



ORDINARY COUNCIL MEETING

AGENDA

Wednesday 10 March 2021

Commencing at 7pm

Wycheproof Supper Room

367 Broadway, Wycheproof

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

ORDER OF BUSINESS

1. COUNCIL WELCOME AND STATEMENT OF ACKNOWLEDGEMENT

WELCOME

The Mayor Cr Daryl Warren will welcome all in attendance.

STATEMENT OF ACKNOWLEDGEMENT

The Mayor Cr Daryl Warren 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 maybe here today.

2. RECEIPT OF APOLOGIES

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RECOMMENDATION:

That Council adopt the Minutes of the Ordinary Meeting held on Wednesday, 10 February 2021.

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 2020; and
- a) 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

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	The Meeting may be closed to members of the public to consider confidential matters.	
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	If the meeting has been closed it will be brought back into open session by resolution	
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	NIL	
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	NIL	
10.	MEETING CLOSE	

NEXT MEETING

THE NEXT ORDINARY MEETING OF COUNCIL WILL BE HELD IN WYCHEPROOF SUPPER ROOM, , 367 BROADWAY, WYCHEPROOF ON WEDNESDAY, 14 APRIL 2021 AT 7PM.

Anthony Judd
CHIEF EXECUTIVE OFFICER

6. QUESTIONS FROM THE PUBLIC

Nil

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

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/05/04

RECOMMENDATION

That the Council note the report of Assembly of Councillor Meetings held on 3 and 17 February 2021.

- Attachments:**
- 1 [Councillor Briefing Record - 3 February 2021](#)
 - 2 [Councillor Briefing Record - 17 February 2021](#)

KEY POINTS/ISSUES

Transparency is a fundamental principle of democratic governance.

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

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

As per the Council Meeting Schedule adopted 23 November 2020, Councillor Briefings are held for Councillors to meet to consider matters that are likely to be the subject of a Council decision or for the exercise of delegation.

A record of the Councillor Briefings held on 3 and 17 February 2021 is attached for public information.

BULOKE SHIRE COUNCIL

Record

Councillor Briefing

Date and Time:	3 February 2021	Time: 5:00pm – 8:00pm
Location:	Birchip District Office	

ITEMS

NO.	TOPIC	PURPOSE
	Councillor only time 5.00pm -5.30pm	
1.	Welcome	
2.	Apologies	Rose Harris, Cr. Pollard
3.	Attendees	Cr. Simpson, Cr. Milne, Cr. Getley, Cr. Warren, Anthony Judd, Cr. Vis, Cr. Stewart, Hannah Yu, Wayne O'Toole, Travis Fitzgibbon
4.	Visitors	Roslyn Olle, Rodney Hotker
5.	Declarations of Pecuniary Conflicts of Interest	Nil
6.	Confirmation of Councillor Briefing Notes	
7.	Presentations	
	7.1	Planning Scheme Translation
8.	Items for Discussion	
	8.1	Housing matters and excess land
	8.2	Building Better Regions Fund
		Dinner
	8.3	Integrated Strategic Planning Framework
9.	Councillor Matters	
10.	CEO Updates	

11. Next Briefing:

Date and Time:	17 February 2021	Time: 3.00pm – 6.00pm
Location:	Donald District Office or Via Zoom	

12. Briefing Close 8.04pm

BULOKE SHIRE COUNCIL

Notes

Councillor Briefing

Date and Time:	17 February 2021	Time: 3:00pm – 6:00pm
Location:	Via Zoom	

ITEMS

NO.	TOPIC	PURPOSE
	Councillor only time 5.00pm -5.30pm	
1.	Welcome	
2.	Apologies	Cr Pollard
3.	Attendees	Anthony Judd, Hannah Yu, Cr. Getley, Cr. Milne, Cr. Stewart, Cr. Simpson, Travis Fitzgibbon, Wayne O'Toole, Rose Harris, Cr. Warren, Cr. Pollard
4.	Visitors	Dave Brennan (7.1); Peter Hilbig (7.1); Anthony Hogan (7.2); Mark Davis (7.3); Julianna Bedggood (7.4); Hannah Meade (7.4)
5.	Declarations of Pecuniary Conflicts of Interest	Nil
6.	Confirmation of Councillor Briefing Notes	
6.1	Councillor Briefing Notes – 3 February 2021	Agreed.
7.	Presentations	
7.1	Wimmera Catchment Management Authority – Strategy Presentation and Feedback – Dave Brennan (CEO); Peter Hilbig (Chair)	

7.2 Goodwin Village –
HACC issues –
Anthony Hogan
(Executive Officer)

7.3 Rating System Review
– Mark Davis
(Principal Consultant,
Financial Performance
Solutions)

7.4 Ndevr Environmental
Pty Ltd Consulting –
Climate Change
Mitigation and
Adaption Strategy –
Julianna Bedggood
(Consultant); Hannah
Meade (Director)

8. Items for Discussion

8.1 Covid-19 Financial
Hardship policy

9. Councillor Matters **1.1.** Tourism Brochures and Welcome Pack
1.2. Options for pool season extension due to cv19
1.3. Bins at Sea Lake Silos

10. CEO Updates

- Major Projects
- Induction Update
- Pigeon and Corellas

11. Next Briefing:

Date and Time:	3 March 2021	Time: 5.00pm – 8.00pm
Location:	Sea Lake Senior Citizen or Via Zoom	

12. Briefing Close

7.2 LETTERS OF CONGRATULATIONS AND RECOGNITION OF ACHIEVEMENT/AWARDS

Author's Title: Executive Assistant

Department: Office of the CEO

File No: CR/13/01

PURPOSE

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

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

RECOMMENDATION

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

Attachments: Nil

RECOGNITION OF ACHIEVEMENT ITEMS

Provider	Recipient	Date	Purpose for Recognition

7.3 CORRESPONDENCE INITIATED BY COUNCIL

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/06/06

PURPOSE

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

RECOMMENDATION

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

Attachments: Nil

TABLE OF CORRESPONDENCE

Council Initiative	Correspondence sent to	Date sent	Date of Response	Summary of Response
10 June 2020 Ordinary Meeting To advocate for action to improve the shoulders on the Wycheproof – Birchip Road	Graincorp Regional Roads Victoria	24 June 2020		Meeting held on site with Graincorp, Regional Roads Victoria and local residents. Council's engineers have developed and provided conceptual designs to Regional Roads Victoria for their progression.
10 June 2020 Ordinary Meeting To advocate that the Mode Shift Incentive Scheme be continued and funded at \$16M until 30 June 2022;	The Hon Melissa Horne Minister for Public Transport; and Ports and Freight	22 June 2020 Letter re-sent 1/10/20		

7.4 PLANNING APPLICATIONS RECEIVED - MONTHLY UPDATE

Author's Title: Planning Officer

Department: Works and Technical Services

File No: LP/09/01

PURPOSE

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

RECOMMENDATION

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

Attachments: Nil

LIST OF PLANNING APPLICATIONS

Application No	Applicant	Address	Date Rec	Summary of Proposal	Status
PPA901/21	Action Steel Industries	329 Jeruk River Road, Teddywaddy	14/01/2021	Construction of a farm shed in an overlay	Permit issued
PPA902/21	GWM Water	Turnbulls Road, Dumosa	20/01/2021	Removal of native vegetation	Referral
PPA903/21	Future Cities	34 Elliots Road, Bimbourie	22/01/2021	Use and development of land for group accommodation (pop-up hotel)	Permit issued
PPA904/21	Johnson Goodwin Homes	22 Camp Street, Donald	29/01/2021	Construction of six units, garage and storage shed associated with existing aged care and residential living facility	Notice of application Referral
PPA905/21	Beveridge, Williams & Co	1 Railway Place, Wycheproof	03/02/2021	Construction of a dwelling in Heritage Overlay	Notice of application
PPA907/21	James Course	5 Woods Street, Donald	08/02/2021	Construct and display a major promotion sign	Notice of application Referral

PPA908/21	Paul Roseblade	10 Calder Highway, Berriwillock	11/02/2021	Construct and display a business identification sign	Notice of application
PPA909/21	Kaneira Hotel	24 Main Street, Culgoa	22/02/2021	Construction of a shade structure over footpath	Permit issued
PPA910/21	Price Merrett Consulting	76-78 Mount Street, Wycheproof	22/02/2021	Two lot subdivision of land	Notice of application Referral

7.5 BUILDING PERMITS - MONTHLY UPDATE

Author's Title: Statutory Administration Support

Department: Works and Technical Services

File No: DB/14/01

EXECUTIVE SUMMARY

This report provides information on Building Permits approved by staff from 1 February 2021 to 28 February 2021.

RECOMMENDATION

That the Council note information contained in the report on Building Permits approved by staff from 1 February 2021 to 28 February 2021.

Attachments: Nil

LIST OF BUILDING PERMITS APPROVED BY COUNCIL SURVEYOR

Permit No.	BAMS Permit No.	Address	Project Description	Date Approved
20210001	2670035909656	2 Grandview Street, Wycheproof	Storage Shed	11/02/2021
20210002	9768177622724	Dumosa-Birchip Road, Nararport	Farm Shed	11/02/2021
20210003	5909596222258	7 Orr Street, Charlton	Single Storey Dwelling	11/02/2021
20210004	5750100395513	21 High Street, Charlton	Change of Use of Building to a Restaurant Internal Alterations to Existing Building	11/02/2021
20210005	6219231445266	31 Bunker Road, Donald	Fuel Storage Cell & Sign	11/02/2021
20210006	6416771600174	30 View Street, Charlton	Carport	18/02/2021
20210007	6164453723025	2A High Street, Charlton	Public Viewing Deck, Architectural Fencing & Light Poles (Charlton Riverfront Development)	25/02/2021
20210008	1099622457764	Byrne Street, Donald	Removal of Shelter (Donald Riverfront Development)	25/02/2021

Permit No.	BAMS Permit No.	Address	Project Description	Date Approved
20210009	4246903854914	Byrne Street, Donald	Public Shelter/Viewing Platform, Signage & Light Poles (Deck & Ramps) (Donald Riverfront Development)	25/02/2021
20210010	2293202878650	1029 Austerberry Road, Sea Lake	Swimming Pool & Safety Barrier	25/02/2021

LIST OF BUILDING PERMITS APPROVED BY PRIVATE SURVEYOR

Permit No.	Address	Project Description	Date Approved
N/A			

8. GENERAL BUSINESS

8.1 POLICY REPORTS

8.1.1 RELATED PARTY TRANSACTION POLICY

Author's Title: Director Corporate Services

Department: Corporate Services

File No: CM/14/10

Relevance to Council Plan 2017 - 2021

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

PURPOSE

To recommend the Council adopt the Related Party Transaction Policy.

SUMMARY

The Australian Accounting Standards Board 124 *Related Party Disclosures* (Standard) applies to financial statements prepared by Local Government in Victoria. Council's Related Party Transaction Policy (Policy) is a key control to ensure Council meets the requirements under this Standard.

RECOMMENDATION

That the Council adopt the Related Party Transaction Policy.

Attachments: 1 [Related Party Transaction Policy](#)

DISCUSSION

The Standard has applied to financial statements prepared by Victorian councils since 2016. The Standard outlines the principles in relation to disclosure and recognition of related party transactions by councils and the consideration of such transactions as part of the financial statements within the Annual Report of Operations.

The Policy is designed to ensure compliance with disclosure requirements under the Standard by:

- Identifying key management personnel
- Identifying related party relationships and related party transactions (other than ordinary citizen transactions as defined)
- Maintaining systems to identify and capture related party transactions
- Assessing transactions to be material or significant, and
- Determining the category of disclosure required for the purposes of complying with the Standard

The Policy requires disclosure of related party transactions by key management personnel, whether monetary or non-monetary, on a 6 monthly basis or following any changes or events, including but not limited to, Council elections, restructures, changes to personal circumstances, or any other circumstance as determined by Council.

RELEVANT LAW

The Policy is adopted as an overarching document to ensure Council meets the requirements under Standards.

RELATED COUNCIL DECISIONS

The Policy was first adopted by the Council in August 2017.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

Not applicable.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

Not applicable.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

Not applicable.

TRANSPARENCY OF COUNCIL DECISIONS

Buloke Shire Council must disclose related party relationships, transactions (revenue and expenditure) and outstanding balances (receivable and payable), including loans and contractual commitments, in its annual financial statements. This information is audited as part of the annual external audit by the Victorian Auditor-General's Office.

CONFLICTS OF INTEREST

I, Hannah Yu, have no conflicts to declare in relation to this report.



POLICY LOCATION	Corporate Services	POLICY TITLE	Related Party Transactions
POLICY NUMBER	[INSERT NUMBER]	DATE ADOPTED	[INSERT ADOPTION DATE MM/YY]
REVISION NUMBER	2	REVISION DATE	[INSERT REVISION DATE MM/YY]

Purpose

The purpose of this Policy is to define the parameters for Related Party transactions and the level of disclosure and reporting required for Council to achieve compliance with the Australian Accounting Standard AASB 124 – *Related Party Disclosures*.

Scope

This Policy applies to:

- All Councillors
- The Chief Executive Officer
- The Director Works and Technical Services or equivalent
- The Director Community Development or equivalent
- The Director Corporate Services or equivalent, and
- Any other persons identified by Council as meeting the definition of Key Management Personnel.

Definitions

“**AASB 124**” means Australian Accounting Standard 124 – *Related Party Disclosures*

“**At arm’s length**” means that transactions occurring as a result of Councils operating policy and procedures.

“**Close Family Member**” means a spouse or domestic partner of a KMP, children or other dependants of a KMP (including children or other dependants of a spouse or domestic partner), parents, siblings, and other relatives of a KMP if it is reasonable to expect they may be influenced or influence by the KMP.

“**Council**” means Buloke Shire Council.

“**Key Management Personnel (KMP)**” means any persons who have authority and responsibility for planning, directing and controlling the activities of Council either directly or indirectly, including but not limited to all Councillors, the Chief Executive Officer, the Director Works and Technical Services, the Director Community Development, and the Director Corporate Services.

“**Ordinary Citizen Transactions (OCT)**” means transactions by ordinary citizens undertaken in the normal course of Council operations and at arm’s length. Council considers such transactions to



include payment of rates, fees and charges; payment of infringements and fines on normal terms and conditions, and; provision of care under the Home and Community Care program to persons independently assessed in accordance with Federal and State guidelines.

“Related Parties” may include subsidiaries of Council, entities controlled or jointly controlled by Council, close family members of KMP, or entities controlled or jointly by KMP or close family member of KMP.

“Related Party Transactions” include transactions between key management personnel or a related party of key management personnel and Council.

“Significant Transactions” means transactions that are deemed to be of public interest, including application for permits after paying the normal fee.

Policy Statement

Council, in complying with disclosure requirements in AASB 124, will:

- Identify Key Management Personnel
- Identify related party relationships and related party transactions, other than ordinary citizens transactions as defined
- Establish and maintain systems to identify and capture related party transactions, including the required information about those transactions
- Identify the circumstances in which disclosures of transactions identified are required
- Assess the transactions to be material or significant, and
- Determine the category of disclosure to be made about transactions in the Financial Statements of the Annual Report of Operations for the purpose of complying with AASB 124.

Guidelines

1. Council is responsible for ensuring adequate resources are available for the continued development and implementation of transparent financial management methodologies, including requirements under AASB 124 relating to the identification and reporting of Related Party Transactions.
2. The Director Corporate Services, in consultation with the Chief Executive Officer, is responsible to ensure Related Party Transactions are reported in the Councils Annual Report of Operations in accordance with AASB124.
3. Key Management Personnel are responsible for completing and submitting related party relationships and related party transactions declarations, whether monetary or non-monetary, as follows:
 - a. on a six monthly basis, or
 - b. following a change of personal circumstances, or
 - c. following a General Election, or
 - d. following an organisational restructure, or
 - e. following an appointment to a position defined by Council as meeting the definition of Key Management Personnel, or
 - f. For any other circumstances as determined by Council.



4. Where an employee is undertaking higher duties in a vacant position which meets the definition of Key Management Personnel, the employee will be required to make disclosures under AASB 124 for the period they are engaged in higher duties. Council will include remuneration of such employee during this period in aggregate form in accord with its requirements.
5. The Manager Finance is responsible for ensuring all reportable remuneration and related party transactions, as identified by Key Management Personnel and/or through other processes adopted by Council, are prepared on an annual basis.
6. Council's Governance Officer, in consultation with the Manager Finance and Director Corporate Services, is responsible for maintaining a register and evidence of monetary and non-monetary related transactions.
7. Transactions deemed 'significant' will be disclosed separately in the Financial Statements all other transactions will be aggregated and reported under appropriate headings in accordance with AASB 124.
8. Ordinary Citizens Transactions will not be included for the purposes Council's reporting requirements under AASB 124.
9. Information collected will be maintained in accordance with the *Privacy and Data Collection Act 2014*. Information will only be disclosed where such disclosure is required law or Regulations.

References

This Policy was developed in accord with the following legislation regulations and standards:

- *Local Government Act 2020*
- *Privacy and Data Protection Act 2014*
- *Australian Accounting Standards AASB 124 – Related Party Disclosure*
- *Australian Accounting Standards AASB 10 – Consolidated Financial Statements*
- *Australian Accounting Standards AASB 11 - Joint Arrangements*
- *Australian Accounting Standard AASB 128 – Investments in Associates and Joint Ventures*

This Policy is implemented in conjunction with the following documents:

- Buloke Shire Council Procurement Policy
- Local Government Victoria – Accounting for Related Party Disclosures 2016-17 – LGV FG 3 – 2017
- Buloke Shire Council Code of Conduct
- Buloke Shire Council Staff Code of Conduct

8.1.2 REVIEW OF COVID-19 FINANCIAL HARDSHIP POLICY

Author's Title: Director Corporate Services

Department: Corporate Services

File No: FM|19|03

Relevance to Council Plan 2017 - 2021

Strategic Objective: Deliver our service in a financially viable way

PURPOSE

This report outlines information relating to the application of the Council's COVID-19 Financial Hardship policy (Policy) and recommends the Council rescind the Policy.

SUMMARY

The Council, at its September 2020 Meeting, adopted extended the application of the Policy (with minor amendments relating to default payment arrangements) for a further 6 months. It is proposed this Policy is rescinded at the end of 31 March 2021.

RECOMMENDATION

That Council rescinds the COVID-19 Financial Hardship policy when it expires on 31 March 2021

Attachments: 1 [COVID-19 Financial Hardship Policy](#)

DISCUSSION

Council extended its Policy in September 2020 for a further 6 months in view of the continued unpredictable nature of the COVID-19 pandemic.

The Policy aimed to provide assistance to ratepayers through the COVID-19 event without creating additional financial stress when the pandemic has been resolved by providing for individualised payment arrangements, and introducing 'interest hold' on outstanding debts and pausing legal action for outstanding debts incurred since March 2020.

A review of applications received and financial implications for the Council has been undertaken ahead of the expiry of the Policy. The review highlighted there has been minor take up of the Policy by ratepayers since it was first introduced in April 2020. The review also highlighted a majority of ratepayers who entered into arrangements under the Policy have defaulted on their payment arrangements.

Subject to the Council's resolution to rescind the Policy, it is proposed rate payers are directed to the current payment options offered by the Council. Applications for financial hardship beyond 9 monthly instalments will be considered under the Rates and Charges Financial Hardship Policy adopted by the Council in February 2021.

RELEVANT LAW

This Policy has been developed in accord with the *Local Government Act 1989* and the *Local*

Government Act 2020. The *Local Government Act 1989* does not allow for deferring or waiving rates and charges on properties rated as vacant, commercial, industrial, or farm land.

RELATED COUNCIL DECISIONS

Council adopted its Rates and Charges Financial Hardship policy in February 2021. The Rates and Charges Financial Hardship policy is only available to a ratepayer's principal place of residence on properties rated as Residential or Retirement Village Properties.

A key provision of the COVID-19 Financial Hardship Policy relates to payment arrangements associated with registration fees. In the event the Council determines to rescind the COVID-19 Financial Hardship Policy, this provision may be introduced as a budget initiative for the 2021/22 Financial Year.

OPTIONS

Council Officers considered benefits and risks in extending the Policy for a further period. This option was not pursued due to the limited take up of the Policy by ratepayers over the preceding 12 months, as well as lack of adherence to repayment arrangements entered into under the Policy. Information in relation to financial viability issues associated with historical rates debtors is outlined later in this report.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

Not applicable.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

The implementation of this Policy has resulted in loss of interest income. The Policy did not allow for waiving of rates or legal costs which have been incurred.

A report to the September 2020 Audit and Risk Committee highlighted the outcomes of an aged rates debtor review undertaken by the Manager Finance. This review uncovered a variety of individual arrangements which had been made with rate debtors over a number of years.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

It is noted the Victorian Ombudsman has yet to present a report outlining her findings with respect to rates and financial hardship arrangements available to rate payers within councils.

COUNCIL PLANS AND POLICIES

The Council, at its February 2021 Meeting, adopted the Rates and Charges Financial Hardship Policy. The provisions within the Rates and Hardship policy are very similar in nature. The Rates and Charges Financial Hardship policy provides information to those ratepayers who are experiencing financial difficulty to pay their outstanding rates and charges.

Currently the Council offers the following rate payment options:

- Lump sum payment, or
- Quarterly instalments, or
- Nine instalments

TRANSPARENCY OF COUNCIL DECISIONS

Information in relation to the application of the Policy and the proposal to rescind same has been outlined in this report.

CONFLICTS OF INTEREST

There is no conflict of interest for any Council staff member involved in the preparation of this report, or involved in the subject matter of the report.



POLICY LOCATION	Corporate Services	POLICY TITLE	COVID-19 Financial Hardship
POLICY NUMBER	FM6	DATE ADOPTED	9 September 2020
REVISION NUMBER	2	REVISION DATE	31 March 2021

Purpose

The purpose of this policy is to address temporary financial hardship due to impacts of COVID-19.

Scope

Council's Financial Hardship policy only allows for financial hardship experienced by a ratepayer at their primary residence (exclusively residential). This policy will apply to all rateable properties in the Shire of Buloke from 16 March 2020 to the 31 March 2021 inclusive.

This policy applies to rates payments, interest on fees and charges, and registration fees.

This policy does not apply to any debt incurred prior to the State of Emergency declared in Victoria on 16 March 2020.

This policy does not apply to one off fees associated with venue hires; saleyards; standpipes; impounded domestic animals, livestock, vehicles and caravans or goods, administration fees, or cat traps; sundry debtors; landfill charges including tyres, animal carcasses; pool hire.

Definitions

In this Policy –

"Council" refers to the Buloke Shire Council.

"Debt" refers to an amount of money owed, including alleged debt.

"Deferment" means postponement of payment in whole or in part for a specified period.

"Payment Arrangement" means spreading the outstanding amount owed to the Council over an agreed period, allowing for additional time to make the payment without any legal action being taken (e.g. regular repayments which will clear the amount owing).

Policy Statement

The Coronavirus disease (COVID-19) is a new virus that is making many people unwell and can cause severe respiratory illness in some. COVID-19 spreads through close contact with an infected person, mostly via face to face contact.

COVID-19 was declared a global pandemic on the 30 January 2020 and a State of Emergency was declared in Victoria on the 16 March 2020. The Buloke Shire Council is committed to helping residents, ratepayers and businesses facing financial hardship as a result of the impact of the COVID-19 pandemic on the community.



Council's aim is to provide assistance to ratepayers through the COVID-19 event without creating additional financial stress when the pandemic has been resolved.

Instead of deferring all financial responsibilities due to this event (which could cause further hardship and financial stress when the event is over and bills are owed) Council is encouraging ratepayers experiencing hardship to set up a payment plan tailored specifically to their needs.

Guidelines

Payment Arrangements and Interest Hold

Council will encourage ratepayers that are facing financial hardship to set up a payment plan which will reduce the amount of debt owing after the pandemic.

Council will also hold interest on debt accumulated during the COVID-19 pandemic. The interest hold will begin from the declaration of the State of Emergency (16 March 2020) until the 31 March 2021, to allow time for the debt to be paid without interest. If any debt is still outstanding at 1 April 2021, Council's policies (including its Financial Hardship policy) will apply.

Rate Notices will continue to be issued while payment arrangements are in place.

Requests for payment arrangements associated with registration fees will be reviewed taking into account payment requirements under the relevant legislation to ensure partial payment does not invalidate the registration.

Debt Recovery

Council will make a reasonable attempt to contact a customer about their overdue account. This may include a reminder letter, account statement, email, text message or phone call.

During the COVID-19 pandemic, Council will hold off on legal action for the collection of rates and charges unless:

- an applicant under this Policy has defaulted on their approved payment arrangements, or
- the outstanding balance relates to rates, charges, interest and fines incurred prior to the pandemic and form part of existing debt recovery action commenced or in place, prior to the date of this policy.

The debtor will be liable for all legal costs incurred by Council in the debt collection process.

Creditor Payments

Every reasonable effort will be made to ensure payment of invoiced amounts within 15 days on receipt of an accurate invoice.

References

This Policy was developed in accord with the following legislation:

- *Local Government Act 2020*
- *Local Government Act 1989*

This Policy is implemented in conjunction with the following documents:

- Buloke Shire Council Rates and Charges Financial Hardship policy

8.2 MANAGEMENT REPORTS

8.2.1 COMMUNITY GRANTS AND SPONSORSHIP

Author's Title: Community Development Officer

Department: Community Development

File No: GS/09/42

Relevance to Council Plan 2017 - 2021

Strategic Objective: Build a healthy and active community

PURPOSE

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

SUMMARY

One Project Support application presented for consideration.

RECOMMENDATION

That Council:

1. Allocates the following funding under the Community Grants and Sponsorship program:
\$2,000 Project Support Grant to Birchip Neighbourhood House

Attachments: 1 [2020-2021 Community Grants](#)

DISCUSSION

Project:	Celebrating and Connecting Young Professionals in Buloke Shire
Organisation:	Birchip Neighbourhood House
Amount Applied:	\$2,000
Funding Amount Recommended:	\$2,000
Total project cost:	\$5,910
Project Description:	To host an event to establish a Young Professionals Group 19 – 35, bringing young people together to celebrate and connect young professionals in the Buloke shire. Birchip Neighbourhood House will manage the project, and will partner with other neighbourhood houses in the Buloke Shire, sporting clubs, businesses like O'Connors, East Wimmera Health Service, community organisations like the BCG and local forums/town progress committees and the Schools Young people will be invited to join the Steering Group to organise the launch event and from this a Young Professionals Network established to drive the project going forward. The project budget includes a dinner and guest speaker or entertainment contingent on Steering Group direction.
Project Benefit:	Communities benefitting from inspirational young people living in, and returning to Buloke. The mobilisation of young people as community contributors, utilising their skills, energy and creativity.

RELEVANT LAW

Not Applicable

RELATED COUNCIL DECISIONS

Not Applicable

OPTIONS

Not Applicable

SUSTAINABILITY IMPLICATIONS

- Economic - Young people are an important source of skills, energy, creativity and vision for our communities. The mobilisation of young people is an important component of economic and community development, particularly the sustainability of business models within the shire.
- Social – Bringing young people together and expanding their networks professionally and personally encourages young people to remain in, or to return to Buloke.

COMMUNITY ENGAGEMENT

This project aims to partner with a range of community groups and stakeholders.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not Applicable

COLLABORATION

Not Applicable

FINANCIAL VIABILITY

Should this recommendation be passed, it would bring the total expenditure from the 2020/21 Community Grants pool to \$9,618.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not Applicable

COUNCIL PLANS AND POLICIES

Buloke Shire Council Plan 2017-21

Buloke Shire Council Inclusiveness Plan

TRANSPARENCY OF COUNCIL DECISIONS

Not Applicable

CONFLICTS OF INTEREST

All officers involved in the preparation of this report have signed a written declaration that they do not have a conflict of interest in the subject matter of this report.

Community Grants, Sponsorship & Sustainability Fund

2020-2021

Organisation	type	Date received	Amount in Application	Recommended \$
Charlton Croquet Club	Project Support Grant	23/03/2020	\$731	\$731
Charlton Golf Club	Project Support Grant	7/7/2020	\$2,000	\$2,000
Sea Lake Golf & Bowls club	Project Support Grant	29/10/2020	\$ 2,000.00	\$ 2,000.00
Charlton Lions	Project Support Grant	7/10/2020	\$ 2,000.00	\$ 1,000.00
Charlton Forum	Project Support Grant	24/11/2020	\$ 576.63	\$ 576.63
Donald Learning Group	Project Support Grant	9/11/2020	\$ 1,310.60	\$ 1,310.60
Birchip Neighbourhood House	Project Support Grant	23/02/2021	\$ 2,000.00	\$ 2,000.00
			\$10,618	\$9,618
Charlton Park Committee	Sustainability Grant	2/09/2020	\$ 10,000.00	\$ 10,000.00
Birchip Cropping Group	Sustainability Grant	23/11/2020	\$ 8,778.00	\$ 8,778.00
			\$ 40,014.46	\$ 38,014.46

8.2.2 LOCAL GOVERNMENT ACT 2020 IMPLEMENTATION PROGRESS REPORT

Author's Title: Chief Executive Officer

Department: Office of the CEO

File No: GS/02/01

Relevance to Council Plan 2017 - 2021

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

PURPOSE

This report is presented to Council to provide an update on the progress toward compliance of the *Local Government Act 2020*.

SUMMARY

A new Local Government Act was proclaimed in 2020, bringing with it the need for a range of new strategic and policy documents. The implementation of the Act will be undertaken over a range of stages, and this report highlights that Council is tracking positively towards achieving all requirements.

RECOMMENDATION

That Council note the progress against requirements of the Local Government Act 2020

Attachments: Nil

DISCUSSION

Council has developed and is implementing, an Integrated Strategic Planning Framework Project Plan to achieve the requirements under the *Local Government Act 2020*. This report highlights the actions and activities made to date, and progress against the remaining items. It also incorporates other key strategic work that Council is required to undertake over the coming twelve months. Consistent with the approach in 2017, Council intends to incorporate the Municipal Health and Wellbeing Plan into the Council Plan.

Item to be adopted/implemented	Due Date	Status
Delegations	1 September 2020	Completed
Councillor Expenses Policy	1 September 2020	Completed
Governance Rules	1 September 2020	Completed
Delegated Committees and Community Asset Committees	1 September 2020	Completed
Audit and Risk Committee Charter	1 September 2020	Completed

Public Transparency Policy	1 September 2020	Completed
Mandatory Candidate Training	16 September 2020	Completed
Councillor Code of Conduct	24 February 2021	Completed
Community Engagement Policy	1 March 2021	Completed
Gift Policy	24 April 2021	In progress.
Mandatory Councillor Induction Training	23 May 2021	In progress. Engagement with Traditional Owners programmed for April.
Council Budget	30 June 2021	In progress
Revenue and Rating Plan	30 June 2021	In progress. Consultant engaged to assist with the project.
Long Term Financial Plan	31 October 2021	In progress. Project is intrinsically tied to the development of the budget. Targeting 30 June 2021 adoption.
Community Vision (Beyond Buloke 2030)	31 October 2021	In progress. Listening posts, surveys and engagement process underway. Targeting 30 June 2021 adoption.
Council Plan	31 October 2021	In progress. Intrinsically linked with the development of the Beyond Buloke 2030 project. Targeting 30 June 2021 adoption.
Workforce Plan	31 December 2021	In progress.
CEO Employment and Remuneration Policy	31 December 2021	Not yet commenced.
Recruitment Policy	31 December 2021	In progress (last adopted 2016).
Staff Code of Conduct	31 December 2021	In progress (last adopted 2019).
Complaints Policy	31 December 2021	Not yet commenced (last adopted in December 2019)
Asset Management Plans	30 June 2022	In progress.

A selection of some of the other key organisational strategies that are required from other legislation or through Council resolution, that form part of the Integrated Strategic Planning Project include:

Item to be adopted/implemented	Due Date	Status
Gender Equality Action Plan	31 October 2021	In progress. Planning work commenced and working group convened.
Climate Change Adaptation and Mitigation Strategy	30 June 2021	In progress. Consultant engaged, background study completed and community engagement to

		commence.
Road Management Plan	30 October 2021	In progress. Working group established.
Domestic Animal Management Plan	23 October 2021	Not yet commenced.
Business Transformation and GIS Strategy	30 March 2021	In progress. Strategy in draft.
Advocacy Strategy	31 May 2021	In progress.

RELEVANT LAW

This report reflects the requirements under the Local Government Act 2020, as well as the Road Management Act and Public Health and Wellbeing Act.

RELATED COUNCIL DECISIONS

The table outlined in this report identifies Council decisions made to ensure compliance with the *Local Government Act 2020*.

OPTIONS

Not applicable

SUSTAINABILITY IMPLICATIONS

There are a range of key projects and plans noted in this report that will impact on Council's sustainability performance. The Climate Change Adaptation and Mitigation Strategy will drive sustainability initiatives over the coming 10 years.

COMMUNITY ENGAGEMENT

A key piece of this work was the adoption of the Community Engagement Policy, which will now be used to formulate the key plans such as the Beyond Buloke 2030 Plan and Council Plan.

Council is currently undertaking surveys, listening posts and other engagement activities to formulate these plans.

INNOVATION AND CONTINUOUS IMPROVEMENT

Council developed and adopted some of these plans in 2018 and 2019, including the Long Term Financial Plan, Buloke 2030 and the Revenue and Rating Strategy.

COLLABORATION

Council is participating in a range of forums and networking activities with other councils working through similar strategic planning works.

FINANCIAL VIABILITY

Council has opted to undertake the Community Engagement Policy, Council Plan and Community Vision projects with in-house staff. Council's Long Term Financial Plan will include statements and information which describe the financial resources required to give effect to the Council Plan and other strategic plans of the Council.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Relevant regional and state plans will be considered during the development of the Council plan and other strategic plans. Importantly, the development of these strategies will allow Council to influence upcoming regional, state and national plans and policies.

COUNCIL PLANS AND POLICIES

This process will establish a new and improved set of strategic plans and policies.

TRANSPARENCY OF COUNCIL DECISIONS

The plans, strategies and policies noted in this report will go through an engagement process and, where prescribed, will be adopted at a Council meeting.

CONFLICTS OF INTEREST

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

8.2.3 EXPRESSION OF INTEREST TO THE REGIONAL INFRASTRUCTURE FUND - BULOKE PLAYSPACES TRAIL

Author's Title: Chief Executive Officer

Department: Office of the CEO

File No: ED/03/01

Relevance to Council Plan 2017 - 2021

Strategic Objective: Build a healthy and active community

PURPOSE

This report is presented to Council to note the expression of interest made to the Regional Infrastructure Fund for the Buloke Playspaces Trail.

SUMMARY

Council has been invited to submit an Expression of Interest to the Regional Infrastructure Fund for the Buloke Playspaces Trail. This project includes the implementation of the playspace masterplan for Berriwillock, Charlton, Donald, Birchip and Wycheproof main township park.

RECOMMENDATION

That Council:

1. Notes the submission of an expression of interest ahead of submitting an application under the Regional Infrastructure Fund for the design and construction of a Playspace Trail for \$2,600,000.
2. Considers the contribution of matching funding of \$200,000 for the project across the 2021/22 and 2022/23 financial years in the development of those capital works budgets.

Attachments: Nil

DISCUSSION

The Regional Infrastructure Fund seeks to assist the growth of rural Victoria by providing grants for infrastructure projects that have the potential to stimulate economic activity in Regional Victoria.

Council has recently undertaken a Playspace Strategy identifying the benefit of developing a playspace trail to generate economic activity and further enhance other tourism offerings such as the Silo Art Trail, our waterways and the recently completed Lake Tyrrell Tourism Infrastructure project. Plans have been prepared for playspaces at Berriwillock, Birchip, Charlton, Donald and Wycheproof.

Following ongoing advocacy to Regional Development Victoria and other funding bodies on this project, Council has been invited by the Minister for Regional Development and Agriculture, the Hon. Mary-Anne Thomas, to submit an expression of interest into the Regional Infrastructure Fund.

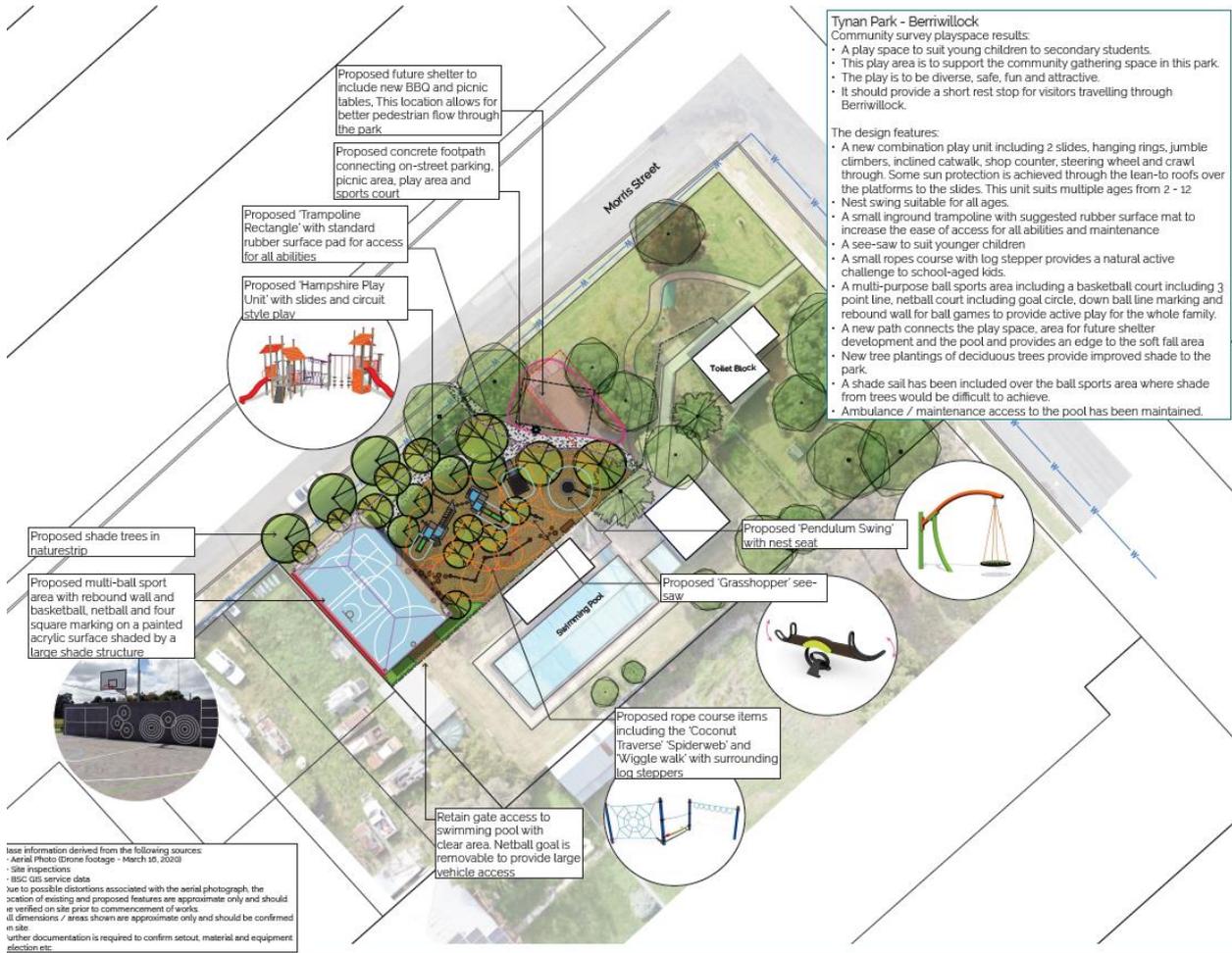
Playspaces have been identified as a priority in Council's Advocacy document and the Long Term Financial Plan.

The Playspaces Masterplan has been designed to be a trail for community members and tourists, with each playground set to have unique features and different passive recreation experiences.

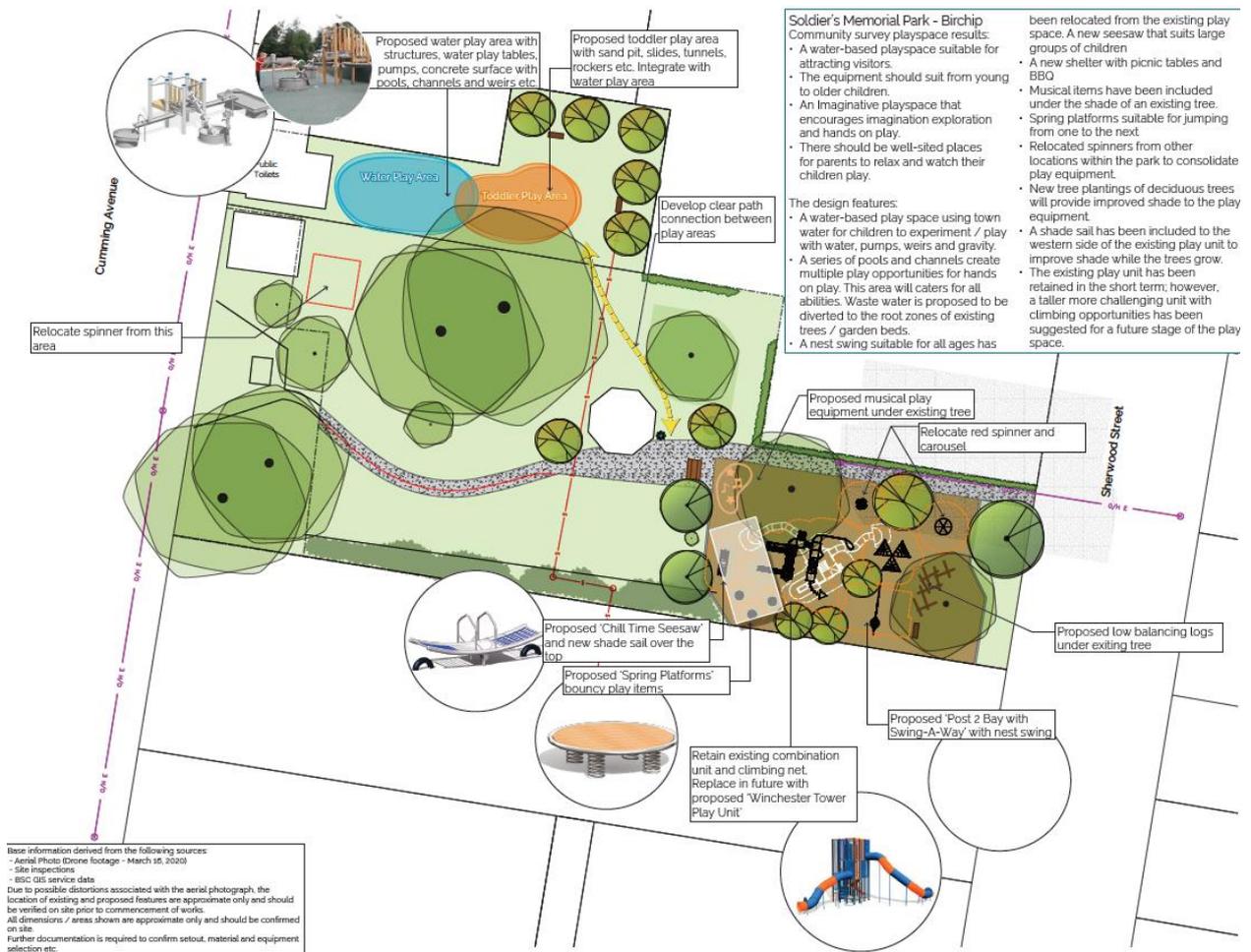
Centenary Park Wycheproof



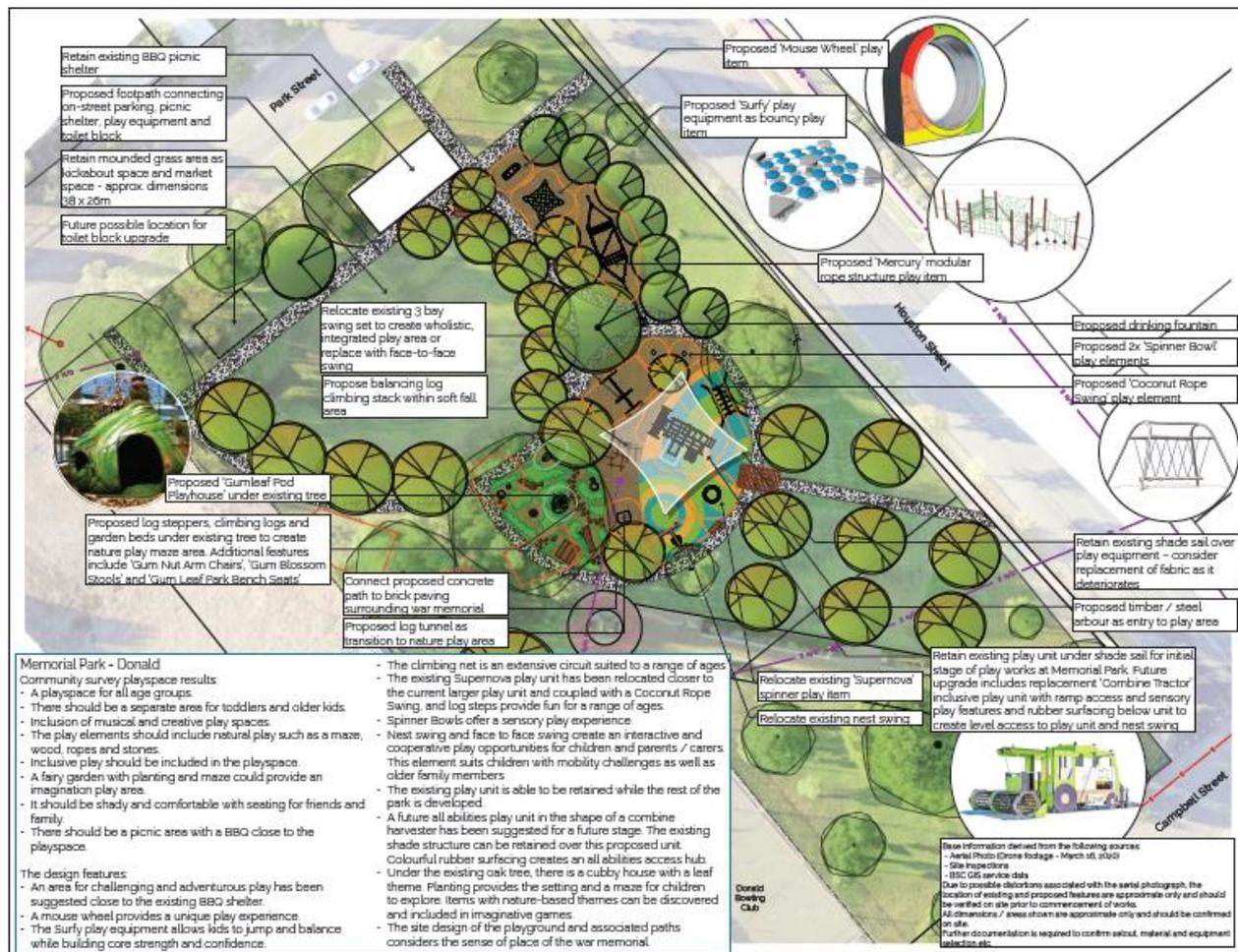
Tynan Park Berriwillock



Soldier's Memorial Park Birchip



Memorial Park Donald



RELEVANT LAW

Not applicable.

RELATED COUNCIL DECISIONS

Council adopted the Advocacy Strategy in May 2020, and the development and implementation of playspace masterplans was an identified project in the Advocacy Strategy.

OPTIONS

Council could elect not to pursue this funding opportunity. For Council to fund the implementation of these masterplans without the assistance of external funding, it would take over 10 years and much of equipment at the existing playgrounds would be beyond the end of their lifecycle.

SUSTAINABILITY IMPLICATIONS

Environmental sustainability, including re-use of water and improved natural shade has been a key feature of the design process.

COMMUNITY ENGAGEMENT

As part of the development of the Playspace Masterplan, all communities were consulted. It is anticipated that further consultation will occur with a Project Control Group during the final design and construction phase.

INNOVATION AND CONTINUOUS IMPROVEMENT

This approach of whole of park masterplan will deliver a better experience for both community and tourists, as opposed to the previous approach which was to replace equipment when it reached the end of its life. These masterplans create a blueprint for a well designed and accessible park for each of the five communities. Importantly, the five masterplans have been considered together, with different features at each park creating a trail through the Shire.

COLLABORATION

Council worked closely with experienced landscape architects in the development of this project and will work with Regional Development Victoria in the development of the application process.

FINANCIAL VIABILITY

The project requires a commitment from Council of \$200,000 over the next two financial years, 2021/22 and 2022/23. This is consistent with the Long Term Financial Plan commitments to playground replacement.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Many regional plans, including the Mallee Economic Growth Strategy and Wimmera Mallee Destination Management Plan highlight the need for liveability and public infrastructure projects to drive population growth and increased tourism. This project aligns with these strategies.

COUNCIL PLANS AND POLICIES

This project aligns with Council's Long Term Financial Plan as well as the 2017/21 Council Plan's theme of Building a Healthy and Active Community.

TRANSPARENCY OF COUNCIL DECISIONS

This report is brought to open Council to ensure transparency of decisions and budgetary processes.

CONFLICTS OF INTEREST

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

8.3 FINANCIAL REPORTS

8.3.1 FINANCIAL PERFORMANCE REPORT AS AT 31 JANUARY 2021

Author's Title: Manager Finance

Department: Corporate Services

File No: FM/19/01

Relevance to Council Plan 2017 - 2021

Strategic Objective: Deliver our service in a financially viable way

PURPOSE

To present to the Council the financial statements for the period ending 31 January 2021.

SUMMARY

The anticipated year-end surplus has been forecast down further following confirmation of capital and operating grants.

The forecasted year-end surplus is currently \$8.193m which is less \$1.978m less than the approved budget adopted at the start of the financial year.

RECOMMENDATION

That Council receives and notes the Financial Performance Report for the month ending 31 January 2021.

- Attachments:**
- 1 [Income Statement](#)
 - 2 [Balance Sheet](#)
 - 3 [Cashflow Statement](#)
 - 4 [Cashflow Forecast](#)
 - 5 [Cashflow Chart](#)
 - 6 [Capital Works Program](#)

DISCUSSION

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

The reported surplus as at 31 January is \$0.365m. Excluding capital grant income of \$8.473m, the operating result is a deficit of \$8.147m. These results are better than anticipated at this stage of the year due to adjustments in the timing of annual expenditure between months in the financial year.

As highlighted in the Full Year Budget and Forecast columns, little variation is anticipated in operating income and expenditure following the reforecasting process in December. However, confirmation of the Dec 18 Flood event project has again reduced both income and expenditure by \$2-3m. Fortunately, as this project was budgeted to be fully funded the net result is minimal.

The **Balance Sheet** summarises the value of Assets (what Council owns) and our Liabilities (what Council owes), and the difference between assets and liabilities (Net Assets or Equity) reflects Council's net worth. Council's net worth as at this accounting period is \$285,596m.

The **Cashflow Statement** reflects actual results for the year to date (July–December) in line with statutory financial reporting.

At 31 January 2021, Council's Cash and Cash Equivalents were \$18.194m of which \$3.0686m is grant funding received in advance (restricted cash).

The **Cashflow Forecast** is a projection of cashflow for the remainder of the year based on the cash balance as at 31 January 2021, the monthly budgets, specified timing parameters (such when BAS/super are due and quarterly rate receipts) and capital expenditure.

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

The bank balance is expected to remain positive throughout the 2020-21 financial year and adequate to cover predicted current liabilities.

The **Capital Works Program** highlights current project forecasts variation to budget. Variations mostly relate to movements between financial years which is often difficult to determine in multi-year funding agreements.

RELEVANT LAW

This report is consistent with the requirements of the *Local Government Act 2020*.

RELATED COUNCIL DECISIONS

The Council adopted its Annual Budget 2020/21 on 1 July 2020. Variations identified at the July Council Meeting have been incorporated into the Council's current budget. Council's current budget will be used for financial report comparison for the remainder of the 2020/21 financial year.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

Not applicable.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

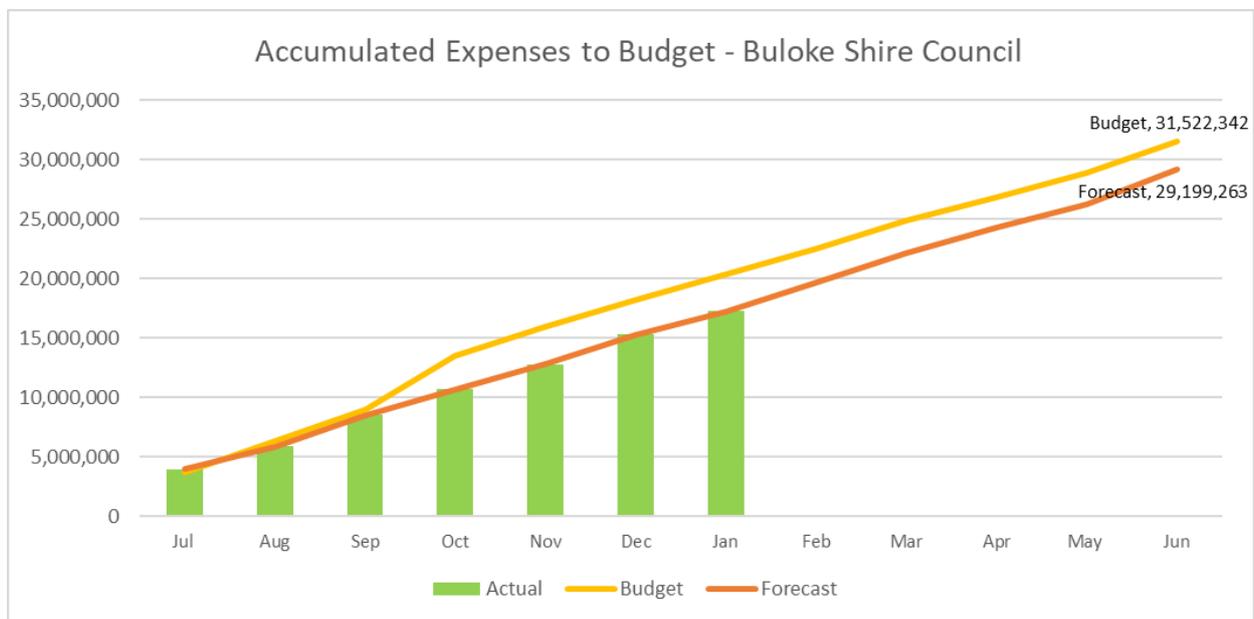
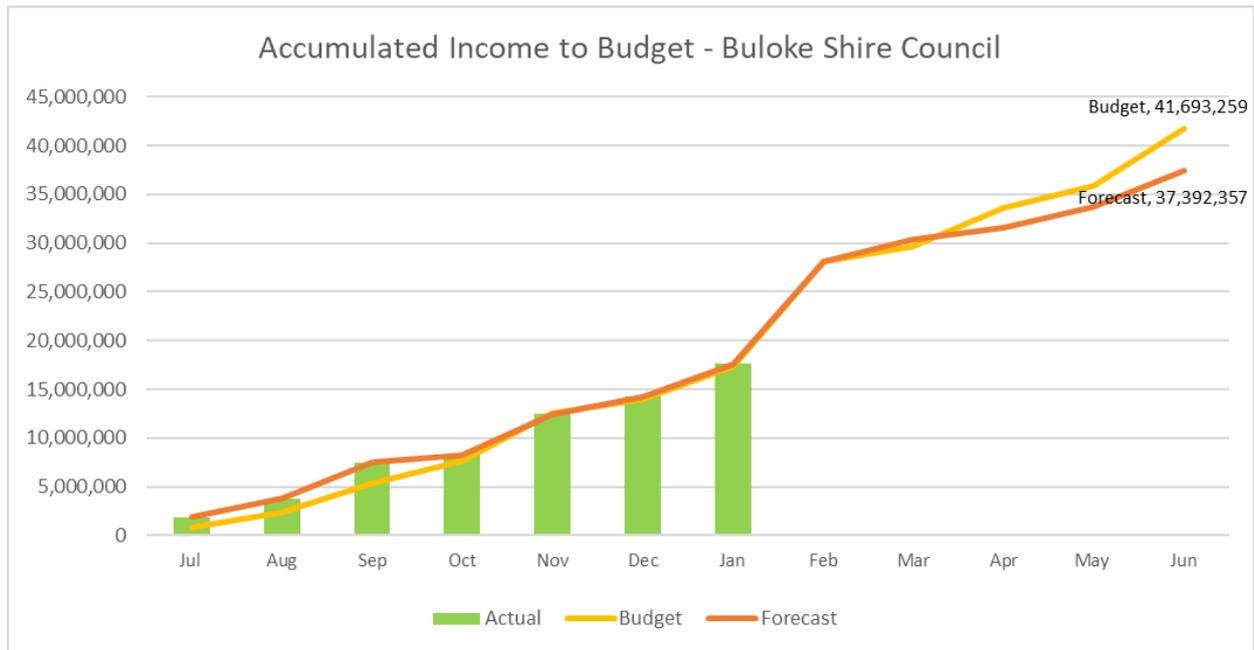
COLLABORATION

Not applicable.

FINANCIAL VIABILITY

The tables below provide an overview of Council's financial performance against Approved budget income and expenses as at 31 January 2021.

Both total income and expenditure have been revised down to reflect the outcome of the final revision of cost estimates and respective funding related to the Dec 18 Flood event. As these roughly offset there is minimal change to the forecasted net surplus result.



REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

Council adopted its Annual Budget 2020/21 in July 2020. The Buloke Shire Council Plan 2017-21 outlines Council’s commitment to providing clear and concise reporting on a monthly basis to Council meetings.

TRANSPARENCY OF COUNCIL DECISIONS

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

CONFLICTS OF INTEREST

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

Income Statement — Buloke Shire Council

MONTH: JAN 2021

	Jul 2020 - Jan 2021		Approved Budget		Full Year Budget	
	Actuals	Approved	Variance	Variance (%)	Approved	Forecast
Operating Income						
Rates and charges	3,885,410	2,809,402	1,076,008	38%	14,023,076	14,077,474
Statutory fees and fines	203,826	193,096	10,730	6%	266,791	277,521
User fees	405,453	343,141	62,312	18%	618,810	691,441
Grants - operating	4,333,726	7,807,865	(3,474,140)	(44%)	13,424,994	10,829,463
Contributions	56,447	59,581	(3,134)	(5%)	70,033	66,900
Other Income	233,982	116,001	117,982	102%	131,963	317,060
Total Operating Income	9,118,844	11,329,085	(2,210,241)	(20%)	28,535,668	26,259,858
Operating Expense						
Employee Costs	6,779,912	7,235,454	455,542	6%	11,376,239	11,196,330
Materials and services	4,979,198	7,393,509	2,414,311	33%	9,823,263	7,993,816
Depreciation & Amortisation (Leasing)	5,296,428	5,490,429	194,001	4%	9,287,795	9,099,129
Bad and doubtful debts	210	0	(210)	N/A	300,000	200,210
Borrowing costs	(108)	0	108	N/A	0	(108)
Other expenses	210,654	219,402	8,748	4%	735,045	709,885
Total Operating Expense	17,266,294	20,338,794	3,072,500	15%	31,522,341	29,199,262
Operating Profit	(8,147,450)	(9,009,708)	862,259	(10%)	(2,986,673)	(2,939,403)
Capital Income						
Grants - capital	8,472,308	5,972,198	2,500,110	42%	13,107,589	11,042,499
Other Capital Income	40,000	0	40,000	N/A	50,000	90,000
Total Capital Income	8,512,308	5,972,198	2,540,110	43%	13,157,589	11,132,499
Net Surplus/Deficit	364,858	(3,037,511)	3,402,369	(112%)	10,170,916	8,193,096

Balance Sheet — Buloke Shire Council

JAN 2021

	Jan 2021	Jun 2020	Variance	% Variance
Asset				
Current assets	22,145,902	20,523,968	1,621,934	8%
Cash and cash equivalents	18,194,175	17,544,040	650,136	4%
Trade and other receivables	3,726,522	2,612,321	1,114,201	43%
Inventories	177,956	180,882	(2,926)	(2%)
Other assets	47,249	186,725	(139,476)	(75%)
Non-current assets	274,282,154	271,336,372	2,945,782	1%
Property, infrastructure, plant and equipment	274,282,154	271,336,372	2,945,782	1%
Total Asset	296,428,056	291,860,339	4,567,716	2%
Liability				
Current liabilities	9,535,936	5,333,078	(4,202,858)	(79%)
Trade and other payables	5,758,139	2,399,697	(3,358,442)	(140%)
Trust funds and deposits	998,123	200,294	(797,829)	(398%)
Provisions	2,522,407	2,475,819	(46,587)	(2%)
Leases	257,267	257,267	0	0%
Non-current liabilities	1,296,122	1,296,122	0	0%
Leases	159,554	159,554	0	0%
Provisions	1,136,567	1,136,567	0	0%
Total Liability	10,832,058	6,629,199	(4,202,858)	(63%)
Net Assets	285,595,998	285,231,140	364,858	0%
Equity				
Equity	285,595,998	285,231,140	364,858	0%
Accumulated Surplus	112,144,954	103,766,640	8,378,314	8%
Reserves	173,086,186	173,086,186	0	0%
Current Earnings	364,858	8,378,314	(8,013,456)	(96%)
Total Equity	285,595,998	285,231,140	364,858	0%

Cashflow Statement — Buloke Shire Council

JUL 2020 - JAN 2021

	Jul 2020 - Jan 2021
Bank at Beginning	17,544,040
Cashflow from Operating Activities:	
Net Profit	364,858
Adjustments to Net Profit for Non-Cash Activities:	
Non - Cash expenses	5,059,238
Depreciation	5,059,238
Total Adjustments to Net Profit for Non-Cash Activities	5,059,238
Adjustments to Net Profit for Non-Operating Activities:	
Operating Activites	(108)
Cash Outflows	(108)
Total Adjustments to Net Profit for Non-Operating Activities	(108)
Adjustments for Balance Sheet Movement on Operating Activities:	
Current assets	(971,799)
2 · Trade and other receivables	(1,114,201)
4 · Inventories	2,926
5 · Other assets	139,476
Non-current assets	1,914
Property, infrastructure, plant and equipment	1,914
Current liabilities	3,951,850
1 · Trade and other payables	3,107,433
2 · Trust funds and deposits	797,829
3 · Provisions	46,587
Total Adjustments for Balance Sheet Movement on Operating Activities	2,981,965
Net Cashflow from Operating Activities	8,405,953
Cashflow from Investing Activities:	
Non-current assets	(8,006,935)

Property, infrastructure, plant and equipment	(8,006,935)
Net Cashflow from Investing Activities	(8,006,935)
<hr/>	
Cashflow from Financing Activities:	
Current liabilities	251,009
1 - Trade and other payables	251,009
Operating Activites	108
Cash Outflows	108
Net Cashflow from Financing Activities	251,117
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Net Cashflows	650,136
Bank at End	18,194,175
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Account tree BSC - Bal Sheet

Cashflow Forecast — Buloke Shire Council

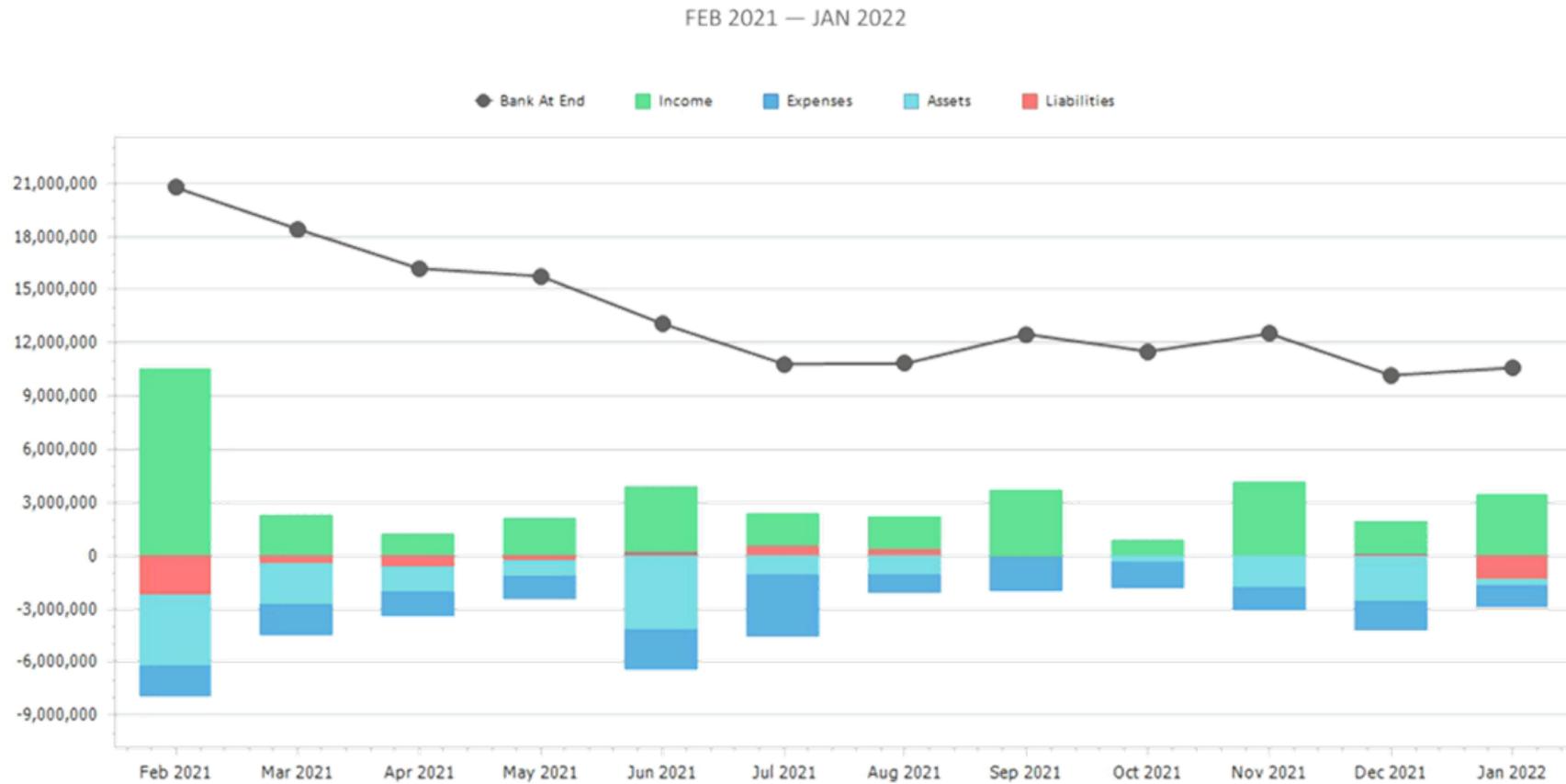
FEB 2021

	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Total
Bank at Beginning	18,194,175	20,755,929	18,428,420	16,202,469	15,766,630	13,092,543	10,822,140	10,837,588	12,492,548	11,520,004	12,523,326	10,173,924	18,194,175
Operating Income													
Rates and charges	9,142,513	16,713	0	1,016,126	16,713	(25)	140,736	1,391,155	(4,275)	1,331,448	9,513	1,016,859	14,077,474
Statutory fees and fines	14,739	14,739	14,739	14,739	14,739	21,571	22,469	20,049	8,874	29,122	80,503	21,238	277,521
User fees	43,767	54,381	55,564	60,073	100,802	29,198	52,072	73,344	52,902	74,213	57,822	106,448	760,585
Grants - operating	1,320,701	64,349	668,784	863,400	3,578,504	913,729	1,424,749	101,466	106,848	1,006,859	132,197	647,877	10,829,463
Contributions	91	91	91	91	10,087	2,843	42,488	3,044	2,521	1,036	1,712	2,802	66,900
Other Income	8,922	44,924	10,747	8,602	9,882	2,545	52,371	46,255	35,331	36,096	65,590	13,124	334,389
Cash Inflows from Operation	10,530,733	195,197	749,925	1,963,030	3,730,727	969,862	1,734,884	1,635,314	202,200	2,478,773	347,337	1,808,348	26,346,331
Operating Expense													
Employee Costs	(929,163)	(1,220,622)	(812,731)	(724,841)	(729,061)	(509,759)	(792,011)	(1,292,404)	(884,731)	(930,314)	(1,035,695)	(787,565)	(10,648,897)
Materials and services	(522,330)	(489,148)	(560,316)	(487,229)	(1,196,164)	(2,898,359)	(277,855)	(470,486)	(430,183)	(373,192)	(581,328)	(374,253)	(8,660,842)
Depreciation & Amortisation (Leasing)	(26,251)	(26,251)	(24,225)	(24,225)	(24,225)	(25,418)	(39,130)	(27,182)	(49,439)	(41,981)	(39,457)	(38,303)	(386,085)
Bad and doubtful debts	0	0	0	0	(220,000)	0	0	0	(231)	0	0	0	(220,231)
Borrowing costs	0	0	0	0	0	108	0	0	0	0	0	0	108
Other expenses	(296,808)	(22,762)	(22,762)	(68,768)	(138,055)	(33,417)	(28,620)	(37,736)	(29,303)	(29,334)	(49,042)	(23,533)	(780,139)
Cash Outflows from Operation	(1,774,551)	(1,758,783)	(1,420,033)	(1,305,063)	(2,307,505)	(3,466,845)	(1,137,616)	(1,827,807)	(1,393,887)	(1,374,822)	(1,705,521)	(1,223,653)	(20,696,086)



	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Total
Asset													
Works In Progress	(3,972,128)	(2,289,245)	(1,354,042)	(895,645)	(4,210,865)	(1,136,745)	(1,051,793)	(222,619)	(373,701)	(1,770,394)	(2,556,367)	(409,773)	(20,243,316)
Movement in Assets	(3,972,128)	(2,289,245)	(1,354,042)	(895,645)	(4,210,865)	(1,136,745)	(1,051,793)	(222,619)	(373,701)	(1,770,394)	(2,556,367)	(409,773)	(20,243,316)
Liability													
PO Accrual	(2,327,797)	(931,119)	(931,119)	(465,559)	0	0	0	0	0	0	0	(1,521,842)	(6,177,435)
GST	183,174	423,824	241,741	162,399	113,556	506,984	357,898	106,620	51,082	63,688	184,042	275,849	2,670,858
Superannuation Payable	(77,678)	0	0	0	0	(43,658)	(67,926)	(108,563)	(76,831)	(79,942)	(90,964)	(79,549)	(625,111)
Movement in Liabilities	(2,222,300)	(507,294)	(689,377)	(303,161)	113,556	463,326	289,972	(1,943)	(25,748)	(16,254)	93,078	(1,325,542)	(4,131,688)
Capital Income													
Grants - capital	0	2,032,616	487,575	50,000	0	900,000	180,000	2,072,014	598,593	1,686,019	1,472,070	1,563,611	11,042,499
Other Capital Income	0	0	0	55,000	0	0	0	0	20,000	0	0	20,000	95,000
Other Inflows	0	2,032,616	487,575	105,000	0	900,000	180,000	2,072,014	618,593	1,686,019	1,472,070	1,583,611	11,137,499
Net Movement	2,561,754	(2,327,509)	(2,225,952)	(435,839)	(2,674,087)	(2,270,403)	15,448	1,654,959	(972,543)	1,003,322	(2,349,402)	432,991	(7,587,260)
Bank at End	20,755,929	18,428,420	16,202,469	15,766,630	13,092,543	10,822,140	10,837,588	12,492,548	11,520,004	12,523,326	10,173,924	10,606,915	10,606,915

Cashflow Chart — Buloke Shire Council



BULOKE SHIRE COUNCIL - CAPITAL PROGRAM

Period High 7

		Income						Expenditure				
Carried Forward/ Multi Year	YTD Actual	Budget	Forecast Full Year	Budget - Forecast Variance	Carry Forward/ Multi Year	Actual YTD	Budget Full Year	Forecast Full Year	Budget - Forecast Variance	Carry Forward/ Multi Year		
\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000		
PROPERTY												
Land Improvements												
PM-148	Town entrances	-	-	-	-	-	20	20	20	-	-	
PM-144	Playground replacement program	-	-	-	-	-	0	80	80	0	-	
PM-143	Streetscape Improvements - Birchip	-	-	493	-	(493)	493	2,188	800	2,988	2,188	
PM-182	Streetscape Improvements - Wycheproof	-	150	450	200	(250)	-	46	600	646	46	
PM-197	Streetscapes Funding #1 (#2 in 21/22)	-	400	1,500	400	(1,100)	2,500	403	1,500	1,903	403	
PM-193	Small Town Street Furniture	-	65	130	117	(13)	13	98	130	139	9	
PM-195	Street Light LED Conversion	-	120	240	216	(24)	24	8	240	240	(0)	
PM-198/188	Wyche Wetlands/Mt Wyche	-	263	350	350	-	-	49	350	239	(111)	114
Buildings & Improvements												
PM-149	Charlton Riverfront	-	129	467	129	(338)	-	264	467	898	431	48
PM-150	Donald Riverfront	-	140	467	140	(327)	-	120	467	582	115	46
PM-151	Lake Tyrrell	-	581	604	581	(23)	-	86	604	86	(518)	-
PM-152	Charlton Early Years	-	118	1,150	705	(445)	-	986	1,150	1,277	127	-
PM-153	Halls Improvements	38	38	75	38	(38)	10	47	75	89	14	-
PM-154	Town Brochures	25	25	50	25	(25)	10	48	50	48	(2)	-
PM-155	Wycheproof Library	240	-	240	-	(240)	-	14	240	240	(0)	-
PM-156	Wooroonook Camping Ground	168	-	168	-	(168)	-	1	168	169	1	-
PM-157	Wycheproof Camping Ground	125	-	125	-	(125)	-	3	125	124	(1)	-
PM-158	Donald Camping Ground	57	-	57	-	(57)	-	2	57	58	1	-
PM-159	Gordon Camping Ground	14	-	14	-	(14)	-	16	14	16	2	-
PM-160	Depot Safey	-	-	-	-	-	-	45	45	-	-	-
PM-161	Airconditioning	-	-	-	-	-	-	3	15	15	0	-
PM-162	Birchip Town Centre Plan	-	-	-	-	-	-	6	90	94	4	-
PM-164	Donald Community Precinct	-	-	-	-	-	-	25	200	200	0	-
PM-165	Donald Pony Club	-	-	-	-	-	-	20	20	-	-	-
PM-181	Watchem Hall Entrance	-	-	-	-	-	-	1	20	21	1	-
PM-166	Lakes CCTV	-	-	-	-	-	-	20	20	-	-	-
PM-187	Sea Lake Tourism Centre - State RDV	-	400	300	400	100	10	28	300	297	(3)	-
p.20_186	Wycheproof Pre-school	250	270	1,200	270	(930)	104	9	1,200	509	(691)	-

		Income						Expenditure					
Carried Forward/ Multi Year	YTD Actual	Budget	Forecast Full Year	Budget - Forecast Variance	Carry Forward/ Multi Year	Actual YTD	Budget Full Year	Forecast Full Year	Budget - Forecast Variance	Carry Forward/ Multi Year			
\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000		
PLANT & EQUIPMENT													
	Plant, Machinery and Equipment	-	-	50	-	(50)	-	0	647	647	0	-	
	Library Book	-	-	-	-	-	-	14	25	25	0	-	
Computers and Telecommunications													
	IT & Equipment replacement	-	-	-	-	-	-	15	166	166	(0)	-	
	IT System Renewal	-	-	-	-	-	-		150	150	-	-	
INFRASTRUCTURE													
Roads													
PM-115	Berrillock/Birchip Road Floodway	-	-	1,400	600	(800)	900	87	1,607	1,294	(313)	-	
PM-170	Berrillock/Birchip Road Rehabilitation	-	-	480	-	(480)	-	0	1,880	0	(1,880)	1,797	
PM-120	Road Reseal Program	-	952		952	952	-	1,000	1,000	1,070	70	-	
	Road Resheeting Program	-	367	520	367	(153)	-	315	560	315	(245)	-	
PM-121	Final Seal Watchem/Warrack (committed)	-	-	-	-	-	-	-	50	50	(0)	-	
PM-136	Final Seal Culgoa/Ultima x 4 (committed)	-	-	-	-	-	-	-	277	275	(2)	-	
PM-174	Donald Avon Plains Road Bridge (Carry Fwd)	-	-	-	-	-	-	-	100	131	31	-	
PM-189	Tower Road and Industry Drive in Donald Sealing	-	120	240	216	(24)	24	24	240	315	75	-	
PM-194	Sea Lake Lascelles/Culgoa-Lalbert Road #1 (#2 in 21/22)	-	-	461	300	(161)	523	0	923	623	(300)	-	
Footpaths and Cycleways													
PM-175	Cross overs	38	38	75	38	(38)	12	-	75	60	(15)	-	
PM-117	Best Street Sea Lake footpath	-	-	-	-	-	-		75		(75)	-	
Drainage													
PM-176	Birchip town drainage improvements (kerb and channel and drainage hot spots)	-	-	-	-	-	-	33	175	180	5	-	
PM-119	Charlton underground drainage (Kaye St)	-	495	990	891	(99)	99	57	990	57	(933)	1,018	
Recreational, Leisure & Community Facilities													
PM-177	Swimming pool plant upgrades (Sea Lake)	-	-	-	-	-	-	1	100	101	1	-	
PM-178	Birchip Netball Court Upgrades (Drought program)	135	135	270	135	(135)	58	619	270	653	383	-	
PM-179	Birchip Leisure Centre Female Friendly (Drought/SRV grant)	15	15	90	15	(75)	6	21	180	211	31	-	
Waste Management													
PM-180	Glass skips at Transfer stations	-	-	-	-	-	-		60		(60)	-	
TOTAL FY21 CAPITAL PROGRAM		1,104	4,819	12,656	7,084	(5,572)	4,786	6,658	18,597	17,386	(1,211)	3,022	
							12,974					20,408	

Income						Expenditure				
Carried Forward/ Multi Year \$000	YTD Actual \$000	Budget \$000	Forecast Full Year \$000	Budget - Forecast Variance \$000	Carry Forward/ Multi Year \$000	Actual YTD \$000	Budget Full Year \$000	Forecast Full Year \$000	Budget - Forecast Variance \$000	Carry Forward/ Multi Year \$000

CARRIED FORWARD PROJECTS FY20

900	Lake Tyrrell Direl	-	-	-	-	-	142		142	142	
PM18_12	Charlton Riverfront Development	-	-	-	-	-	-		-	-	
PM18_23	Donald Riverfront Development	-	-	-	-	-	23		23	23	
PM18_20	Nullawil Public Toilets	-	-	-	-	-	2		2	2	
PM18_23	Watchem Hall Toilet Upgrade	-	-	-	-	-	6		6	6	
PM18_5	Lake Tyrrell	-	-	-	-	-	660		660	660	
PM19_101	Charlton-Swan-Hill Rd Glenloch Blackspot	-	-	-	-	-	106		136	136	
PM19_34	Parks and Gardens - Town Entrances - Tree Planting & Bins	-	-	-	-	-	5		5	5	
PM19_35	Parks and Gardens - Playground Replacement Program	-	-	-	-	-	21		21	21	
PM19_38	Birchip Streetscape Improvement	-	-	-	-	-	68		68	68	
PM19_39	Donald Community Precinct Construction	-	-	-	-	-	3		3	3	
PM19_41	Charlton Early Years Centre	-	-	-	-	-	1		1	1	
PM19_43	Municipal Offices - Renewal Program	-	-	-	-	-	9		9	9	
PM19_45	Birchip Leisure Centre Changerooms	-	-	-	-	-	1		1	1	
PM19_48	Wycheproof Saleyards Ramp Replacement	-	-	-	-	-	6		6	6	
		-	-	-	-	-	1,052	-	1,082	1,082	-

NEW PROJECTS FY21

PM-225	Mali Heart	-	-	-	-	-	2		2	2	
PM-192	Sea Lake Complex Redevelopment Stage 1	-	-	-	-	-	7		7	7	
PM-190	Lighting up Buloke	-	610	-	932	932	537	129	487	487	1,860
		-	-	-	-	-	-			-	
		-	610	-	932	932	537	138	-	496	1,860

TOTAL	1,104	5,428	12,656	8,016	(4,640)	5,323	7,849	18,597	18,964	367	4,882
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8.4 ORGANISATIONAL REPORTS

Nil

8.5 REPORTS FROM COUNCILLORS

Nil

8.6 MATTERS WHICH MAY EXCLUDE THE PUBLIC**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:

- | | | |
|-------|---|---|
| 8.6.1 | CONTRACT NO C86 - 2020/2021 -
KAYE STREET DRAINAGE, CHARLTON | (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 |
|-------|---|---|

RECOMMENDATION:

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

9. OTHER BUSINESS

9.1 NOTICES OF MOTION

Nil

9.2 QUESTIONS FROM COUNCILLORS

Nil

9.3 URGENT BUSINESS

Nil

9.4 ANY OTHER BUSINESS

Nil

10. MEETING CLOSE