



Council Meeting

# Minutes

Wednesday 20  
August 2025

Commencing at 7:00 pm

Wycheproof Supper Room  
367 Broadway, Wycheproof

Wayne O'Toole  
**Chief Executive Officer**



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**Minutes of the Meeting held on 20/08/2025.****CHAIRPERSON:**

Cr Alan Getley (Mayor)

Mallee Ward

**COUNCILLORS:**

Cr Bernadette Hogan

Mallee Ward

Cr Stephen Barratt

Lower Avoca Ward

Cr Bruce Stafford

Lower Avoca Ward

Cr Graeme Milne (Deputy Mayor)

Mount Jeffcott Ward

Cr Charmaine Delaney

Mount Jeffcott Ward

**OFFICERS:**

Wayne O'Toole

Chief Executive Officer

Daniel McLoughlan

Director Infrastructure and Delivery

Jenna Allan

Director Corporate and Organisational Performance

Gaynor Atkin

Director Community Development

Jennifer Hewett

Manager Governance

Georgia Brown

Senior Executive Assistant

**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**

Nil

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

That Council adopt the Minutes of the Council Meeting held on 16 July, 2025.

**MOVED: Cr Stephen Barratt**

**SECONDED: Cr Charmaine Delaney**

**CARRIED.**

**(R/25/059)**

#### **4        REQUESTS FOR LEAVE OF ABSENCE**

Nil

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

There were no declarations of conflict of interest.

## 6 QUESTIONS FROM THE PUBLIC

**Question:**

Can Council please explain why the Donald Men's Shed community grant application—submitted via the Smarty Grants portal on 16 July 2025 (Submission CGP25/2600001 received) is not listed on this meeting's agenda, and clarify its current status, including any delays, the expected timeline for review, and when a formal response will be provided?

Given the importance of transparency and timely communication around community funding, the community deserves a clear explanation.

**Person:** Daryl Warren

**Council response:**

The application has been received and an initial assessment has been undertaken by the assessment panel.

Through this process, it has been identified that further supporting documentation is required.

This information has been requested from the applicant.

Once received, the application will be re-assessed and presented to Council at a future meeting for consideration.

## 7 PROCEDURAL ITEMS

### 7.1 REPORT OF COUNCILLOR ASSEMBLIES

**Author's Title:** Executive Assistant to CEO

**Directorate:** Office of the CEO

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

#### PURPOSE

To report on the Assembly of Councillors from 10 July – 6 August 2025.

#### MOTION

1. That Council note the Assembly of Councillors from 10 July – 6 August 2025.

**MOVED: Cr Charmaine Delaney**

**SECONDED: Cr Bernadette Hogan**

**CARRIED.**  
**(R/25/060)**

**Attachments:** 1. Attachment 7.1.1 - Councillor Briefing Record - 6 August 2025

Date	Cr Attendees	Meeting Item
16/7/25 5:30pm Wycheproof Hall Supper Room	Cr Getley, Cr Milne, Cr Delaney, Cr Hogan, Cr Barratt	Citizenship Ceremony
16/7/25 7:00pm Wycheproof Hall Supper Room	Cr Getley, Cr Milne, Cr Delaney, Cr Hogan, Cr Barratt, Cr Stafford	Council Meeting
30/7/25 11:00am Wycheproof Hall Supper Room	Cr Getley, Cr Milne, Cr Delaney, Cr Hogan, Cr Barratt, Cr Stafford	CEO Recruitment discussion
6/8/25 2:30pm Nullawil Recreation Reserve	Cr Getley, Cr Milne, Cr Hogan, Cr Barratt, Cr Delaney, Cr Stafford	CEO Recruitment discussion
6/8/25 3:00pm Nullawil Recreation Reserve	Cr Getley, Cr Milne, Cr Hogan, Cr Barratt, Cr Delaney, Cr Stafford	Councillor Briefing

## 7.2 STATUS OF ACTION OF PAST COUNCIL MEETING RESOLUTIONS

**Author's Title:** Executive Assistant to CEO

**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 July 2025 Council Meeting Resolutions.

### MOTION

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

**MOVED: Cr Graeme Milne**

**SECONDED: Cr Charmaine Delaney**

**CARRIED.**  
**(R/25/061)**

### 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 July 2025 Council Meeting Resolutions.

**Attachments:**

1. Attachment 7.2.1 - Action Taken on Council Res - Outstanding Items and items from CM 16 July 2025 to be tabled 20 August

### 7.3 COUNCILLOR INTERNAL RESOLUTION PROCEDURE

**Author's Title:** Director Corporate and Organisational Performance

**Directorate:** Corporate and Organisational Performance

**File No:**  
CM/15/02

#### PURPOSE

The purpose of this report is for Council to consider and adopt the Internal Resolution Procedure attached to this report to comply with its obligations under the *Local Government Act 2020* (the Act) and the *Local Government (Governance and Integrity) Amendment Regulations 2020*.

#### SUMMARY

The local government elections were held in Victoria in October 2024. The Model Councillor Code of Conduct was introduced from 26 October 2024; the date of the General Elections for Victorian Local Governments.

From the commencement of the Council term, 26 October 2024, all Councillors in Victoria have been required to observe the Model Councillor Code of Conduct (the Code).

Section 140 of the Act and Regulation 12A(2) of the *Local Government (Governance and Integrity) Regulations 2020*, provide that a Council must implement and adopt an internal resolution procedure to deal with alleged breaches of the Code by 1 July 2025.

Section 139(1) of the Act clearly states that Councillors must observe the Model Councillor Code of Conduct. The purpose of the Model Councillor Code of Conduct is to include the standards of conduct expected to be observed by Councillors in the course of performing their duties and functions as Councillors, including prohibiting discrimination, harassment (including sexual harassment) and vilification.

#### MOTION

That Council:

1. Adopt its Councillor Internal Resolution Procedure, provided as Attachment 1 to this report.

**MOVED: Cr Stephen Barratt**

**SECONDED: Cr Bernadette Hogan**

**CARRIED.**  
**(R/25/062)**

#### DISCUSSION

In meeting the intent of Section 140 of the Act, Schedule 1A of the Local Government (Governance and Integrity) Regulations 2020 sets out the specific requirements for the said procedure. The Internal Resolution Procedure of Council –

- a) Must include a conciliation process that is to be conducted by the Mayor or if the Mayor is a party to the matter or is unable to perform the role, functions, and duties of the conciliator for any reason, the Deputy Mayor or another person; and
- b) May include any other process that the Council considers appropriate.

Specifically, without limiting Schedule 1A, the procedure must –

- a) Detail how a matter that is the subject of an alleged breach of the Model Councillor Code of Conduct is to be dealt with, including the circumstances in which the available processes may be used to deal with a matter;
- b) Detail how a Councillor can access the internal resolution procedure, including how a Councillor may initiate a request to have a matter dealt with through the available processes; and
- c) Detail for the purposes of the conciliation process specified in subclause (2)(a) or any other process under subclause (2)(b) –
  - iv) the roles and responsibilities of the parties to a matter; and
  - iv) the role, functions, and duties of the person responsible for conducting the relevant process; and
  - iv) any support the Council is to make available to the parties or the person conducting the relevant process; and
  - iv) the form and availability of a record of any agreement, resolution or outcome reached through the process.

The Procedure encourages Councillors to attempt to resolve disputes, including those which concern alleged breaches of the Code, through the internal resolution procedure in the first instance.

Where a complaint has been made or dispute has arisen, the Councillors involved should use their best endeavours to resolve the matter in a courteous and respectful manner with a view to maintaining effective working relationships.

Where a matter cannot be resolved utilising the Procedure, a Council, Councillor or group of Councillors can apply for an independent arbiter to be appointed to conduct an internal arbitration process under Section 141 of the Act.

This Procedure has been based on the template prepared by Maddocks Lawyers and is provided as Attachment 1 to this report.

**RELEVANT LAW**

Section 140 of the *Local Government Act 2020* and Regulation 12A(2) of the *Local Government (Governance and Integrity) Regulations 2020*, provide that a Council must implement and adopt an internal resolution procedure to deal with alleged breaches of the Code by 1 July 2025.

Section 139(1) of the Act clearly states that Councillors must observe the Model Councillor Code of Conduct. The purpose of the Model Councillor Code of Conduct is to include the standards of conduct expected to be observed by Councillors in the course of performing their duties and functions as Councillors, including prohibiting discrimination, harassment (including sexual harassment) and vilification.

**RELATED COUNCIL DECISIONS**

Not applicable.

**SUSTAINABILITY IMPLICATIONS**

Not applicable.

**COMMUNITY ENGAGEMENT**

No community engagement has been conducted in relation to this report as the matter is governed by legislation and relates to an Internal Resolution Procedure.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Not applicable.

**COLLABORATION**

Not applicable.

**FINANCIAL VIABILITY**

There are no financial implications relating to the recommendation of this report.

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

There are no Regional, State and National Plans and Policies relating to the recommendation of this report.

**COUNCIL PLANS AND POLICIES**

There are no Council Plans and Policies relating to the recommendation of this report.

**TRANSPARENCY OF COUNCIL DECISIONS**

Not Applicable.

**CONFLICT OF INTEREST**

In preparing this report, no conflicts of interest have been declared.

**Attachments:** 1. Attachment 7.3.1 - DRAFT Internal Resolution Procedure

**8 GENERAL BUSINESS****8.1 POLICY REPORTS****8.1.1 ASSET MANAGEMENT POLICY**

**Author's Title:** Senior Manager Assets and Delivery

**Directorate:** Infrastructure and Delivery

**File No:**  
CM/14/04

**Relevance to Council Plan 2021 - 2025**

**Strategic** Built and natural environment

**Objective:** Advocate and plan for, and manage community buildings, roads and transport networks

Council leadership and engagement

Responsible leadership and decision making

**PURPOSE**

To present the revised and updated Asset Management Policy for Council adoption.

**SUMMARY**

In June 2021 Council adopted the Asset Management Policy, which is now due for review. A consultant has been engaged to review and update the Asset Management Policy, which is now presented for approval and adoption.

**MOTION**

That Council:

1. Adopt the revised Asset Management Policy 2025.
2. Publishes the Asset Management Policy 2025 on Council's website.
3. Undertakes a review of the Asset Management Policy within the next 4 year period.

**MOVED: Cr Graeme Milne**

**SECONDED: Cr Charmaine Delaney**

**CARRIED.**  
**(R/25/063)**

## DISCUSSION

The key areas of change within the current 2021 Policy and the draft 2025 Policy are identified in the below table. Each Policy heading has been identified from the 2021 document with a summary of changes (if any);

<b>Asset Management Policy 2021</b>	<b>Draft Asset Management Policy 2025</b>
Purpose	<i>No change proposed</i>
Scope	<i>No change proposed</i>
Definitions	Removed definition for “Infrastructure Assets” Broadened definition for “Asset” Minor changes to remaining definition terms.
Policy Statement	Minor wording changes
	“Asset Management Vision” added to document
Principles	Amended to align with the Vision which has been added to the document.
	“Asset Management Practice” added to document
Asset Capitalisation	Removed
Asset Depreciation	Removed
Accountability and Responsibility	Accountability and Responsibility items expanded, and “Asset Management Team and Council Staff” added.
Policy Review	<i>No change proposed</i>
Legislation & Regulations	Condensed information and relevant legislation detailed.
Documents	Additional documents included.
Strategic Direction	Removed

Both documents have been attached to this report to enable comparison.

With the reframing of the Asset Management Policy, and removal of Asset Accounting information, it is recommended Council prepare a separate Asset Accounting Policy to address these areas directly.

## RELEVANT LAW

Not applicable.

## RELATED COUNCIL DECISIONS

Not applicable.

## OPTIONS

To progress the review and renewal of the Asset Management Policy, the following options are available;

### Option 1:

The policy be considered by the Council for approval and adoption.

### Option 2:

Not update the Asset Management Policy. This option is not recommended.

**SUSTAINABILITY IMPLICATIONS**

There are no implications to Council in the adoption of this revised policy.

**COMMUNITY ENGAGEMENT**

The policy once adopted will be published to Council's website.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Continuous review of Council Policies is important to ensure policies consider and incorporate opportunities for innovation and continuous improvement.

**COLLABORATION**

There was no identified opportunity for collaboration in the preparation and review of the revised policy.

**FINANCIAL VIABILITY**

The adoption and alignment to the Asset Management Policy will ensure ongoing financial viability and sustainability for forefront to decision making regarding Council's asset management.

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

This policy was developed in accordance with the following legislation:

- *Charter of Human Rights and Responsibilities Act 2006 (Vic)*
- *Local Government Act 2020 (Vic)*
- *Local Government (Planning and Reporting) Regulations 2020 (Vic)*
- *Road Management Act 2004 (Vic)*

**COUNCIL PLANS AND POLICIES**

This Policy is implemented in conjunction with the following documents:

- Long Term Community Vision
- Council Plan
- Financial Plan
- Asset Management Strategy
- Asset Plan
- Asset Management Plans
- Risk Management Policy
- Community Engagement Policy

**TRANSPARENCY OF COUNCIL DECISIONS**

The consideration and adoption of this Council Policy in an open Council Meeting ensures Council decisions are made in full view of the community.

**CONFLICT OF INTEREST**

No Council Officer declared a conflict of interest when considering this matter.

**Attachments:**            1.     Attachment 8.1.1.1 - Asset Management Policy 2025

## 8.1.2 NAMING OF ROADS, FEATURES AND LOCALITIES POLICY

**Author's Title:** Senior Manager Assets and Delivery

**Directorate:** Infrastructure and Delivery

**File No:** RO/16/01

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

**Strategic** Built and natural environment

**Objective:** Advocate and plan for, and manage community buildings, roads and transport networks

Council leadership and engagement

Responsible leadership and decision making

### **PURPOSE**

To present the updated version of the Naming of Roads, Features and Localities Policy for Council approval and adoption.

### **SUMMARY**

While processing several Road Naming Requests it was identified that the Naming of Roads, Features and Localities Policy required updating to include references to the latest version of *Naming rules for places in Victoria* – Statutory requirements for naming roads, features and localities – 2022.

The Naming policies of neighbouring councils were also reviewed to determine if they contained any additional information that may be relevant for inclusion in our policy. No additional information was identified as being of benefit.

### **MOTION**

That Council:

1. Adopt the revised Naming of Roads, Features and Localities Policy 2025.
2. Publishes the Naming of Roads, Features and Localities Policy on Council's website.
3. Undertakes a review of the Naming of Roads, Features and Localities Policy within the next 4-year period.

**MOVED:** Cr Bernadette Hogan

**SECONDED:** Cr Graeme Milne

**CARRIED.**  
**(R/25/064)**

**DISCUSSION**

This policy sets out the guidelines and principles that need to be followed by Council officers when naming a road, feature or locality within the Shire boundaries.

The naming of roads, features and localities is important for public safety and to identify locations for managing emergencies and delivering goods and services. Names make a landscape easy to refer to and capture patterns of settlement. Names are necessary for orientation, communication, service delivery, map and atlas production, emergency response and natural disaster relief.

This policy provides a system of ensuring roads, features and localities within the Shire are appropriately named and recorded in a consistent manner and in accordance with the Naming Rules.

**RELEVANT LAW**

Not applicable.

**RELATED COUNCIL DECISIONS**

Not applicable.

**OPTIONS**

To ensure the Policy is current and used for decision making purposes, the reference changes will need to be completed.

**SUSTAINABILITY IMPLICATIONS**

There are no implications to Council in the adoption of this updated policy.

**COMMUNITY ENGAGEMENT**

The policy once adopted will be published to Council's website.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Continuous review of Council Policies is important to ensure policies consider and incorporate opportunities for innovation and continuous improvement.

**COLLABORATION**

There was no identified opportunity for collaboration in the preparation and review of the revised policy.

**FINANCIAL VIABILITY**

Not applicable.

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

This policy was developed in accordance with the following legislation:

- *Local Government Act 2020 – primarily Schedule 10.*
- *Naming rules for places in Victoria – Statutory requirements for naming roads, features and localities - 2022 (Naming Rules).*
- *Geographic Place Names Act 1998 – primarily section 5 and section 23 which makes compliance with the Naming Rules mandatory for all local governments.*

**COUNCIL PLANS AND POLICIES**

Not applicable.

**TRANSPARENCY OF COUNCIL DECISIONS**

The consideration and adoption of this Council Policy in an open Council Meeting ensures Council decisions are made in full view of the community.

**CONFLICT OF INTEREST**

No Council Officer declared a conflict of interest when considering this matter.

***Attachments:***

1. Attachment 8.1.2.1 - Naming of Roads Features and Localities Policy
2. Attachment 8.1.2.2 - Appendix C Naming Rules Checklist

## 8.2 MANAGEMENT REPORTS

### 8.2.1 COMMUNITY GRANTS

**Author's Title:** Coordinator Community Development and Facilities

**Directorate:** Community Development

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

#### **Relevance to Council Plan 2025 - 2029**

**Strategic** Vibrant and connected communities

**Objective:** Empower and support organisations to make a difference in their communities

#### **PURPOSE**

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

#### **SUMMARY**

Council allocates funds in its Annual Budget to support community initiatives that align with Council priorities and the Community Vision as outlined in the Council Plan.

The purpose of the grant programs is:

- **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, improving the environment, or effectively conserving resource usage.

#### **MOTION**

That Council:

1. Approves the following allocation of funds under the Community Grants Program:

\$2,000 - Birchip Playgroup - Project: Strong Start Active Play for Birchip's Future

\$350 - Combined Probus Club of Wycheproof Inc. - Project: Probus Wycheproof Christmas Lunch

\$1,000 - Mallee Creatives Auspiced by Charlton Neighbourhood House – Project: Charlton Weekend Coffee Stop – Volunteer Training & Equipment Initiative

**MOVED: Cr Charmaine Delaney**

**SECONDED: Cr Bruce Stafford**

**CARRIED.**

**(R/25/065)**

## DISCUSSION

Three Community Grant Program applications have been assessed since the Ordinary Meeting of Council in July 2025.

In accordance with the Community Grant Program Guidelines, each application was reviewed by an Assessment Panel consisting of three Council officers from across the Community Development Directorate. Based on their assessment against the selection criteria, the Panel recommends the following three applications for Council's consideration and approval:

<b>Name of Organisation</b>	Birchip Playgroup
<b>Project Title</b>	Strong Start- Active Play for Birchip's Future
<b>Grant Type</b>	Project Support Grant - Up to \$2,000
<b>Total Amount Requested</b>	\$2,000
<b>Funding Amount Recommended</b>	\$2,000
<b>Full project cost</b>	\$2,232
<b>Project Description</b>	The Birchip Playgroup is seeking funding for the costs of delivering hands on, engaging, fun, child-friendly sessions through the Kelly Sports Program.
<b>What will the project/event achieve</b>	The project will strive to enable all children, of all abilities, to experience endless movement opportunities and be encouraged to think, play, create, construct and solve problems with their own bodies and in turn build their coordination and confidence. In addition to this, it will promote the active participation of the child's mother, father or carer.
<b>Assessment Panel Scoring:</b>	16 + 12 + 17 = 45
<b>Average Score:</b>	15 out of 20

<b>Name of Organisation</b>	Combined Probus Club of Wycheproof Inc.
<b>Project Title</b>	Probus Wycheproof Christmas Lunch
<b>Grant Type</b>	Project Support Grant - Up to \$2,000
<b>Total Amount Requested</b>	\$350
<b>Funding Amount Recommended</b>	\$350
<b>Full project cost</b>	\$1,805
<b>Brief Project Description</b>	This event will bring together members to celebrate a Christmas lunch together and join in the spirit of the festive season.
<b>What will the project/event achieve</b>	The event will enrich the bond and connectivity of retirees within the community to help maintain a vibrant and a vitality of the older members of Wycheproof.
<b>Assessment Panel Scoring:</b>	12 + 20 + 19 = 51
<b>Average Score:</b>	17 out of 20

<b>Name of Organisation</b>	Mallee Creatives (Auspiced by Charlton Neighbourhood House)
<b>Project Title</b>	Charlton Weekend Coffee Stop – Volunteer Training & Equipment Initiative
<b>Grant Type</b>	Small Equipment Grant - Up to \$1,000
<b>Total Amount Requested</b>	\$1,000
<b>Funding Amount Recommended</b>	\$1,000
<b>Full project cost</b>	\$2,232
<b>Project Description</b>	To purchase a Square EFTPOS facility to enable retail trade at a new established volunteer-run coffee and cake outlet operating on weekends in Charlton.
<b>What will the project/event achieve</b>	This project will support local tourism opportunities and provide hands-on retail and hospitality training for Centrelink-funded volunteers, equipping them with skills for future employment. deliver multiple, tangible outcomes for the Charlton community, local volunteers, and visitors to the region.
<b>Assessment Panel Scoring:</b>	14 + 18 + 15 = 47
<b>Average Score:</b>	15 out of 20

Council officers are currently working with five additional applicants to assist them with the requirements to meet the Community Grant Program eligibility criteria. These will be presented at a future Council Meeting for consideration.

#### RELEVANT LAW

Not applicable to this report.

#### RELATED COUNCIL DECISIONS

Not applicable to this report.

#### OPTIONS

Council has the option to not 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. The Community Grants Program is regularly promoted through Council's website and social media channels, local radio and printed media.

**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.

**COLLABORATION**

Not applicable to this report.

**FINANCIAL VIABILITY**

The allocation of funds for the applications recommended for funding will come under the Community Grants Program budget (\$20,000) in Council's Annual Budget 2025-26. There is currently \$18,000 of funds available in the adopted Community Grants Program budget for the 2025-26 financial year.

Previous Community Grants awarded for the 2025-26 financial year include:

Grant Amount	Community Group and Project Name	Type of Grant
\$1,000	Charlton Neighbourhood House Project: Pickleball for all: Serving Community Connection Across the Court	Small Capital Equipment
\$1,000	Donald Pastoral & Agricultural Society Inc. Project: Donald Show Photo Board Project	Small Capital Equipment

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

Not applicable to this report.

**COUNCIL PLANS AND POLICIES**

Buloke Shire Council Plan 2025-2029

Community Grant Guidelines

Community Engagement Policy

Community Support Policy

**TRANSPARENCY OF COUNCIL DECISIONS**

This report recommends that Council approves the recommended allocation of funds under the Community Grants Program.

**CONFLICT OF INTEREST**

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

**Attachments:** Nil

## 8.2.2 BIRCHIP RECREATION RESERVE MASTER PLAN

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

**Directorate:** Community Development

**File No:** RC/10/26

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

**Strategic Objective:** Vibrant and connected communities  
Strengthen community activity and connections

Built and natural environment

Welcoming and accessible parks and open spaces

### **PURPOSE**

To present to Council the Birchip Recreation Reserve Master Plan for endorsement.

### **SUMMARY**

The Birchip Recreation Reserve Master Plan aims to provide direction to the Birchip Community Leisure Centre Committee of Management, user groups and Council, to guide the management and development of the Birchip Recreation Reserve for the next twelve years.

The Master Plan was developed in close consultation with the Committee of Management, user groups, key stakeholders and Council officers to provide a sustainable community space that promotes recreation, social and business opportunities.

### **MOTION**

That Council:

1. Endorse the Birchip Recreation Reserve Master Plan 2025-2037

**MOVED: Cr Charmaine Delaney**

**SECONDED: Cr Bernadette Hogan**

**CARRIED.**  
**(R/25/066)**

### **DISCUSSION**

The Birchip Recreation Reserve is managed on behalf of Buloke Shire Council by the Birchip Community Leisure Centre Committee of Management.

The Birchip Recreation Reserve Master Plan 2025-2037 is an updated version of the Birchip Community Leisure Centre Master Plan 2010-2019 that was completed in 2010.

The updated Master Plan has been developed with input from the Birchip Community Leisure Centre Committee of Management, user groups, Council officers and key stakeholders including Government agencies and State sporting associations.

It presents several priorities for the Birchip Recreation Reserve that have been identified to guide the sustainability and continuation of quality sport and active recreation opportunities in Birchip.

The Master Plan also identifies opportunities to expand the diversity of recreational activities available at the reserve to function as a central hub for community sport and recreation in Birchip.

This aligns with the vision of the Birchip Recreation Reserve which is “To provide a sustainable community space that promotes recreation, social and business opportunities.”

The Birchip Community Leisure Centre Committee of Management will use the Master Plan to guide future developments at the recreation reserve.

#### **RELEVANT LAW**

Not applicable.

#### **RELATED COUNCIL DECISIONS**

The updating of the Birchip Recreation Reserve Master Plan was an action in the Council Plan 2021-2025 and was funded through Council’s 2021/2022 and 2024/2025 Annual Budget.

#### **OPTIONS**

Council has the option to not endorse the Birchip Recreation Reserve Master Plan.

#### **SUSTAINABILITY IMPLICATIONS**

Environmental sustainability has been considered in the development of the Birchip Recreation Reserve Master Plan.

#### **COMMUNITY ENGAGEMENT**

The Birchip Recreation Reserve Master Plan was developed in consultation with Committee of Management, user groups, Council staff and key stakeholders including Government agencies and State sporting associations

The following table details the methods of engagement and number of people contacted as part of the Master Plan development:

<b>Engagement Method</b>	<b>Contacts</b>	<b>Completed/Submitted</b>
Inception meeting	1	1
Telephone calls	28	20
Submissions received	0	0
Onsite visits/meetings	N/A	1
PCG meetings and presentations		3

The engagement process was designed to gain insight into how the clubs and user groups used the Reserve, what they liked about the venue and what they would like improved, with the aim to better understand the future needs and aspirations for the Recreation Reserve.

The Draft Birchip Recreation Reserve Master Plan went on public exhibition from Wednesday 16 July 2025 to Tuesday 5 August 2025 (21 days) and was promoted via Council's website and social media channels, local radio and newspapers as well as posters in key locations throughout Birchip.

No submissions were received.

### **INNOVATION AND CONTINUOUS IMPROVEMENT**

The Birchip Recreation Reserve Master Plan considers opportunities for innovation as well as areas for continuous improvement.

### **COLLABORATION**

Council officers have collaborated internally cross-departmentally, with external consultants, State Government agencies and sporting associations in the preparation of the Birchip Recreation Reserve Master Plan.

### **FINANCIAL VIABILITY**

The recommendations within the Birchip Recreation Reserve Master Plan provide strategic guidance for Council, user groups, community and State and Federal Governments to further develop the Birchip Recreation Reserve for the betterment of the broader community.

However, delivery of identified projects will require significant investment through external funding as Council will be unable to deliver the outcomes within the Birchip Recreation Reserve Master Plan in isolation.

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

The Birchip Recreation Reserve Master Plan aligns with the facility guidelines of the relevant State Sporting Associations including but not limited to AFL Victoria, Netball Victoria, Hockey Victoria, Bowls Victoria and Tennis Victoria.

### **COUNCIL PLANS AND POLICIES**

Council Plan 2026-2029

Buloke Inclusiveness Plan

### **TRANSPARENCY OF COUNCIL DECISIONS**

This report recommends that Council endorses the Birchip Recreation Reserve Master Plan 2025-2037.

### **CONFLICT OF INTEREST**

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

### ***Attachments:***

1. Attachment 8.2.2.1 - @leisure Buloke Birchip Recreation Reserve Master Plan FINAL Report 12 August 2025

**8.3 FINANCIAL REPORTS****8.4 ORGANISATIONAL REPORTS****8.5 REPORTS FROM COUNCILLORS****Cr Hogan**

21/7/2025	Birchip Forum, Birchip
22/7/2025	Public Health & Well-Being Plan Workshop, Wycheproof
23/7/2025	Risk Management Workshop (Internal Auditor), Wycheproof
28/07/2025	Buloke Tourism Board AGM, Culgoa
30/07/2025	Renewables and Energy Transition Workshop, Wycheproof Birchip Leisure Centre Meeting, Birchip
06/08/2025	Council Briefing, Nullawil
13/08/2025	NCCLLEN Finance Committee Meeting, Zoom Birchip Historical Society AGM, Birchip
15/08/2025	"Garage Girls" Play, Birchip Hall
17/08/2025	Nullawil Heritage Centre – Living History Day, Nullawil
19/08/2025	NCCLLEN August Meeting, Zoom
20/08/2025	Council Meeting, Wycheproof

## 9 OTHER BUSINESS

### 9.1 NOTICES OF MOTION

#### 9.1.1 NOTICE OF MOTION - COUNCIL FLOOD RECOVERY FUNDING

**Author's Title:** Director Corporate and Organisational Performance

**Directorate:** Corporate and Organisational Performance

**File No:**  
GO/09/01

**Relevance to Council Plan 2021 - 2025**

**Strategic Objective:** Council leadership and engagement

Advocacy and partnering to deliver priorities

#### PURPOSE

The following Notice of Motion has been put forth by Councillor Graeme Milne and is for the purpose of the action of Council to acknowledge and write to the relevant Ministers and Departments regarding Council's flood recovery funding.

#### SUMMARY

Since the devastating floods of 2022 and 2023, our community has waited far too long for the State Government to deliver on its promises of flood recovery funding.

Despite being one of the hardest-hit regions, Buloke Shire has been forced to respond to the whims of the Disaster Recovery Fund Arrangements (DRFA) assessors for the ever changing methodology and procedures to be met with the collection of evidence, scoping of works, and preparation of claim estimates.

Council officers have endured at least 5 material changes to the assessors methodology and procedures since the 2022 flood event – this results in incredible rework, recollection of information, rewording for defect detail, and adjustments to treatment scope. All at a resource cost Council must carry on the hope that the State Government will eventually (and finally) form an assessment that defects are eligible for funding via the DRFA. Enough is enough, and it is time for the State Government agencies to get back to working alongside Local Government to enable funding, that should have been swiftly and fairly allocated, to be paid to Council so we can get works completed on the ground.

Council are dealing with a backlog of flood recovery works valued between **\$60 million and \$80 million**, yet only a **small contribution** has been received to date. The majority of our roads remain in a **dangerous and deteriorating condition**, with Variable Message Signs now required to warn road users of the hazards.

These are not minor inconveniences—they are serious safety risks. Damage to private vehicles has already been reported, and the situation worsens daily.

Our ratepayers, school buses, contractors, families, and emergency services are being forced to navigate roads that are not fit for purpose. This is unacceptable. As a small rural Shire, we do not have the financial capacity to absorb these costs alone. We rely on the State Government to honour its commitments and support our recovery.

I call on this Council to formally demand immediate and full funding from the Victorian Government to complete all outstanding flood recovery works. We must stand united in advocating for our community's safety, wellbeing, and fair treatment.

**MOTION**

That Council:

1. Formally acknowledges the ongoing and unacceptable delays in receiving adequate flood recovery funding from the Victorian State Government following the 2022 and 2023 flood events.
2. Recognises that only a small portion of the required funding has been received, with the majority of flood recovery works—valued between \$60 million and \$80 million—still outstanding.
3. Expresses concern over the deteriorating condition of local roads, which pose serious safety risks to residents, school buses, contractors, and emergency services.
4. Calls on the Victorian Government to immediately release the full funding required to complete all outstanding flood recovery works.
5. Directs the Mayor and CEO to write to the relevant Ministers and Departments demanding urgent action, including but not limited to;
  - 5.1 State Government Minister for Roads and Road Safety, The Hon. Mellssa Horne, expressing;
    - i. Our disappointment of the administration of the DRFA damage assessment process across Victoria,
    - ii. Our requirement for the Government Departments to undertake the assessment in;
      - A) good faith,
      - B) alignment with the DRFA Guidelines and program intent
      - C) a timely manner
      - D) the interest of maximising the funding available to restore the local essential road network to pre event condition
    - iii. Our invitation to the Minister to travel to Buloke to inspect and explain why our community is still waiting, almost 3 years after the 2022 flood event for money to be available to restore our critical assets.
  - 5.2 State Shadow Minister for Roads and Road Safety and Shadow Minister for Emergency Services, Mr Danny O'Brien, urging them to take up Buloke Shire's case and hold our current day Government to account.
  - 5.3 State Member for Mildura, Jade Benham, to directly take up Buloke Shire's plight and lobby the Allan Labor Government to do the right thing by the rural people of Buloke and Victoria and release the necessary funding without further delay.
  - 5.4 Federal Member for Mallee, Dr Anne Webster, to directly take up Council's plight with the Federal Government regarding the ineffective and broken system implemented by the Victorian Government in the administration of the DRFA program.
6. Directs the Mayor and CEO to write to neighbouring councils and regional advocacy bodies to seek their support.

**MOVED: Cr Graeme Milne**

**SECONDED: Cr Charmaine Delaney**

**CARRIED.**

**(R/25/067)**

***Attachments:*** Nil

## **9.2 QUESTIONS FROM COUNCILLORS**

**Cr Milne:**

I'm raising a matter related to a series of recent dog attacks in Donald. Not to question the operational procedure, but to draw council's attention to ongoing community concerns. I was approached by several residents, expressing distress about the situation. The community is at breaking point, especially given the past incidents.

The section of road where these incidents have occurred is a critical section of road that connects the main street the hospital and doctors' office, with the only alternative route being the back walking track to the rear of the property. The ongoing non-compliance at this location is a source of significant frustration.

Mr Mayor and Mr CEO, i respectfully request that council address this issue with the full extent of its power to ensure community safety and restore public confidence.

Noting this is more a comment than a question. Thank you.

**Response:**

Thank you, taken on notice.

**Cr Delaney:**

I have also received several complaints regarding the issue that Cr Milne has just raised. I would like to also express concern around the location of these incidents, this is also where the Aged Care Facility is located.

I ask that council staff act as soon as possible to help resolve this issue.

**Response:**

Thank you, taken on notice.

## **9.3 URGENT BUSINESS**

## **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.

### 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 below:

No.	Title	Confidential Reason
9.5.1	C129 Evaluation Report Regional Workers Accommodation Cabins	(g)(i) private commercial information, being information provided by a business, commercial or financial undertaking that relates to trade secrets
9.5.2	Appointment of Interim CEO	(f) personal information, being which if released would result in the unreasonable disclosure of information about any person or their personal affairs
9.5.3	Service Agreement – Asset Management Software System	g) (ii) private commercial information, being 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 Bernadette Hogan**

**SECONDED: Cr Charmaine Delaney**

**CARRIED.**  
**(R/25/068)**

Meeting was closed to the public at 7:44pm.

## 10 MEETING CLOSE

Meeting was reopened to the public at 8:01pm.

Meeting closed at 8:02 pm.

### NEXT MEETING

The next Council Meeting will be held in Wycheproof Hall Supper Room on 17 September 2025 at 7:00pm.