



# **COUNCIL MEETING**

## **AGENDA**

**Wednesday 11 August 2021**

**Commencing at 7pm**

**Held Remote via Livestream**

**[www.buloke.vic.gov.au](http://www.buloke.vic.gov.au)**

**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 Council Meeting held on Wednesday, 14 July 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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NIL

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	NIL	
<b>8.6</b>	<b>MATTERS WHICH MAY EXCLUDE THE PUBLIC</b>	<b>43</b>
	The Meeting may be closed to members of the public to consider confidential matters.	
8.6.1	CEO PERFORMANCE REVIEW AND KEY PERFORMANCE INDICATORS	
8.6.2	C99 CUMMING AVENUE - BIRCHIP - LANDSCAPE WORKS	
	If the meeting has been closed it will be brought back into open session by resolution	
<b>9.</b>	<b>OTHER BUSINESS</b>	
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	NIL	
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	NIL	
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	NIL	
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	NIL	
<b>10.</b>	<b>MEETING CLOSE</b>	

#### **NEXT MEETING**

THE NEXT MEETING OF COUNCIL WILL BE HELD IN WYCHEPROOF SUPPER ROOM, , 367 BROADWAY, WYCHEPROOF ON WEDNESDAY, 8 SEPTEMBER 2021 AT 7PM.

**Anthony Judd**  
**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 on 7 and 21 July 2021.

**Attachments:**

- 1 Councillor Briefing Record - 7 July 2021
- 2 Councillor Briefing Record - 21 July 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 7 and 21 July 2021 is attached for public information.

**BULOKE SHIRE COUNCIL**  
**RECORD**  
**Councillor Briefing**

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<b>Date and Time:</b>	7 July 2021	<b>Time:</b> 5:00pm – 8:00pm
<b>Location:</b>	Zoom – Sea Lake	

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**ITEMS**

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<b>NO.</b>	<b>TOPIC</b>	<b>PURPOSE</b>
	<b>Councillor only time 5pm</b>	
1.	<b>Welcome</b>	
2.	<b>Apologies</b>	Cr Warren
3.	<b>Attendees</b>	Cr Vis, Cr Getley, Cr Simpson, Cr Pollard, Cr Milne, Cr Stewart, Wayne O’Toole, Rose Harris, Travis Fitzgibbon, Cecilia Connellan.
4.	<b>Visitors</b>	Alison McClelland (7.2,7.3), George Bailey (7.3), Dan McLoughlan (9), James Goldsmith (8.1 Zoom), Amber Ricks (8.1 Zoom), Mark Zuck (7)
5.	<b>Declarations of Pecuniary Conflicts of Interest</b>	Cr Milne, Cr Getley, Cr Simpson – Discussion of Ordinary Meeting Agenda, Community Grants and Sponsorship Report
6.	<b>Confirmation of Councillor Briefing Notes</b>	
7.	<b>Presentations</b>	
	7.1	IT Update
	7.2	Advance Sea Lake Alison McClelland
	7.3	Sea Lake Off Road Club Alison McClelland & George Bailey
	7.4	JWS Research for CS Survey
8.	<b>Items for Discussion</b>	

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**8.1** Sutcliffe Street, Sea Lake –  
Residential Development Proposal

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**9. Councillor Matters**

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**10. CEO Updates**

- IT update;
  - Birchip Streetscape;
  - EPA update; and
  - Draft Agenda for Council Meeting 14 July 2021.
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**11. Next Briefing:**

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<b>Date and Time:</b>	21 July 2021	<b>Time:</b> 3:00pm – 6:00pm
<b>Location:</b>	Zoom / Wycheproof Supper Room	

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**12. Briefing Close: 7.37pm**

## BULOKE SHIRE COUNCIL

### Record

### Councillor Briefing

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<b>Date and Time:</b>	21 July 2021	<b>Time:</b>	3:00pm – 6:00pm
<b>Location:</b>	Zoom		

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## ITEMS

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NO.	TOPIC	PURPOSE
	<b>Councillor only time 3.00pm – 3.30pm</b>	
1.	Welcome	
2.	Apologies	Cr. Vis
3.	Attendees	Cr Simpson, Cr Milne, Cr Getley, Cr Warren, Cr Stewart, Cr Pollard, Anthony Judd, Hannah Yu, Wayne O’Toole, Travis Fitzgibbon, Rose Harris
4.	Visitors	
5.	Declarations of Pecuniary Conflicts of Interest	Nil
6.	Confirmation of Councillor Briefing Notes	7 July 2021
7.	Presentations	
	7.1	Capital Projects Update – Dan McLoughlan
8.	Items for Discussion	
	8.1	State Electoral Boundary Review – Anthony Judd
	8.2	Traditional Owner Engagement – Anthony Judd
9.	Councillor Matters	
	9.1	DELWP and Watchem Lake
10.	CEO Updates	
	10.1	Cv19 update

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**10.2** Shamrock

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**10.3** Charlton Flood Committee

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**11. Next Briefing:**

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<b>Date and Time:</b>	4 August 2021	<b>Time:</b> 5.00pm – 8.00pm
<b>Location:</b>	Birchip District Office	

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**12. Briefing Close**

5.09pm

## 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
Safety Upgrade – Boort Charlton Rail Crossing Safety Requirements	Jacinta Allan MP, Ben Carol MP  Copy to: Louise Staley MP Paul Northey RRV	30/4/21	16/6/21  17/5/21	Jacinta Allan MP, Advised as the matter raised falls within the portfolio responsibilities of the Hon Ben Carroll MP, Minister for Roads her office is forwarding the correspondence for consideration.  Louise Staley provided council with a copy of the advocacy letter sent from her office to the Hon Jacinta Allan Minister for Transport Infrastructure advocating on behalf of Council for the upgrade.
Requirement for site for new Charlton Fire Brigade Station	Danny Pearson MP, Copy to: Louise Staley MP, Jaala Pulford MP,	30/4/21	18/6/21	Danny Pearson MP Advised he has sought advice from the CFA regarding this matter and notes that the CFA acknowledges that the need for a new station and securing a site continues to be a high priority. Minister Pearson has requested that the CFA continue to provide updates to the Charlton Fire Brigade management team on the progress of site acquisition.

## 7.4 BUILDING PERMITS - MONTHLY UPDATE

**Author's Title:** Statutory Administration Support

**Department:** Works and Technical Services

**File No:** DB/14/01

### EXECUTIVE SUMMARY

This report provides information on Building Permits approved by staff from 1 July 2021 to 31 July 2021.

### RECOMMENDATION

That the Council note information contained in the report on Building Permits approved by staff from 1 July 2021 to 31 July 2021.

**Attachments:** Nil

### LIST OF BUILDING PERMITS APPROVED BY COUNCIL SURVEYOR

Permit No.	BAMS Permit No.	Address	Project Description	Date Approved
20210085	5709497509387	147 Best Street, Sea Lake	Garage/Storage Shed	15/07/2021
20210086	2932704629050	7 Lundy Street, Charlton	Workshop/Storage Shed	15/07/2021
20210087	7516396543623	659 Mackies Road, Wycheproof	Machinery Shed	22/07/2021
20210088	2434391455674	18 Johnson Street, Birchip	Swimming Pool & Safety Barrier	29/07/2021

### LIST OF BUILDING PERMITS APPROVED BY PRIVATE SURVEYOR

Permit No.	Address	Project Description	Date Approved
N/A			

## 7.5 PLANNING APPLICATIONS RECEIVED - MONTHLY UPDATE

**Author's Title:** Planning Officer

**Department:** Works and Technical Services

**File No:** LP/09/01

### PURPOSE

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

### 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	Address	Date Rec	Summary of Proposal	Status
PPA920/21	65 Horace St., Sea Lake (CA 32A Section A Parish Burupga)	01/04/2021	Liquor licence and signage	Awaiting report
PPA926/21	394 Corack East – Chirrup Rd., Corack East	29/04/2021	Two lot subdivision (boundary realignment)	Awaiting report
PPA928/21	2 Campbell St., Birchip	13/05/2021	Use and development of land for a service station (fuel cell), construct and put up for display a business identification sign, and alter access to a Road Zone 1	Further info requested
PPA929/21	Sunraysia Hwy., Donald (CA 2 Parish Donald)	20/05/2021	Two lot subdivision of land and use and development of land for animal production	Awaiting report
PPA932/21	Borong Hwy., Gil Gil (CA 2 Section 5 Parish Banyenong)	17/06/2021	Amend a planning permit to alter festival dates on a single occasion	Notice/referral

PPA933/21	11 Learmonth Street, Charlton (Lot 4 LP132788)	21/07/2021	4 dwellings on the lot	new
PPA934/21	13 Learmonth Street, Charlton (Lot 3 LP132788)	21/07/2021	4 dwellings on the lot	new
PPA935/21	1094 Sea Lake – Springfield Rd., Sea Lake (CA 3 Parish Berriwillock)	20/07/2021	Use of land for a caravan park for a limited time	Further information requested
PPA936/21	Calder Highway, Woosang (Lot 5 TP896969)	26/07/2021	Two lot subdivision (boundary realignment) and use and development of land for a dwelling	new
PPA931/21	22 Camp Street, Donald	31/05/2021	Construction of a machinery shed	Issued

**8. GENERAL BUSINESS**

**8.1 POLICY REPORTS**

Nil

## 8.2 MANAGEMENT REPORTS

### 8.2.1 WORKING FOR VICTORIA PROGRAM REPORT

**Author's Title:** Manager Customer Engagement

**Department:** Office of the CEO

**File No:** PE/07/05

**Relevance to Council Plan 2017 - 2021**

**Strategic Objective:** Our Economy

#### PURPOSE

To acknowledge the contribution of those that took employment at Buloke Shire Council under the Victorian Government's Working for Victoria Program and the benefits to the community.

#### SUMMARY

The Victorian Government's \$500 million Working for Victoria initiative was designed to support communities and contribute to the state's ability to respond to the coronavirus (COVID-19) pandemic by helping jobseekers find work and employers find those workers.

#### RECOMMENDATION

That Council notes the achievements of the organisation and individuals employed during the Working for Victoria Program.

**Attachments:** 1 Working for Victoria Report

#### DISCUSSION

It was announced in May 2020 that Council would participate in the State Government's Working for Victoria initiative to employ up to 50 people for up to 6 months.

The \$500 million Working for Victoria initiative was designed to support communities and contribute to the state's ability to respond to the coronavirus (COVID-19) pandemic by helping jobseekers find work and employers find those workers.

53 staff passed through the program to fill the 50 positions including 32 Buloke Shire residents and a further 13 from neighboring shires.

4 internal staff were given official roles in delivery of the program as well as many staff supporting the program in addition to their regular duties.

14 staff have since found employment outside the program with Council.

Some other highlights of the program include:

- Launch of a Community Reference Group for information sharing during the pandemic
- Development and launch of the Buy Buloke website and Buy Buloke campaign
- Painting of the Golden Grains Museum in Charlton
- Business Support program
- Reusable Face Mask program
- COVID Safe planning support

- Dedicated tree trimming crew, drainage crew and town crews
- Soft fall replacements Shire wide
- Reinvigoration of empty spaces with easy to maintain gardens
- Compilation of a Relief and Recovery Plan.

Included in this report are details of what was delivered under the program.

**RELEVANT LAW**

Not applicable.

**RELATED COUNCIL DECISIONS**

Not applicable.

**OPTIONS**

Not applicable.

**SUSTAINABILITY IMPLICATIONS**

Not applicable.

**COMMUNITY ENGAGEMENT**

An extensive recruitment campaign was run to fill the fifty vacant positions under the program via radio, social media, print media and via Council's website. The Victorian Government used the Sidekicker application for recruitment.

Council also celebrated each staff member employed under the program with a brief bio. Some of these were used by the Minister for Employment's Office to promote the program at a state level.

Another period of promotion will be undertaken to celebrate the program as a whole.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

The Working for Victoria Program gave incumbent Council staff exposure to higher duties and onboarding of the new temporary staff. The new staff also brought with them a range of skills and outlooks that had a positive impact on the workforce.

**COLLABORATION**

Council collaborated with the Minister for Employment's Office and the Department of Jobs, Precincts and Regions in the delivery of the program.

**FINANCIAL VIABILITY**

The cost of conducting the program was entirely funded by the Victorian Government's Working for Victoria initiative.

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

Not applicable.

**COUNCIL PLANS AND POLICIES**

The program relates to Council's Economic Development and Tourism Strategy 2018-2021.

**TRANSPARENCY OF COUNCIL DECISIONS**

Not applicable.

**CONFLICTS OF INTEREST**

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

# Working for Victoria Program



## Introduction

- ▶ It was announced in May 2020 that Council would participate in the State Government's Working for Victoria initiative to employ up to 50 people for up to 6 months.
- ▶ The \$500 million Working for Victoria initiative was designed to support communities and contribute to the state's ability to respond to the coronavirus (COVID-19) pandemic by helping jobseekers find work and employers find those workers.

## Human Resources

- ▶ 53 staff passed through the program to fill the 50 positions including 32 Buloke Shire residents and a further 13 from neighboring shires.
- ▶ 4 internal staff were given official roles in delivery of the program as well as many staff supporting the program in addition to their regular duties.
- ▶ 14 staff have since found employment outside the program with Council.



## Business Support Team

- ▶ **Objective:** Enable Council to contribute to the Economic Recovery throughout the Buloke Shire by providing support to business recovery and continued investment and economic attraction within Buloke communities.
- ▶ **Key Role:** To engage with Buloke Businesses throughout the COVID-19 pandemic to provide support, working collaboratively with business, community groups, other Council departments, State Government bodies and all other business stakeholders.

Work closely with Buloke Businesses during restrictions, recovery to provide tools, resources and referrals. This included wellbeing checks for owners and their businesses, financially assisting with grants/funding packages available as well as COVID Safe Plans.

## Business Support Team

- ▶ Business Support Calling Program
- ▶ Food Handling Permits assistance
- ▶ Footpath Trading Permits assistance
- ▶ Outdoor Eating assistance
- ▶ Business Data Base development
- ▶ Social Media campaigns
- ▶ Buy Buloke website and campaign delivery
- ▶ Streetscapes project work
- ▶ Housing Survey Development



## Community Wellbeing Team

- ▶ Assisted community with being COVID Safe.

This included face-to-face meetings, phone conversations and emails. The team assisted in the development of well over 60 COVID Safe Plans across the Shire and had many more informal conversations around the importance on being COVID safe and the key elements to consider when planning an event or holding a meeting.

- ▶ COVID -19 Support
- ▶ Buloke Shire Council Calendar
- ▶ Community Directory
- ▶ Relief and Recovery Plan
- ▶ Impact Discussion Paper
- ▶ Community Support Meetings
- ▶ Reusable Facemask Program
- ▶ COVID Safe Planning Support
- ▶ Mallee Family Care Service Directory Updates



## Media Support

- ▶ A Media Support Officer was employed to support Manager Customer Engagement (who took a leading role in delivery of the program) in general communication during the pandemic as well as conducting some project work and provide back up support to the Business Support Team.
- ▶ Some highlights of this role included:
  - ▶ Photographic library of each town and local businesses
  - ▶ An active role in the preparation of the Annual Report 2019/20
  - ▶ Biographies on each member of the Working for Victoria Program supported (in most cases) with on the job photography.

## Outdoor Team

### ► Training

Working for Victoria staff completing their White Card training as well as training in such things as chainsaw safety, felling of trees, working at heights, traffic management and elevated working platform chemical handling and infection control. This was in addition to induction training and operational training requirements like bobcats, loaders and excavators.

### ► Tree Trimming Crew

A dedicated tree trimming crew undertook trimming and removal of dangerous and unwanted trees in many locations with a wood chipper (training provided) to mulch the timber and foliage. They also cleaned up a lot of fallen limbs.



## Outdoor Team

### ► Drainage Crew

A full time drainage crew running for much of the program with works being completed on the rural and urban drainage running excavators, bobcats and trucks.

### ► Towns Crews

There were crews operating from each of the five larger towns, undertaking their own program of works as well as assisting the workforce in each town. Extra cleaning shifts were undertaken for all the public toilets and lake amenities during this period.



## Outdoor Team Tasks

- ▶ Treatment of wheel cactus
- ▶ Assisting in slashing program and
- ▶ New seats and gravel on path of Scilleys Island
- ▶ Windblown litter clean up at all Landfill's and transfer stations
- ▶ Soft fall replacements at playgrounds
- ▶ Garden bed reinvigoration
- ▶ Unused spaces turned to easy to maintain garden areas
- ▶ Pressure washing of pool buildings and furniture
- ▶ Birchip office flag poles painted



## Outdoor Team Tasks (continued)

- ▶ Clearing table drains
- ▶ Painting of Golden Grain Museum
- ▶ Paving works
- ▶ Road line marking
- ▶ Grader team support (allowing all 6 graders to operate)
- ▶ Pool season opening assistance
- ▶ Building Maintenance
- ▶ Wycheproof Saleyards maintenance
- ▶ Cutting up mattresses for recycling



## Program Support

- ▶ In addition to the 4 internal staff who were given official roles in delivery of the project, the impact on incumbent staff to ensure the success of the program and the experience of the staff employed was immense.
- ▶ Human Resources, Finance, Payroll, ICT and Management teams all absorbed the extra burden into their work plans in delivering a beneficial program for the betterment of others.
- ▶ From recruiting to onboarding to providing satisfying work for the staff, it was been significant heavy lifting from many staff across the program.
- ▶ **Administrative support**
  - ▶ During the program there were staff employed to directly help ease the burden on incumbent staff in catering for an extra fifty employees. Staff were employed in Human Resources, Payroll and ICT as well as extra team leaders being appointed within outdoor crews.

## 8.2.2 COMMUNITY GRANTS AND SPONSORSHIP

**Author's Title:** Community Development Officer

**Department:** Community Development

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

**Relevance to Council Plan 2017 - 2021**

**Strategic Objective:** Our Community Wellbeing

### PURPOSE

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

### SUMMARY

Presenting two applications for the Community Grants and Sponsorship program for the Financial Year 2021/2022.

### RECOMMENDATION

That Council allocates the following funding under the Community Grants and Sponsorship program:

- \$1000 Small Capital Equipment Grant to Donald Friends and Neighbours; and
- \$8090 Sustainability Grant to Watchem Development Association.

**Attachments:** 1 2021-2022 Community Grants

### DISCUSSION

Two applications have been received for the Buloke Shire Community Grants and Sponsorship Program.

Each of these grants have been assessed as per Council's Guidelines.

This month, there is one application for a Small Equipment Grant and one for a Sustainability Grant. Both grants meet the matching funds requirement which is \$1:\$1 for Small Equipment Grants and \$1:\$2 for Sustainability Grants.

Officers recommend the following grants for council's consideration and final decision on the allocations.

<b>Project:</b>	<b>Donald Friends and Neighbours</b>
Organisation:	Donald Friends and Neighbours
Amount Applied:	\$933
Funding Amount Recommended:	\$933
Total project cost:	\$1865; Organisation contribution - \$933,
Project Description:	Purchase of an Intel NUC PC system with supporting software, wireless keyboard & mouse. Purchase and installation from GJR Computers in Donald.
Project Benefit:	Services are provided to the Donald community from the Hub at 72 Woods Street. These services include financial assistance for school uniforms, fuel and food vouchers. Assistance for young people to access to the LtoP program was noted in the application. Upgraded computer equipment will contribute to effective access to information regarding outreach service provision as well as necessary documentation on behalf of service clients. The provision of information via email and websites is increasingly important to organisations providing wellbeing services. This equipment funding will support enhanced services to disadvantaged residents of Donald and district.

<b>Project:</b>	<b>Watchem Lake Solar Project</b>
Organisation:	Watchem Development Association
Amount Applied:	\$8090
Funding Amount Recommended:	\$8090
Total project cost:	\$12,135; organisation contribution- \$3945, Inkind \$100
Project Description:	To provide solar panels for the toilet block at Watchem lake.
Project Benefit:	Project will contribute to lower carbon footprint at the lake. Power costs will be diminished. Visitor numbers remain strong with 350 – 500 people using the lake as a recreation facility. The toilets and BBQ shelter area are strong drawcards and well utilised facilities.

**RELEVANT LAW**

Not Applicable

**RELATED COUNCIL DECISIONS**

The grants as presented meet the guidelines as adopted by Council and fall within the financial allocation as per the adopted 2021/22 Annual Budget.

**OPTIONS**

Council has the option not to allocate funds as per recommended or defer for further information.

**SUSTAINABILITY IMPLICATIONS**

The proposed addition of solar panels will positively impact on the Carbon footprint of this facility, as well as enhancing the economic sustainability of this important recreation destination.

**COMMUNITY ENGAGEMENT**

Manager of Community Services engaged with each applicant listed.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Each successful applicant is followed up by the Community Development Team. Both of these grants represent examples of continuous improvement.

**COLLABORATION**

The Community Grants and Sponsorship Program is an example of collaboration with community in supporting community-led initiatives which align with Council's strategic direction.

**FINANCIAL VIABILITY**

These applications for the 2021/22 Financial Year from the \$20,000 allocation for Community Grants and the Sustainability Fund \$50,000 allocation. On allocation of these grants, it will bring the tallies respectively to \$4,933.00 for Community grants and \$8,090 for the Sustainability Fund.

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

Not Applicable

**COUNCIL PLANS AND POLICIES**

Buloke Shire Council Plan 2021-2025 and Long-Term Community Vision.  
Community Grant Guidelines.  
Community Engagement Policy.

**TRANSPARENCY OF COUNCIL DECISIONS**

The grants as presented meet the guidelines as adopted by Council and have followed a transparent decision process to reach this recommendation.

**CONFLICTS OF INTEREST**

No Officers involved in this report have a conflict of interest.

<b>Community Grants, Sponsorship &amp; Sustainability Fund</b>				
<b>2021-2022</b>				
Organisation	Type	Date received	Amount in Application	Recommended \$
Charlton Probus Club	Small Equipment Grant	22/06/2021	\$ 1,000.00	\$ 1,000.00
Charlton Golf Club	Sponsorship	29/06/2021	\$ 500.00	\$ 500.00
North Central LLEN	Sponsorship	11/06/2021	\$ 500.00	\$ 500.00
Watchem Development Association	Project Support Grant	6/07/2021	\$ 2,000.00	\$ 2,000.00
Donald Friends & Neighbours	Small Equipment Grant	14/07/2021	\$ 933.00	\$ 933.00
				\$ 4,933.00
<b>2021-2022</b>	<b>Sustainability Fund</b>			
Watchem Development Association		23/07/2021	\$ 8,090.00	\$ 8,090.00

### 8.2.3 2021/2022 SWIMMING POOL SEASON

**Author's Title:** Manager Facilities and Projects

**Department:** Works and Technical Services

**File No:** CP/19/01

**Relevance to Council Plan 2017 - 2021**

**Strategic Objective:** Our Built and Natural Environment

#### PURPOSE

The purpose of this report is to seek Council approval to confirm the opening date of 12 November 2021 and the closing date of 20 March 2022 for the 2021/2022 swimming pool season.

#### SUMMARY

This report seeks Council approval to confirm:

- the opening date of 12 November 2021 and the closing date of 20 March 2022 for the 2021/2022 swimming pool season;
- no change to the opening days and hours across all seven swimming pools;
- That Council will continue the policy to 'bank' cold weather days for use at the end of the season; and
- That the Chief Executive Officer will have authorisation under delegation to make decisions impacting pool operations based on State Government advice and restrictions with regards to the COVID-19 pandemic.

#### RECOMMENDATION

That Council:

1. Sets the 2020/2022 swimming pool season to operate from Friday 12 November 2021 until Sunday 20 March 2022 for all seven swimming pools;
2. Make no change to opening days and hours across all seven swimming pools;
3. Advertises the 2021/2022 pool season dates through its media platforms and displays them at each pool for the duration of the season;
4. 'Bank' cold weather days for use at the end of the 2021/2022 season where the temperature remains above 30 degrees; and
5. Authorise the Chief Executive Officer to alter the season length under delegation in line with the advice and restrictions provided by the State Government with regards to the COVID-19.

**Attachments:** Nil

#### DISCUSSION

Traditionally, Council has opened all seven swimming pools in the second week of November and closed them at the end of the second week in March. Last year Council trialled extending the end date by one week to include the Labour Day long weekend. Due to resourcing, not all pools were able to take advantage of the extended date. However the recommendation is consistent with last year, with the

proposed opening and closing dates being 11 November 2021 and 20 March 2022. This season length has been the basis of the formulation of the swimming pool budget.

Council's Aquatic Strategy 2013 provided a recommendation to implement a 'cold weather policy' to close on days of low temperature as a means to reduce costs. This was implemented in the past four seasons and Officers and have found this to be a successful way of increasing the season length in some areas, whilst minimising impact on the operational budget.

While the COVID-19 pandemic is ongoing, variations on State Government imposed restrictions will remain fluid, and impact on the Swimming Pool Season in 2021/2022 is not fully known. To that end, and in the interest of public health and wellbeing, it is recommended that Council authorises the Chief Executive Officer to make decisions regarding swimming pool operations in line with State Government advice and restrictions relating to the COVID-19 pandemic.

#### **RELEVANT LAW**

Not applicable.

#### **RELATED COUNCIL DECISIONS**

This report and recommendations enclosed are consistent with the Council decisions regarding the 2020/2021 Swimming Pool Season.

#### **OPTIONS**

It is recommended that Council consider authorising the Chief Executive Officer under delegation to make decisions relating to swimming pool operations in the 2021/2022 Swimming Pool Season in response to advice and restrictions imposed by the State Government in relation to the COVID-19 pandemic.

#### **SUSTAINABILITY IMPLICATIONS**

Altering the length of the season would increase electricity and water usage.

#### **COMMUNITY ENGAGEMENT**

The recommended season dates and cold weather procedures are consistent with previous seasons and comparable with other pools in the Loddon Mallee region. Closing of the pools due to cold weather will not affect user groups who hire the pools outside of Council's designated opening hours. General feedback from users after the last four seasons has been positive regarding the 'banking' of cold weather days.

#### **INNOVATION AND CONTINUOUS IMPROVEMENT**

Not applicable.

#### **COLLABORATION**

In the preparation of this report, advice from neighbouring Local Government Areas, and the State Government was sought.

#### **FINANCIAL VIABILITY**

The 2021/2022 operational budget has been developed with the proposed dates in mind. The inclusion of a cold water procedure and 'banking' system will have a neutral effect on the budgeted position. Pending the availability of lifeguards in March, there may be some employee savings if the season cannot be extended.

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

This report has been developed taking into account the current State Government restrictions and guidelines in relation to the COVID-19 pandemic.

**COUNCIL PLANS AND POLICIES**

Council Plan 2021-2024 – Our Built and Natural Environment.

**TRANSPARENCY OF COUNCIL DECISIONS**

Not applicable.

**CONFLICTS OF INTEREST**

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

## 8.2.4 FREE GREEN WASTE PERIOD 2021

**Author's Title:** Superintendent Waste and Environment

**Department:** Works and Technical Services

**File No:** WM/16/01

**Relevance to Council Plan 2017 - 2021**

**Strategic Objective:** Our Built and Natural Environment

### PURPOSE

The purpose of this Report is to have Council approve the provision of free access to Council's landfill and transfer stations for the month of October 2021 for the purpose of disposing green waste in preparation for the 2021-22 fire season.

### SUMMARY

Each fire season, Council provides one-month free access to our landfill and transfer stations to allow residents to dispose of their green waste as they prepare their properties for the upcoming fire restriction period.

### RECOMMENDATION

That Council:

1. Provides free access to Council's landfill and transfer stations for the month of October for the purpose of disposing green waste in preparation for the 2021-2022 fire season; and
2. Authorises the Chief Executive Officer to extend the period as required.

**Attachments:** Nil

### DISCUSSION

Council Officers inspect all properties in our townships to ensure they comply with requirements under the CFA Act 1958. In support of this activity, Council has in recent years provided free access to landfills and transfer stations for residents to dispose of their green waste free of charge for one month. This activity provides an opportunity for residents to clean their properties up of grass clippings etcetera in preparation for the upcoming fire period.

If weather conditions dictate, the period will be extended by the CEO under Council authorisation.

### RELEVANT LAW

Not Applicable

### RELATED COUNCIL DECISIONS

Not Applicable

### OPTIONS

Not Applicable

**SUSTAINABILITY IMPLICATIONS**

No environmental implications

**COMMUNITY ENGAGEMENT**

Council's Communication Department will promote the free access via newspapers, Council's website and social media.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Not Applicable

**COLLABORATION**

Not Applicable

**FINANCIAL VIABILITY**

Charges for the disposal of green waste are set out in Council's fees and charges schedule as part of the 2021/22 Budget. All green waste deposited is mulched for use in Council's parks and gardens activities as well as being used for daily cover.

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

The CFA Act 1958 dictates property owners in townships need to keep their properties in a condition that restricts the spread of fire, Council's Municipal Fire Prevention Officer has responsibility to ensure compliance to the Act is maintained.

**COUNCIL PLANS AND POLICIES**

Not Applicable

**TRANSPARENCY OF COUNCIL DECISIONS**

Not Applicable

**CONFLICTS OF INTEREST**

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

## 8.2.5 APPLICATION TO THE REGIONAL INFRASTRUCTURE FUND - BULOKE TOURISM CABIN DEVELOPMENT

**Author's Title:** Chief Executive Officer

**Department:** Office of the CEO

**File No:** ED/03/01

**Relevance to Council Plan 2017 - 2021**

**Strategic Objective:** Our Economy

### PURPOSE

This report is presented to Council to note the expression of interest made to the Regional Infrastructure Fund for the Buloke Tourism Cabin Development

### SUMMARY

Council has submitted an application to the Regional Infrastructure Fund for the Buloke Tourism Cabin Development. This project includes the construction of 14 cabins at Wooroonook Lake, Watchem Lake, Tchum Lake, Green Lake, Charlton Travellers Rest, Wycheproof Caravan Park and Sea Lake Caravan Park.

### RECOMMENDATION

That Council:

1. Notes the submission of an application under the Regional Infrastructure Fund for the Buloke Tourism Cabin Development for \$2,400,000
2. Considers the contribution of matching funding of \$600,000 for the project from the Local Roads and Community Infrastructure Federal Government Program towards the project.

**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 planning work to identify improved accommodation options across our wonderful recreational lakes, waterways and caravan parks. Plans have been prepared for 2 cabins each at Wooroonook Lake, Watchem Lake, Tchum Lake, Green Lake, Charlton Travellers Rest, Wycheproof Caravan Park and Sea Lake Caravan Park. The cost of the 14 cabins located across the Shire is approximately \$3,000,000.

Council representatives have met with Minister for Regional Development and Agriculture, the Hon. Mary-Anne Thomas, and Regional Development Victoria staff on this project previously to advocate for funding for these projects.

Applications have previously been submitted under the Federal Government Building Better Regions Fund for cabins and Council has already secured funding for cabins at the Donald Lakeside Caravan Park.

Cabins have been identified as a priority in Council's Advocacy document and the Economic Development and Tourism Strategy.

Council staff have been meeting with relevant committee and lessees in the development of the plans and applications, including ensuring committees are willing to take on the ongoing management of the cabins.

#### **RELEVANT LAW**

Not applicable.

#### **RELATED COUNCIL DECISIONS**

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

#### **OPTIONS**

Council could elect not to pursue this funding opportunity.

#### **SUSTAINABILITY IMPLICATIONS**

Environmental sustainability will be a key design in the establishment of the cabins.

#### **COMMUNITY ENGAGEMENT**

Committees were consulted in the planning of the projects and consideration given to ongoing management of the cabins. It is anticipated that further consultation will occur with a Project Control Group during the construction phase.

#### **INNOVATION AND CONTINUOUS IMPROVEMENT**

Council has been lobbied by the community for improvements to both tourism accommodation and seasonal accommodation over recent years.

#### **COLLABORATION**

Council worked with Regional Development Victoria in the development of the application process.

#### **FINANCIAL VIABILITY**

The project requires a commitment from Council of \$600,000 which could be funded through the Local Roads and Community Infrastructure Program.

#### **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 tourism accommodation projects to increased tourism. This project aligns with these strategies.

#### **COUNCIL PLANS AND POLICIES**

This project aligns with Council Plan which outlines the development of cabins a key priority.

#### **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**

Nil

**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 | 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 |
| 8.6.2 | C99 CUMMING AVENUE - BIRCHIP - LANDSCAPE WORKS        | (k) information prescribed by the regulations to be confidential information for the purposes of this definition  |

**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**