



COUNCIL MEETING

AGENDA

Wednesday 10 July 2024

Commencing at 7:00pm

Wycheproof Supper Room

367 Broadway, Wycheproof

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

ORDER OF BUSINESS

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 maybe here today.

2. RECEIPT OF APOLOGIES

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RECOMMENDATION:

That Council adopt the Minutes of the Council Meetings held on Wednesday 8 May 2024, Wednesday, 12 June 2024, Wednesday, 19 June 2024 and Wednesday, 26 June 2024.

4. REQUESTS FOR LEAVE OF ABSENCE

5. DECLARATION OF CONFLICTS OF INTEREST

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

- a) Disclose the conflict of interest in the manner required by the Council's Governance Rules 2022; and
- 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

7. PROCEDURAL ITEMS

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The Meeting may be closed to members of the public to consider confidential matters.	
9.5.1 CEO PERFORMANCE REVIEW AND KEY PERFORMANCE INDICATORS	
If the meeting has been closed it will be brought back into open session by resolution	

10. MEETING CLOSE

NEXT MEETING

THE NEXT MEETING OF COUNCIL WILL BE HELD IN WYCHEPROOF SUPPER ROOM, 367 BROADWAY, WYCHEPROOF ON WEDNESDAY, 14 AUGUST 2024 AT 7:00PM.

Wayne O'Toole
CHIEF EXECUTIVE OFFICER

6. QUESTIONS FROM THE PUBLIC

Nil

7. PROCEDURAL ITEMS

7.1 REPORT OF COUNCILLOR ASSEMBLIES

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/05/04

RECOMMENDATION

That the Council note the report of Councillor Assembly Meetings held 5 and 19 June 2024.

Attachments:

- 1 [↓](#)Councillor Briefing Record - 5 June 2024
- 2 [↓](#)Councillor Briefing Record - 19 June 2024

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 Schedules adopted 9 November 2022 and 8 November 2023, 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 5 and 19 June 2024 is attached for public information.



Councillor Briefing Record

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

Date:	5 June 2024	Time	5:00pm – 8:00pm
Location:	Supper Room – Culgoa Hall		
Attendees:	Cr Getley, Cr Pollard, Cr Warren, Cr Simpson, Cr Milne, Cr Hogan, Wayne O'Toole, Jenna Allan, Daniel McLoughlan, Anthony Smith		
Apologies:			
Guests:	Kerri Barry – President, Culgoa Development Group Peter Harriott – Municipal Monitor, Local Government Victoria Rory White – Manager Children and Youth Catherine Riddoch - Maternal and Child Health Nurse Anthony Smith - Acting Director Community Development Dean Sleigh – Audit and Risk Committee member (zoom) Jo Postlethwaite – Manager Community Recovery (zoom)		
Acknowledgement of Country:	The Mayor will acknowledge the traditional owners of the land on which we are meeting and pay our respects to their Elders and to the Elders from other communities who may be here today.		
Conflicts of Interest:			

ITEMS

NO.	MATTER FOR DISCUSSION	
1.	Councillor only time 5:00pm – 5:30pm	
2.	Confirmation of Councillor Briefing Minutes – 15 May 2024	
3.	Presentations	
3.1	Culgoa Development Group – Kerri Barry (President)	
3.2	Maternal and Child Health Update – Rory White, Manager Children and Youth and Catherine Riddoch, Maternal and Child Health Nurse	
3.3	Fair Access Policy and Action Plan: Community Consultation Summary – Jenna Allan, Director Corporate and Organisational Performance	
Dinner Break		6:20pm
3.4	Underlying Surplus deficit 24/25 – Anthony Smith Including Dean Sleigh Audit and Risk Committee Member (via zoom)	
3.5	Municipal Monitor Update – Peter Harriott	
4.	Councillor Matters	



5.	CEO Updates	7:40pm
5.1	Draft Agenda for Council Meeting 12 June 2024 (Jo Pos speaking to the Community Recovery Grants report, (via zoom))	
NEXT BRIEFING 19 June 2024, Birchip District Office, 5:00pm		



Councillor Briefing Record

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

Date:	19 June 2024	Time	5:40pm
Location:	Birchip District Office		
Attendees:	Cr Getley, Cr Simpson, Cr Pollard, Cr Milne, Cr Warren, Cr Hogan, Wayne O'Toole, Anthony Smith, Jenna Allan		
Apologies:	Cr Stewart		
Guests:	Youth Engage Students; Marc Sleeman James Boyle Trevor Rumbold, Peter Harriott		
Acknowledgement of Country:	The Mayor will acknowledge the traditional owners of the land on which we are meeting and pay our respects to their Elders and to the Elders from other communities who may be here today.		
Conflicts of Interest:			

ITEMS

NO.	MATTER FOR DISCUSSION	Notes
1.	Councillor & CEO only time	
2.	Confirmation of Councillor Briefing Minutes – 5 June 2024	
3.	Presentations	
3.1	Youth Engage	
3.2	Grampians Wimmera Mallee Tourism VEP update - Marc Sleeman CEO	
Dinner Break		
3.3	Wilkur Wind Farms – James Boyle	
3.4	Monthly Capital Project Update - Trevor Rumbold	
4.	Councillor Matters	
5.	CEO Updates	
5.1		
NEXT BRIEFING		
3 July 2024, Charlton District Office, 5:00pm		

7.2 CORRESPONDENCE INITIATED BY COUNCIL

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/06/06

PURPOSE

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

RECOMMENDATION

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

Attachments: Nil

TABLE OF CORRESPONDENCE

Council Initiative	Sent to	Sent	Response	Purpose of Letter
Urgent Business from 8 May Council Meeting	<i>Hon Lily D'Ambrosio MP MP</i> State Minister for Climate Action, Energy and Resources, and State Electricity Commission <i>Copy sent to:</i> <i>Jade Benham MP</i> <i>Member for Mildura</i>	22 May 2024	20/6/24 Ministers office coordinating remote meeting	Invitation extended to Minister, to visit Buloke Shire for the purpose of discussing with the Council and the community the background to her decisions in respect of the VNI West Transmission Lines proposal.

7.3 LETTERS OF CONGRATULATIONS AND RECOGNITION OF ACHIEVEMENT/AWARDS

Author's Title: Executive Assistant

Department: Office of the CEO

File No: CR/13/01

PURPOSE

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

The report also informs Council of any letters of congratulations or any 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
Buloke Shire Council	Former Senior Constable Mark Connell Former Victorian Police Officer		To thank him for his professional and dedicated 20 years of service as a Victorian Police Officer for the Donald community and abroad and wish him well in his retirement in Horsham.

7.4 BUILDING PERMITS - MONTHLY UPDATE

Author's Title: Statutory Administration Support

Department: Community Development

File No: DB/14/01

EXECUTIVE SUMMARY

This report provides information on Building Permits approved from 1 June to 30 June 2024.

RECOMMENDATION

That the Council note information contained in the report on Building Permits approved from 1 June to 30 June 2024.

Attachments: Nil

LIST OF BUILDING PERMITS APPROVED BY COUNCIL SURVEYOR

Council Reference No.	Address	Project Description	Date Approved
20230010	Clifton Street Charlton Vic 3525	Carport, Shed and Verandah	20/6/2024
20240011	Campbell Street Birchip VIC 3483	Demolition of brick building	19/6/2024

LIST OF PRIVATE BUILDING PERMITS APPROVED BY COUNCIL SURVEYOR

Council Reference No.	Address	Project Description	Date Approved
PBLD24026	Florence COURT Donald Vic 3480	Proposed Swimming Pool & Safety Barrier	6/6/2024
PBLD24045	Yeungroon Road Yeungroon East VIC 3525	Shed	13/6/2024
PBLD24046	Yeungroon-Woosang Road Yeungroon East VIC 3525	Hay Shed	13/6/2024

7.5 PLANNING APPLICATIONS RECEIVED - MONTHLY UPDATE

Author's Title: Planning Officer

Department: Community Development

File No: LP/09/01

PURPOSE

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

RECOMMENDATION

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

Attachments: Nil

LIST OF PLANNING APPLICATIONS

Application No	Address	Date Rec	Summary of Proposal	Status
PA23026	Horace Street, Sea Lake	06/09/2023	Construct and display internally illuminated business identification sign (LED priceboard)	Referral
PA24010	Racecourse Road, Donald	04/04/2024	Construction of a Machinery Storage Shed	Permit Issued
PA24011	McLoughlans Road, Warmur	12/04/2024	Use and development of land for a dwelling in the Farming Zone within the setback to a proposed wind energy facility	Review
PA24012	Aitken Avenue, Donald	19/04/2024	Building and works to construct and display a sign	Referral
PA24013	Calder Highway, Wycheproof	02/05/2024	Two lot subdivision of land (boundary re-alignment)	Permit Issued
PA24014	Mackies Road, Wycheproof	30/04/2024	Two lot subdivision of land	Permit Issued
PA24015	Bishop Street, Nandaly	01/05/2024	Use and development of land for a store (shed)	Permit Issued
PA24016	Church Road, Jeffcott	20/05/2024	Use and development of land for a dwelling and associated outbuilding	Review

Application No	Address	Date Rec	Summary of Proposal	Status
PA24017	Sunraysia Highway, Donald	28/05/2024	Works for the construction of a new site entrance, internal driveways and weigh bridge, and to create an access to a road in a Transport 2 Zone	Request for further information
PA24018	Charlton-St Arnaud Road, Charlton	25/05/2024	Building and works to demolish an existing building and construct a new warehouse and minor modifications to existing warehouse	Referral
PA24019	Goddard Road, Teddywaddy West	11/05/2024	Two lot subdivision of land (rural dwelling excision)	Notice of application/ Referral
PA24020	Sea Lake-Swan Hill Road, Sea Lake	14/06/2024	Building and works to construct and display a double-sided, non-illuminated, major promotion sign	Notice of application/ Referral
PA24021	Calder Highway, Sea Lake	25/06/2024	Building and works to construct and display a double-sided, non-illuminated, major promotion sign	Notice of application/ Referral
VS24006	Industry Drive, Donald	23/05/2024	Building and works for the construction of two buildings (two 10m wide x 13.5m L x 5.47m H sheds) and associated works	Request for further information
VS24008	Broadway, Wycheproof	24/05/2024	Demolition of disused toilet block and concrete tank within a Heritage Overlay	Permit Issued

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

7.6 STATUS OF ACTION OF PAST COUNCIL MEETING RESOLUTIONS

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/05/04

PURPOSE

To provide Council with a list of the Status of Action (SOA) of Council Resolutions outstanding for completion of action, and the SOA for the 12 June 2024 Council Meeting Resolutions.

RECOMMENDATION

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

Attachments: 1 [↓](#)Status of action on past council meeting resolutions

KEY POINTS/ISSUES

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

In accordance with the Council's Governance Rules adopted August 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 12 June 2024 Council Meeting Resolutions.

Summary of Action on Council Resolutions – Outstanding Items 12 June 2024 CM – Tabled 10 July 2024 Council Meeting

Date	Directorate	Item	Resolution/Question	Actioning Officer/s	Status of Action	Complete or Commenced
02082023	Infrastructure and Delivery	8.2.1	<p>That Council:</p> <ol style="list-style-type: none"> Notes following consultation process in accordance with its Community Engagement Policy, one submission was received to the proposed nine-lot subdivision sale of land at 110 Sutcliffe Street, Sea Lake; Sells nine-lot subdivision surplus land at 110 Sutcliff St, Sea Lake by private treaty or auction in accord sec 114 of the Local Gov Act 2020 and Council's Sale of Land Policy; and Authorises the CEO to execute the Transfer of Land documents and any other documents required to affect the sale of the land. 	Dir Infra & Del	<p>GWMWater approval obtained, procurement for works has commenced. Civil contractor has recommended works.</p> <p>290524 - Plumbing works for water, sewer and stormwater commence in June, final civil works to follow. Valuation complete to inform sale of land process to be undertaken. (MS)</p>	Commenced
09082023	Infrastructure and Delivery	8.2.4	<p>Risk and Resilience Grants Program</p> <p>That Council:</p> <ol style="list-style-type: none"> Approve a financial co-cont of \$70,000 from \$200,000 Grant Oppor Reserve FY24 in addition to a \$180,000 Council cash commitment in FY25 for the purposes of a funding application towards the Risk and Resilience Grants Program 2023. Delegate authority to the CEO to apply for the Risk and Resilience Grants Program 2023; and 	Dir Infra & Del	<p>Expression of Interest submitted</p> <p>290524 - Funding application successful. Project delivery planning underway to complete first funding milestone. (MS)</p>	Completed

Tabled 10 July Council Meeting

Summary of Action on Council Resolutions – Outstanding Items 12 June 2024 CM – Tabled 10 July 2024 Council Meeting

Date	Directorate	Item	Resolution/Question	Actioning Officer/s	Status of Action	Complete or Commenced
			3. Authorises the Chief Executive Officer to sign the funding agreement on behalf of the Council should the application be successful.			
13032024	Infra & Delivery	8.2.1	<p>Licence NRMA Electric Highways Pty Ltd</p> <p>1. Grants a licence to NRMA Electric Highways Pty Ltd for part of the land being Lot 1 TP675994 contained in Certificate of Title Volume 5222 Folio 214, 381 Broadway, Wycheproof, Vic, 3527 on the following terms:</p> <p style="padding-left: 40px;">a) A 5-year licence commencing 1 April 2024, including one further option of 5 years, and</p> <p style="padding-left: 40px;">b) A licence fee of \$1 per annum plus GST, if demanded</p> <p>2. Authorise the Chief Executive Officer to undertake the administrative procedures necessary to execute the Licence agreement.</p>	Dir Infra & Delivery	290524 - Site clearing complete. Construction works to commence in June and be completed in July include power upgrade change over to office building. (MS)	Completed
20032024	Infrastructure and Delivery	4.1	<p>That Council:</p> <p>1. Approve a financial co-contribution of \$250,000 (\$83,333p.a.) Council cash and \$250,000 (\$83,333p.a.) of in-kind support, to be funded over 3 financial years from Q3 2024 to Q3 2027 for the purposes of a funding application towards the Disaster Ready Fund 2024.</p> <p>2. Delegate authority to the Chief Executive Officer to apply for National Emergency</p>	DID	290524 – Awaiting outcome of funding application. (MS)	completed

Tabled 10 July Council Meeting

Summary of Action on Council Resolutions – Outstanding Items 12 June 2024 CM – Tabled 10 July 2024 Council Meeting

Date	Directorate	Item	Resolution/Question	Actioning Officer/s	Status of Action	Complete or Commenced
			Management Agency Disaster Ready Fund Round Two 2024-2025; and 3. Authorises the Chief Executive Officer to sign the funding agreement on behalf of the Council should the application be successful.			
10042024	Comm Dev	8.1.1	Draft Fair Access Policy - That Council endorse the Draft Fair Access Policy to be distributed for community feedback and consultation.	DCD	Draft Fair Access policy available on Council's website. With engagement underway.	Completed
08052024	Comm Dev	8.2.4	Community Grants That Council considers the following allocation of funds under the Community Grants Program: \$2,000 ANZAC Precinct Part 2 (The Watchem Development Association Inc - Auspice for the Watchem Progress Association) \$475 Donald Learning Group improving assets for the community (Donald Learning Group Inc) \$1,000 Improving capacity to light up events (Rex Theatre Museum Ltd)	ADCD	Progressing the grant allocation payments as per the Council resolution.	Completed

Tabled 10 July Council Meeting

Summary of Action on Council Resolutions – Outstanding Items 12 June 2024 CM – Tabled 10 July 2024 Council Meeting

Date	Directorate	Item	Resolution/Question	Actioning Officer/s	Status of Action	Complete or Commenced
20052024	Corp & Org Per	5.1	<p>That Council:</p> <ol style="list-style-type: none"> Endorses the draft 2024/25 Budget (incorporating the 4-year Budget) at Attachment 1 to this report, amended to include additional explanatory comments in the Introduction and Section 2 – Services, initiatives and service performance indicators, for community consultation; Gives public notice of the draft 2024/25 Budget on Council's website and invites written submissions from Tuesday, 21 May 2024 until Tuesday, 11 June 2024; Notes that in accordance with Section 93 and 96(1)(b) of the <i>Local Government Act 2020</i>, consultation will be undertaken in accordance with Council's Community Engagement Policy; Notes that any person who makes a written submission in relation to the draft 2024/25 Budget may be heard by Council on Wednesday, 19 June 2024; and Notes that the 2024/25 Budget (incorporating the 4-year Budget) will be considered for adoption at the Special Council Meeting to be held Wednesday, 26 June 2024 at 7.00pm. 	D Corp & Or Perf	<p>Open to public comment until 11 June 2024</p> <p>Completed after submissions heard</p>	commenced

Tabled 10 July Council Meeting

Summary of Action on Council Resolutions – Outstanding Items 12 June 2024 CM – Tabled 10 July 2024 Council Meeting

Date	Directorate	Item	Resolution/Question	Actioning Officer/s	Status of Action	Complete or Commenced
12062024		7.3	Council acknowledge & congratulate persons and/or groups mentioned in the report for their achievements.	CEO Office		Commenced
12062024	DCOP	8.1.1	Related Party Transactions Policy - That Council adopts the Related Party Transactions Policy	DCOP		Complete
12062024	DCOP	8.1.2	Investment Policy - That Council adopts the Investment Policy	DCOP		Complete
12062024	DCOP	8.1.3	Fair Access Policy - That Council adopts the Fair Access Policy and Fair Access Action Plan	DCOP		Complete

Tabled 10 July Council Meeting

Summary of Action on Council Resolutions – Outstanding Items 12 June 2024 CM – Tabled 10 July 2024 Council Meeting

Date	Directorate	Item	Resolution/Question	Actioning Officer/s	Status of Action	Complete or Commenced
12062024	ADCD	8.2.2	<p>Community Grants</p> <p>That Council:</p> <p>1. Allocates Community Sustainability Grants to the value of \$20,000 for the following projects:</p> <p>Weed Management on Mount Wycheproof (WycheAlive Inc – Auspice for Friends of Mount Wycheproof) \$10,000</p> <p>Procure a Steam Weeder for Mount Wycheproof and surrounds (WycheAlive Inc) \$10,000</p>	ADCD		Complete

Tabled 10 July Council Meeting

8. GENERAL BUSINESS

8.1 POLICY REPORTS

Nil

8.2 MANAGEMENT REPORTS

Nil

8.3 FINANCIAL REPORTS

Nil

8.4 ORGANISATIONAL REPORTS

Nil

8.5 REPORTS FROM COUNCILLORS

Nil

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

9.5 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:

9.5.1 CEO PERFORMANCE REVIEW AND KEY
PERFORMANCE INDICATORS

(f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs

CEO performance review

RECOMMENDATION:

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

10. MEETING CLOSE