



Council Meeting **Minutes**

Wednesday 18 December
2024

Commencing at 7:00 pm

Wycheproof Supper Room
367 Broadway, Wycheproof

Wayne O'Toole
Chief Executive Officer



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Minutes of the Meeting held on 18/12/2024.**CHAIRPERSON:**

Cr Alan Getley (Mayor)

Mallee Ward

COUNCILLORS:

Cr Bernadette Hogan

Mallee Ward

Cr Stephen Barratt

Lower Avoca Ward

Cr Bruce Stafford

Lower Avoca Ward

Cr Graeme Milne (Deputy Mayor)

Mount Jeffcott Ward

Cr Charmaine Delaney

Mount Jeffcott Ward

OFFICERS:

Wayne O'Toole

Chief Executive Officer

Daniel McLoughlan

Director Infrastructure and Delivery

Jenna Allan

Director Corporate and Organisational Performance

Gaynor Atkin

Director Community Development

Peter Harriot

Municipal Monitor

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

Nil.

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

That Council adopt the Minutes of the Council Meetings held on 9 October 2024 and 20 November 2024.

MOVED: Cr Graeme Milne

SECONDED: Cr Bernadette Hogan

CARRIED.

(R/24/119)

4 REQUESTS FOR LEAVE OF ABSENCE

Nil.

5 DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

There were no declarations of conflict of interest.

6 QUESTIONS FROM THE PUBLIC

Nil.

7 PROCEDURAL ITEMS

7.1 REPORT OF COUNCILLOR ASSEMBLIES

Author's Title: Executive Assistant to CEO

Directorate: Office of the CEO

File: GO/05/04

PURPOSE

To report on the Councillor Briefing held 2 October 2024

MOTION

That Council note the report of Councillor Assembly Meeting held 2 October 2024.

MOVED: Cr Bernadette Hogan

SECONDED: Cr Charmaine Delaney

CARRIED.

(R/24/120)

Attachments: 1. Attachment 7.1.1 - Councillor Briefing Record - 2 October 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 Briefing held on 2 October 2024 is attached for public information.

7.2 STATUS OF ACTION OF PAST COUNCIL MEETING RESOLUTIONS

Author's Title: Executive Assistant to CEO

Directorate: Office of the CEO

File No:
Governance

PURPOSE

To provide Council with a list of the Status of Action (SOA) of Council Resolutions outstanding for completion of action, and the SOA for the 10 October 2024 Council Meeting Resolutions.

MOTION

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

MOVED: Cr Stephen Barratt

SECONDED: Cr Bruce Stafford

CARRIED.
(R/24/121)

Attachments: 1. Attachment 7.2.1 - Action Taken on Council 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 11 September 2024 Council Meeting Resolutions.

8 GENERAL BUSINESS

8.1 POLICY REPORTS

8.1.1 COUNCIL EXPENSES POLICY

Author's Title: Director Corporate and Organisational Performance

Directorate: Corporate and Organisational Performance

File No: Policy
and Procedure

Relevance to Council Plan 2021 - 2025

Strategic Objective: A Well Governed and Healthy Organisation

PURPOSE

Section 41 of the *Local Government Act 2020* (the Act) requires the Council to adopt and maintain a Council expenses policy in relation to the reimbursement of out-of-pocket expenses for Councillors and members of delegated committees.

SUMMARY

The Council expenses policy covers resources and facilities made available to Councillors and the reimbursement of out-of-pocket expenses of Councillors, members of delegated committees and members of the Audit and Risk Committee that have been reasonably incurred in the performance of their role.

MOTION

That Council adopt the Council Expenses Policy as attached.

MOVED: Cr Bernadette Hogan

SECONDED: Cr Bruce Stafford

CARRIED.

(R/24/122)

DISCUSSION

A comprehensive review of the Council's Expenses Policy was undertaken, and changes were made to improve and ensure integrity, accountability, diversity, equity of access and transparency.

Approval processes have been included or modified for the reimbursement for professional memberships, conferences, seminars, professional development and interstate travel. The inclusion of the provision of administrative assistance to the Mayor and Councillors is a new addition to the policy to support strengthened governance.

The Councillor professional development budget will be determined throughout the Annual Budget process.

RELEVANT LAW

Section 41 of the Act provides that a council must adopt and maintain a Council Expenses Policy. Other applicable legislation includes the *Carers Recognition Act 2012*, and the *Gender Equality Act 2020*.

RELATED COUNCIL DECISIONS

The Council Expenses Policy was last adopted on 12 August 2020.

OPTIONS

By Council adopting this policy, it will rescind and replace the Council Expenses Policy adopted on 12 August 2020. If Council decide to not adopt this policy, the Council Expenses Policy adopted on 12 August 2020 will continue to apply.

SUSTAINABILITY IMPLICATIONS

There is no sustainability implications related to this report.

COMMUNITY ENGAGEMENT

Community engagement is not required in relation to this report.

INNOVATION AND CONTINUOUS IMPROVEMENT

In reviewing the policy, changes to legislation that have occurred in the past 4 years was considered, as well as incorporating clearer approval processes to ensure integrity, accountability and transparency.

COLLABORATION

Internal consultation was undertaken in reviewing the policy. The policy was endorsed by the Audit and Risk Committee at its meeting held on 4 December 2024.

FINANCIAL VIABILITY

The expenses are considered in preparing the Annual Budget. Councillor professional development expenses must be considered during the annual budget process as per the policy.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable

COUNCIL PLANS AND POLICIES

Not applicable.

TRANSPARENCY OF COUNCIL DECISIONS

The decision will be made in an open Council Meeting to promote openness, accountability and transparency.

CONFLICT OF INTEREST

No officer who contributed to the preparation of this report has a conflict of interest.

Attachments: 1. Attachment 8.1.1.1 - Draft Council Expenses Policy Nov 24

8.1.2 DRAFT GOVERNANCE RULES AND COUNCIL ELECTION PERIOD POLICY

Author's Title: Director Corporate and Organisational Performance

Directorate: Corporate and Organisational Performance

File No: Policy

Relevance to Council Plan 2021 - 2025

Strategic Objective: A Well Governed and Healthy Organisation

PURPOSE

To provide Council with revised, contemporary Draft Governance Rules (and a Council Election Period Policy) for consideration and community consultation through a public exhibition process.

SUMMARY

Section 60 of the *Local Government Act 2020* (the Act) requires Council to adopt and apply Governance Rules (Rules) which describe the way in which it will conduct Council meetings and make decisions. Revised Draft Rules have been prepared in consultation with the Local Government Inspectorate, Council's Municipal Monitor and with reference to the Local Government Amendment (Governance and Integrity) Bill 2024 and the associated recommendations within.

The Draft Governance Rules have been submitted to Council's legal contractor for a simultaneous formal review process.

MOTION

That Council:

1. Having prepared the Revised Draft Governance Rules in accordance with section 60 of the *Local Government Act 2020*, approves and commences a 9-week process of community consultation in relation to the Revised Draft Governance Rules and Draft Election Period Policy, and makes the Revised Draft Governance Rules and Draft Election Period Policy available for Public Exhibition via Council's website;
2. Allows persons to make submissions in writing in relation to any proposal contained within the Revised Draft Governance Rules and/or Draft Election Period Policy; and
3. Allows presentations in support of written submissions to be heard at the Council Meeting on 19 March 2025 prior to the proposed adoption of the Draft Governance Rules and Draft Election Period Policy at this Meeting.

MOVED: Cr Graeme Milne

SECONDED: Cr Stephen Barratt

CARRIED.

(R/24/123)

DISCUSSION

Council adopted its Governance Rules and Election Period Policy in accordance with Section 60 of the Local Government Act 2020 in November 2022. The Local Government Amendment (Governance and Integrity) Bill 2024 includes reforms to strengthen council leadership, capability and councillor conduct, improve early intervention and effective dispute resolution and strengthen oversight mechanisms. The Draft Governance Rules have been reviewed in line with the reforms and in the spirit of strengthening Council's governance practices.

Benchmarking and consultation with other Local Government authorities was undertaken as part of the review process, which was facilitated by an experienced external consultant.

Council's Election Period policy is incorporated into the Draft Revised Rules as required under the Act. Ahead of the 2024 Election, Council officers undertook a review of Council's Election Period Policy and have updated the document for review in addition to the Draft Governance Rules. The Local Government Inspectorate and Council's Municipal Monitor have been consulted throughout the review period regarding the Election Period Policy. Feedback was also sought from the previous Councillor group on the Draft Governance Rules during briefing sessions held in August and September 2024.

A summary of some of the key changes considered by the Draft Governance Rules include:

- Layout – simplified into Chapters. Current document has 'Parts' with schedules within.
- Layout – Draft document includes 'explanation notes' to associate Rules to the relevant area of the Local Government Act 2020.
- Notice of Meeting – Current rules state 2 clear business days prior to a meeting, draft document proposes 7 days notice unless urgent or extraordinary circumstances prevent Council from doing so.
- Awards and Congratulations (rule 33) – Not intended to be included as an Order of Business. Specific recognition is proposed to be best suited through Councillor Reports.
- Correspondence from Councillors – proposed to be removed and again best suited to be within Councillor Reports.
- Election of the Mayor – New inclusion for allowance for a statement to be made.
- Order of Business - New Rules are more prescriptive. Sub-Rule 14.2 outlines the order of business for an Ordinary Council Meeting. The order of business now includes a section for delegates reports (Councillors appointed by Council to external committees, Consideration of Reports (Management Reports) and Governance section to include all governance related items such as Assembly of Councillors. Sub-Rule 14.3 outlines the order of business for the first meeting post Council election in line with the reforms and Sub-Rule 14.4 outlines the order of business for a Special Council Meeting.
- Councillor Question Time – formal section proposed to be deleted as the agenda is prescribed. There is no provision for Councillor Question Time or for Councillors to address questions to members of Council staff other than on a report table under Consideration of Reports via Chair to CEO
- Reports from Councillors - Chapter 2 Part C Division 3. Rule 17 and Rule 18 outline the opportunity for Councillor reports to Council on Committees where they have been appointed by Council or a conference attended.
- ONLY written reports will be included in the minutes. Where a verbal report is provided the Minutes will only record the Councillor/s (provided verbal reports on Council Appointed Committees.
- Limits to Public Questions - Only allows written questions submitted 2 days prior to Meeting. Disallows questions from the Gallery. Like questions can be grouped. Chair to read questions (already in Buloke current rules) and answer questions (not currently mentioned in Buloke rules). All questions & answers (whether read at meeting or not because of the time limit) are recorded in the Minutes of the Meeting.

- Public Submission Process - NEW addition. Part C Division 11 Rule 57 Verbal Public Submissions to an Item on the Agenda Introduces the opportunity for a member of the public to request to speak to an item listed on the Agenda under the heading "Consideration of Reports." 3 minutes per speaker and submitted in writing on the prescribed form by 9 am two days preceding the day of the Council Meeting.
- Councillor Behaviour – New additions. Provides for the Chair to call out Councillor behaviour and require an immediate apology. In addition to the powers of the Chair to direct a Councillor to leave a Council Meeting this rule provides for Council, by resolution to suspend a Councillor whose actions have disrupted the business of the Meeting and have impeded its orderly conduct. The suspension cannot exceed the balance of the Council Meeting.

This report recommends Council adopt the draft Rules and apply a community engagement process allowing submissions to be received for a 5-week period. It is proposed that submissions are considered at the Council Meeting scheduled 19 February 2025, and the Governance Rules and Election Period Policy be adopted at this meeting following the consideration of any submissions.

RELEVANT LAW

The Revised Draft Rules contain the requirements under section 60 of the Act.

RELATED COUNCIL DECISIONS

Council adopted its Governance Rules at its February 2021 Council Meeting.

OPTIONS

Council may determine not to proceed with the process of community engagement for the Draft Governance Rules.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

Council may amend its Rules at a Council meeting following a period of public exhibition and community engagement. It is proposed that a notice be placed on Council's website explaining the proposed amendments to the Governance Rules and inviting submissions to be considered at the February 2025 Council Meeting, with the adoption of the Rules proposed to occur at this meeting.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

There are no financial viability implications associated with the Revised Draft Rules. Penalty rates applicable under the Act in relation to inappropriate use of Council resources, and publicity which might influence the outcome of a Council election are outlined in Schedule 3 – Election Period Policy.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

Council's Election Period policy is incorporated into the Draft Revised Rules as required under the Act.

TRANSPARENCY OF COUNCIL DECISIONS

The Draft Revised Rules demonstrate Council continues to provide good governance through the performance of its role in accordance with the overarching governance principles and supporting principles of the Act.

CONFLICT OF INTEREST

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

Attachments:

1. Attachment 8.1.2.1 - Draft Governance Rules Dec 24
2. Attachment 8.1.2.2 - Draft Election Period Policy Dec 24

8.1.3 CHILD SAFE STANDARDS POLICY

Author's Title: Director Corporate and Organisational Performance

Directorate: Corporate and Organisational Performance

File No:
Governance

Relevance to Council Plan 2021 - 2025

Strategic

Objective:

- Increased Community Wellbeing
- Active Leaders and Volunteers
- A Well Governed and Healthy Organisation

PURPOSE

All people working under the auspice of Buloke Shire Council (Council) are responsible for the care and protection of children and young people (being anybody under the age of 18), which includes the reporting of any concerns of child abuse. The Child Safe Standards Policy has been created to ensure all those working for The Council have a shared understanding of child safety and of their responsibilities in keeping children and young people safe from abuse.

SUMMARY

This policy applies to all councillors, employees, volunteers, service providers, contractors, representatives, agents, and others who act on behalf of Council.

Council as a provider of services and facilities for children and young people, is required to comply with the Child Wellbeing and Safety Act (2005).

MOTION

That Council:

1. Adopt the Child Safe Standards Policy.

MOVED: Cr Charmaine Delaney

SECONDED: Cr Bernadette Hogan

CARRIED.
(R/24/124)

DISCUSSION

As of the 1 July 2022, eleven compulsory Victorian Child Safe Standards (The Standards) came into effect for all organisations or groups who provide services or facilities for children or engages a child as a contractor, employee or volunteer.

The Standards provide a framework for organisations to develop policies, procedures and strategies that embed a culture of child safety in everyday thinking and practice and reduce the risk of child abuse being perpetrated by a person within Council's scope.

Council is committed to being a child safe organisation and has zero tolerance for child abuse. We recognise our legal and moral responsibilities in keeping all children and young people safe from harm and promoting their best interests. We have specific policies, procedures and training in place to support Council workers to achieve these commitments.

RELEVANT LAW

Council as a provider of services and facilities for children and young people, is required to comply with the Child Wellbeing and Safety Act (2005).

RELATED COUNCIL DECISIONS

Not applicable.

OPTIONS

Council may decide not to adopt the Child Safe Standards Policy.

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

Not applicable.

CONFLICT OF INTEREST

No conflict of interest has been declared in the preparation of this report.

Attachments: 1. Attachment 8.1.3.1 - Child Safe Standards Policy

8.2 MANAGEMENT REPORTS

8.2.1 EXCESS ANIMALS PERMIT APPLICATION

Author's Title: Team Leader Compliance

Directorate: Community Development

File No: Animals

Relevance to Council Plan 2021 - 2025

Strategic

Objective: Increased Community Wellbeing

PURPOSE

The purpose of this report is for Council to consider the officer recommendation to refuse an Application for Permit - Keeping of Animals.

SUMMARY

Council's Community Local Law 2019 requires a permit to be obtained to keep more than two dogs and/or two cats in a township area and five dogs and/or cats outside a township area in Buloke Shire.

An Application for Permit - Keeping of Animals is required if residents wish to exceed these limits.

An application has been received by Council for the keeping of three dogs in a township area. The address of the application is 22 King Street, Birchip.

MOTION

That Council:

1. Grant the Permit to keep three dogs at 22 King Street Birchip in accordance with Community Local Law 2019 Clause 42(1) subject to the following conditions;
 - a. All provisions of the "Domestic Animals Act 1994" are complied with
 - b. All provision of the Buloke Shire council "Community Local Law 2019" as applying to animals are complied with.
 - c. No valid complaints are received relating to the keeping of the animals.
 - d. Any animal that is the subject of this permit that is no longer kept for any reason may not be replaced.
 - e. This permit may be revoked at any time at the discretion of the "Buloke Shire Council" or their authorised representative.
2. Notes and declares the attachments to this report as confidential on the grounds that it relates to (f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs as described in s 3(1) of the *Local Government Act 2020*.

MOVED: Cr Graeme Milne

SECONDED: Cr Bernadette Hogan

CARRIED.

(R/24/125)

DISCUSSION

The applicant has applied to keep more than the maximum number of animals allowed in a township area.

As required under the Community Local Law 2019, neighbouring landowners/residents of 22 King Street, Birchip were notified of the permit application and advised to submit any objections to Council by the 30 August 2024.

One signed objection from a neighbouring landowner/resident was received by Council (Attached).

RELEVANT LAW

Buloke Shire Council Community Local Law 2019 Clause 42(1)

RELATED COUNCIL DECISIONS

Council has previously considered Application for Permit - Keeping of Animals applications when an objection to the application was received. The last application considered by Council was in December 2021.

OPTIONS

Council may approve the permit and impose conditions, for example;

This permit is issued subject to the following conditions: -

- All provisions of the "Domestic Animals Act 1994" are complied with.
- All provisions of the Buloke Shire Council "Community Local Law 2019" as applying to animals are complied with.
- No valid complaints are received relating to the keeping of the animals.
- Any animal that is the subject of this permit that is no longer kept for any reason may not be replaced.
- This permit may be revoked at any time at the discretion of the "Buloke Shire Council" or their authorised representative.

SUSTAINABILITY IMPLICATIONS

Not applicable to this report.

COMMUNITY ENGAGEMENT

Following procedures under the Community Local Laws 2019, Council has undertaken a notification process and advertising of the application that involved five neighbouring landowners/residents that may be affected by the keeping of more than the maximum number of animals allowed in a township area.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable to this report.

COLLABORATION

Not applicable to this report.

FINANCIAL VIABILITY

Not applicable to this report.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Domestic Animals Act 1994

COUNCIL PLANS AND POLICIES

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

Community Local Law 2019

Domestic Animals Management Plan 2022-2025

TRANSPARENCY OF COUNCIL DECISIONS

The attachments to this report contain confidential information under s3 of the *Local Government Act 2020*, as it relates to personal affairs information of individuals. The decision for this report can be made in the open Council Meeting to promote openness and transparency of Council decisions.

CONFLICT OF INTEREST

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

Attachments:

1. CONFIDENTIAL - Attachment 8.2.1.1 - Objection
2. CONFIDENTIAL - Attachment 8.2.1.2 - Application for Permit
3. CONFIDENTIAL - Attachment 8.2.1.3 - Letter to council from applicant

8.2.2 EXCESS ANIMALS PERMIT APPLICATION

Author's Title: Team Leader Compliance

Directorate: Community Development

File No: Animals

Relevance to Council Plan 2021 - 2025

Strategic

Objective: Increased Community Wellbeing

PURPOSE

The purpose of this report is for Council to consider the officer recommendation to refuse an Application for Permit - Keeping of Animals.

SUMMARY

Council's Community Local Law 2019 requires a permit to be obtained to keep more than two dogs and/or two cats in a township area and five dogs and/or cats outside a township area in Buloke Shire.

An Application for Permit - Keeping of Animals is required if residents wish to exceed these limits.

An application has been received by Council for the keeping of five dogs in a township area. The address of the application is 202 Best Street, Sea Lake.

MOTION

That Council:

1. Grant the Permit to keep five dogs at 202 Best Street, Sea Lake in accordance with Community Local Law 2019 Clause 42(1) subject to the following conditions;
 - a. All provisions of the "Domestic Animals Act 1994" are complied with
 - b. All provision of the Buloke Shire council "Community Local Law 2019" as applying to animals are complied with.
 - c. No valid complaints are received relating to the keeping of the animals.
 - d. Any animal that is the subject of this permit that is no longer kept for any reason may not be replaced.
 - e. This permit may be revoked at any time at the discretion of the "Buloke Shire Council" or their authorised representative.

Notes and declares the attachments to this report as confidential on the grounds that it relates to (f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs as described in s 3(1) of the *Local Government Act 2020*.

MOVED: Cr Bernadette Hogan

SECONDED: Cr Charmaine Delaney

CARRIED.

(R/24/126)

DISCUSSION

The applicant has applied to keep more than the maximum number of animals allowed in a township area.

As required under the Community Local Law 2019, neighbouring landowners/residents of 202 Best Street, Sea Lake were notified of the permit application and advised to submit any objections to Council by the 1 October 2024.

One signed objection letter and two letters of support from neighbouring landowners/residents were received by Council (Attached).

RELEVANT LAW

Buloke Shire Council Community Local Law 2019 Clause 42(1)

RELATED COUNCIL DECISIONS

Council has previously considered Application for Permit - Keeping of Animals applications when an objection to the application was received. The last application considered by Council was in December 2021.

OPTIONS

Council may approve the permit and impose conditions, for example;

This permit is issued subject to the following conditions: -

- All provisions of the “Domestic Animals Act 1994” are complied with.
- All provisions of the Buloke Shire Council “Community Local Law 2019” as applying to animals are complied with.
- No valid complaints are received relating to the keeping of the animals.
- Any animal that is the subject of this permit that is no longer kept for any reason may not be replaced.
- This permit may be revoked at any time at the discretion of the “Buloke Shire Council” or their authorised representative.

SUSTAINABILITY IMPLICATIONS

Not applicable to this report.

COMMUNITY ENGAGEMENT

Following procedures under the Community Local Laws 2019, Council has undertaken a notification process and advertising of the application that involved six neighbouring landowners/residents that may be affected by the keeping of more than the maximum number of animals allowed in a township area.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable to this report.

COLLABORATION

Not applicable to this report.

FINANCIAL VIABILITY

Not applicable to this report.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Domestic Animals Act 1994

COUNCIL PLANS AND POLICIES

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

Community Local Law 2019

Domestic Animals Management Plan 2022-2025

TRANSPARENCY OF COUNCIL DECISIONS

The attachments to this report contain confidential information under s3 of the Local Government Act 2020, as it relates to personal affairs information of individuals. The decision for this report can be made in the open Council Meeting to promote openness and transparency of Council decisions.

CONFLICT OF INTEREST

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

Attachments:

1. CONFIDENTIAL - Attachment 8.2.2.1 - Permit Application-Registration-Letter
2. CONFIDENTIAL - Attachment 8.2.2.2 - Objection
3. CONFIDENTIAL - Attachment 8.2.2.3 - Letter of Support - 1
4. CONFIDENTIAL - Attachment 8.2.2.4 - Letter of Support - 2

8.2.3 EXCESS ANIMALS PERMIT APPLICATION

Author's Title: Team Leader Compliance

Directorate: Community Development

File No: Animals

Relevance to Council Plan 2021 - 2025

Strategic

Objective: Increased Community Wellbeing

PURPOSE

The purpose of this report is for Council to consider the officer recommendation to refuse an Application for Permit - Keeping of Animals.

SUMMARY

Council's Community Local Law 2019 requires a permit to be obtained to keep more than two dogs and/or two cats in a township area and five dogs and/or cats outside a township area in Buloke Shire.

An Application for Permit - Keeping of Animals is required if residents wish to exceed these limits.

An application has been received by Council for the keeping of three dogs in a township area. The address of the application is 10 Morrison Street, Birchip.

MOTION

That Council:

1. Refuse the permit to keep three dogs at 10 Morrison Street, Birchip in accordance with the Community Local Law 2019 Clause 42(1).
2. Notes and declares the attachments to this report as confidential on the grounds that it relates to (f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs as described in s 3(1) of the *Local Government Act 2020*.

MOVED: Cr Graeme Milne

SECONDED: Cr Stephen Barratt

CARRIED.

(R/24/127)

DISCUSSION

The applicant has applied to keep more than the maximum number of animals allowed in a township area.

As required under the Community Local Law 2019, neighbouring landowners/residents of 10 Morrison Street, Birchip were notified of the permit application and advised to submit any objections to Council by the 20 November 2024.

Three signed objections from neighbouring landowners/residents were received by Council (Attached).

RELEVANT LAW

Buloke Shire Council Community Local Law 2019 Clause 42(1)

RELATED COUNCIL DECISIONS

Council has previously considered Application for Permit - Keeping of Animals applications when an objection to the application was received. The last application considered by Council was in December 2021.

OPTIONS

Council may approve the permit and impose conditions, for example;

This permit is issued subject to the following conditions: -

- All provisions of the “Domestic Animals Act 1994” are complied with.
- All provisions of the Buloke Shire Council “Community Local Law 2019” as applying to animals are complied with.
- No valid complaints are received relating to the keeping of the animals.
- Any animal that is the subject of this permit that is no longer kept for any reason may not be replaced.
- This permit may be revoked at any time at the discretion of the “Buloke Shire Council” or their authorised representative.

SUSTAINABILITY IMPLICATIONS

Not applicable to this report.

COMMUNITY ENGAGEMENT

Following procedures under the Community Local Laws 2019, Council has undertaken a notification process and advertising of the application that involved seven neighbouring landowners/residents that may be affected by the keeping of more than the maximum number of animals allowed in a township area.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable to this report.

COLLABORATION

Not applicable to this report.

FINANCIAL VIABILITY

Not applicable to this report.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Domestic Animals Act 1994

COUNCIL PLANS AND POLICIES

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

Community Local Law 2019

Domestic Animals Management Plan 2022-2025

TRANSPARENCY OF COUNCIL DECISIONS

The attachments to this report contain confidential information under s3 of the Local Government Act 2020, as it relates to personal affairs information of individuals. The decision for this report can be made in the open Council Meeting to promote openness and transparency of Council decisions.

CONFLICT OF INTEREST

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

Attachments:

1. CONFIDENTIAL - Attachment 8.2.3.1 - Permit Application
2. CONFIDENTIAL - Attachment 8.2.3.2 - Objection 1
3. CONFIDENTIAL - Attachment 8.2.3.3 - Objection 2
4. CONFIDENTIAL - Attachment 8.2.3.4 - Objection 3

8.2.4 COMMUNITY GRANTS AND SPONSORSHIPS

Author's Title: Director Community Development

Directorate: Community Development

File No:
Community

Relevance to Council Plan 2021 - 2025

Strategic Objective: Well Supported Community
Increased Community Wellbeing
Active Leaders and Volunteers

PURPOSE

To present to Council the applications received under the Community Grants and Community Sustainability Grants Programs for consideration and final decision on the budget allocations.

SUMMARY

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

In the 2024/25 Annual Budget, Council allocated \$20,000 to the **Community Grants Program** and \$50,000 to the **Community Sustainability Grants Program**. The purpose of these programs is:

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

MOTION

That Council:

1. Approves the following allocation of funds under the Community Grants Program:
 - \$500 - Birchip P-12 Art Show (Birchip P-12 School)
 - \$1,762 - Painting J524 (The Lions Club of Donald Inc)
 - \$2,000 - Buloke Health Expo 2025 (Buloke Health Expo Project Working Group - Auspiced by Wycheproof Resource Centre Incorporated)
 - \$1,000 - Procurement of Electronic Office Equipment to Improve Club Operations (Charlton Campdraft Club Inc)
2. Approves the following allocation of funds under the Community Sustainability Grants Program:

\$2,000 - Reducing VRI Hall's Carbon Footprint (Donald Youth Group - Auspiced by Granite Community Church Incorporated)

MOVED: Cr Bernadette Hogan

SECONDED: Cr Charmaine Delaney

CARRIED.

(R/24/128)

DISCUSSION

The current Community Grant Guidelines require applications received under the Community Grants and Community Sustainability Grants Programs to be approved by Council. This includes Sponsorship Program requests for financial support over \$250.

Due to the recent Local Government Election Period and the new Council Meeting schedule, this requirement has resulted in grants not being awarded to the five applications received since August 2024.

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

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

Project: Birchip P-12 Art Show	
Organisation:	Birchip P-12 School
Grant type:	Sponsorship
Amount applied:	\$500
Funding amount Recommended:	\$500
Full project cost:	\$500
Project description:	Supporting the Birchip P-12 School to hold their biennial art show to promote local artists.
Project benefit:	Promoting local artists and offering an opportunity for them to sell their work will provide another unique tourism opportunity within the Shire.
Assessment panel scoring:	Average Score = 19.67 out of 20.

Project: Painting J524	
Organisation:	The Lions Club of Donald Inc.

Grant type:	Project Support Grant
Amount applied:	\$1,762
Funding amount Recommended:	\$1,762
Full project cost:	\$3,430
Project description:	Repainting the engine J524 in Donald Train Park.
Project benefit:	Revitalising the J524 engine in Donald Train Park will enhance the visual entry into Donald and increase the enjoyment of its visitors.
Assessment panel scoring:	Average Score = 16 out of 20.

Project: Buloke Health Expo	
Organisation:	Buloke Health Expo Project Working Group (Auspiced by Wycheproof Resource Centre Incorporated)
Grant type:	Project Support Grant
Amount applied:	\$2,000
Funding amount Recommended:	\$2,000
Full project cost:	\$15,000
Project description:	To deliver an event for senior high school students to promote the best ways to live healthy lives.
Project benefit:	This event will help teach and encourage young people to create and lead healthier lives
Assessment Panel scoring:	Average Score = 17 out of 20.

Project: Procurement of Electronic Office Equipment	
Organisation:	Charlton Campdraft Club Inc
Grant type:	Small Capital Equipment Grant
Amount applied:	\$1,000
Funding amount Recommended:	\$1,000
Full project cost:	\$2,239
Project description:	Acquisition of laptop computer, printer, mouse and keyboard.
Project benefit:	The acquisition of the computer equipment will allow the Charlton Campdraft Club Inc to do their administration more efficiently and effectively. A new computer will allow the club to more effectively run their club, and plan events better.
Assessment panel scoring:	Average Score = 15 out of 20.

Project: Reducing VRI Hall's Carbon Footprint	
Organisation:	Donald Youth Group (Auspiced by Granite Community Church Incorporated)
Grant type:	Quick Action Sustainability Grant
Amount applied:	\$2,000
Funding amount Recommended:	\$2,000
Full project cost:	\$2,580
Project description:	Installing a rangehood and fly screens.
Project benefit:	The installation of a rangehood and fly screens at the VRI Hall will allow the youth group to open the windows on warm days, instead of using their air conditioning. The installation of the rangehood means that food can be cooked safely within the hall, allowing greater usage of the hall.
Assessment panel scoring:	Average Score = 17 out of 25.

RELEVANT LAW

Not applicable to this report.

RELATED COUNCIL DECISIONS

Not applicable to this report.

OPTIONS

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

SUSTAINABILITY IMPLICATIONS

Not applicable to this report.

COMMUNITY ENGAGEMENT

Applicants were contacted by a Council officer if their application required additional information or clarification. Applicants were also made aware of the delay in the approval process due to the requirement for funds to be approved by Council.

INNOVATION AND CONTINUOUS IMPROVEMENT

The Community Grants and Community Sustainability Grants Programs are consistently assessed to identify any opportunities for continuous improvement and to ensure they reflect the needs of the community.

COLLABORATION

Not applicable to this report.

FINANCIAL VIABILITY

The allocation of funds for the six applications recommended for funding will come from the Community Grants budget (\$20,000) and the Community Sustainability Grants budget (\$50,000) in the Council 2024/25 Annual Budget.

There is currently \$20,000 remaining in the adopted Community Grants budget and \$50,000 remaining in the adopted Community Sustainability Grants budget for the 2024/25 financial year.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable to this report.

COUNCIL PLANS AND POLICIES

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

Community Grant Guidelines.

Community Engagement Policy

Community Support Policy

TRANSPARENCY OF COUNCIL DECISIONS

Not applicable to this report.

CONFLICT OF INTEREST

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

Attachments: Nil

8.2.5 DEED OF NOVATION - CONTRACT NUMBER C101 2021/22 FOR THE PROVISION OF WASTE AND RECYCLING SERVICES

Author's Title: Director Infrastructure and Delivery

Directorate: Infrastructure and Delivery

File No:
WM/02/09

Relevance to Council Plan 2021 - 2025

Strategic Objective: Continuous Service Improvement for Efficient and Flexible Services

PURPOSE

This report is presented to Council to consider the Deed of Novation of Contract C101 2021/22 – Provision Waste and Recycling Collection Services and authorise the CEO to sign the Deed of Novation.

SUMMARY

The contract for the provision of waste and recycling collection was awarded by Council at its meeting held Wednesday, 8 December 2021.

The original contractor, Greta Group Pty Ltd (Trading as Wimmera Mallee Waste) has advised Council that it has changed both the company name and the ABN/ACN to Wimmera Mallee Waste Management Pty Ltd.

The most effective way to achieve this outcome of the name change is to have the parties sign a Deed of Novation of the contract.

MOTION

That Council authorises the Chief Executive Officer to sign a Deed of Novation to Wimmera Mallee Waste Management Pty Ltd in relation to Contract Number C101 2021/22, Provision of Waste and Recycling Services.

MOVED: Cr Bernadette Hogan

SECONDED: Cr Stephen Barratt

CARRIED.
(R/24/129)

DISCUSSION

The contract for the provision of waste and recycling collection was awarded by Council at its meeting held Wednesday, 8 December 2021 for a period of seven (7) years.

The contract commenced 1 July 2022 and will conclude 30 June 2029.

The contract includes the following requirements:

- collection of kerbside waste and recyclables
- bulk haulage of waste and recyclables between transfer stations and landfill facilities
- disposal and/or processing of waste and recyclables.

The original contractor, Greta Group Pty Ltd (Trading as Wimmera Mallee Waste) has advised Council that it has changed both the company name and the ABN/ACN to Wimmera Mallee Waste Management Pty Ltd.

Council and the Existing Contractor, Greta Group Pty Ltd (Trading as Wimmera Mallee Waste) are parties to Contract No. C101 2021/22 for the provision of waste and recycling services.

The Existing Contractor, Greta Group Pty Ltd (Trading as Wimmera Mallee Waste) wishes to novate and the New Contractor, Wimmera Mallee Waste Management Pty Ltd wishes to take a novation of the benefits and interest of and assume the obligations of the Contract.

The most effective way to achieve this outcome of the name change and novation of the benefits and interest of and assume the obligations of the Contract, is to have the parties sign a Deed of Novation of the contract.

RELEVANT LAW

Local Government Act 2020.

RELATED COUNCIL DECISIONS

Not applicable.

OPTIONS

It is recommended that Council authorise the Chief Executive Officer to sign a Deed of Novation to Wimmera Mallee Waste Management Pty Ltd in relation to Contract Number C101 2021/22, Provision of Waste and Recycling Services.

SUSTAINABILITY IMPLICATIONS

Not applicable

COMMUNITY ENGAGEMENT

No community consultation was required in relation to this matter.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

The payments for the provision of the contract have been provided for in the 2024/25 budget and will be provided for in subsequent budgets for the duration of the contract period.

Wimmera Mallee Waste Management Pty Ltd must reimburse Council for the costs and disbursements it has incurred in connection with the negotiation, preparation, execution and stamping of this Deed, which amount is fixed at \$1,095 plus GST.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

Not applicable.

TRANSPARENCY OF COUNCIL DECISIONS

The decision will be made in an open Council Meeting to promote openness, accountability and transparency.

CONFLICT OF INTEREST

No officer who contributed to the preparation of this report has a conflict of interest.

Attachments: 1. Attachment 8.2.5.1 - Deed of Novation - Council - 18 December 2024

8.2.6 APPOINTMENT OF INDEPENDENT AUDIT AND RISK COMMITTEE MEMBER

Author's Title: Director Corporate and Organisational Performance

Directorate: Corporate and Organisational Performance

File No:
Governance

Relevance to Council Plan 2021 - 2025

Strategic Active Leaders and Volunteers

Objective: A Well Governed and Healthy Organisation

PURPOSE

This report seeks Council's formal appointment of Mr Stephen Gardner as the preferred candidate to the vacant Independent Member position in accordance with the Audit and Risk Committee Charter.

SUMMARY

The Audit and Risk Committee is a formally appointed independent advisory committee to Council, with the purpose of assisting Council in the effective conduct of responsibilities for financial reporting, management of risk and maintaining a reliable system of internal controls.

The Committee consists of four members comprising of three independent members and the Mayor as the representative of Council. The Committee Charter provides for the appointment of the independent members for terms of 3 years, with the option to request reappointment after the first term should they wish to continue. Following the completion of a previous Independent Member's term in November 2024, a vacancy is required to be filled.

MOTION

That Council appoint Mr Stephen Gardner as an independent member of the Buloke Shire Council Audit and Risk Committee for a period of three years commencing 13 January 2025.

MOVED: Cr Graeme Milne

SECONDED: Cr Charmaine Delaney

CARRIED.

(R/24/130)

DISCUSSION

The Audit Committee currently has two Independent Members; Mr Dean Sleight, and Mr Bernard Young.

A vacancy arose on the Audit Committee for an Independent Member following the conclusion of Ms Margaret Abbey's term as Independent Member in November 2024. A public notice seeking applications for the subsequent vacancy was placed in local and regional media. Two applications were received.

Both applicants were interviewed in an online meeting, using selection criteria in the information package and an assessment of each of the individual applicant's qualifications and experience was carefully assessed in relation to the skill set of the current Audit and Risk Committee.

The evaluation panel comprised: the Mayor, the Chief Executive Officer and the Director of Corporate and Organisational Performance. Both applicants interviewed were of exceptional quality, with Mr Stephen Gardner being recommended to Council for appointment to fill the current vacancy. Mr Gardner has extensive experience in the local government sector as a former Councillor, whilst also having achieved a wealth of experience and expertise in risk management and governance based roles for various organisations within the health sector and private sector.

RELEVANT LAW

Section 53 of the *Local Government Act 2020* requires Council to establish a Committee which must consist of a majority of members who are not Councillors and cannot include a member of Council staff

RELATED COUNCIL DECISIONS

The Committee was established by Council and the Charter adopted on 12 August 2020.

OPTIONS

Council may decide not to appoint Mr Stephen Gardner as an independent member, which would result in Council requiring to again begin the process to seek expressions of interest to recruit an independent member.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

Not applicable.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

Fees are paid to independent members of the Audit and Risk Committee on a per meeting basis in accordance with section 53(6) of the *Local Government Act 2020*. Payment of fees for independent members are provided for in the 2021/22 Annual Budget.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

Not applicable.

TRANSPARENCY OF COUNCIL DECISIONS

The Charter is available on Council's website, minutes from Committee Meetings are made available to the public through adoption of the minutes by Council, other than those matters considered confidential.

CONFLICT OF INTEREST

No conflicts of interest have been declared in the preparation of this report.

Attachments: Nil

8.3 FINANCIAL REPORTS

8.3.1 FINANCE REPORT QUARTER TO 30 SEPTEMBER 2024

Author's Title: Manager Financial Strategy

Directorate: Corporate and Organisational Performance

File No:
FM/02/09

Relevance to Council Plan 2021 - 2025

Strategic Objective: A Well Governed and Healthy Organisation

PURPOSE

The purpose of this report is to present Council with financial reports for the quarter ended 30 September 2024 in accordance with the requirements of Section 97 of the *Local Government Act 2020*.

SUMMARY

Council adopted the 2024/25 budget on 26 June 2024 and this report provides a comparison between budgets and actuals for the first quarter of the year.

The report notes variances to date and flags areas which will be monitored and may require action as the year progresses. No reforecast of the year-end result has been made at this point. The half-yearly report to 31 December 2024 will include additional information and budget reforecasts which will be clearer after that date.

MOTION

That Council:

1. receives and notes the financial report for the quarter to 30 September 2024; and
2. receives and notes the capital works statement for the quarter to 30 September 2024.

MOVED: Cr Stephen Barratt

SECONDED: Cr Bruce Stafford

CARRIED.

(R/24/131)

DISCUSSION

Under Section 97 of the *Local Government Act 2020* a quarterly budget report must be presented to Council. The attached reports include a comparison of the operating and capital works budgets with actuals for the quarter, as well as cash flow statement and balance sheet.

Council's overall operating result as per the income statement is less than year to date budget by \$362k and capital works expenditure is greater than year to date budget by \$952k. These variances are explained in some detail in the tables below.

Income Statement

Total income is \$77k less than budget and expenses \$611k over, these unfavourable variances being partly offset by unbudgeted capital income of \$249k. Overall after 3 months there is an unfavourable variance of \$362k.

Detail	Commentary
Income	
Rates and charges	Close to budget to date.
Statutory fees and fines	Marginally more than year to date budget due to timing differences.
User fees	Marginally less than year to date budget due to food premises being \$14k less than budget.
Grants – operating	Unfavourable variance to date as Commonwealth Government Financial Assistance Grant will be \$213k less than budget for the full year. Nearly 90% of the 24/25 grant has already been received however the full year result for this grant will potentially be affected if any of the 25/26 grant is paid in advance.
Contributions	Minor favourable variance due to timing differences.
Other income	Income to date includes sales of scrap metal (\$38k) from Council transfer stations and workcover reimbursements (\$20k) not budgeted. Interest on investments is tracking on budget to date but is expected to exceed the full year to date budget.
Grants - capital	No capital grants were received in the first quarter.
Contributions - monetary	<p>Capital contributions totalling \$249k have been invoiced to various sporting organisations across the shire for their contributions to the lighting up Buloke project. These contributions were not budgeted.</p> <p>Budgeted insurance contributions of \$650k for the Birchip netball courts remediation (\$500k) and Wooroonook septic replacement (\$150k) are unlikely to be received this year. This adjustment will be factored into the half-yearly financial report including reforecasting.</p>
Expenditure	
Employee costs	Favourable variance to date of \$200k as a result of numerous vacancies across the organisation.
Materials and services	Unfavourable variance due to unbudgeted expenditure across various departments where contractors are filling vacant positions, backfilling for

	<p>leave or completing various projects. These include in governance, office of the CEO, finance, corporate governance and risk, human resources, assets and works.</p> <p>Additional unbudgeted costs of \$163k have been incurred in emergency management however claims for these have been submitted and are being assessed.</p> <p>Some other variance are due to timing differences including for swimming pool systems work and landfill and transfer stations cleanup and green waste shredding.</p>
Depreciation	Depreciation for the quarter is over budget due to the capitalisation at year end of road assets.
Finance costs - leases	Marginally more than budget to date

Capital Works

Total capital expenditure for the quarter to date is \$2.2M against a budget to date of \$1.2M. Most projects have not yet incurred expenditure or are in their early stages.

Detail	Commentary
Land and land improvements	Expenditure on the Sea Lake residential development (\$183,394) was not budgeted and the night art activation project incurred costs carried over from 2023/24.
Plant and equipment	On budget
Infrastructure	
Roads	Costs of \$686k associated with the 2022 flood event have been incurred and will be acquitted against the grant advance received in 2022/23.
Footpaths and cycleways	Projects progressing within budget.
Drainage	No expenditure to date.
Recreational, leisure and community facilities	Minor expenditure only to date.
Parks, open space and streetscapes	Ongoing expenditure on projects including playspaces, accommodation cabins and Wycheproof wetlands within budget allocations.
Aerodromes	No expenditure to date.

Balance sheet

Detail	Commentary
Assets	

Cash and cash equivalents	Cash and cash equivalents total \$31.0 compared to \$29.3 at 30 June 2024.
Trade and other receivables	These have increased from 30 June 2024 due to the issue of Council's rate notices in August. Prepayments have been costed as required.
Property, infrastructure, plant and equipment	Adjusted for depreciation, and capital expenditure to date is included as work in progress.
Right-of-use assets	No change.
Liabilities	
Trade and other payables	These include trade creditors and have decreased since 30 June 2024 when they included accrued payroll and expenses.
Trust funds and deposits	Includes the fire services levy billed with rates that will be payable to the State government.
Contract and other liabilities	Minor changes since year end.
Provisions	Minor changes since year end.
Lease liabilities	No change.
Equity	
Accumulated surplus	Adjusted for last year's deficit and current "earnings" for the quarter are shown here.
Reserves	No change.

RELEVANT LAW

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

RELATED COUNCIL DECISIONS

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

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

Not applicable.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

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

FINANCIAL VIABILITY

The reports provide an initial snapshot of Council's financial performance for the first quarter of the year and flag areas for monitor and review over the balance of the year.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

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

TRANSPARENCY OF COUNCIL DECISIONS

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

CONFLICT OF INTEREST

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

Attachments: 1. Attachment 8.3.1.1 - Finance report quarter to 30 September 2024

8.4 ORGANISATIONAL REPORTS

8.4.1 AUDIT AND RISK COMMITTEE CHAIR REPORT

Author's Title: Director Corporate and Organisational Performance

Directorate: Corporate and Organisational Performance

File No:
Governance

Relevance to Council Plan 2021 - 2025

Strategic Continuous Service Improvement for Efficient and Flexible Services

Objective: A Well Governed and Healthy Organisation

PURPOSE

To provide the Council with the Biannual Audit and Risk Report (Biannual Report) from the Chair of the Audit and Risk Committee (Audit Committee).

SUMMARY

The Biannual Report from the Chair of the Audit Committee was provided to the Chief Executive Officer on 9 October 2024. It describes the activities of the Audit Committee and includes its findings and recommendations.

MOTION

That Council:

1. That Council notes the Biannual Audit and Risk Report from the Chair of the Audit and Risk Committee.

MOVED: Cr Bernadette Hogan

SECONDED: Cr Charmaine Delaney

CARRIED.

(R/24/132)

DISCUSSION

The *Local Government Act 2020* (act) provides that the Audit Committee must prepare a Biannual Report which describes the activities of the Audit Committee and includes its findings and recommendations.

The Act further provides that these reports must be provided to the Chief Executive Officer for tabling at the next scheduled Council Meeting.

RELEVANT LAW

Section 54(5)(b) of the Act requires the Chief Executive Officer provide a copy of the Biannual Report to the Council.

RELATED COUNCIL DECISIONS

The Audit Committee was established by the Council at the Council Meeting held on 12 August 2020.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

Not applicable.

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

The Audit and Risk Committee is required to monitor financial and performance reporting.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

Not applicable.

TRANSPARENCY OF COUNCIL DECISIONS

The Audit Committee is an Advisory Committee to the Council and its role is to ensure good governance and provide guidance on how the Council will work with the Audit Committee for the benefit of the organisation and the community.

CONFLICT OF INTEREST

In providing this advice to the Council as the Director Infrastructure and Delivery I, Hannah Yu, have no interests to disclosure in this report.

Attachments: 1. Attachment 8.4.1.1 - Audit and Risk Chair Report 2024

8.5 REPORTS FROM COUNCILLORS

Cr Bruce Stafford – December 2024

December 6th – Mayor and CEO catch up

December 13th – Meeting with Shire Officer, Charlton Forum, Charlton Traveller's Rest Committee re: Charlton Caravan Park lease.

December 16th – Charlton College Presentation Night to present yrs 7 – 9 "All Rounder" award.

December 17th – Charlton Forum monthly meeting

Cr Delaney - 20.11.24 to 18.12.24

20.11.24 Swearing In Ceremony @ 6 pm @ Buloke Shire in Wycheproof

21.11.24 Consultation with Stakeholders & Buloke Shire re Pool charges @ Donald Community Centre

27.11.24 Donald 2000 meeting @ 6.45 pm @ Donald Railway Station

28.11.24 Discussion with Mr O'Toole & Gaynor re Pool issues & charges

04.12.24 Donald Chamber of Commerce @ 6 pm @ Buloke Heads Tavern

05.12.24 Buloke Shire Bus Tour @ 8.30 am to 4 pm @ Charlton

06.12.24 Beve's Baubles Fashion Show @ 7 pm @ Donald

07.12.24 Horsham Wimmera Filipino Xmas Celebrations @ 11 am – 5 pm @ Horsham Town Hall

08.12.24 St Vincent De Paul Meeting @ 4.30 pm @ Donald

09.12.24 Buloke Shire Councillor Induction @ 8.30 pm @ Wycheproof

11.12.24 Buloke Shire & Mallee NH Vic @ Wycheproof

15.12.24 Donald Christmas Carols @ 5.30 pm to 7.30 pm @ Donald

17.12.24 Donald High School Awards Evening @ 8 pm @ Donald Memorial Hall

9 OTHER BUSINESS

9.1 NOTICES OF MOTION

Nil.

9.2 QUESTIONS FROM COUNCILLORS

9.3 URGENT BUSINESS

Nil.

9.4 ANY OTHER BUSINESS

Nil

9.5 MATTERS WHICH MAY EXCLUDE THE PUBLIC

Nil.

10 MEETING CLOSE

Meeting closed at 7:30pm.

NEXT MEETING

The next Council Meeting will be held in Wycheproof Hall Supper Room on 19 February 2025 at 7:00pm.