Cr Milne, Cr Delaney, Cr Stafford, Cr Barratt and Cr Hogan	Council Plan Workshop Wycheproof Hall Supper Room
2 April 2025 11:00am	Cr Getley, Cr Milne, Cr Delaney, Cr Stafford, Cr Barratt and Cr Hogan	CEO Review Wycheproof Hall Supper Room
2 April 2025 5:00pm	Cr Getley, Cr Milne, Cr Delaney, Cr Stafford, Cr Barratt and Cr Hogan	Councillor Briefing Watchem Hall
14 April 2025 9:30am	Cr Getley, Cr Milne, Cr Delaney, Cr Stafford, Cr Barratt and Cr Hogan	Council Plan Workshop Wycheproof Hall Supper Room
23 April 2025 9:30am	Cr Getley, Cr Milne, Cr Delaney, Cr Stafford, Cr Barratt and Cr Hogan	Council Budget Workshop Wycheproof Hall Supper Room
23 April 2025 2:30pm	Cr Getley, Cr Milne, Cr Delaney, Cr Stafford, Cr Barratt and Cr Hogan	Revenue & Rating Workshop Wycheproof Hall Supper Room
29 April 2025 6:00pm	Cr Getley, Cr Milne, Cr Delaney, Cr Stafford, Cr Barratt.	Transmission Lines and Renewable Energy Discussion. Donald Shire Office
7 May 2025 5:00pm	Cr Getley, Cr Milne, Cr Delaney, Cr Stafford and Cr Barratt	Councillor Briefing Berriwillock Community Centre
14 May 2025 5:00 pm	Cr Getley, Cr Milne, Cr Delaney, Cr Stafford and Cr Barratt	VNI West Transmission Line project discussion. Online (Teams) Meeting



Councillor Briefing Record

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

Date:	7 May 2025	Time	4:30pm
Location:	Berriwillock Community Centre – Taverner Steet		
Acknowledgement of Country:	The Mayor will acknowledge the traditional owners of the land on which we are meeting and pay our respects to their Elders and to the Elders from other communities who may be here today.		

ITEMS

NO.	MATTER FOR DISCUSSION	
1.	Councillor Only time/ Welcome	4:30pm
2.	Apologies Councillor Bernadette Hogan is on a leave of absence and is an apology.	
3.	Attendees: Cr Getley, Cr Milne, Cr Delaney, Cr Stafford, Cr Barratt, Wayne O'Toole, Jenna Allan, Gaynor Atkin and Daniel McLoughlan.	
4.	Guests: Sea Lake Airfield Committee: Jenny Newell (Advance Sea Lake Chair), Pat Amos (Secretary), Paul Allan (Committee member CFA Sea Lake), Steve Venville (CFA Senior Leading Firefighter/ Air Attack Supervisor), Michela Clarke (Sea Lake Paramedic). Paul Rohleder and Alison Watson - Berriwillock Development Group Phil Galloway - Syncline Community Cable Pty Ltd Paula Gardiner – Buloke Shire Council Staff Salomme Menezes – Buloke Shire Council Staff Ian Phillips – I & J Management Services Phil Rowland – Planning for Communities	
5.	Declaration of Conflict of Interest	Nil
6.	Confirmation of Councillor Briefing Notes – 2 April 2025	noted
7.	Presentations	
7.1	Sea Lake Airfield Committee	
7.2	Berriwillock Community Development Group	
7.3	Syncline Community Cable Project	



Dinner Break		
8.	Briefing Reports	
8.1	Rural Councils Transformation – Total Asset Management system.	
8.2	Qtly Finance update / Capital Project update	
8.3	Revenue and Rating Strategy update	
8.4	Library Services Review - (Facilitated discussion by I & J Management Services) - Teams presentation	
8.5	Draft Council Plan - (discussion facilitated by Phil Galloway from Planning For Communities) - Teams presentation	
9.	Councillor Matters	
10.	CEO Updates	
11.	Next Briefing - 4 June 2025 – Culgoa Hall	
12.	Close Meeting	9:15pm

7.2 STATUS OF ACTION OF PAST COUNCIL MEETING RESOLUTIONS

Author's Title: Executive Assistant/Administration Assistant

Directorate: Office of the CEO

File No:
Governance

PURPOSE

To provide Council with a list of the Status of Action (SOA) of Council Resolutions outstanding for completion of action, and the SOA for the 16 April and 8 May 2025 Council Meeting Resolutions.

RECOMMENDATION

That Council note the Status of Actions Report for Council resolutions documented in the report.

KEY POINTS/ISSUES

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

In accordance with the Council's Governance Rules adopted August 2022, Council decisions are to be made and actions taken in accordance with the relevant law.

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

Attached to this report for public information is a list of the SOA of Council Resolutions outstanding for completion of action and introducing the SOA for the 16 April and 8 May 2025 Council Meeting Resolutions.

Attachments:

1. Attachment 7.2.1 - Council Resolutions Outstanding 16 April to be tabled 21 May 2025

Summary of Action on Council Resolutions – Outstanding from past Council Meetings & 16 April CM – to be tabled 21 May 2025

Date	Directorate	Item	Resolution/Question	Actioning Officer/s	Status of Action	Complete or Commenced
02082023	Infrastructure and Delivery	8.2.1	That Council: 1. Notes following consultation process in accordance with its Community Engagement Policy, one submission was received to the proposed nine-lot subdivision sale of land at 110 Sutcliffe Street, Sea Lake; 2. Sells nine-lot subdivision surplus land at 110 Sutcliff St, Sea Lake by private treaty or auction in accord sec 114 of the Local Gov Act 2020 and Council's Sale of Land Policy; and 3. Authorises the CEO to execute the Transfer of Land documents and any other documents required to affect the sale of the land.	Director Infrastructure & Delivery	Sale of land process is being undertaken.	Commenced
11092024	Community Development	8.2.2	Buloke Planning Scheme Amendment 1. Requests that the Minister for Planning grant Authorisation under Section 8A of the <i>Planning and Environment Act 1987</i> to prepare and exhibit a Planning Scheme Amendment to implement the recommendations in the Planning Scheme review report and correct selected mapping/zoning anomalies.	Director Community Development	Commenced	Commenced

Tabled 21 May 2025 Council Meeting

Summary of Action on Council Resolutions – Outstanding from past Council Meetings & 16 April CM – to be tabled 21 May 2025

Date	Directorate	Item	Resolution/Question	Actioning Officer/s	Status of Action	Complete or Commenced
18122024	Corporate	8.1.2	<p>Draft Governance Rules and Draft Election Period Policy.</p> <ol style="list-style-type: none"> Having prepared the Revised Draft Governance Rules in accordance with section 60 of the <i>Local Government Act 2020</i>, approves and commences a 9-week process of community consultation in relation to the Revised Draft Governance Rules and Draft Election Period Policy, and makes the Revised Draft Governance Rules and Draft Election Period Policy available for Public Exhibition via Council's website; Allows persons to make submissions in writing in relation to any proposal contained within the Revised Draft Governance Rules and/or Draft Election Period Policy; and Allows presentations in support of written submissions to be heard at the Council Meeting on 19 March 2025 prior to the proposed adoption of the Draft Governance Rules and Draft Election Period Policy at this Meeting. 	Director Corporate and Organisational Performance	Progress has been delayed due to impending legal advice that is required before returning to Councillors and bringing the draft proposed rules to a Council Meeting.	Delayed
18122024	Corporate	8.1.3	Adopt the Child Safe Standards Policy	Director Corporate and	Completed, policy adopted.	Completed.

Tabled 21 May 2025 Council Meeting

Summary of Action on Council Resolutions – Outstanding from past Council Meetings & 16 April CM – to be tabled 21 May 2025

Date	Directorate	Item	Resolution/Question	Actioning Officer/s	Status of Action	Complete or Commenced
				Organisational Performance		
19022025	Corporate	8.1.1	Adopts the Confidentiality Policy	Director Corporate and Organisational Performance	Completed, policy adopted.	Completed.
19022025	Corporate	8.4.2	S6 - Instrument of Delegation to members of Council Staff - 3. The Instrument comes into force immediately upon this resolution being made and is to be signed by the Council's Chief Executive Officer and the Mayor;	Director Corporate and Organisational Performance	Completed.	Completed.
19022025	Corporate	9.5.1	Sale of properties for recovery of unpaid rates and charges	Director Corporate and Organisational Performance	Brought to Council. Sale process underway.	Commenced
16042025	Infrastructure and Delivery	8.2.2	Variation to Contract C125	Director Infrastructure and Delivery	Variation applied to contract	Commenced
16042025	Community Development	8.2.3	Community Grants Action the approval of community Grants	Director Community Development	Ongoing	Commenced

Tabled 21 May 2025 Council Meeting

Summary of Action on Council Resolutions – Outstanding from past Council Meetings & 16 April CM – to be tabled 21 May 2025

Date	Directorate	Item	Resolution/Question	Actioning Officer/s	Status of Action	Complete or Commenced
08052025	Corporate	4.1.1	<p>Draft Budget 2025/2026</p> <p>1. Endorse the draft 2025/26 Budget (incorporating the 4-year Budget) at Attachment 1 to this report for public exhibition.</p> <p>2. Gives public notice of the draft 2025/26 Budget on Council's website and invites written submissions from Friday, 9 May 2025 until Thursday, 29 May 2025.</p> <p>3. Notes that in accordance with Section 93 and 96(1)(b) of the Local Government Act 2020, consultation will be undertaken in accordance with Council's Community Engagement Policy.</p> <p>4. Notes that any person who makes a written submission in relation to the draft 2025/26 Budget may be heard by Council on Wednesday, 4 June 2025.</p> <p>5. Notes that the 2025/26 Budget (incorporating the 4-year Budget) will be considered for adoption at the Council Meeting to be held Wednesday, 18 June 2025 at 7.00pm.</p>	Director Corporate and Organisational Performance	Public exhibition commenced	Commenced
08052025	Corporate	4.2.1	<p>Draft Council Plan 2025 –2029</p> <p>Endorses the Draft Council Plan 2025-2029 to go on public exhibition for feedback from Friday 9 May 2025 to Thursday 29 May 2025.</p>	Director Community Development	Public exhibition commenced	Commenced
08052025	Corporate	4.2.2	Draft Revenue & Rating Strategy	Director Corporate and	Public exhibition commenced	Commenced

Tabled 21 May 2025 Council Meeting

Summary of Action on Council Resolutions – Outstanding from past Council Meetings & 16 April CM – to be tabled 21 May 2025

Date	Directorate	Item	Resolution/Question	Actioning Officer/s	Status of Action	Complete or Commenced
			1. Having prepared the draft Revenue and Rating Strategy, endorses the document for public exhibition, commencing Friday 9 May 2025 and concluding on Thursday 29 May 2025; 2. Invites submissions from the community on the proposal contained in the draft Revenue and Rating Strategy, and draft Rating policy; and 3. Allows presentations in support of written submissions to be heard at the Councillor briefing scheduled to be held on 4 June 2025.	Organisational Performance		

Tabled 21 May 2025 Council Meeting

8 GENERAL BUSINESS
8.1 POLICY REPORTS

Nil.

8.2 MANAGEMENT REPORTS

8.2.1 COMMUNITY GRANTS

Author's Title: Manager Community Partnerships

Directorate: Community Development

File No: GS/09/42

Relevance to Council Plan 2021 - 2025

Strategic Objective: Well Supported Community
Increased Community Wellbeing

PURPOSE

To present to Council the applications recommended for funding under the Community Grants Program.

SUMMARY

Each year, Council allocates funds in the Annual Budget to support community initiatives that align with Council priorities and vision as outlined in the Council Plan.

The purpose of these grant programs are:

- **Community Grants** – to support the strengthening of the capacity and capability of local organisations, assist with the organisation and management of events, or help with the purchase of small capital items.
- **Sustainability Grants** – to assist projects that contribute to reducing the community's carbon footprint, improve the environment or effectively conserve resource usage.

RECOMMENDATION

That Council:

1. Approves the following allocation of funds under the Community Sustainability Grants Program:
\$10,000 – Keep Birchip Golfing (Birchip Community Leisure Centre)
2. Approves the following allocation of funds under the Community Grants Program:
\$2,000 – Birchip Community Christmas Party (Birchip Neighbourhood House Incorporated)
\$2,000 - Donald Art & Photography Show 2025 (Donald Learning Group Inc)

DISCUSSION

Three Community Grant applications have been received and assessed since the Ordinary Meeting of Council in April 2025. Another application was received in October 2024 and has now been assessed.

Further information is currently being sought for one of the three applications received since April, and another is seeking retrospective funding due to insufficient time available between the assessment period and the event to be funded.

The application received in October 2024, was recently identified as not yet assessed due to officer oversight during the Local Government elections caretaker period and the application being received when the grant application process was transitioning to the SmartyGrants system. This application has now been assessed, and retrospective funding is being sought.

As per the current Community Grant Guidelines, each application was assessed by an Assessment Panel. The Panel of three assessors consisted of three Council officers from across the Community Development Directorate.

Three applications have been assessed, and additional information is currently being sought for the fourth application received.

Based on their assessment against the selection criteria, the Panel recommends the following grants for Council's consideration and approval.

Name of Organisation	Birchip Community Leisure Centre (BCLC)
Project Title	Keep Birchip Golfing
Grant Type	Sustainability Grant - Up to \$10,000
Total Amount Requested	\$10,000.00
Funding Amount Recommended	\$10,000.00
Full project cost	\$44,500.00
Project Description	Purchase of a small CASE tractor to introduce a more sustainable and environmental approach to maintaining an 18-hole golf course. The purchase of a small CASE tractor will remove the use of ride on mowers resulting in a reduction of hours required to mow the course, significant savings on fuel costs, mower maintenance and repairs.
Project Benefit	The project will see a reduction in volunteer time, fuel and fuel emissions, mower maintenance and repairs and will ease the financial burden on the management committee.
Assessment Panel Scoring:	15 + 12 + 25 = 52
Average Score:	Average score = 17 out of 20

Name of Organisation	Birchip Neighbourhood House Incorporated
Project Title	Birchip Community Christmas Party
Grant Type	Project Support Grant - Up to \$2,000
Total Amount Requested	\$2,000.00
Funding Amount Recommended	\$2,000.00

Full project cost	\$16,000.00
Project Description	<p>The Birchip Community Christmas Party trialed a new format last year with a daytime Sunday event incorporating an ecumenical Christmas Church Service with carols, barbecue lunch and children's rides as well as a niche market for local small stall holders, with an emphasis on Children's enterprises.</p> <p>The carol service included local performers of all ages and local students and children making creative items to sell at the market.</p>
Project Benefit	The bringing together of local and visiting families, friends, youth, seniors, service clubs, volunteers and our whole community with a range of activities that cater to a large cross section of the community. Increased community and intergenerational connections and fostering of positive mental health and wellbeing. Opportunity for entrepreneurs and businesses opportunities to sell products prior to Christmas.
Assessment Panel Scoring:	19 + 19 + 15 = 53
Average Score:	Average score = 17 out of 20

Name of Organisation	Donald Learning Group Inc
Project Title	Donald Art & Photography Show 2025
Grant Type	Project Support Grant - Up to \$2,000
Total Amount Requested	\$2,000.00
Funding Amount Recommended	\$2,000.00
Full project cost	\$11,291.50
Project Description	<p>Donald Art & Photography Show 2025 show was held the Donald Memorial Hall from 9–12 May 2025.</p> <p>It provided the opportunity to showcase the works of art and the town of Donald and featured local guest artist Tarlia Bird, sharing her knowledge, and a guest Judge Lauren Larkins (the Director of the Horsham Regional Arts Gallery).</p>
Project Benefit	A connected community will lead to better community health outcomes. Partnerships are key to working towards better health and wellbeing outcomes for our community. This event will link with the Strong Youth, Strong Communities partnership which spans three Local Government Areas.
Assessment Panel Scoring:	16 + 20 + 12 = 48
Average Score:	Average score = 16 out of 20

RELEVANT LAW

Not applicable to this report.

RELATED COUNCIL DECISIONS

Not applicable to this report.

OPTIONS

Council has the option to not to allocate the funds as recommended by the Assessment Panel however, such amendments to the proposed funding recommendations may undermine the integrity and fairness of the assessment process.

SUSTAINABILITY IMPLICATIONS

Not applicable to this report.

COMMUNITY ENGAGEMENT

Applicants were contacted by a Council officer if their application required additional information or clarification.

INNOVATION AND CONTINUOUS IMPROVEMENT

The Community Grants Program is consistently assessed to identify any opportunities for continuous improvement and to ensure it reflects the needs of the community.

A review of application and assessment timelines has been undertaken to better inform future applicants of the grant approval process and turnaround time. These timelines have now been added to the relevant webpage on Council's website.

COLLABORATION

Not applicable to this report.

FINANCIAL VIABILITY

The allocation of funds for the application recommended for funding will come from the Community Grants Program budget (\$20,000) in Council's Annual Budget 2024-25.

There is currently \$8,158 remaining in the adopted Community Grants Program budget for project support grants for the 2024-25 financial year.

There is currently \$50,000 remaining in the adopted Sustainability Grants Program budget for the 2024-25 financial year.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable to this report.

COUNCIL PLANS AND POLICIES

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

Community Grant Guidelines

Community Engagement Policy

Community Support Policy

TRANSPARENCY OF COUNCIL DECISIONS

Not applicable to this report.

CONFLICT OF INTEREST

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

Attachments: Nil

8.2.2 LIBRARY SERVICE REVIEW

Author's Title: Manager Community Partnerships

Directorate: Community Development

File No: CS/07/05

Relevance to Council Plan 2021 - 2025

Strategic Objective: Well Supported Community
Increased Community Wellbeing
Continuous Service Improvement for Efficient and Flexible Services

PURPOSE

To present to Council the findings of the Buloke Shire Library Service Review.

SUMMARY

In 2018, Buloke Shire Council withdrew from Wimmera Regional Library Corporation and ceased its service agreements with Goldfields Library Corporation and Swan Hill Shire Council.

A Service Review was recommended following this change in governance and service delivery, as well as a Victorian Auditor-General's Office recommendation to determine how the library service was performing when compared to the Australian Public Libraries standards and guidelines.

The Review aims to provide strategic direction to Council for the future management, delivery, and enhancement of community-focused, accessible and sustainable library services across the municipality.

RECOMMENDATION

That Council:

1. Endorse the Buloke Shire Library Service Review
2. Notes and declares the attachments to this report as confidential on the grounds that it relates to (k) Information prescribed by the regulation to be confidential information for the purposes of this definition as described in s 3(1) of the *Local Government Act 2020*.

DISCUSSION

The Buloke Shire Library Service Review aims to provide strategic direction to Council for the future management, delivery, and enhancement of community-focused, accessible and sustainable library services across the municipality.

Following considerable community consultation and engagement, research and benchmarking of similar sized councils, the Buloke Shire Service Review identified areas of improvement required to enable the Buloke Shire Library Service to meet the Australian Public Libraries standards and guidelines as well as the needs of the local community.

The Review presents 39 actions under 3 categories:

- Tweak - Relatively small to medium scale changes to improve library operations, access and efficiency (18 actions)

- Grow - Small and gradually larger steps toward an agreed vision of a modern public library in a rural setting (17 actions)
- Transform – Bold new service models and approaches that will deliver significantly better library service access, use and outcomes for the Buloke community (4 actions)

Each action is rated by the implementation characteristics of:

- Priority (Low, Medium, High)
- Resources (Low, Medium, High)
- Duration (Short, Medium, Long)

Following the endorsement by Council, a Library Service Plan will be developed, in collaboration with key stakeholders and the community, to guide the implementation of the Buloke Shire Library Service Review. The Service Plan will ensure the findings and recommendations of the Review are delivered efficiently with available resources.

A summary document of the Buloke Library Service Review will be developed to provide the community with an overview of the findings and recommendations of the Review.

RELEVANT LAW

Not applicable

RELATED COUNCIL DECISIONS

Not applicable

OPTIONS

Council has the option to not endorse the Buloke Shire Library Service Review.

SUSTAINABILITY IMPLICATIONS

Buloke Shire Library Service Review identifies opportunities for Council to develop and adapt its provision of library services to be more efficient and sustainable. The implementation of these options will be considered in the development of the subsequent Library Service Plan.

COMMUNITY ENGAGEMENT

Throughout February and March 2025, an extensive community consultation process was undertaken to help inform the development of the Buloke Shire Library Service Review.

This included:

- A community survey which received a total of 145 responses (133 library users and 12 library non-users – representing 2.3% of the Shire population)
- In-person community consultation sessions at all ten library service locations
- Pop-up sessions at Council's seven outdoor swimming pools
- Information stands outside supermarkets
- An in-person workshops held with Councillors
- Individual in-person meetings with the members of the Buloke Shire Neighbourhood House Network and Buloke Shire Library Service providers

INNOVATION AND CONTINUOUS IMPROVEMENT

Buloke Shire Library Service Review identifies opportunities for the current provision of Council library services to be improved and more innovative. The implementation of these options will be considered in the development of the subsequent Library Service Plan.

COLLABORATION

Not applicable

FINANCIAL VIABILITY

A Library Service Plan will be developed to guide the implementation of the Buloke Shire Library Service Review.

The Service Plan will identify any investment required to support the implementation of the Review with potential funding being sought through the Annual Budget adopted each year as well as the Long-Term Financial Plan. External funding will also be sought to provide additional funding, as required.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Victorian Auditor-General's Office Council Library Report 2019
Australian Public Libraries standards and guidelines

COUNCIL PLANS AND POLICIES

Buloke Shire Council Plan 2021-2025

Community Engagement Policy

TRANSPARENCY OF COUNCIL DECISIONS

The Buloke Shire Library Service review provides research, benchmarking and best practices to provide transparency and guidance in any future decisions of Council relating to the provision and delivery of library services in Buloke Shire.

CONFLICT OF INTEREST

No staff member involved in the compilation of this report has a conflict of interest to declare.

Attachments:

1. CONFIDENTIAL REDACTED - Attachment 8.2.2.1 - Buloke Shire Council Library Services Review - March 2025

8.3 FINANCIAL REPORTS**8.3.1 QUARTERLY FINANCE MANAGEMENT REPORT FOR THE PERIOD ENDED 31 MARCH 2025**

Author's Title: Manager Financial Strategy

Directorate: Director Corporate and Organizational
Performance

File No:
FM/02/09

Relevance to Council Plan 2021 - 2025

Strategic Objective: A Well Governed and Healthy Organisation

PURPOSE

The purpose of this report is to present Council with the finance reports for the period ended 31 March 2025 in accordance with the requirements of Section 97 of the Local Government Act 2020.

SUMMARY

Council adopted the 2024/25 budget on 26 June 2024 and this report provides a comparison between budgets and actuals for the period ended 31 March 2025, forecasts the actual result for the full financial year and compares that to the adopted budget.

The report explains variances to date and explains reforecasts for the full year including the anticipated impact on Council's adopted operating and capital works budgets. A revised budget in accordance with the Act is not required.

RECOMMENDATION

That Council receives and notes the Quarterly Finance Management Report for the period ended 31 March 2025.

DISCUSSION

Under Section 97 of the *Local Government Act 2020* a quarterly budget report must be presented to Council.

The attached reports include a comparison of the operating and capital works budgets with actuals for the period ended 31 March 2025 and forecasts for the full year, along with a cash flow statement and balance sheet.

Council's forecasted net result for the year as per the income statement is a deficit of \$1.356 million compared to a budgeted surplus of \$2.033 million, a negative variance of \$3.390 million.

Variances from the budget are explained in detail in the tables below.

While Council's operating surplus is forecast to be reduced, Council's anticipated cash position at 30 June 2025 will be approx. \$23.5 million (at 30 June 2024 Council's cash position was \$29.3 million). This is due to additional expenditure under materials and services and unbudgeted flood rehabilitation works.

Council is awaiting finalisation of flood funding packages that will potentially impact on the capital works program and Council's cash position at 30 June 2025, however the income and expenditure will be matched.

Income Statement

The total operating income presents a favourable \$1.062 million improvement on the budgeted income to date and is forecasted to be a favourable \$1.355 million on the budget at year end.

Capital income is expected to be \$3.605 million below budget at year end.

Total operating expenditure is \$1.579 million over the budget to date and expected to be \$1.140 million over the budget at year end.

Overall, after 3 months there is an unfavorable variance of \$1.356 million, detailed in the below table.

Detail	Commentary
Income	
Rates and charges	Close to budget to date.
Statutory fees and fines	Favorable variance of \$33K due to timing difference in income from food registrations.
User fees	Unfavorable variance of \$22K due to timing difference in income from compliance, building inspections, saleyards and health and well-being.
Grants – operating	<p>Favorable variance of \$634K due to grants received under December 2023 flood and February 2024 storm event, neither of which was budgeted.</p> <p>From a budget to date view, this will partly be offset by unfavorable variance as the Commonwealth Government Financial Assistance Grant will be \$213k less than budget for the full year.</p>

Contributions		Favorable variance of \$5K due to contribution received from Wimmera Health Service against food forums.
Other income		Favorable variance due to - Sale of scrap metal (approx. \$82k) from Council transfer stations, work-cover reimbursements (approx. \$80k) and unclaimed fuel tax credits (approx. \$28K) not budgeted. Interest on investment has exceeded the budget to date by approx. \$240K and is expected to exceed the full year's budget as well.
Grants - capital		Unfavorable variance due to external funds refunded on account of under spent works (80K). Capital income is forecasted to be \$3.205 million short of budget due to unsuccessful grant application and income not recognized towards carry forward capital works.
Contributions monetary	-	Favorable variance as capital contributions of \$249k have been invoiced to various sporting organizations across the shire for their contributions to the lighting up Buloke project. Insurance claim of \$65K towards October 2022 floods, not budgeted for, now received.
Expenditure		
Employee costs		Favorable variance to date of \$899k as a result of numerous vacancies across the organization.
Materials and services		Major unfavorable variances are due to increase in - Operational contracts and services approx. \$963K around operational works for flood event, including recovery hub and December storm event which could not be budgeted for but are offset by minor savings in other areas. Consultant fees of approx. \$853K, including specific project works such as Council Election, Esoteric event and for support for areas with resourcing vacancies. Operational materials including stock piling emulsion and gravel for sealed roads, rental equipment, software and licenses, plant and equipment operational cost and utilities.
Depreciation		Depreciation for the quarter is over budget due to the capitalization at year end of road assets.
Finance costs leases	-	Marginally more than budget to date
Other expenses		Favorable variance of \$177K as community contributions budgeted to date have not yet been paid. Expected to be paid in May 2025

Capital Works

Capital Program for FY24/25 is \$19.709 million. Total capital expenditure for the period ending 31 March 2025 is \$7.801 million, including expenditure towards flood reconstruction of essential public assets approx. \$3.668 million which was not budgeted in the current financial year.

Of the current budgeted projects, Council intends to carry forward \$12.774 million into the Annual Budget FY25/26.

Detail	Commentary
Land and land improvements	Expenditure incurred on the Sea Lake residential development of approx. \$192K was budgeted for in FY23/24, however unfinished works carried into FY24/25 were not budgeted for due to the unforeseen delays and timing of the end of financial year. The Sea Lake Night Art Activation project incurred costs of approx. 71K, carried over from 2023/24.
Plant and equipment	Expected to be carried forward as delivery of heavy equipment will be in FY25/26.
Infrastructure	
Roads	Unbudgeted costs associated with the October 2022 flood event total approx. \$3.024 million and for the December 2023 flood event total approx. \$644K. They will be acquitted against any money received in advance in 2022/23 and money approved for recoupment by Emergency Management Victoria. Resheet and Resealing works are expected to be on track. Donald second temporary levee, Safer Local Roads program works, Jeffcott rehab, and flood rehab projects expected to be carried forward.
Footpaths and cycleways	Expenditure that was expected to be completed in FY23/24, brought forward in current year and FY24/25 budget is considered for carry forward.
Drainage	Budget against Drainage works of \$200K has been re-assigned to Wycheproof Wetlands Balance of the budget against the Calder Highway Pipework - \$152K considered for carry forward
Recreational, leisure and community facilities	Major projects include - Aquatic facilities – awaiting outcome of aquatic strategy, no major works done and \$100K is set to be carried forward.

	<p>Birchip Netball Court remediation – Project was budgeted to be funded by insurance, which is ongoing to date.</p> <p>Remaining minor projects are on track and are in consideration for the extent of carry forward.</p>
Parks, open space and streetscapes	<p>Majority of outstanding projects are forecasted to be completed by June 2025 approx. \$3.8 million</p> <p>Projects such as Watchem and Wooroonook lake septic replacement, Regional Worker Accommodation (cabins), Birchip Street Lighting, Sea Lake Street Lighting, Donald streetscape are to be carried forward approx. \$2.6 million</p>
Aerodromes	Carry forward

Balance sheet

Detail	Commentary
Assets	
Cash and cash equivalents	Cash and cash equivalents total \$34.5 million compared to \$29.3 million at 30 June 2024.
Trade and other receivables	These have decreased from 30 June 2024 due to rate income received. Prepayments have been costed as required.
Property, infrastructure, plant and equipment	Adjusted for depreciation, and capital expenditure to date is included as work in progress.
Right-of-use assets	No change.
Liabilities	
Trade and other payables	These include trade creditors and have increased since 30 June 2024 as it includes unpaid credit run for March 2025, paid in April.
Trust funds and deposits	Includes the fire services levy billed with rates that will be payable to the State government.
Contract and other liabilities	Increased due to external grants received – Roads to Recovery = \$1.9 million and LRCI phase 4 = \$1 million
Provisions	Staff on Long Service Leave, thus provision drawn down
Lease liabilities	No change.
Equity	

Accumulated surplus	Adjusted for last year's deficit and current "earnings" for the quarter are shown here.
Reserves	No change.

RELEVANT LAW

The reports are consistent with the requirements of the *Local Government Act 2020*.

RELATED COUNCIL DECISIONS

Council adopted its Annual Budget 2024/25 on 26 June 2024.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

Not applicable.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

The attached reports and comments have been prepared in collaboration with various Council officers.

FINANCIAL VIABILITY

The reports provide a snapshot of Council's financial performance for the period ended 31 March 2025 and reforecasts for the year, noting the impact on the adopted budget.

The financial position of Council will continue to be monitored and managed.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

The report is an opportunity for Council to compare its financial performance against its annual budget and is in accordance with its Council Plan 2021-2025 commitment to manage its budgets responsibly to achieve long term financial sustainability.

TRANSPARENCY OF COUNCIL DECISIONS

Quarterly financial reporting ensures Council and the Buloke community are aware of financial implications of decisions and actions. Reporting Council's financial position allows Council to monitor and respond to financial risk.

CONFLICT OF INTEREST

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

- Attachments:***
1. Attachment 8.3.1.1 - Buloke Shire Council Financials for Q 3 2025
Councillor Briefing

YTD vs Current and Approved — Buloke Shire Council

MONTH: MAR 2025

	Full Year Budget			Jul 2024 - Mar 2025		
	Approved	Forecast	Variance	(YTD) Actuals	(YTD) Approved	Variance
400 · Operating Income						
1 · Rates & Charges	15,374,074	15,366,183	(7,891)	15,352,876	15,354,074	(1,198)
2 · Statutory fees and fines	138,800	175,800	37,000	136,614	104,100	32,514
3 · User fees	463,400	402,401	(60,999)	259,115	281,050	(21,935)
4 · Grants - operating	9,326,790	10,315,591	988,801	9,534,500	8,900,285	634,215
6 · Contributions	45,200	205,871	160,671	6,044	900	5,144
7 · Other Income	1,124,900	1,363,200	238,300	1,169,852	755,971	413,880
Total Operating Income	26,473,164	27,829,046	1,355,882	26,459,000	25,396,380	1,062,619
Total Income	26,473,164	27,829,046	1,355,882	26,459,000	25,396,380	1,062,619
600 · Operating Expense						
1 · Employee Costs	13,262,193	12,331,840	930,352	8,883,402	9,782,808	899,406
2 · Materials and services	9,908,458	11,839,544	(1,931,086)	9,263,705	6,880,870	(2,382,835)
3 · Depreciation & Amortisation (Leasing)	9,281,930	9,306,584	(24,654)	7,226,423	6,961,447	(264,976)
4 · Bad and doubtful debts	60,000	60,000	0	1,364	0	(1,364)
5 · Borrowing costs	64,420	72,477	(8,057)	54,599	48,315	(6,284)
6 · Other expenses	869,763	976,365	(106,602)	433,524	610,710	177,186
Total Operating Expense	33,446,764	34,586,810	(1,140,047)	25,863,017	24,284,150	(1,578,867)
Operating Net Surplus/(Deficit)	(6,973,599)	(6,757,764)	215,835	595,982	1,112,230	(2,641,486)
800 · Capital Income						
5 · Grants - capital	8,357,000	5,152,190	(3,204,811)	(79,503)	0	(79,503)
6 · Other Capital Income	650,000	249,211	(400,789)	313,883	0	313,883
Total Capital Income	9,007,000	5,401,401	(3,605,600)	234,380	0	234,380
Net Surplus/Deficit	2,033,401	(1,356,364)	(3,389,764)	830,362	1,112,230	(2,407,107)

Balance Sheet — Buloke Shire Council

MAR 2025

	Mar 2025	Jun 2024	Variance
Asset			
Current assets	40,255,456	36,082,101	4,173,355
Cash and cash equivalents	34,533,976.89	29,395,787	5,138,190
Trade and other receivables	4,624,762.89	4,865,007	(240,245)
Prepayments	33,403.13	428,417	(395,014)
Other assets	549,295.67	825,598	(276,302)
Provision for Doubtful Debts - General	(4,239.53)	(4,240)	0
SECURITY BOND - GRAINCORP	8,250.00	8,250	0
Inventory	277,437.89	277,438	0
GST	232,568.80	285,843	(53,274)
Non-current assets	304,756,657	303,849,948	906,709
Property, infrastructure, plant and equipment	287,432,328	294,326,884	(6,894,556)
Works in Progress	16,135,555	8,334,290	7,801,265
Right of Use Assets	1,188,774	1,188,774	0
Total Asset	345,012,113	339,932,049	5,080,064
Liability			
Current liabilities	13,748,879	9,499,176	4,249,702
Trade and other payables	3,336,402	2,397,713	938,689
Trust funds and deposits	616,114	306,296	309,818
Unearned Income	5,935,932	2,849,293	3,086,639
Provisions	3,443,747	3,529,191	(85,444)
Leases	416,684	416,685	()
Non-current liabilities	1,352,862	1,352,862	0
Leases	823,836	823,836	0
Provisions	529,026	529,026	0
Total Liability	15,101,741	10,852,038	4,249,702
Net Assets	329,910,372	329,080,010	830,362
Equity			
Accumulated Surplus	130,855,035	135,891,829	(5,036,793)
Reserves	198,224,975	198,224,975	0
Current Earnings	830,362	(5,036,793)	5,867,155
Total Equity	329,910,372	329,080,010	830,362

Cashflow Statement — Buloke Shire Council

JUL 2024 - MAR 2025

	Jul 2024 - Mar 2025
	Actuals
Bank at Beginning	29,395,787
Cashflow from Operating Activities:	
Net Profit	830,362
Adjustments to Net Profit for Non-Cash Activities:	
Non - Cash expenses	6,894,604
Depreciation	6,894,604
Other	0
Total Adjustments to Net Profit for Non-Cash Activities	6,894,604
Adjustments to Net Profit for Non-Operating Activities:	
Non - Cash expenses	54,599
Other	54,599
Total Adjustments to Net Profit for Non-Operating Activities	54,599
Adjustments for Balance Sheet Movement on Operating Activities:	
Current assets	964,878
Cash and cash equivalents	43
Trade and other receivables	240,245
Prepayments	395,014
Other assets	276,302
GST	53,274
Current liabilities	4,249,702
Trade and other payables	938,689
Trust funds and deposits	309,818
Unearned Income	3,086,639
Provisions	(85,444)
Total Adjustments for Balance Sheet Movement on Operating Activities	5,214,580
Net Cashflow from Operating Activities	12,994,145

Cashflow Statement — Buloke Shire Council

JUL 2024 - MAR 2025

	Jul 2024 - Mar 2025
	Actuals
Cashflow from Investing Activities:	
Non-current assets	(7,801,356)
Property, infrastructure, plant and equipment	(7,801,356)
Net Cashflow from Investing Activities	(7,801,356)
Cashflow from Financing Activities:	
Non - Cash expenses	(54,599)
Other	(54,599)
Net Cashflow from Financing Activities	(54,599)
Net Cashflows	5,138,190
Discrepancy	-
Bank at End	34,533,977

Buloke Shire Council

Capital Works Statement For the 9 months ended 31 March 2025

Account	Full Year Budget	YTD Actual	Variance
Land improvements			
5021 - Wycheproof Saleyards rural water connection	40,000.00	58.59	58.59
5022 - Sea Lake Housing Development	0.00	192,326.81	192,326.81
5020 - Night art activation	10,000.00	81,081.38	71,081.38
Total Land improvements	50,000.00	273,466.78	263,466.78
Building improvements			
5041 - Heating, ventilation, and air conditioning works	100,000.00	0.00	0.00
5040 - Building improvements	125,000.00	1,834.75	(48,165.25)
Total Building improvements	225,000.00	1,834.75	(48,165.25)
Plant, machinery and equipment			
5060 - Plant, machinery and equipment	1,596,000.00	372,727.28	(27,272.72)
Total Plant, machinery and equipment	1,596,000.00	372,727.28	(27,272.72)
Fixtures, fittings and furniture			
5065 - Fixtures, fittings and furniture	65,000.00	13,818.25	(51,181.75)
Total Fixtures, fittings and furniture	65,000.00	13,818.25	(51,181.75)
Computers and telecommunications			
5070 - Computers and Information Technology equipment	170,000.00	133,073.86	(36,926.14)
5075 - Library assets	27,000.00	8,910.70	(18,089.30)
Total Computers and telecommunications	197,000.00	141,984.56	(55,015.44)
Roads			
5085 - Second temporary levee Donald	523,000.00	0.00	0.00
5083 - Safer local roads	250,000.00	0.00	0.00
5082 - Resheet program	650,000.00	559,306.88	209,306.88
5086 - Jeffcott Road Rehabilitation & final seal	350,000.00	0.00	0.00
5088 - Rehabilitation works	1,900,000.00	0.00	0.00
5080 - Rehabilitation and flood works	4,523,000.00	0.00	0.00
5081 - Reseal program	1,200,000.00	6,787.68	6,787.68
5087 - Marlbed Curyo Rehabilitation Ch 0 to 1.075 km	72,000.00	138,260.36	66,260.36
5084 - Major patching	100,000.00	0.00	0.00
Flood works	0.00	3,668,345.81	3,668,345.81
Total Roads	9,568,000.00	4,372,700.73	3,950,700.73

Buloke Shire Council

Capital Works Statement For the 9 months ended 31 March 2025

Account	Full Year Budget	YTD Actual	Variance
Footpaths and cycleways			
5220 - Footpath and cycleways	203,000.00	137,377.88	37,377.88
Total Footpaths and cycleways	203,000.00	137,377.88	37,377.88
Drainage			
5250 - Drainage Works	200,000.00	0.00	0.00
5251 - Nullawil - West/East drainage (Calder Highway Pipeworks)	152,000.00	0.00	0.00
Total Drainage	352,000.00	0.00	0.00
Recreational, leisure and community facilities			
5280 - Aquatic facilities renewal works	560,000.00	79,181.66	(20,818.34)
5284 - Flagpole upgrades	50,000.00	1,492.65	1,492.65
5285 - Electric vehicle charger Birchip or Charlton	60,000.00	1,492.65	1,492.65
5281 - Birchip netball court remediation	550,000.00	3,206.00	3,206.00
5286 - Tiny Towns	304,000.00	20,322.58	(283,677.42)
5283 - Recreational vehicle dump point	75,000.00	27,598.26	(47,401.74)
5282 - Birchip recreation reserve generator	85,000.00	0.00	0.00
5292 - Wycheproof Multi Sport Facility	0.00	13,750.00	13,750.00
Total Recreational, leisure and community facilities	1,684,000.00	147,043.80	(331,956.20)
Parks, open space and streetscapes			
5420 - Wycheproof Recreation Reserve public toilets	100,000.00	4,048.64	(95,951.36)
5411 - Watchem septic replacement *	150,000.00	47,306.93	47,306.93
5410 - Regional worker accommodation (Cabins)	1,629,000.00	5,421.51	5,421.51
5416 - Playspace (Berri, Birchip, Charlton, Donald & Wycheproof)	1,269,000.00	705,459.85	(294,540.15)
5413 - Birchip streetscape lighting	199,000.00	699.75	699.75
5418 - Nullawil public toilets	34,000.00	1,346.50	(32,653.50)
5419 - Sea Lake streetscape lighting	201,000.00	118,150.25	(82,849.75)
5417 - Memorial Park changing places	387,000.00	345,446.27	(41,553.73)
5415 - Regional Infrastructure Fund Cabins	600,000.00	678,868.27	78,868.27
5414 - Donald Streetscape	300,000.00	37,546.02	(12,453.98)
5421 - Wycheproof Wetlands	500,000.00	379,216.76	(120,783.24)
5412 - Wooroonook septic replacement	300,000.00	2,523.32	2,523.32
5422 - Sea Lake Apex Park Shelter	0.00	14,276.96	14,276.96
Total Parks, open space and streetscapes	5,669,000.00	2,340,311.03	(531,688.97)
Aerodromes			
5530 - Aerodrome Audit Works	100,000.00	0.00	(100,000.00)
Total Aerodromes	100,000.00	0.00	(100,000.00)
Total capital works	19,709,000.00	7,801,265.06	3,106,265.06

8.4 ORGANISATIONAL REPORTS

Nil.

8.4.2 QUARTERLY ANNUAL PLAN REPORT

Author's Title: Director Community Development

Directorate: Community Development

File No: GS/02/02

Relevance to Council Plan 2021 - 2025

Strategic Objective: Active Leaders and Volunteers
A Well Governed and Healthy Organisation

PURPOSE

The purpose of this report is to provide Council with an update on the actions taken against the Council Plan 2021-2025 - Year 4 Annual Plan.

SUMMARY

Council at its 16 June 2021 Meeting adopted its Long-Term Community Vision and Council Plan 2021-2025 and subsequently developed Annual Plans for the implementation of the strategic objectives in each subsequent financial year.

RECOMMENDATION

That Council:

1. Note the progress made to deliver the strategic objectives noted in the Year 4 Annual Plan for the Buloke Council Plan 2021-2025.

DISCUSSION

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

Progress reports are provided to Council throughout each year to provide a status update on delivery against the Annual Plan, and the overarching Council Plan 2021-2025. Some of the key actions of the Year 4 Annual Plan include:

- Deliver against the VicHealth Local Government Partnership Project
- Undertake Library Service Review and develop subsequent Library Service Plan
- Develop a gap analysis on signage for key tourist wayfinding
- Develop a Buloke events framework to enable local events to take place in a Covid normal environment
- Revisit preparation of Buloke Drainage Plans and associated flood modelling in partnership with Catchment Management Authorities
- Develop and adopt a Buloke Shire Council Aquatic Strategy
- Review the Revenue and Rating Plan in accordance with the Local Government Act 2020 and present to Council for adoption by 30 June 2025
- Implementation of a new records management system

RELEVANT LAW

The Year 4 Annual Plan forms part of the review of the Council Plan 2021-2025 and is a requirement under the Local Government Act 2020.

RELATED COUNCIL DECISIONS

This item responds directly to the adoption of the Year 4 Annual Plan on 14 August 2024.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

There was significant consultation undertaken in the development of the Council Plan 2021-2025, under which is the Year 4 Annual Plan. Further actions have been developed and implemented through consultation with the community when required.

INNOVATION AND CONTINUOUS IMPROVEMENT

Reporting on the delivery of strategic objectives ensures continuous improvement and accountability to the community.

COLLABORATION

Many actions achieved in the Year 4 Annual Plan rely upon the collaboration of other Councils and key peak bodies, local community and relevant stakeholders.

FINANCIAL VIABILITY

The items listed in the Year 4 Annual Plan have been factored into the Annual Budget 2024/25, which is reported on regularly.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

This report responds directly to the implementation of the Council Plan 2021-2025 and the adopted Year 4 Annual Plan.

TRANSPARENCY OF COUNCIL DECISIONS

The adoption of regular reporting on the Annual Plan provides strong transparency to the community regarding the key focus areas of Council over the 2024/25 year and how Council is tracking against those actions.

CONFLICT OF INTEREST

No staff member involved in the compilation of this report has a conflict of interest to declare.

Attachments: 1. Attachment 8.4.2.1 - Annual Plan Year 4 Progress Report

Buloke Shire Council Plan 2021-2025

Annual Plan - Year 4 – Periodic Report

Priority 1:

Our Built and Natural Environment.

The Vision: Our future Buloke has quality, safe and accessible infrastructure valued by and responsive to the community alongside attractive streetscapes and a protected and celebrated natural environment reflecting Buloke pride.

Initiative	Council Plan Relevance	Measure	Timeframe	Status	Comments
Climate Change Mitigation and Adaption Strategy	1.1 Work Towards Sustainability	Funding sought to further advance the implementation of the Climate Change Mitigation and Adaption Strategy.	June 2025	Ongoing	Working with the CVGA in the development of a RDV funded Loddon Mallee Zero Emissions Economic Opportunities Analysis and Action Plan - to inform the planning and investment in education, training and innovation in the Loddon Mallee region that is required to reach zero emissions. Council has also committed to in-kind support for a joint grant application on behalf of participating CVGA councils to Round 3 of the Disaster Ready Fund for an asset-level climate risk assessment project.
Rural Land Use Strategy	1.2 Suitable Housing Options	Continue to investigate a Buloke Shire Rural Land Use Strategy to provide strategic direction and a consistent approach to use and development of rural land for rural-style living.	June 2025	Nearing Completion	The consultation for the Rural Land Use Strategy has been completed with a final report being developed to inform future direction and options.
Buloke Drainage Plans	1.3 An Attractive and Well Maintained Buloke	Revisit preparation of Buloke Drainage Plans and associated flood modelling in partnership with Catchment Management Authorities.	June 2025 Multiyear Project	Not yet started	Will be realised as part of the shire wide LiDAR and Flood Management Plan.

Buloke Shire Council Aquatic Strategy	1.4 A Safe and Active Buloke	Develop and adopt Buloke Shire Council Aquatic Strategy.	March 2025	Nearing Completion	A Draft Buloke Shire Aquatic Strategy has been developed and is scheduled to be presented to Council at the 4 June 2025 Councillor Briefing.
Donald Recreation Reserve Masterplan	1.4 A Safe and Active Buloke	Complete Project Plan for Donald Recreation Reserve Masterplan ahead of Plan development in 2024/25. Carried forward.	March 2025	Commenced - delayed	Request for Quote is currently being prepared for a whole of town recreation plan for Donald. This will incorporate current passive and organised recreational assets across Donald and explore future opportunities to better utilise and activate places and spaces to increase recreational activity.
Sea Lake Recreation Reserve Masterplan	1.4 A Safe and Active Buloke	Complete Project Plan for Sea Lake Recreation Reserve Masterplan ahead of Plan development in 2024/25. Carried forward.	March 2025	Commenced - delayed	Request for Quote is currently being prepared for a whole of town recreation plan for Sea Lake. This will incorporate current passive and organised recreational assets across Sea Lake and explore future opportunities to better utilise and activate places and spaces to increase recreational activity.

Priority 2:

Our Community Wellbeing.

The Vision: Our future Buloke is a welcoming, well-connected and inclusive community built around social connections for all age groups and backgrounds and access to, as well as ongoing advocacy for, vital services.

Initiative	Council Plan Relevance	Measure	Timeframe	Status	Comments
VicHealth Local Government Partnership	2.1 Partnerships to Outcomes	Deliver against the VicHealth Local Government Partnership Project (VLGP).	June 2025	Ongoing	A number of community activities have been delivered under the VLGP project including a Birchip Art Club (in partnership with the Birchip Neighbourhood House), that engaged local artist Kristie Dean, to facilitate ten weekly sessions to

					<p>educate and introduce young creatives to different artistic mediums including clay modelling, painting, drawing and watercolour art.</p> <p>Similar projects were also held with Donald Primary aged students across a six week block. Participants learnt how to create window decals, tote bags and decorating Easter eggs in the lead up to Easter.</p> <p>Clay Jewellery and Photography workshops were also held in Wycheproof and Donald.</p> <p>The VLGP has also assisted with the development of a new Buloke Youth Advisory Group that has brought together a committed group of local young people who aim to represent the voice of young people in the Buloke Shire.</p>
Reconciliation Action Plan	2.3 Well Supported Community	Develop and Adopt a Reconciliation Action Plan in collaboration with Registered Aboriginal Parties and Traditional Owners.	June 2025	Not yet started	
Library Services Review	2.3 Well Supported Community	Undertake Library Service Review and develop subsequent Library Service Plan. Carried forward	December 2024	Completed	The Buloke Shire Library Service Review has been completed and is scheduled to be presented to Council for endorsement at the Ordinary Council Meeting on 21 May 2025.
Positive Ageing Strategy	2.4 Increased Community Wellbeing	Develop and Adopt a Positive Ageing Strategy.	Feb 2025	Not yet started	

Priority 3:
Our Economy.

The Vision: Our future Buloke is an innovative and strong economy with agriculture, small business and industry capitalising on new ideas to provide a range of employment and tourism opportunities backed by the services, connectivity and housing to achieve population stability.

Initiative	Council Plan Relevance	Measure	Timeframe	Status	Comments
Key Tourist Wayfinding	3.1 Tourism	Develop a gap analysis on signage for key tourist wayfinding	Jun 2025	Ongoing	<p>Council has continued progressing work on key tourist wayfinding across the Shire. Recent years have seen the installation of new signage in Wycheproof and Donald, featuring town maps, local attractions, and walking trail information. Similar signage was also installed in Charlton last year near the Traveller's Rest, which includes directional information for local amenities such as the caravan park and public toilets.</p> <p>Planning is currently underway to implement comparable signage in Culgoa and Watchem. In addition to town-based signage, design work is being scoped in each community to support the display of local walking trail networks. The long-term vision is to establish an approximately 10km walking trail network in each major town, complete with town maps that include these trails and related points of interest.</p> <p>Tourism wayfinding has also emerged as a key priority in several town community plans. This feedback is informing ongoing design work and investment planning to enhance wayfinding infrastructure across the Shire. Work continues in this space to ensure alignment between town level</p>

					priorities and Shire-wide strategic tourism objectives.
Buloke Events Framework	3.2 Attraction and Promotion of Local Businesses	Develop a Buloke events framework to enable local events to take place in a Covid normal environment.	Jun 2025	Nearing Completion	A draft Event Planning Guide has been developed and is currently undergoing final review.
Economic and Tourism Development Strategy	3.3 Employment Opportunities	Develop and adopt a new Economic and Tourism Development Strategy.	Jun 2025	Commenced - delayed	A Request for Quote process has commenced.

Priority 4:

Our Council and Community Leadership.

The Vision: Our future Buloke is dynamically led by a council that informs community, has active partnerships, authentic advocacy and quality customer service delivering valued responsive community services in a responsible way.

Initiative	Council Plan Relevance	Measure	Timeframe	Status	Comments
Council Elections	4.1 Active Leaders and Volunteers	Work with the Victorian Electoral Commission, Victorian Local Governance Association, and the Municipal Association of Victoria to promote the 2024 Council election to raise awareness for potential Councillor candidates.	October 2024	Completed	The 2024 Council elections were successfully promoted through local printed publications, council's website and social media.
Advocacy Strategy	4.4 A Well Governed and Healthy Organisation	Informed by the Community Vision and Council Plan, develop a four-year Advocacy Plan.	June 2025	Not yet started	
Revenue and Rating Plan	4.4 A Well Governed and Healthy Organisation	Review the Revenue and Rating Plan in accordance with the <i>Local Government Act 2020</i> and present to Council for adoption by 30 June 2025.	June 2025	Commenced	The Draft Revenue and Rating Plan 2025-2029 has been developed and is currently on public exhibition until 29 May 2025 and scheduled to be presented to Council for adoption at the Ordinary Council Meeting on 18 June 2025.

Records Transformation Project	4.3 Continuous Service Improvement for Efficient and Flexible Services	Implementation of a new records management system.	June 2025	Not yet started	
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8.5 REPORTS FROM COUNCILLORS**Cr Charmaine Delaney Councillor Report 09. 04.25 to 06.05.25**

09.04.25	NGSC Transmission Forum Meeting
14.04.25	Council Plan workshops
16.04.25	April Council Meeting
23.04.25	Councillor Budget Workshop
23.04.25	Annual Budget and Revenue and Rating Workshops
23.04.25	Donald Precinct Meeting
25.05.25	ANZAC Service Nullawil
29.04.25	Councillor Meeting Donald Chambers – Renewables Discussion

9 OTHER BUSINESS**9.1 NOTICES OF MOTION**

Nil.

9.2 QUESTIONS FROM COUNCILLORS**9.3 URGENT BUSINESS**

Nil.

9.4 ANY OTHER BUSINESS

Nil

9.5 MATTERS WHICH MAY EXCLUDE THE PUBLIC

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

RECOMMENDATION

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 below:

No.	Title	Confidential Reason
9.5.1	Contract Award - Contract No C127 – FRRW – Laen Litchfield Road DP12	Report Confidential Reason(s)

10 MEETING CLOSE