



ORDINARY COUNCIL MEETING

AGENDA

Wednesday 9 October 2019

Commencing at 7.00pm

Wycheproof Supper Room

367 Broadway, Wycheproof

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

ORDER OF BUSINESS

1. COUNCIL WELCOME AND STATEMENT OF ACKNOWLEDGEMENT

WELCOME

The Mayor Cr Carolyn Stewart will welcome all in attendance.

STATEMENT OF ACKNOWLEDGEMENT

The Mayor Cr Carolyn Stewart will acknowledge the traditional owners of the land on which we are meeting and pay our respects to their Elders and to the Elders from other communities who maybe here today.

2. RECEIPT OF APOLOGIES

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RECOMMENDATION:

That Council adopt the Minutes of the Ordinary Meeting held on Wednesday, 11 September 2019 and Council adopt the Minutes of the Special Meeting held on Wednesday, 2 October 2019.

4. REQUESTS FOR LEAVE OF ABSENCE

5. DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

In accordance with Sections 77A, 77B and 78 of the Local Government Act Councillors are required to disclose an "interest" in a decision if they would receive, or could be reasonably perceived as receiving a direct or indirect financial or non-financial benefit or detriment (other than as a voter, resident or ratepayer) from the decision.

Disclosure must occur immediately before the matter is considered or discussed.

6. QUESTIONS FROM THE PUBLIC

NIL 4

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NEXT MEETING

THE NEXT ORDINARY MEETING OF COUNCIL WILL BE HELD IN WYCHEPROOF SUPPER ROOM, 367 BROADWAY, WYCHEPROOF ON WEDNESDAY, 13 NOVEMBER 2019 AT 7.00PM.

Anthony Judd
CHIEF EXECUTIVE OFFICER

6. QUESTIONS FROM THE PUBLIC

Nil

7. PROCEDURAL ITEMS

7.1 REPORT OF ASSEMBLY OF COUNCILLORS MEETINGS

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/05/04

Attachments: 1 [↓](#) Councillor Briefing Record - 4 September 2019
2 [↓](#) Councillor Briefing Record - 18 September 2019

RECOMMENDATION

That the Council note the report of Assembly of Councillor Meetings held on 4 and 18 September 2019.

1. Key Points/Issues

The Local Government Act 1989 (the Act) provides that a record must be kept of any Meeting of Councillors and Staff deemed to be an Assembly of Councillors Meeting as defined in the Act.

An Assembly of Councillors Meeting is defined in the Act as a meeting of Councillors if the meeting considers matters that are likely to be the subject of a Council decision or the exercise of delegation and the meeting is:

A planned or scheduled meeting that includes at least half of the Councillors and a member of Council Staff; or

An Advisory Committee of the Council where one or more Councillors are present.

The Act also provides that the record of any Assembly of Councillors is to be reported to the next practicable Council Meeting and recorded in the Minutes.

A record of the Assembly of Councillors Meetings held on 4 September and 18 September is attached.

BULOKE SHIRE COUNCIL

RECORD

Councillor Briefing

| | | | |
|-----------------------|--|--------------|-----------------|
| Date and Time: | 4 September 2019 | Time: | 5.00pm – 8.00pm |
| Location: | Sea Lake Senior Citizens building | | |
| Attendees: | Cr- Carolyn Stewart Cr- Daryl Warren Cr- David Pollard Cr- Graeme Milne Cr- Ellen White Cr- David Vis Anthony Judd –Chief Executive Officer Hannah Yu – Director Corporate Services Wayne O’Toole– Director of Works and Technical Services Rose Harris –Director Community Development Travis Fitzgibbon- Manager Customer Engagement | | |
| Apologies: | | | |
| Visitors: | Advance Sea Lake – Alison McClelland | | |

ITEMS

| NO. | TOPIC | PURPOSE |
|-----|---------------------------------------|---------|
| 1. | Declarations of Conflicts of Interest | Nil |
| 2. | Briefing Notes 21 August 2019 | |
| 3. | Presentations | |
| | 3.1 Advance Sea Lake | |
| 4. | Items for Discussion | |
| | 4.1 Annual Report 2018/19 | |
| | 4.2 Update on Drought Communities | |

Program Projects

5. Councillor Matters

6. CEO Updates

Next Briefing:

| | | | |
|-----------------------|---------------------------|--------------|-----------------|
| Date and Time: | 18 September 2019 | Time: | 3.00pm – 6.00pm |
| Location: | Nullawil Community Centre | | |

BULOKE SHIRE COUNCIL

RECORD

Councillor Briefing

| | | |
|-----------------------|---|------------------------------|
| Date and Time: | 18 September 2019 | Time: 3.00pm – 6.00pm |
| Location: | Nullawil Recreation Reserve Community Complex | |
| Attendees: | Cr- Carolyn Stewart (Mayor) Cr- Daryl Warren (Deputy Mayor) Cr- David Pollard Cr- Graeme Milne Cr- Ellen White Cr- David Vis Anthony Judd –Chief Executive Officer Rose Harris –Director Community Development Travis Fitzgibbon- Manager Customer Engagement | |
| Apologies: | Hannah Yu – Director Corporate Services Wayne O’Toole– Director of Works and Technical Services | |
| Visitors: | Sandy Pollington- Manager Wycheproof Community Resource Centre Tom Draffen- Capital Projects Officer Barry McKenzie- Children and Youth Officer Mary-Ann Sait NCLLEN Riley Smith – Student Matt Hogan – Student | |

ITEMS

| NO. | TOPIC | PURPOSE |
|-----|--|---------|
| 1. | Nullawil Progress Association Tour | |
| 2. | Councillor /CEO only time | |
| 3. | Declarations of Conflicts of Interest | |
| 4. | Confirmation of Councillor Briefing Notes 4 September 2019 | |
| 5. | Presentations | |

| | |
|------------|-----------------------------|
| 5.1 | Youth- NCLLEN |
| 5.2 | Planet Youth |
| 5.3 | Riverfront Projects |
| 6. | Items for Discussion |
| 7. | Councillor Matters |
| 8. | CEO Updates |

Next Briefing:

| | | |
|-----------------------|-----------------------|------------------------------|
| Date and Time: | 2 October 2019 | Time: 5.00pm – 8.00pm |
| Location: | Culgoa Community Hall | |

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

Attachments: Nil

RECOMMENDATION

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

1. Executive Summary

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.

2. Recognition of Achievement Items

| Provider | Recipient | Date | Purpose for Recognition |
|--|------------------|----------------|---|
| University of New England, Armidale, NSW | Kerryanne Graham | 30 August 2019 | Graduated with a Master of Arts (English Literature) degree. Kerryanne is now in the process of completing a Master or Arts (Religious Studies) |

7.3 CORRESPONDENCE INITIATED BY COUNCIL

Author's Title: Executive Assistant

Department: Office of the CEO

File No: GO/06/06

Attachments: Nil

RECOMMENDATION

That Council notes the record of correspondence sent and responses received.

Table of Correspondence

| Council Initiative | Correspondence sent to | Date sent | Date of Response | Summary of Response |
|---|--|------------------------|------------------|---|
| Requesting action on the poor condition of the Donald Murtoa Road | Jaala Pulford, Minister for Roads | Sent 26 September 2019 | | |
| | Regional Roads Victoria, Northern Region Office | Sent 26 September 2019 | | |
| Social Housing Flats in Wycheproof to be replaced; investigate social housing stock in Buloke Shire in general, and Buloke Shire investigate opportunities to increase social housing in Buloke Shire with relevant partners such as Haven: Home, Safe. | Deputy Secretary of Housing and Infrastructure, Dept of Health and Human Services; | Sent 21 August 2019 | | |
| | Mr Richard Wynne MP, Minister for Housing; and | Sent 20 August 2019 | | |
| | CEO of Haven; Home, Safe. | Sent 27 August 2019 | 5 September 2019 | Forwarded a copy of letter they sent to Director of Housing, Chris Hotham and Loddon Area Director DHHS, Nathan Chapman affirming their support for Council's request to address dire local social housing situation. |

| Council Initiative | Correspondence sent to | Date sent | Date of Response | Summary of Response |
|--|---|---------------------|-------------------------|---|
| Support for a Container Deposit Scheme in Victoria | Minister for Environment Hon Lily D'Ambrosio | Sent 20 August 2019 | 2 Oct 2019 | Having heard from many Councils in support of Scheme. Monitoring and investigating the scheme proposal further. Referring to Vic Gov commitments and initiatives to tackle waste and pollution. |
| | CEO of Municipal Association of Victoria | Sent 20 August 2019 | | |
| | Mayor Frankston City Council | Sent 20 August 2019 | | |

7.4 BUILDING PERMITS - MONTHLY UPDATE

Author's Title: Compliance Administration Officer

Department: Works and Technical Services

File No: DB/14/02

Attachments: Nil

RECOMMENDATION

That the Council note information contained in the report on Building Permits approved by staff from 1 September 2019 to 30 September 2019.

1. Executive Summary

This report provides information on Building Permits approved by staff from 1 September 2019 to 30 September 2019.

2. List of Building Permits Approved by Council Surveyor

| Council Ref Permit No. | BAMS Permit No. | Address | Project Description | Date Approved |
|------------------------|-----------------|---|---|---------------|
| 20190050 | 3706814155993 | Mildura Way, CHARLTON | Alteration: Fire Services (Charlton Park) | 12/09/2019 |
| 20190051 | 9292989997017 | 236 Hogans Road, DOOBOOBETIC | New Building: Hay Shed | 12/09/2019 |
| 20190052 | 3345583547972 | 111 Ferrier Road, JIL JIL | New Building: Hay Shed | 12/09/2019 |
| 20190053 | 7746343941336 | 3064 Charlton – Swan Hill Road, TOWANINNY | New Building: Shed | 12/09/2019 |
| 20190054 | 1866654443487 | 11 Horace Street, SEA LAKE | New Building: Shed | 12/09/2019 |
| 20190055 | 9823596287797 | 1844 Charlton-St Arnaud Road, COONOOER | New Building: Hay Shed | 12/09/2019 |
| 20190056 | 3414544328877 | 862 Kinnabulla West Road, KINNABULLA | New Building: Swimming Pool & Safety Barrier | 12/09/2019 |
| 20190057 | 8478796712069 | 35 Corack Road, BIRCHIP | New Building: Shed | 12/09/2019 |

| Council Ref Permit No. | BAMS Permit No. | Address | Project Description | Date Approved |
|-------------------------------|------------------------|--|--|----------------------|
| 20190058 | 9964727201328 | 24 Houston Street, DONALD | New Building: Garage/Carport | 12/09/2019 |
| 20190059 | 2228509369698 | 12 Meyer Street, DONALD | New Building: Carport | 12/09/2019 |
| 20190060 | 8224182800988 | 31 Woods Street, DONALD | Alteration: Alteration to Assembly Building | 12/09/2019 |
| 20190061 | 6839858265845 | 4567 Birchip-Sea Lake Road, BANYAN | Demolition: Demolish Toilet Block | 12/09/2019 |

3. List of Building Permits Approved by Private Surveyor

| Council Ref No. | Address | Project Description | Date Approved |
|------------------------|--|----------------------------|----------------------|
| 20190062 | 5046 Birchip Sea Lake Road, Sea Lake | New Building: Hay Shed | 09/07/2019 |
| 20190063 | 1939 Borung Highway, JEFFCOTT | New Building: Hay Shed | 22/08/2019 |
| 20190064 | 101 Slaters Road, CORACK | New Building: Hay Shed | 29/08/2019 |
| 20190065 | 343 Gil Gil Road, Gil Gil | New Building: Farm Shed | 29/08/2019 |
| 20190066 | 395 Renneys Road, BERRIWILLOCK | New Building: Hay Shed | 23/08/2019 |
| 20190067 | 1247 Curyo West Road, CURYO | New Building: Hay Shed | 11/09/2019 |
| 20190068 | 2955 Sunraysia Highway, CURYO | New Building: Hay Shed | 12/09/2019 |
| 20190069 | 629 Corack East-Chirrup Road, CORACK EAST | New Building: Hay Shed | 17/09/2019 |
| 20190070 | 268 Reillys Road, CORACK | New Building: Hay Shed | 17/09/2019 |
| 20190071 | 169 Pier Millan-Chinkapook Road, PIER MILAN | New Building: Farm Shed | 04/09/2019 |
| 20190072 | 1044 Berriwillock-Birchip Road, WHIRLY | New Building: Farm Shed | 05/09/2019 |
| 20190073 | 1174 Nullawil-Birchip Road, WHIRILY | New Building: Farm Shed | 05/09/2019 |
| 20190074 | Gretgrix Road, WYCHEPROOF | New Building: Shed | 09/09/2019 |
| 20190075 | 121 Bourkes Lane, JEFFCOTT | New Building: Farm Shed | 17/09/2019 |
| 20190076 | 3 Halliday Street, CHARLTON | New Building: Storage Shed | 17/09/2019 |

7.5 PLANNING APPLICATIONS RECEIVED - MONTHLY UPDATE

Author's Title: Planning Officer

Department: Works and Technical Services

File No: LP/09/01

Attachments: Nil

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.

1. Executive Summary

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

2. List of Planning Applications

| Application No | Applicant | Address | Date Rec | Summary of Proposal | Status |
|----------------|----------------------------|--|------------|--|-----------------------------------|
| PPA801/19 | TJ & WJ Bath | Culgoa-Lalbert Road, Culgoa (Lot 2 PS311691) | 12/06/2019 | Use and development - Rural Store | Permit issued |
| PPA811/19 | James Course | Calder Highway, Wycheproof (Lot 1 PS820286) | 25/07/2019 | Construct and display a Major Promotion Sign | Permit issued |
| PPA812/19 | Mark Yates | 126 Biddlestones Road, Charlton | 09/08/2019 | Use and development - Renewable Energy Facility (340.2kW Solar Farm) | Notice of application Referred |
| PPA813/19 | Charlton Community Theatre | 30-34 High Street, Charlton | 14/08/2019 | Installation of solar panels on roof of Rex Theatre | Permit issued |
| PPA814/19 | Ararat Survey Pty Ltd | 31 Bunker Road | 21/08/2019 | Two lot subdivision (boundary re-alignment) | Awaiting report |

| Application No | Applicant | Address | Date Rec | Summary of Proposal | Status |
|----------------|------------------------------|--|------------|--|---------------------------------------|
| PPA815/19 | Blair Architects | 22 Camp Street, Donald | 23/08/2019 | Goodwin Village upgrade – Construction of 5 additional bedrooms, 3 offices, storage areas and communal areas for residents | Referred |
| PPA816/19 | Jaymie Buhagiar (DCA Design) | 11-13 Learmonth Street, Charlton | 05/09/2019 | Use and development – 2 dwellings | Awaiting report |
| PPA817/19 | Buloke Shire Council | 2A High Street, Charlton (CA 2056 Parish of Charlton East) | 10/09/2019 | Removal of native vegetation – Charlton Riverfront Project | Notice of application Referred |
| PPA818/19 | Buloke Shire Council | 1 Lake Road, Sea Lake | 10/09/2019 | Silo Art project | Vicsmart application Permit issued |
| PPA819/19 | KA & PR Walder | 548 Watchem West School Road, Watchem | 23/09/2019 | Building & works – construction of a shed | Vicsmart application Permit issued |

7.6 CIRCULAR MOTION - C67 2019/20 DIREL (LAKE TYRRELL) CONSERVATION MANAGEMENT PLAN

Author's Title: Chief Executive Officer

Department: Office of the CEO

File No: GS/03/05

Attachments: Nil

Relevance to Council Plan 2017 - 2021

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

RECOMMENDATION

That Council notes the motion circulated and Council's decision in relation to Contract C67 – 2019/20 Direl (Lake Tyrrell) Conservation Management Plan

1. Executive Summary

This report is presented to Council to note the circular motion regarding Contract C67 – 2019/20 Direl (Lake Tyrrell) Conservation Management Plan.

2. Discussion

A Circular Motion was distributed to all Councillors, via email on 23 September 2019. The Circular Motion considered by Council is set out below:

That Council:

- 1. Awards Contract Number C. 67 2019/20 to Dr Vincent Clark and Associates for the Direl (Lake Tyrrell) Conservation Management Plan for the fixed lump sum of \$355,510 (ex GST) and affixes the common seal*
- 2. Delegate authority to the Chief Executive Officer to approve payments to an appointed contractor for undertaking the works associated with the Contract;*
- 3. Delegate authority to the Chief Executive Officer to approve all variations under the Contract;*
- 4. Notes and declares the Confidential Attachment to this report for Contract No. C63 2018/19 – External Plant Hire & Associated Rates (Schedule of Rates) of the Local Government Act 1989 on the grounds that it relates to contractual matters as described in s 89(2) of the Local Government Act 1989.*

Councillors did not unanimously approve the Circular Motion.

As a result, Council then considered the same motion at a Special Meeting of Council held on 2 October 2019, and the motion was carried.

Council's Meetings Procedure and Common Seal Local Law 2019 outlines that any circular motion, whether carried or not, must be reported to the next Ordinary Meeting.

3. Financial Implications

There are no financial implications in this report.

4. Cost Shift Considerations

There are no cost shift considerations in this report.

5. Community Consultation

There was no community consultation completed under this report.

6. Internal Consultation

Staff from Council's Senior Leadership Team, were consulted in the development of this report.

7. Legislative / Policy Implications

The process for a Circular Motion must be administered in accordance with Part 4, Section 71 of Council's Meetings Procedure and Common Seal Local Law 2019.

8. Environmental Sustainability

There are no environmental sustainability considerations in this report.

9. Conflict of Interest Considerations

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

10. Conclusion

That Council notes the motion circulated and Council's decision in relation to Contract C67 – 2019/20 Direl (Lake Tyrrell) Conservation Management Plan

8. GENERAL BUSINESS

8.1 POLICY REPORTS

8.1.1 RESCISSION OF POLICIES

Author's Title: Director Corporate Services

Department: Corporate Services

File No: IT|15|01

Attachments: Nil

Relevance to Council Plan 2017 - 2021

Strategic Objective: Deliver our service in a financially viable way

RECOMMENDATION

That Council rescinds the following policies:

- Website and Intranet Content Management Policy;
- IT Disaster Recovery Policy;
- Electronic Communication Policy;
- Information Security Policy;
- Mobile Phone and GPS Usage Policy; and
- Mobile Phone Policy.

1. Executive Summary

In 2013 Council adopted four separate information and communication technology (ICT) policies which set out operational controls for appropriate access to and use of technology for Council workers.

This report proposes Council rescind these policies due to their operational nature.

2. Discussion

Council Officers have undertaken a review of the following policies in accordance with the policy schedule:

- Website and Intranet Content Management Policy
- IT Disaster Recovery Policy
- Electronic Communication Policy
- Information Security Policy
- Mobile Phone and GPS Usage Policy
- Mobile Phone Policy

As part of the review, Council Officers determined the above policies are operational in nature, and neither support nor inform Council's strategic direction. Rather, they are designed to establish measures required to protect Council information, systems and ICT infrastructure, as well as requiring all electronic communications undertaken for Council business purposes are conducted in a professional manner.

The above policies are identified for rescission by Council but will remain in place as operational documents.

3. Financial Implications

There are no financial implications in relation to the rescission of the policies identified in this report.

4. Cost Shift Considerations

There are no cost shift implications from this report.

5. Community Consultation

The policies are internal in nature with very little impact or change for the community.

6. Internal Consultation

Various departments of Council have been requested to review their policies to be updated where appropriate. Council's IT Disaster Recovery policy is considered by the Audit Committee.

7. Legislative / Policy Implications

Council will continue to adhere to appropriate legislation. Councillor obligations in relation to appropriate access to and use of resources, including ICT resources, are well defined within the Councillor Code of Conduct.

8. Environmental Sustainability

There are no environmental sustainability implications associated with this report.

9. Conflict of Interest Considerations

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

10. Conclusion

Council has previously adopted policies concerning operational and staff based matters or matters that addressed by legislation and other requirements. This report recommends their rescission.

8.2 MANAGEMENT REPORTS

8.2.1 INDUCTION OF COUNCILLOR BRONWYN SIMPSON

Author's Title: Executive Assistant

Department: Office of the CEO

File No: aaaa

Attachments: 1 [↓](#) Declaration by Form of Affirmation - Cr Simpson
2 [↓](#) Declaration to abide by the Code of Conduct - Cr Simpson

Relevance to Council Plan 2017 - 2021

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

RECOMMENDATION

That Council:

1. Note the report;
2. Note that Affirmation of Office completed by Cr. Simpson in accordance with Section 63(2) of the Local Government Act 1989 is recorded in the Minutes of this Council Meeting; and
3. Note the Code of Conduct declaration made by Cr Simpson in accordance with Section 63(3) of the Local Government Act 1989 is recorded in the Minutes of this Council Meeting.

1. Executive Summary

This report is presented to advise Council in relation to the process undertaken pursuant to Section 37A of the Local Government Act 1989 to fill by Countback the Extraordinary Vacancy resulting from the resignation of former Cr John Shaw.

2. Discussion

Following the resignation of Cr John Shaw effective 19 August 2019, a vacancy was created in the Lower Avoca Ward. The CEO notified both the VEC and the Minister of Local Government as required under the Act. The VEC then fulfilled the duties of Returning Officer for the purpose of the Countback to be conducted to fill the Extraordinary Vacancy caused by the resignation of former Cr Shaw.

On September 17 2019, the Victorian Electoral Commission conducted a countback for this Ward from the Council elections held in November 2016.

Bronwyn Simpson was elected as a result of this countback and completed the declaration required which enabled the Returning Officer to proceed with the declaration of the Countback result, which was done at the VEC's head office at 1.30pm on Wednesday 18 September 2019.

At 6:00pm on Monday 23 September 2019 Cr Simpson took the Oath of Office and signed the following two declarations which are attached to this report:

- a) Declaration by form of Affirmation; and
- b) Declaration to abide by the Code of Conduct.

Before being capable of acting as a Councillor, all persons elected to be Councillors must:

- take the oath of office;

- read the Council's Councillor Code of Conduct; and
- make a declaration that they will abide by the Council's Code of Conduct.

This oath of office must be:

- made before Council's Chief Executive Officer; and
- dated and signed before the Council's Chief Executive Officer; and
- recorded in the minutes of Council.

3. Financial Implications

The VEC were required to undertake the process of the Countback under the terms of the Contract with Victorian Electoral Commission for the conduct of the 2016 General Election of Councillors. The cost of conducting the Countback procedures hasn't been finalised and submitted by the VEC.

4. Cost Shift Considerations

There are no cost shift considerations applicable to this report.

5. Community Consultation

All Public Notices required under the Legislation were given by the Victorian Electoral Commission and the appointed Returning Officer

6. Internal Consultation

There was no internal consultation applicable to this report.

7. Legislative / Policy Implications

This report enables Council to meet its obligations under the *Local Government Act 1989*.

8. Environmental Sustainability

There are no environmental sustainability considerations applicable to this report.

9. Conflict of Interest Considerations

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

10. Conclusion

It is recommended for Council to note and record that recently elected Cr Bronwyn Simpson has:

- taken the oath of office;
- read the Council's Councillor Code of Conduct; and
- made declaration that she will abide by the Council's Code of Conduct;

before the Chief Executive Officer, Anthony Judd, on Monday 23 September 2019.



Declaration by form of affirmation

Buloke Shire Council 2019

"I solemnly and sincerely declare and affirm that I will undertake the duties of the office of Councillor in the best interests of the people in the municipal district of the Shire of Buloke and faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1989* or any other Act to the best of my skill and judgement."

ALL CORRESPONDENCE TO:

WYCHEPROOF
367 Broadway, PO Box 1
Wycheproof VIC 3527

ALL ENQUIRIES:

Ph: (03) 5478 0100
Fax: (03) 5493 7395

Email: buloke@buloke.vic.gov.au

Councillor Signature

23/09/2019
Date

Bronwyn MARY SIMPSON
Name (please print)

CEO Anthony Judd

23/9/19
Date



Declaration to abide by the Code of Conduct

Buloke Shire Council 2019

"I hereby declare that I have read the Councillor Code of Conduct for Buloke Shire Council adopted on 8 February 2017 and declare that I will abide by this Code".



Councillor Signature

23/09/2019

Date

Bronwyn Mary Simpson

Name (please print)


ALL CORRESPONDENCE TO:

WYCHEPROOF
367 Broadway, PO Box 1
Wycheproof VIC 3527

ALL ENQUIRIES:

Ph: (03) 5478 0100
Fax: (03) 5493 7395

Email: buloke@buloke.vic.gov.au



CEO Anthony Judd

23/9/19

Date

8.2.2 SUBMISSION TO THE VICTORIAN LOCAL GOVERNMENT RATING SYSTEM REVIEW

Author's Title: Chief Executive Officer

Department: Office of the CEO

File No: GR/17/11

Attachments: 1 [↓](#) Buloke Shire Submission to the Victorian Local Government Rating System Review

Relevance to Council Plan 2017 - 2021

Strategic Objective: Deliver our service in a financially viable way

RECOMMENDATION

That Council:

1. Endorse and submit the attached submission to the Victorian Local Government Rating System Review; and
2. Forward copies to Member for Mildura, Ali Cupper, and Member for Ripon, Louise Staley.

1. Executive Summary

This report is presented to Council to consider a submission to the Victorian Local Government Rating System Review.

2. Discussion

In response to the Parliament of Victoria's Inquiry into the Sustainability and Operational Challenges of Victoria's Rural and Regional Councils the Government has commenced an inquiry into the local government rating system to identify changes that will improve its fairness and equity.

The Minister for Local Government has appointed a Panel to lead the Victorian Local Government Rating System Review and staff and councillors have made verbal representations at a consultation session held in Swan Hill. The Panel is now accepting written submissions until 1 November 2019.

In making this submission (attached), Council has addressed some of the specific consultation questions requested by the Panel, but largely the focus is on the inequity of the rating system on rural areas. The submission includes a table comparing metropolitan, regional and rural Councils, which highlights the very clear and direct relationship between low population density and increasing cost of rates charged.

A copy Council's recently adopted Revenue and Rating Strategy will also be included in Council's submission.

The review will conclude in March 2020, when the Panel provides their recommendations to the Minister.

3. Financial Implications

The attached submission highlights the variance of cost of rates across different municipalities.

4. Cost Shift Considerations

There are no known cost shift considerations to Council.

5. Community Consultation

A lot of the content in this submission follows the development and adoption of the Revenue and Rating Strategy in 2019, which was subject to extensive community consultation efforts.

6. Internal Consultation

This submission has been discussed by Council's Senior Leadership and Finance Teams

7. Legislative / Policy Implications

The final report of the review is likely to recommend changes to the relevant legislation around local government rates.

8. Environmental Sustainability

There are no known environmental sustainability considerations.

9. Conflict of Interest Considerations

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

10. Conclusion

It is recommended that Council endorse and submit the attached submission to the Victorian Local Government Rating System Review.

BULOKE SHIRE COUNCIL

Submission to the Local Government Rating System Review

30 September 2019

The need for a fairer system

In making this submission, Council has considered not only the consultation questions from the discussion paper, but also the adequacy and fairness of the rating system. The initial parts of this submission address elements that are outside of the scope of the review, however it is Council's view that a review of the rating system needs to consider the impact and inequity on rural Victorians.

In 2019, the Buloke Shire Council embarked on developing its first Revenue and Rating Strategy. This was following a period of significant financial challenges where Council had cut \$4 million, from a \$26 million operating budget and 1 in 6 jobs were lost. As a result of these savings measures, key community services levels were either reduced or cut entirely.

In considering where the rating burden should lie (commercial, residential or farming), Council was faced with an extremely difficult situation whereby the farming sector had come off one of the worst drought seasons in recent years, and spending in our businesses had slowed, however the urban population were ageing, predominantly low income and rating affordability had become a vital community issue. Through the community consultation and benchmarking against other Councils, it became evident that the rating system

The following table highlights some of the structural inadequacies of the rating system and how the system disadvantages property owners in rural Victoria.

| Rates Comparison | | | | | | |
|------------------|--------|---------------------|------------------------------|--|-----------|--------------------|
| | CIV | Rates on \$1m House | Population Density per sq/km | Population density by road length (km) | Area sq/m | Total Rate Revenue |
| Stonnington | 0.001 | \$999 | 4052 | 343.79 | 25.6 | \$117,393,000 |
| Boorondara | 0.0012 | \$1,219 | 2,790 | 318.59 | 60 | \$188,207,000 |
| Ballarat | 0.0039 | \$3,920 | 137.4 | 74.37 | 740 | \$122,164,000 |
| Bendigo | 0.004 | \$3,990 | 36.24 | 36.46 | 3048 | \$121,851,000 |
| South Gippsland | 0.0049 | \$4,910 | 8.68 | 13.93 | 3305 | \$43,869,000 |
| Corangamite | 0.0037 | \$3,740 | 3.64 | 6.79 | 4407 | \$22,034,000 |
| Yarriambiack | 0.0063 | \$6,250 | 0.93 | 1.4 | 7158 | \$12,595,000 |
| Buloke | 0.0077 | \$7,699 | 0.77 | 1.16 | 8004 | \$13,691,000 |

The table highlights the clear correlation between lower population density and the high cost of rates on a \$1million house.


The comparison table below between City of Stonnington and the Buloke Shire Council shows the stark inequity of the rating system on rural Victorians. Consider this:

- In Buloke Shire, residents pay 7.5 times higher rates on the same value property
- On top of this, the waste charge is nearly double in the Buloke Shire.
- Yet, the average household income in the Buloke Shire Council is half that of the City of Stonnington residents and the SEIFA index confirms a high level of disadvantage.
- The below statistics do not consider the additional car parking revenue and other revenue generating assets and also the very different service levels that would be experienced by Stonnington and Buloke Shire residents.

| | City of Stonnington | Buloke Shire Council |
|---|----------------------------------|----------------------------------|
| Rates on a \$1million property | \$999 | \$7,699 |
| Average household income | \$1,722 | \$839 |
| Total rates received | \$117,393,000 | \$13,691,000 |
| Rates as a percentage of property values in municipality | .13% | .94% |
| Infrastructure value per head of municipal population | \$5,334 | \$31,351 |
| Relative Socio-Economic Disadvantage of the municipality | 10 (lower level of disadvantage) | 3 (higher level of disadvantage) |
| Waste Charge | \$259.40 | \$413 |

Council was disappointed that the terms of reference of this review left out other grant sources and consider that this review will deal with the underlying issues with the local government rating and revenue system. For small rural Council's like Buloke Shire Council, with a large asset base and low population, the cost of maintaining and renewing infrastructure will remain a significant challenge. With population decline, demographic shifts and impact of climate change on farm income, the ability for ratepayers to continue to afford rates will be questionable.

The recent Rural and Regional Councils Sustainability Reform Program Report commissioned by Local Government Victoria highlighted the above challenges and recommended the establishment of a '*Stabilisation Fund* for infrastructure needs to maintain productivity and liveability in Rural Victoria, focused on at-risk small shires and at-risk communities'. The Buloke Shire Council advocates for a larger review that considers the rating system in



conjunction with other recurrent grant funding opportunities that enhance the affordability and liveability of rural and regional Victoria.

Discussion Paper Questions

1. How regularly does your council assess occupancies for each of the non-rateable exemptions under s154 of the *Local Government Act 1989* (the Act)?

There is a significant portion of DELWP, Department of Education and Department of Health owned land throughout the Shire. Council has not estimated the amount of rates that are foregone as a result of this land being non-rateable, however it would be quite significant in terms of Council's low rate base.

2. What rates and charges does your council declare?

The rating system used by Council for the 2018-19 year is as follows:

- General Rates levied using differential rates based on Capital Improved Valuations multiplied by specified rates in the dollar, being:
 - Residential rates at 100% of the General rate (2018-19: 0.7715 cents/\$CIV),
 - Farm rates at 88% of the General rate (2018-19: 0.6789 cents/\$CIV) and
 - Commercial/Industrial rates at 100% of the General rate (2018-19: 0.7715 cents/\$CIV)
- Municipal Charge levied on all rateable properties, representing 6.4% of total revenue from the municipal charge and general rates, with exemptions for properties making up single farm enterprises and cultural and recreational lands (2018-19: \$170 per property)
- Service Rates and Charges levied for kerbside garbage and recycling for eligible properties (\$413)
- Do you have a revenue and rating strategy to help determine rates and charges under s155 of the Act?
Yes. It was adopted in 2019. A copy of the strategy and policy are attached and form part of this submission.
- How do you engage your community in determining rates and charges?
Council ran a significant community education and consultative process as part of the Revenue and Rating Strategy, including listening posts and surveys across the wider community. Through the annual budgetary process, Council distributes

media released and advertisements calling for submissions to the budget and proposed rate structure.

Council also has information about rates on the website.

- If you use a municipal charge, how do you calculate its level?

For the 2019-23 years, Council maintained the municipal charge at \$170 on the grounds that while it is regressive in nature and it has an adverse impact on lower valued properties, all properties should contribute to its administrative costs.

- What exemptions do you apply for municipal charges?

Municipal Charge levied on all rateable properties, representing 6.4% of total revenue from the municipal charge and general rates, with exemptions for properties making up single farm enterprises and cultural and recreational lands (2018-19: \$170 per property).

3. Do you issue separate notices for Special Rates and Charges, or do you combine them on a single notice?

Council issues a municipal waste charge, which is the only special rate. These are issued on one single notice.

4. How does your council determine general rates (uniform or differential)?

- What criteria does your council use in their application?

Council has a differential system.

- What evidence does your council consider when determining the rates in the dollar for your differential rating categories?

A range of factors have been considered through the development of the rating strategy, including household income, age, disadvantage, farm incomes, benchmarking with similar Councils and service provision.

- Does your council consider what services should be paid for with other income (e.g. municipal/service/special charges)?

The municipal garbage charge is set at full cost recovery to cover the kerbside and waste service for the Council.



5. Please describe the payment options your council makes available to ratepayers?

- Do you provide other payment options (in addition to offering a choice between paying in four instalments or in a lump sum)?

Council also offers a monthly payment option (over nine months).

- Do you provide any incentives for payment of rates such as early payment? What are they?

Council does not offer any early payment incentives.

6. Do you provide any rating rebates and concessions (in addition to State government concessions)?

No. Council only provides the pension concession and Single Farm Enterprise Concession.

7. Do you have a policy for deferment of rates and charges?

The Rates and Charges Financial Hardship Policy relates to the deferring of payment of any rates or charges, or the granting of a waiver of outstanding interest on rates or charges. It does so in accordance with the provisions of sections 170 and 171(a) of the Local Government Act 1989 (the Act).

The deferment or waiver of a debt under the Act will be considered after the ratepayer has exhausted other means of assistance provided by Council in paying the outstanding amount.

8. What issues have you determined when applying rates to land that is becoming, or ceasing, to be rateable?

Annually, over the past 5 years, how many supplementary rates and charges notices have been issued?

Over the past three years, 105 supplementary rate notices have been issued.

9. Do you have a policy regarding treatment of unpaid rates and charges?

- What type of collection activities do you use to recover unpaid rates and charges?

- Letters
- Phone calls
- Payment plans
- Debt Collection Agency



10. What is your council's policy regarding selling land to recover unpaid rates and charges?

Sale of a property for debt recovery purposes will only be undertaken as a last resort where all other means of recovering outstanding rates have failed or where all attempts to locate the owner of the property have been unsuccessful.

- Annually, over the past 5 years, how many times have you undertaken this process?

Council typically only does this once every 2-3 years and would sell between 5-20 properties each time.

- How much has this cost, per instance?

Approximately \$32,000 (This includes selling costs and Debt collection legal charges to properties).

- What issues have you encountered when selling or claiming land?

Properties remained unsold due to location, condition of property and rates owed being higher than property value.

11. What issues have you encountered in providing information for Land Information Certificates?

- Do you provide any updates (verbal or otherwise) to ratepayers/would-be ratepayers for these certificates?

Yes, typically we provide certificates to solicitors during a land/property acquisition process. The solicitors will then call the Revenue Officer for an updated balance before settlement.

12. Other questions

- How many public inquiries on rates do you receive each year? What are some common themes of those inquiries?

Councillors and Council staff would get hundreds of representations from community members every year on rates. The common theme is complaints about how high those rates are, and typically, 'what do I get for these rates'. Quite often, the representations are from farmers who will say that they do not use the town based services (library, swimming pools, footpaths, etc) and do not see a grader very frequently. Most often, the queries focus around what the



ratepayers see as inequity in the provision of service against the amount of rates paid.

-

- What software do you use to administer your rating system?

Lynx property systems

- How many staff do you employ to administer rates and charges?

1EFT

8.2.3 YEAR 3 ANNUAL PLAN 2019/20 - QUARTERLY UPDATE

Author's Title: Chief Executive Officer

Department: Office of the CEO

File No: GS/02/03

Attachments: 1 [Year 3 Annual Plan Comments](#)

Relevance to Council Plan 2017 - 2021

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

RECOMMENDATION

That Council note the progress against the Year 3 Annual Plan 2019/20 – Quarterly Update.

1. Executive Summary

Council, at its Special Meeting 21 June 2017, adopted the Buloke Council Plan 2017-2021 and has subsequently developed and adopted a Year 1, Year 2 and Year 3 Annual Plan for the implementation of the strategic objectives. Quarterly progress reports are to be presented to Council throughout 2019/20.

2. Discussion

The purpose of these Annual Plans is for Council to develop a series of actions, projects, programs and initiatives to achieve on the Council Plan 2017-2021.

Council has received progress reports against the Year 3 Annual Plan throughout the 2019/20 year, and attached is the final report on the Plan.

The attached table highlights the updates against each of the annual plan actions, with solid progress being made against many of the items. Actions that have been noted as complete include:

- Construction of Charlton Park 2020 Facility
- New finance reporting template
- Commencing the partnering with Northern District Community Health Service on the Tactics for Tough Times Project
- Completion of works under stream 3 of Sustainability Victoria funding to retrofit community buildings for better energy efficiency.
- Development of Councillor Professional Development Plan.

Some of the other items that have had notable progress include:

- Deliver on art projects at Sea Lake silo (commenced), Nullawil silo (complete) and Charlton (progressing) murals
- Partnering with the BCG to run a climate change / farm diversification event in October
- Redevelopment of the risk register and presenting to the audit committee
- Maternal Child Health service survey to inform the Municipal Early Years Strategy.

The next update on the Annual Plan will be presented in February 2020.

3. Financial Implications

The costs of the actions were included in the 2018/19 budget.

4. Cost Shift Considerations

There are no cost shift considerations applicable to this report.

5. Community Consultation

The Annual Plan for Year 3 was adopted by Council at the July 2019 Ordinary Meeting, and has been published on the Council website.

The development of the Council Plan included extensive community consultation.

In the past twelve months, as per the planned actions, community consultation on a range of topics including economic development and tourism, community planning, community grants, rate revenue strategy and early years have taken place that have informed the Year 3 Annual Plan.

6. Internal Consultation

Internal consultation has taken place with the wider Management Team.

7. Legislative / Policy Implications

In accordance with the *Local Government Act 1989* Council must prepare and approve a Council Plan.

The 2017-2021 Year 3 Annual Plan reviews the proposed tasks, measures and completion dates for the last financial year, in order to deliver the strategic objectives of the adopted Council Plan 2017-2021 required by the *Local Government Act 1989*.

8. Environmental Sustainability

The natural environment and sustainability considerations are included in many of the proposed actions, and actions already undertaken.

9. Conflict of Interest Considerations

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

10. Conclusion

That Council note the progress made to deliver the strategic objectives noted in the adopted Year 3 Annual Plan for the Buloke Council Plan 2017-2021.

Year 3 Annual Plan - October 2019 Comments

| Deliver our services in a financially viable way | | | | | | | |
|--|--|------------------|---|-----------------|---------------------|-------------|--|
| Action | Description of activity | Strategic Basis | Measure | Completion date | Responsible officer | Status | September Comments |
| Improve our financial planning and reporting | Review and improve the Council finance reporting template | Council Plan 1.1 | New report template implemented | Dec-19 | Aileen Douglas | Completed | New reporting system implemented for management and Council |
| Continuous service improvement for efficient and flexible service | Drive efficiencies through shared service Corporate System partnership (if successful with RTCP funding) | Council Plan 1.2 | Finance, payroll and records system implemented | Dec-20 | Anthony Judd | In progress | Funding successful. Business case addendum underway as per LGV requirements. CEO meetings held monthly |
| Enhance our communication and technology to improve productivity, service delivery and communication with the community. | Review the IT strategy in line with shared service opportunities and sector improvements | Council Plan 1.3 | Review complete and report to Council | Feb-20 | Cecilia Connellan | In progress | Internal project control meetings commenced with monthly discussions to SLT. |

| Build a healthy and active Community | | | | | | | |
|--|---|------------------|--|-----------------|---------------------|------------------------------|--|
| Action | Description of activity | Strategic Basis | Measure | Completion date | Responsible officer | Status | September Comments |
| Seek effective place based services and initiatives focussed on prevention based measures | Partner with Northern District Health to provide localised mental health support services | Council Plan 2.1 | Program commenced | Aug-19 | Rose Harris | Complete (program commenced) | "Tactics for Tough Times". Initial session has taken place in Buloke with 20 attendees with more to come. Person appointed to Counselling role and clients referred through Rural Financial Counsellors. The program focus will now shift to Loddon and Buloke areas after starting off in the Swan Hill and Gannawarra areas. |
| Advocate for accessible public and community transport for all Buloke residents | Through the Flexible Local Transport Program, develop accessible materials on local transport options utilising the information gathered in the stage one baseline report for the Local Mallee Transport Options. | Council Plan 2.2 | Accessible material distributed | October 2019 | Mark Remnant | In progress | North west services mapped and production of information brochures and Eresources underway. Resources launch scheduled for Monday 21 October. |
| Promote and enhance passive and active recreation | Partner with Loddon Mallee Councils and the Mallee Sports Assembly to deliver the Move It Program for over-65's | Council Plan 2.3 | Loddon Mallee Move It Program – 3 sessions ran | Mar-20 | Rose Harris | In progress | Mallee Sports Assembly has been successful in applying for the Buloke Move It Grant. Program to commence in October/November. |
| Develop community plans to enhance the liveability of all Buloke communities | Support the development and implementation of action plans for 10 townships | Council Plan 2.4 | 10 community action plans developed | Mar-19 | Rose Harris | In progress | Action plan template developed and Managers to distribute across October/November to each Forum. Some Forums have already implemented their own Action Plans. |
| Develop a Buloke inclusiveness plan to address access and engagement of all residents. | Work with the Dja Dja Wurrung Clan to progress a local Treaty | Council Plan 2.6 | Treaty negotiations commenced | Oct-19 | Rose Harris | In progress | Initial meeting Balaki Wurrekang held in May. Completed written survey and awaiting next steps under the lead of Dja Dja Wurrung once they have met with all LGAs. |
| Implement the Municipal Early Years Plan and Child & Youth Strategy to address the needs of young people in the Shire. | Review the Municipal Early Years Plan and Youth Strategy | Council Plan 2.8 | Reviews adopted by Council | Dec-19 | Barry McKenzie | In progress | Survey completed and data being compiled for Early Years Plan. Youth Strategy timeframes to be re-considered alongside the Planet Youth work |

| Diversify and enhance the local economy | | | | | | | |
|--|--|------------------|--|-----------------|---------------------|-----------------|--|
| Action | Description of activity | Strategic Basis | Measure | Completion date | Responsible officer | Status | September Comments |
| Strengthen Agribusiness diversification | Develop Rural Land Study to ensure it reflects agricultural activities. | Council Plan 3.1 | Rural land Study adopted by council | Sep-19 | Wayne O'Toole | In Progress | Consultations held and draft study completed. Presentation to Council Briefing in October |
| Capitalise on Tourism opportunities | Implement Economic Development and Tourism Strategy | Council Plan 3.2 | Years 1 and 2 Action Plans implemented | June 2020 | Amber Ricks | In Progress | Implementation underway, with key measures such as the Better Approvals Project, streetscape upgrades, industry gap analysis in progress. |
| Capitalise on Tourism opportunities | Construction of tourism facilities at Lake Tyrrell to capitalise on visitors to the area. | Council Plan 3.2 | construction completed | Dec-20 | Zoe Watts | In Progress | Permit approved and tender has been advertised. Works to commence start 2020. |
| Capitalise on Tourism opportunities | Amenity upgrades at Wycheproof, Nullawil, Culgoa, Berriwillock and Nandaly | Council Plan 3.2 | construction completed | Dec-19 | Daniel McLoughlan | In Progress | Tender let for supply of amenity blocks and construction RFQ's to be let in October. |
| Advocate and facilitate improved and equitable connectivity to promote liveability | Apply for all eligible locations in the State and Federal Governments Mobile Blackspot Program to improve telecommunications and liveability | Council Plan 3.3 | applications submitted | Mar-20 | Mark Remnant | In Progress | List of sites supplied to state and federal governments. No further announcements on funding rounds. |
| Encourage and promote renewable energy options as a driver of economic growth and a sustainable environment | Partner with the BCG to run a climate change / farm diversification event | Council Plan 3.4 | Event held | Dec-19 | Daniel McLoughlan | In Progress | Event to be held 29 October. |
| Seek funding for regional supply chain strategies (Road and Rail) to secure viable market access for Buloke products | Seek funding under state and federal roads upgrade programs (i.e. FCRP, HVSP, R2M) for key freight routes. | Council Plan 3.5 | Grants submitted | Jun-20 | Wayne O'Toole | Not yet started | No funding rounds have been released at this stage. List of key projects identified through Maloney Condition Reports. |
| Promote the lifestyle and economics of living in Buloke | Partner with the community to deliver on art projects at Sea Lake silo, Nullawil silo and Charlton murals | Council Plan 3.2 | Projects completed | Dec-19 | Daniel McLoughlan | In Progress | Nullawil silo completed. Tender let for Sea Lake silo with works to occur through October. Charlton murals planned for November (RFQ not let yet). |
| Enhance community cohesion and attractiveness with well-maintained and functional streetscapes. | Deliver improvements to the main street of Birchip to upgrade safety and implement their streetscape masterplan priorities. | Council Plan 3.7 | construction completed | Sep-20 | Brad Smith | In progress | Plans completed and awaiting final Regional Roads Victoria sign off prior to going to tender. |

| Responding to and enhancing our natural and built environment | | | | | | | |
|--|--|------------------|--|-----------------|---------------------|-------------|---|
| Action | Description of activity | Strategic Basis | Measure | Completion date | Responsible officer | Status | September Comments |
| Reduce the asset renewal gap | Develop ten year capital works plan | Council Plan 4.1 | 10 year capital works plan developed | Jan-20 | | In Progress | Regular meetings commenced. |
| Partner with communities to develop fit for purpose multi use hubs | Construction of Charlton Park 2020 | Council Plan 4.2 | Facility constructed and open to the public | Oct-19 | Paul Fernee | Completed | Project completed and certificate of occupancy granted. Official Opening in October |
| Partner with communities to develop fit for purpose multi use hubs | Construction of Donald Community Multi-Purpose Project | Council Plan 4.2 | Facility constructed and open to the public | Nov-19 | Paul Fernee | In Progress | Works progressing for stage one. Funding to be sought for further stages. Completion November |
| Build community preparedness and resilience to the effects of extreme weather events | Review the Flood Response Plan | Council Plan 4.3 | Flood Response Plan reviewed and endorsed by MEMPC | Feb-20 | Mel Wilson | In progress | The MEMPC have completed the CERA process for 'Riverine Flooding' and the SES are currently updating the river height data for inclusion in the revised plan. |
| Build community preparedness and resilience to the effects of extreme weather events | Finalise the Charlton levee feasibility/business case | Council Plan 4.3 | Council adopted position on the Charlton levee | Feb-20 | Thomas Draffin | In Progress | Cardno engaged and engagement work underway with land owners. Geo-tech complete on old reservoir site and community engagement/survey currently being designed. |
| Enhance the strategic delivery of council assets | Review Councils Suite of Asset Management Plans | Council Plan 4.4 | Asset Management Plans reviewed and presented to Council | Mar-20 | Wayne O'Toole | In Progress | Maloney condition data received and buildings valuation work underway to inform the new plans. |
| Enhance the strategic delivery of council assets | Develop major projects advocacy document in line with Community Plans and other strategies | Council Plan 4.4 | Major Projects Advocacy document developed | Dec-19 | Anthony Judd | In Progress | Internal meetings held and initial list established |
| Support communities' access to recreational water by enhancing our aquatic features | Upgrade facilities at Green Lake | Council Plan 4.6 | Green Lake amenity block constructed | Dec-19 | Paul Fernee | In Progress | Tender let. Construction to commence October/November. To be open by Christmas. |

| | | | | | | | |
|---|--|------------------|--|--------|-------------------------------|-------------|--|
| Become a champion of environmental sustainability through design and practice | Commence Stream 3 of Sustainability Victoria funding to retrofit use community buildings for better energy efficiency. | Council Plan 4.7 | Works completed and funding acquitted. | Apr-20 | Paul Fernee | Completed | All projects completed |
| Improve waste management practices and reduce waste to landfill for improved environmental outcomes | Undertake a review of the Waste Strategy | Council Plan 4.8 | Strategy presented to Council | Oct-19 | Wayne O'Toole / Mark McDonald | In Progress | Presentations held with Councillors. Strategy to be delayed due to the SKM Recycling crisis and the Ministerial review of kerbside |

| Support our Councillors, Staff, Volunteers and the Community to make informed and transparent decisions | | | | | | | |
|---|--|--------------------------|--|-----------------|---------------------|-------------|--|
| Action | Description of activity | Strategic Basis | Measure | Completion date | Responsible officer | Status | September Comments |
| Implement a robust compliance and risk framework to ensure statutory obligations are fulfilled | Redevelop risk register | Council Plan 5.1 | High rated risks presented bi-annually to Council | Jun-20 | Zoe Watts | In progress | Risk register has been redeveloped and presented to Audit Committee. To be presented to Council briefing in November. |
| Ensure the Buloke organisational development strategy supports our culture | Redevelopment of Workforce Development Plan. | Council Plan 5.2 | Plan reported to Council briefing | Dec-19 | Don Elmer | In progress | Review of Plan commenced. Workforce profile developed. Consultation with key internal stakeholders, contributors and senior leadership team to commence. Likely delay in delivery of strategy to early 2020. |
| Ensure our Councillors have support in performing their roles and responsibilities | Implement professional development opportunities for Councillors | Council Plan 5.3 and 5.5 | Councillor professional development plan developed | Aug-19 | Anthony Judd | Complete | Plan developed and presented and agreed upon by Councillors |
| Increase our communication and involvement with the community in decision making | Develop a new complaints handling policy and process | Council Plan 5.5 | report to council | Nov-19 | Travis Fitzgibbon | In progress | Training session to be held in October. Adoption in November |
| Increase our communication and involvement with the community in decision making | Undertake audit of historical items and documents in Council offices | Council Plan 5.5 | Audit published and displayed in offices | Dec-19 | Ryan Hemley | In progress | Audits to be completed between October - December and put in Council's Asset Management system. |

| | | | | | | | |
|--|--------------------------------------|------------------|--------------------------|--------|-------------|-------------|--|
| Recognise our volunteers and support their significant contributions | Implementation of Volunteer Strategy | Council Plan 5.6 | 90% of actions commenced | Jun-20 | Rose Harris | In progress | Of 25 listed actions, 10 are completed, 11 in progress and 5 yet to commence. Opportunities to promote and achieve the Volunteer Strategy include Seniors Week, sporting clubs, community forum conversations and linking to other strategic planning. |
|--|--------------------------------------|------------------|--------------------------|--------|-------------|-------------|--|

8.2.4 ANNUAL REPORT 2018/19

Author's Title: Manager Customer Engagement

Department: Office of the CEO

File No: CM/16/06

Attachments: 1 [↓](#) Buloke Shire Council Annual Report 2018-19

Relevance to Council Plan 2017 - 2021

Strategic Objective: Deliver our service in a financially viable way

RECOMMENDATION

That Council:

1. Receives and notes the Buloke Shire Council Annual Report 2018/19 presented as an attachment to this report; and
2. Advertises that copies of the Annual Report are available at Council's Wycheproof office and on Council's website.

1. Executive Summary

The purpose of this report is for Council to receive and consider the Buloke Shire Council Annual Report 2018/19.

2. Discussion

Sections 131 and 134 of the Local Government Act 1989 (the Act), require that Councils prepare an Annual Report each financial year. A further requirement is for Council to meet to consider the Annual Report after Council has sent the report to the Minister for Local Government. The report highlights the incredible amount of work that the Council has undertaken on behalf of the Buloke community in the 2018/19 year.

3. Financial Implications

The cost of producing the Annual Report is accounted for in the Annual Budget as well as operational costs.

4. Cost Shift Considerations

There are no cost shift considerations.

5. Community Consultation

Council advertised that the Annual Report would be presented at this meeting with 14 days notice or more in each of the three local newspapers as required by the Act.

6. Internal Consultation

The preparation of the Annual Report occurred with input from across the organisation.

7. Legislative / Policy Implications

The Annual Report has been prepared in accordance with Section 134 of the Local Government Act and was supplied to the Minister for Local Government before 30 September 2019.

8. Environmental Sustainability

Council now produces far fewer hard copies of the Annual Report and heavily promotes the digital access of these and all Council reports.

9. Conflict of Interest Considerations

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

10. Conclusion

That Council receives and notes the Buloke Shire Council Annual Report 2018/19 and advertises its availability.

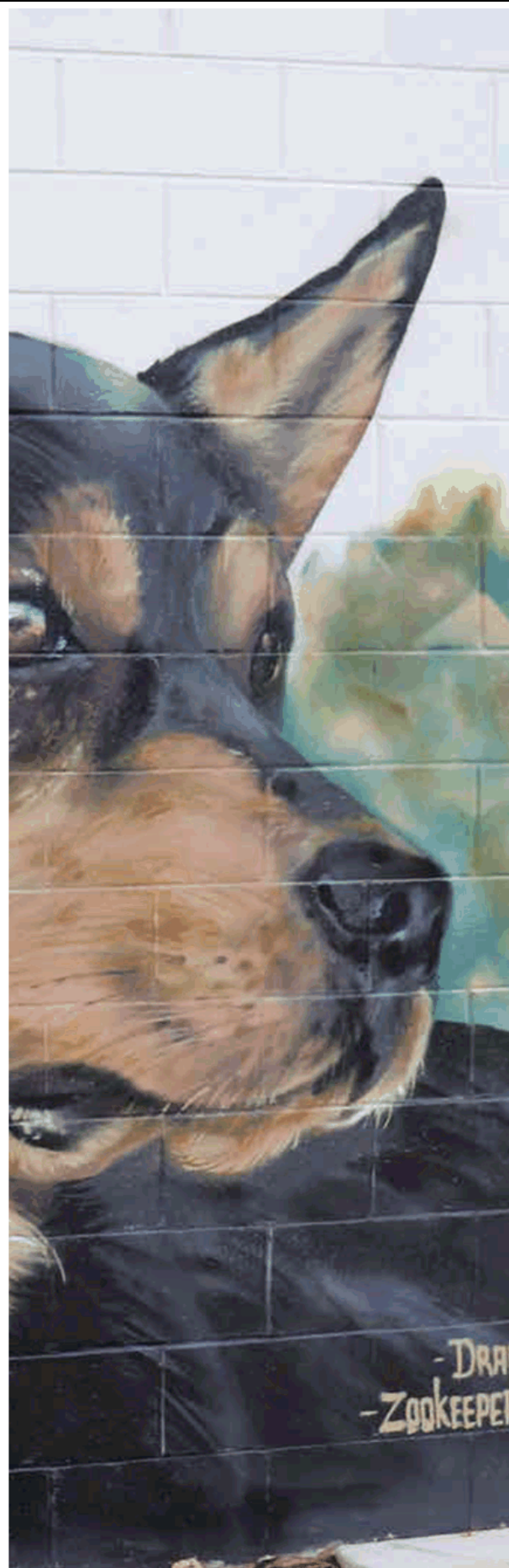
ANNUAL REPORT 18/19



BULOKE
SHIRE COUNCIL

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INTRODUCTION

SNAPSHOT OF COUNCIL

The Buloke Shire is located in the north west of Victoria between 210 and 360 kilometres from Melbourne.

It is bounded by both the Mildura and Swan Hill Rural Cities in the north, Gannawarra and Loddon Shires in the east, Northern Grampians Shire in the south and Yarriambiack Shire in the west.

Buloke is a predominantly rural area. The main townships are Birchip, Charlton, Donald, Sea Lake and Wycheproof. The Shire also comprises smaller townships of Berriwillock, Culgoa, Nandaly, Nullawil and Watchem.

Buloke encompasses a total land area of 8,000 square kilometres and is approximately 140 kilometres long and 60 kilometres wide.

Council maintains a road network spanning 5,302 kilometres. There are also 747 kilometres of roads under State Government control within Buloke.

The two main highways servicing the Buloke are the Calder Highway and the Sunraysia Highway. Both highways run north and south through the Shire.

Land is used largely for agriculture, particularly grain (wheat, oats and barley) production and sheep grazing.

The Buloke Shire is named after the 'buloke' or 'bulloak' tree, 'Allocasuarina Luehmannii' which is common in the area and the feature of the Buloke Shire logo.





NUMBER CRUNCHING



16,660
Incoming calls

47,103



Email enquiries to
buloke@buloke.vic.gov.au

1,320



Animal registrations



6,259

Rates notices issued



51

Kilometres of
road sealed

23

Kilometres of
gravel roads resheeted



50

Births



57

Planning permits
received



2,442

Social media
followers

670,572

Website visits



31,688

Pool visits



Resource Usage:

Diesel 398,640 Ltr,
Unleaded 33,362 Ltr,
Electricity 805 MWh,
Water 117,000,000 Ltr

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HIGHLIGHTS AND MAJOR ACHIEVEMENTS



The highlights and major achievements for the 2018/19 year are presented under the themes of the Council Plan 2017 -2021 and are reflective of the consistent effort and delivery across the whole year as Council achieved the Annual Plan – Year 2.

The combination of the Annual Plan and the annual review of the Council Plan benefits in delivering projects, initiatives and events right across the year.



DELIVER OUR SERVICES IN A FINANCIALLY VIABLE WAY

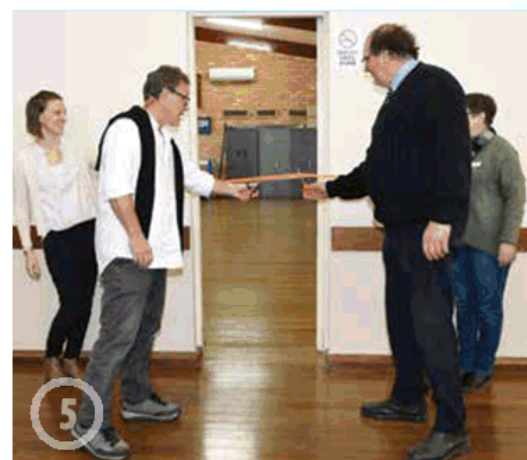
- 1** Council adopted its Annual Budget 2019/20 at a Special Meeting of Council held on 19 June 2019.
The defining budget, which reflects Council's commitment to long term financial sustainability, includes the repayment of the \$7 million loan taken out in 2014.
- 2** The Long Term Financial Plan 2018/19-2028/29 was adopted by Council in February. The purpose of the plan is to express in financial terms the activities that Council proposes to undertake over the medium to longer term to achieve its stated objectives.
- 3** Council adopted its Revenue and Rating Strategy in May. The purpose the strategy is to set out the system of rates and charges adopted by Council for the purposes of distributing the rates burden across the municipality on a fair and equitable basis.

- 4 Council's new website was launched in March. The upgrade has greatly enhanced Council's use of information communication technology and improves communication with the community.

BUILD A HEALTHY AND ACTIVE COMMUNITY

- 5 Buloke Library Service was launched in July with community members and school students attending the launch held in Charlton which featured celebrated author and illustrator Graeme Base, of "Animalia" fame.
- 6 Council staged its inaugural Australia Day Eve event to award its annual awards. The event, held in Wycheproof, was well attended by community members from right across Buloke and featured a Citizenship Ceremony and guest speakers Professor Greg Sassella and Lawrence Money as part of the Australia Day Ambassador program.

Alison McClelland (Citizen of the Year), Blair Gould (Young Citizen of the Year) and the Buloke United Walk (Community Event of the Year) had their amazing contributions to the community acknowledged winning the prestigious awards.



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7 A community event to celebrate the return of water to Green Lake was held in October. The completion of the project, managed by GWMWater's Project Delivery Team, was marked with a tap turning ceremony with Minister for Water Lisa Neville doing the honours. This was a significant project for the community of Sea Lake and beyond and the celebration reflected this.

8 Council showed its support for the 16 Days of Activism campaign which aims to make gender inequality and disrespectful behaviour unacceptable. Council took part by sharing information with staff and the community to help raise awareness. The Mayor and CEO played their part by painting their hands orange for use in shared media materials.

9 Councillors and senior staff met with members from Dja Dja Wurrung Clans Aboriginal Corporation (DDWCAC) on Dja Dja Wurrung land in Charlton in May.

The discussions focused on Balaki Wurrekang (Mob talking to Mob) - Treaty Engagement for Local Government Authorities. DDWCAC are currently engaging with 11 councils including Buloke, this work will be fed to the Treaty Commission.

10 Council adopted a Flag Flying Policy in November. The policy was used to fly different flags (alongside the Australian and Aboriginal flags) for celebrations and campaigns. Council flew the Rainbow Pride Flag to celebrate and promote the International Day against Homophobia, Biphobia, Interphobia and Transphobia, the Country Racing Victoria Flag to help promote the Mt Wycheproof Cup Day and the Victorian Flag, at half-mast, to pay respect to the lives lost in the Christchurch tragedy in early 2019.

Council has also committed to the flying of the Torres Strait Island Flag to celebrate NAIDOC week.



- 11** Council continued its relationship with the North Central Local Learning and Employment Network to deliver the Engage! Youth Program.

Each month our younger generation spend some time with Councillors at a Briefing to give their perspective on life in Buloke.

- 12** As part of the implementation of the Municipal Early Years Plan and the Child and Youth Strategy Council rolled out supported playgroups in Charlton and Watchem. These sessions, known as 'SmallTalk Playgroups', are proving hugely popular. Sessions will be implemented in other towns.

- 13** 100% immunisation rates were again achieved for 2018. Council's immunisation nurses work tirelessly to ensure that all children who are eligible to be immunised can receive their vaccinations and are provided with protection against all vaccine preventable diseases.

- 14** The Birchip Early Learning Centre officially opened in May. The co-location of this centre with the P-12 school will have untold advantages in resource sharing and with Maternal Child Health Services in the precinct gives Birchip an all-encompassing facility for the towns youth to learn and grow.

DIVERSIFY AND ENHANCE OUR LOCAL ECONOMY

- 15** The Economic Development and Tourism Strategy was adopted in July. It examines the current trends in population, economic drivers and tourism markets and builds on these through eight strategies that will ensure that the Buloke Shire is an attractive place to invest. The strategy also sets out a clear action plan for implementation to drive economic activity over the coming four years.

- 16** Council's Economic Development and Tourism Advisory Committee met for the first time in February. The committee, a recommendation of Council's Economic Development and Tourism Strategy, works together with Council officers to implement the strategy.

- 17** \$1 million of drought funding was announced for the Shire in Charlton in March.

The funding, from the Federal Government's Drought Community Program, will be spent on infrastructure projects to be undertaken across Buloke Shire by the end of 2019 and will use local tradespeople and suppliers where possible.



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- 18** Apex Park in Sea Lake undertook a transformation. A cleaner and more family friendly space includes a fantastic covered playground to complement the street art in Howard Lane.

- 19** Council was one of seven councils across northern Victoria and southern New South Wales to receive funding from the Federal Government's Regional Growth Fund for foreshore redevelopments and upgrades.

It was announced that Buloke would receive \$2.9 million to undertake the Lake Tyrrell Infrastructure Development Project as well as riverfront developments in both Charlton and Donald. The three projects are worth a combined \$5.84 million.

- 20** Council teamed up with Small Business Victoria and the Department of Jobs, Precincts and Regions to design a more streamlined and simplified permit approval process.

The results of the Better Approvals Project, a collaborative effort that will make doing business easier, will be rolled out in November 2019.



RESPONDING TO AND ENHANCING OUR BUILT AND NATURAL ENVIRONMENT

- 21** Council hosted surrounding councils and lead agencies at a Roadside Management Forum held in Wycheproof in July.

The forum was put together to find a better way forward for the management of roadsides and the balancing of the various safety and biodiversity responsibilities. This event was well attended with more than a dozen organisations represented.

- 22** Works commenced on the intergenerational projects in Charlton and Donald. The \$4.2 million Charlton Park project and the \$2.3 million Donald Community Precinct Redevelopment project, both funded by the Federal Government, State Government, Council and the community will be completed in late 2019.

- 23** Stage 1 of Birchip Streetscape Improvements Project became fully funded following an announcement of \$320,000 from the State Government.

The works will improve the safety of road users, improve pedestrian access and create a bike lane. In addition, there will be landscaping to improve the aesthetics of Cumming Avenue.

- 24** Amenity Upgrades at Lake Tchum, Watchem Lake and Wooroonook Lakes were completed. The projects at three of Buloke recreational lakes are an important investment in tourism in the area and welcome improvements for locals who enjoy the lakes.



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25 Beginning in July, Council has delivered an \$11 million Flood Road Restoration Program. These works have rectified roads right across the Shire left damaged by the 2016 flood event.

26 Council established a household battery collection point at its Wycheproof office. Council is working together with Loddon Mallee Waste and Resource Recovery Group to reduce the number of batteries going to landfill.

27 Council erected E-Waste storage sheds in Birchip and Sea Lake. Council secured State Government funding for essential infrastructure requirements leading up to the e-waste ban to landfill introduced on 1 July 2019.



SUPPORT OUR COUNCILLORS, STAFF, VOLUNTEERS AND THE COMMUNITY TO MAKE INFORMED AND TRANSPARENT DECISIONS

28 Cr Carolyn Stewart was elected Mayor at a Special Meeting of Council held in Wycheproof on 14 November 2019 replacing the outgoing Mayor Cr David Pollard. Cr Daryl Warren was returned as Deputy Mayor.

29 The Buloke Integrated Community Plan was officially launched at a special event in Berriwilllock that coincided with the official opening of the Berriwilllock Synthetic Bowling Green.

The Buloke Integrated Community Plan is a key outcome of the Building Buloke 2030 project and sits alongside the 10 Community Plans devised for each township in the Shire and was partially funded by the Federal Governments Building Better Regions Fund.

30 The Volunteer Strategy was adopted in July and prioritises six key strategies in which Council will support volunteering in Buloke. All communities within Buloke rely heavily on volunteers and this strategy provides a commitment to strengthen and support those volunteers within the community and Council.

31 Council adopted its first ever Customer Service Strategy in September. The strategy sets out the organisation's commitment to customer service and provides a clear way forward in meeting the service needs of our customers now and in the future.

32 A new Community Local Law was made in June. The purpose of the Community Local Law is to secure community safety, protect public assets and enhance community amenity.

33 Council held its Annual Community Forum Summit in April as part of the consultation process for the Annual Budget.



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CONTRIBUTIONS AND DONATIONS 2018/19

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This Estey Reed organ at the Nullawil Historical Society was restored with funding from Council.

Each year Council undertakes a Community Grants Program and a Sustainability Grants Program as well as contributing to many local events and causes.

| Recipient | Description | Amount |
|--|--|-----------|
| Birchip P-12 College | Birchip Arts Show | 500.00 |
| Birchip Business Learning Centre | Birchip Connect Project | 1,000.00 |
| Birchip Community Centre | Keep Pumping Recycled Stormwater Greening Project | 10,000.00 |
| Tyrrell College | State Schools Spectacular | 1,000.00 |
| North Central LLEN | Great Victorian Bike Ride | 500.00 |
| Charlton Rotary Club | Charlton Arts Show | 500.00 |
| Birchip P-12 School | Showcasing area to St Albans students/teachers | 250.00 |
| Coonooer Bridge Recreation Reserve | War memorial and surrounds improvement project | 1,000.00 |
| Donald Bridge Club | 2018 Bridge Congress | 500.00 |
| Donald Lions Club | Restoration of VRI hall | 1,000.00 |
| Lions Club of Wycheproof | Armistice Day event | 1,000.00 |
| Golden Grains Museum | Golden Grain Museum support Armistice Day Ceremony | 200.00 |
| Birchip Business and Learning Centre | "Why Can't I?" Family Violence Prevention project | 250.00 |
| Wycheproof Resource Centre | Fruit Fly Eradication Project | 3,000.00 |
| Charlton Bowling Club | Edging on the Ditches Project | 2,000.00 |
| Nandaly Public Hall | Hall Air-conditioning | 2,000.00 |
| Donald Mens Shed Inc. | Hearing and Awareness Project | 1,200.00 |
| Nullawil Historic Society | Nullawil Remembers Celebrations | 2,000.00 |
| Tchum Lake Aquatic Inc. | New Years Eve 2018 Function Sponsorship | 250.00 |
| Birchip Business Learning Centre | Below Zero Festival | 500.00 |
| WycheVision | Mountain of Fun Fest | 500.00 |
| Donald Learning Group | Over The Farm Gate | 250.00 |
| Charlton Neighbourhood House | Charlton Neighbourhood House Sponsorship | 2,000.00 |
| Murray Valley Croquet Association Inc. | Regional Croquet Championships | 200.00 |
| Charlton Forum | Buy Local Christmas Promotion | 500.00 |
| Birchip Community Forum | Community Forum Sponsorship 2018-19 | 1,000.00 |
| Charlton Forum | Community Forum Sponsorship 2018-19 | 1,000.00 |
| Nandaly Progress Association | Community Forum Sponsorship 2018-19 | 1,000.00 |
| Watchem Progress Association | Community Forum Sponsorship 2018-19 | 1,000.00 |
| Berriwillock Community Development | Community Forum Sponsorship 2018-19 | 1,000.00 |
| Donald 2000 | Community Forum Sponsorship 2018-19 | 1,000.00 |
| Nullawil Progress Association | Community Forum Sponsorship 2018-19 | 1,000.00 |
| Advance Sea Lake | Community Forum Sponsorship 2018-19 | 1,000.00 |
| WycheAlive | Community Forum Sponsorship 2018-2019 | 1,000.00 |
| Culgoa Development Group | Community Forum Sponsorship 2018-2019 | 1,000.00 |

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| | | | |
| | Recipient | Description | Amount |
| | Watchem Progress Association | Buy Local Christmas Promotion 2018 | 200.00 |
| | Berriwillock Community Development | Buy Local Christmas Promotion 2018 | 200.00 |
| | Donald 2000 | Buy Local Christmas Promotion 2018 | 500.00 |
| | Nullawil Progress Association | Buy Local Christmas Promotion 2018 | 200.00 |
| | Advance Sea Lake | Buy Local Christmas Promotion 2018 | 500.00 |
| | Culgoa Development Group | Buy Local Christmas Promotion 2018 | 200.00 |
| | Birchip Forum | Buy Local Christmas Promotion 2018 | 500.00 |
| | WycheAlive | Buy Local Christmas Promotion 2018 | 500.00 |
| | Donald P & A Society | Sponsorship 2018 Donald Ag Show | 100.00 |
| | Charlton P & A Society | Sponsorship 2018 Charlton Ag Show | 100.00 |
| | Birchip Harness Racing Club | Birchip Harness Racing Club Cup Day Sponsorship | 500.00 |
| | Donald and District Racing Club | Donald Racing Club Cup Day Sponsorship | 500.00 |
| | Mt Wycheproof & District Racing Club | Mt Wycheproof and District Racing Club Cup Day Sponsorship | 500.00 |
| | Charlton Forum | Australia Day Ceremony Contribution | 500.00 |
| | Nullawil Progress Association | Australia Day Ceremony Contribution | 500.00 |
| | Nandaly Progress Association | Australia Day Ceremony Contribution | 500.00 |
| | Watchem Progress Association | Australia Day Ceremony Contribution | 500.00 |
| | Berriwillock Community Development | Australia Day Ceremony Contribution | 500.00 |
| | Donald 2000 | Australia Day Ceremony Contribution | 500.00 |
| | Advance Sea Lake | Australia Day Ceremony Contribution | 500.00 |
| | WycheAlive | Australia Day Ceremony Contribution | 500.00 |
| | Culgoa Development Group | Australia Day Ceremony Contribution | 500.00 |
| | Birchip Forum | Australia Day Ceremony Contribution | 500.00 |
| | Charlton Harness Racing Club | Charlton Harness Racing Club Cup Day Sponsorship | 500.00 |
| | Charlton College - Chartsec | Solar Power for Chartsec | 3,795.00 |
| | Donald Scout Hall Committee | Donald Scout Hall Solar Panels | 2,500.00 |
| | Tchum Lake Aquatic Club | Tchum Lake Saving With Solar | 5,675.00 |
| | Wooroonook Lakes Foreshore | Water for Wooroonook Lake | 10,201.00 |
| | Tchum Lake Aquatic Club | Water for Tchum Lake Aquatic Club | 6,600.00 |
| | Watchem Lake and Reserve Committee | Water for Watchem Lake and Recreation Reserve | 2,394.00 |
| | Donald Football Club | Water for Folletti Lake Donald | 805.00 |

Recipients will contribute to

| Recipient | Description | Amount |
|---|--|----------------------|
| Sunraysia Highway Committee | Contribution | 1,000.00 |
| LEAD Loddon Murray | Sponsorship of one place in the Loddon Murray Community Leadership Program | 7,000.00 |
| Donald Golf & Bowls Club Inc. | Buloke Hobsons Bay Bowls tournament | 916.00 |
| Goodwin Homes | Unit maintenance | 1,399.14 |
| DE & HE Hoffman - The Hoffmans | The Hoffman's Duo – performers for Seniors Week Activities | 450.00 |
| Charlton Rex Theatre Museum Ltd | Hire of the Rex Theatre for Seniors Week | 250.00 |
| Birchip Senior Citizens | Christmas Function 2018 | 500.00 |
| Charlton Senior Citizens | Christmas Function 2018 | 500.00 |
| Culgoa Development Group | Christmas Function 2018 | 300.00 |
| Nullawil Senior Citizens | Christmas Function 2018 | 500.00 |
| Sea Lake Senior Citizens | Christmas Function 2018 | 500.00 |
| Wycheproof Senior Citizens | Christmas Function 2018 | 500.00 |
| Donald Lions Club | Christmas Function 2018 | 500.00 |
| Donald Senior Citizens | Seniors Festival Funding | 238.30 |
| Wycheproof Senior Citizens | Seniors Festival Funding | 238.30 |
| Sea Lake Senior Citizens | Seniors Festival Funding | 238.30 |
| Nullawil Senior Citizens | Seniors Festival Funding | 238.30 |
| Charlton Senior Citizens | Seniors Festival Funding | 238.30 |
| Birchip Senior Citizens | Seniors Festival Funding | 238.30 |
| Goodwin Homes | Unit maintenance | 1,399.14 |
| Charlton College | L2P Program 2018/19 | 28,500.00 |
| Berriwillock Recreation Reserve | Recreation Reserve Allocation 2017/2018 | 3,500.00 |
| Charlton Parks Committee | Recreation Reserve Allocation 2017/2018 | 35,200.00 |
| Donald Recreation Reserve | Recreation Reserve Allocation 2017/2018 | 43,200.00 |
| Birchip Leisure Centre | Recreation Reserve Allocation 2017/2018 | 32,100.00 |
| Nullawil Recreation Committee | Recreation Reserve Allocation 2017/2018 | 22,000.00 |
| Nandaly Hall and Recreation Reserve | Recreation Reserve Allocation 2017/2018 | 2,000.00 |
| Watchem Progress Association | Recreation Reserve Allocation 2017/2018 | 4,200.00 |
| Wycheproof Recreation Reserve | Recreation Reserve Allocation 2017/2018 | 33,100.00 |
| Sea Lake Community Centre | Recreation Reserve Allocation 2017/2018 | 37,400.00 |
| Watchem Progress Association | Watchem mowing | 5,000.00 |
| Loddon Mallee Waste and Resource Recovery Group | Contribution | 1,200.00 |
| | | \$ 348,814.28 |

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CHALLENGES AND FUTURE OUTLOOK

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In developing the Council Plan 2017-21 Council considered the challenges facing the Shire and developed strategies in relation to these challenges. Council delivers these strategies and the resultant actions by developing an Annual Plan for each year of the four years of the current Council Plan.



The key challenges facing Buloke are:



AGEING INFRASTRUCTURE

Communities have historically relied on meeting face to face and there are currently some thirty-five buildings across the Shire where people meet at least once during the year. Many of these buildings existed prior to the 1970's and need substantial upgrades which represent significant financial future cost on communities.



INTERNET ACCESS

Buloke Shire has poor internet connectivity across significant areas. Recently 5,422km of roads were tested in Buloke Shire and the results show that only seven towns in Buloke Shire: Birchip, Charlton, Culgoa, Donald, Sea Lake, Nandaly and Wycheproof, have reasonably good coverage by all three carriers. Ten kilometres outside of these centres and pervasive black spots become extensive.



QUALITY HOUSING STOCK

A number of Buloke communities have recently celebrated 125 and 150 year anniversaries. This is reflected in the age and condition of housing stock. There are some 3,186 structural dwellings in Buloke with an 83.4% occupancy rate. The average house price in Buloke is \$82,000 and Buloke currently has 930 single person households.



FURTHER EDUCATION

Local access to further education is restricted to online access. Face to face learning requires travelling some 100 kilometres to attend a physical institution. 13.6% of our young people aged 20-24 are attending university or other tertiary institutions compared with 32.6% across Victoria. This results in only 14% of Buloke residents aged 25-44 holding a degree compared with 29.8% across Victoria. 9% of young people between 15 and 19 years are disengaged from education and employment compared with 5.8% across Victoria.



TRANSPORT ACCESS

Public transport is extremely limited in Buloke. Communities are addressing the gap with volunteer based community transport programs. 2.9% of Buloke residents travelled to work by public transport, walking or cycling compared with 14.3% across Victoria.



CLIMATE CHANGE

Buloke's agricultural sector is continually adapting to the changing climate in the Southern Mallee. Climate change impacts significantly on the agricultural sector, potentially changing the mix of agricultural enterprises in the region. There is a need for a broader community response to maintain economic viability. Rainfall has been below average across much of southeast Australia since 1997. Temperatures in Australia have risen by 0.9 °C since 1910.



OTHER CHANGING DEMOGRAPHICS

Anecdotal evidence suggests a shift in the demographic landscape in Buloke. Data shows that 100 per cent of dwellings for rent in Buloke are deemed affordable to Centrelink recipients and an increase in enhanced maternal child health clients reflects some more complicated factors for guardians of small children.

Buloke is embracing emerging economic development and tourism opportunities within the Shire and we work toward these thriving now and into the future.

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MAYOR'S MESSAGE

MAYOR, CR CAROLYN STEWART

On behalf of Council it gives me great pleasure to present the Annual Report 2018/19. Every year this report provides a great opportunity to reflect over the year and celebrate the achievements of Council and community.

The Year Two Annual Plan saw many projects and initiatives delivered, which will be reported in this document. The Buloke Shire Council Plan 2017-2021, which sits above each Annual Plan, was ambitious but achievable.

Council is delivering on its commitment to the community as we implement a range of strategies and action plans to improve life in Buloke.

The Building Buloke 2030 project represents the largest consultation program and community planning project ever undertaken by Council. Coming from this work is the Buloke Integrated Community Plan and ten Community Plans, one for each of our townships. The commitment and vision of our communities, Councillors and staff has delivered a blueprint we can all work

towards together. I am very proud of these documents and I am sure we will all derive great pride in realising these goals.

The Economic Development and Tourism Action Plan is producing significant results and this will continue to build. The engagement of an advisory committee is assisting in delivering this action plan and ensuring a positive future for a growing part of Buloke.

Buloke Shire and the Rural Living Campaign are all about providing equal services for everyone. The opening of the Birchip Early Learning Centre is a fine example of a new co-located facility that supports our community.

Again in Buloke we had to deal with the adversity of drought and the challenges of a one in 200-year storm event, whilst still picking up the pieces from the 2016 floods.

Council undertook a flood road restoration program in excess of \$10 million whilst still delivering our regular road program. I congratulate our staff on their hard work and dedication on delivering these programs.

There were also times to celebrate throughout the year. Council held its first ever Australia Day Eve event to mark our Buloke Shire Council Awards. This was a highly successful night that also involved great speakers as part of the Australia Day Ambassador Program and a Citizenship Ceremony.

There was also the returning of water to Green Lake. A long held dream of the Sea Lake community to see their social focal point's life renewed. In a year of highlights, this was a true standout.

I would like to take this opportunity to thank the community for their involvement in many periods of consultation undertaken by Council over the last year and for their willingness to give up their time to lend their experience to special committees and advisory groups.

I look forward to continuing to deliver on the Council Plan alongside the community with several intergenerational projects set to begin or be completed at Charlton Park, Donald Recreation Reserve and Lake Tyrrell over the next 12 months.

A big thank you to CEO Anthony Judd and staff for their work throughout the year. We are very lucky to have a committed group of people delivering for our community each day. They reflect a true Buloke commitment of hard work and determination to succeed.



CHIEF EXECUTIVE OFFICER'S MESSAGE

ANTHONY JUDD

What an amazing year it has been for Buloke Shire Council. There have been many achievements and significant highlights as we undertook the Year Two Annual Plan and continued to deliver on your Council Plan.

The Building Buloke 2030 project was an amazing undertaking that was finalised in the last year. To see such buy in from the community, working alongside staff and Councillors, and realise ten community plans and an Integrated Buloke Shire Community Plan is incredibly exciting. Our community knows what it wants to look like in ten years, and importantly we now have a clear plan on how to get there.

The event to mark the return of water to Green Lake in October will stay with me forever. A community that has endured long periods of drought had been without its key social meeting point. The joy and sense of achievement that night was palpable, not only could you feel it, you could see it. One of Buloke's great assets is alive again.

Our Council delivered library service commenced in July, putting a range of books, magazines, DVDs, audio and eBooks weekly into nine townships and providing online access to a wide range of resources. This is an amazing service that will continue to develop with the communities.

A range of important documents were adopted which will shape our future. Built with strong consultation were Council's Revenue and Rating Strategy, Long Term Financial Plan, Community Local Law, Economic Development and Tourism Strategy, Customer Service Strategy, Volunteer Strategy and Annual Budget. Thank you to our community for the willingness to participate in the drafting of these documents.

Council is striving to build a better Buloke. It is not a throwaway line. We partner with a range of other organisations to deliver outcomes for the community and have successfully advocated for improvements to roads, child health and mobile blackspots.

We are building large scale projects at Charlton Park, Donald Recreation Reserve and Lake Tyrrell and have delivered a flood road restoration program worth more than \$10 million. In addition to these projects we have built amenity upgrades worth close to \$1 million at Lake Tchum, Watchem Lake and Wooroonook Lakes and are about to undertake a \$1million Drought Communities Program into townships right across Buloke.

We want to work with and provide for our community better. We are embracing an all of organisation approach to customer service and are making it easier for the community to interact with Council online on our new website and social media and through traditional face to face service and newspaper communication.

I would like to take this opportunity to thank Councillors, staff, businesses, community groups and the Buloke community for their leadership and support over the last twelve months. The staff at Council are incredibly committed and passionate about seeing the Buloke community thrive and work hard to make a difference each and every day. I am inspired about what we can all achieve together to build a better Buloke.

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DESCRIPTION OF OPERATIONS

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Buloke Shire is a public statutory body under the *Local Government Act 1989* (Victoria). The Act sets out the primary purposes and objectives of the Buloke Shire and defines its functions and powers.

The Buloke Shire's main administrative office is located in Wycheproof. The organisation also operates facilities, services and administrative functions from more than twenty other locations in Birchip, Charlton, Donald and Sea Lake.

Buloke Shire Council provides an extensive range of services that support and enhance the lives of our community.

OUR COUNCIL

COMMUNITY DEVELOPMENT

OUR PEOPLE

Aged and Disability Services

This service provides a range of maintenance and support services to assist frail older people and younger people with a disability to live independently at home. Council's service provides domestic assistance, personal care, respite care, home maintenance, meals services, volunteer coordination and five senior citizens centres. These services are integral to allowing many people to stay living in their homes.

OUR PERFORMANCE

Community Grants

This service provides donations, allocations and support to groups in the community that contribute to services that connect and involve the local area.

GOVERNANCE

Community Support

This service develops links between and within the communities in the Shire and works with local communities and groups to access community projects recognised as priorities. It supports a range of youth services and provides a pathway for young people to have their voice heard by Council. The service also facilitates economic development throughout the Shire and provides support to local businesses and assists in the promotion of tourism.

FINANCIALS

Early Years

This service is to advocate for the wellbeing of children and their families and ensure it is supported through planning and service development. The service supports pre-school services in five towns, delivers maternal and child health and a supported playgroup program.

Public Health

This service promotes the health and well-being of the Shire's local communities through a range of Public Health Programs including immunisations, food surveillance and registration of food premises, accommodation standards and waste water management.

Environmental Planning

This service manages Council's Environmental Compliance and Sustainability Programs and Services.

Library Services

This Council delivered service provides library services to the townships of Berriwillock, Birchip, Charlton, Culgoa, Donald, Nullawil, Sea Lake, Watchem and Wycheproof.

Municipal Emergency Management

This service develops, coordinates and delivers Council's Municipal Emergency Management Plan and coordination of the Municipal Operation Coordination Centre and associated software.

CORPORATE SERVICES

Finance

This service encompasses all areas of financial reporting, rates, debtors and creditors for Council. Expenses include loan interest, internal and external audit fees, property valuation fees and other miscellaneous corporate expenses.

Governance

This service provides for Councillors and the organisation's overall governance services. This includes Records Management Services as well as corporate risk management and insurance programs.

Information Technology

This service is to provide the organisation with Information and Telecommunication Services.

Human Resources

This service provides the organisation with recruitment, training, organisational development, occupational health and safety.

EXECUTIVE OFFICE

Customer Service

This service provides for both internal and external customers by resolving the majority of customer enquiries, requests and payments at the first point of contact.

Executive Administrative Support

This service provides administrative support to Councillors and Executive Leadership and is responsible for the distribution of Council agendas.

Media and Communications

This service is responsible for the management and provision of advice on external communication, in consultation with relevant stakeholders on behalf of Council. The service is responsible for outgoing media releases, social media and advertising.



| | | |
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| THE YEAR IN REVIEW | WORKS AND TECHNICAL SERVICES | Development Services The purpose of the Development Services team is to provide Statutory Planning, Building Services and Compliance and Local Laws services. This department also includes areas such as Fire Hazards, Dog and Cat registration and control and stock control. |
| OUR COUNCIL | Assets and Project Management This service is to provide for the management, design and administration of Council's assets and Infrastructure services, including planning management of the Capital Works Program. | Swimming Pools This service manages and operates seven seasonal swimming pools, from the third week in November to the third week in March annually. |
| OUR PEOPLE | Property Maintenance This service is to provide Property Maintenance Services to a range of Councils building-based assets, focusing on the upkeep and renewal of buildings. This area maintains in excess of 250 buildings across the Shire and aims to keep them maintained in a fit for purpose state. | Urban Areas This service manages and coordinates Council's parks, gardens and urban infrastructure providing routine, preventative and ongoing maintenance and improvements. |
| OUR PERFORMANCE | Recreation This service provides recreational facilities and support to community run recreation reserves in ten towns across the Shire, as well as governance support to community recreation clubs and committees. | Waste and Environment Waste and Environment Services is responsible for the maintenance and improvement of Council's landfill and transfer stations as well as providing a Residential Kerbside Garbage and Recycling Service in all towns within the Shire. |
| GOVERNANCE | Recreational Lakes This service provides a contribution to the management and development of the Recreational Lakes including Tchum, Watchem and Wooroonook Lakes. Council undertakes toilet cleaning at the lakes outside the summer peak period. | ECONOMIC FACTORS The large area and dispersed population increases the costs of delivering services to our communities when compared to metropolitan Councils. The average cost per unit service can be up to three times greater than supplying the same services in a metropolitan area. |
| FINANCIALS | Road Services This service is to provide road maintenance for the 1100km of Sealed, 650km Gravel and 3800km of Earth roads across the Shire. The income relates to Local Roads Funding received from Victorian Grants Commission. | Approximately 15% of our ratepayers are pensioners entitled to the pensioner rebate. Rate increases can have a significant impact on the disposable income of a significant proportion of our community. Council has a Rates and Financial Hardship Policy in place to assist people who are facing financial hardship in paying their rates. During periods of adverse weather conditions, such as floods or drought, there is an impact on Council's rural ratepayers' ability to pay rates and the Financial Hardship Policy offers opportunities to discuss payment arrangements. |
| | Saleyards This service provides for the management and administration of Councils Saleyards Precinct at Wycheproof for external Livestock Agents to sell livestock. | Council's infrastructure, particularly its roads and buildings continue to age and deteriorate, and with changes to population and demographics it is critical that all assets are assessed for their affordability and usefulness to the community into the future. |



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MAJOR ECONOMIC DEVELOPMENT AND TOURISM STRENGTHS

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- Land and environment suited to broadacre cropping, coupled with over 150 years of inter-generational expertise in growing grains.
- Industry driven capabilities in innovation and research and development in broadacre farming.
- Land and environment suited to extensive livestock and intensive livestock production. Extensive sheep grazing has a long history in the Shire, with Wycheproof recognised as the largest store sheep selling centre in regional Victoria. Intensive pig production and cattle lot feeding are well established in the Shire, and there has been recent growth in intensive poultry growing (for both meat and table eggs).
- Assets that attract visitors, including Victoria's largest salt lake (Lake Tyrrell), an acclaimed silo art trail (in adjacent Yarriambiack Shire, drawing visitors through Buloke), heritage sites, historic buildings, collections and recreational lakes (Lakes Watchem, Tchum, Wooroonook, Buloke and Green Lake).
- Regular annual events such as the Mallee Rally, Mallee Root RoundUp, Charlton Film Festival and regular race meetings and sporting events, and emerging events such as Cuisine in the Crop and the Esoteric Dance Festival.

Just as the overall Shire economy is highly dependent on broadacre farming, so are the Shire's towns, where a majority of businesses contribute to agribusiness supply chains and provide services to farming communities. Agricultural activity is dominated by cereals, pulses, oilseeds and sheep for meat and wool. This agricultural focus has been responsible for the many distinctive features in the towns, strong resilience and connected communities, but it has also led to decades long population decline as farms have become bigger and more automated, and the financial returns from agricultural commodities have declined in an increasingly competitive global environment.

The total resident population of Buloke Shire decreased by an annual average of 1% over the 2006-2016 decade. In 2016, the population was 6,204 (having declined from 6,862 in 2006).



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GRANTS RECEIVED FROM EXTERNAL SOURCES

Grant funds received from external sources 2018/2019

| Funding Source | Project Summary | Amount |
|--|---|--------------|
| Department Economic Development, Jobs, Transport & Resources | NLIS Transition Funding First Installment (Phase 2) | 116,296.03 |
| Department Economic Development, Jobs, Transport & Resources | Flexible Local Transport Solutions Program | 15,000.00 |
| Department Economic Development, Jobs, Transport & Resources | Final Claim 2017/18 Local Roads to Market Project | 30,600.00 |
| Department Economic Development, Jobs, Transport & Resources | Local Roads to Market Funding Reconstruction Birchip-Corack Rd Upgrade | 250,000.00 |
| Department Economic Development, Jobs, Transport & Resources | Local Roads to Market Program-Yeungroon Rd Upgrade. (First Installment) | 312,000.00 |
| Department Jobs Precincts & Regions | Yeungroon Road Upgrade | 300,000.00 |
| Department Health & Human Services | Home and Community Care Services | 175,683.27 |
| Department Health & Human Services | Immunisation Services | 4,755.47 |
| Department Health & Human Services | Country Football and Netball Program 2017-2018 Sea Lake Oval Lighting Upgrade Final Claim | 8,000.00 |
| Department Health & Human Services | Birchip Leisure Centre Change Room Redevelopment | 90,000.00 |
| Department Health & Human Services | First claim Minor Facilities 2019/20 Grant Donald Skate Park | 119,700.00 |
| Department Infrastructure, Regional Development & Cities | Roads to Recovery | 1,251,755.00 |
| Department Jobs Precincts & Regions | Charlton Park 2020 Multipurpose Facility Development | 700,000.00 |
| Department Jobs Precincts & Regions | Donald Multipurpose Facility Redevelopment | 1,200,000.00 |
| Department of Education & Training | Supported Playgroups | 56,459.04 |
| Department of Education & Training | Maternal Child Health Funding | 357,822.80 |
| Department of Education & Training | Local Planning and Change Management | 15,000.00 |
| Department of Education & Training | Birchip Education Precinct | 356,250.00 |
| Department of Environment Land Water & Planning | Victorian Grants Commission - Financial Assistance Grants | 6,525,004.00 |
| Department of Environment Land Water & Planning | Public Libraries Program 2017-2020 | 113,476.00 |
| Department of Environment Land Water & Planning | Premiers Reading Challenge | 5,616.00 |
| Department of Environment Land Water & Planning | Resourcing Program 2016-2020 MERP 2018-19 | 60,000.00 |
| Department of Environment Land Water & Planning | Roadside Weeds and Pests Program 2017-19 | 75,000.00 |
| Department of Environment Land Water & Planning | First Milestone On Signing Green Lake Development Projects | 119,324.40 |

FINANCIALS

| Funding Source | Project Summary | Amount |
|--|--|------------------------|
| Department of Environment Land Water & Planning | Recreational Amenities Project | 79,549.60 |
| Department of Environment Land Water & Planning | Recycling Temp Relief Funding | 4,571.00 |
| Department of Health | Commonwealth Home Support Programme | 701,529.90 |
| Department of Health & Human Services | Victorian Seniors Festival | 2,200.00 |
| Department of Health & Human Services | Mental Health Wellbeing Drought Funding | 75,000.00 |
| Department of Infrastructure & Regional Development | BBRF Community Investment Progress Payment Community Plans 2017/18 | 89,661.00 |
| Department of Premier & Cabinet | Community Grant Program | 9,900.00 |
| Department of Premier & Cabinet | Restoring Community War Memorials. (Phase 2) | 5,802.00 |
| Department of Transport | Boating Safety and Facilities Program 2018/2019 | 9,500.00 |
| Department of Transport | Heavy Vehicle Safety and Productivity Program | 325,000.00 |
| Department of Treasury & Finance | Victorian Floods & Storms (Sept/Oct16) Flood Event | 6,777,080.67 |
| Department Infrastructure, Regional Development & Cities | Charlton Park 2020 Multipurpose Community Facility Development | 400,000.00 |
| Department Infrastructure, Regional Development & Cities | Donald Multipurpose Community Facility Development | 500,000.00 |
| Department Infrastructure, Regional Development & Cities | Lake Amenities Development. (Stage 1) | 711,750.00 |
| Emergency Management Victoria | NDRGS Donald Flood and Drainage Management Plan Implementation | 272,250.00 |
| Emergency Management Victoria | Charlton Flood Mitigation Levee Detailed Design. (Stage 2) | 43,000.00 |
| Mallee Catchment Management Authority | Protecting Buloke Woodlands on Roadsides | 30,000.00 |
| Municipal Association of Victoria | Tobacco Funding | 6,531.58 |
| Sustainability Victoria | Facility Audits LGESP. (Stream 2) | 19,330.00 |
| Sustainability Victoria | Local Government Energy Saver Facility Upgrade. (Stream 3) | 37,185.12 |
| Sustainability Victoria | Sea Lake Landfill E-Waste Infrastructure | 19,750.26 |
| Sustainability Victoria | Birchip Landfill E-Waste Infrastructure | 27,716.18 |
| Vic Health | Walk to School 2018/2019 | 15,000.00 |
| Vic Roads | School Crossing Supervisor Subsidy 2018/2019 | 12,082.00 |
| VicRoads - Fixing Country Roads | Stage 1 Commencement Safer Cumming Avenue (Birchip) Project | 128,000.00 |
| VicRoads - Fixing Country Roads | Stage 1 Commencement-Culgoa Ultima Road Upgrade | 600,000.00 |
| VicRoads - Fixing Country Roads | Reconstruction of Watchem Warracknabeal Road | 620,000.00 |
| | | \$23,780,131.32 |

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COUNCIL PROFILE

The Buloke Shire Council is a public statutory body incorporated under the *Local Government Act 1989*. The Act sets out the primary purposes and objectives of the Council and defines its functions and powers.

The Council consists of a Mayor, Deputy Mayor and five Councillors.

The current Buloke Shire Council was elected on the 29 October 2016 and will retire in October 2020.

3C of the Act:

3C(1). The primary objective of a Council is to endeavour to achieve the best outcomes for the local community having regard to the long term and cumulative effects of decisions.

3C(2) in seeking to achieve its primary objective, a Council must have regard to the following facilitating objectives.

- (a) to promote the social, economic and environmental viability and sustainability of the municipal district
- (b) to ensure that resources are used efficiently and effectively and services are provided in accordance with the Best Value Principles to best meet the needs of the local community
- (c) to improve the overall quality of life of people in the local community
- (d) to promote appropriate business and employment opportunities
- (e) to ensure that services and facilities provided by the Council are accessible and equitable
- (f) to ensure the equitable imposition of rates and charges
- (g) to ensure transparency and accountability in Council decision making

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COUNCIL OFFICES

Wycheproof District Office is open to the general public for face-to-face customer service.

The Wycheproof District Office is open Monday to Friday 8.30am to 5.00pm at 367 Broadway, Wycheproof.

All services can be accessed by calling 1300 520 520.

Council's Customer Service Charter is available on Council's website.



Postal Address: PO BOX 1,
Wycheproof Victoria 3527



Fax: (03) 54937395



Email: buloke@buloke.vic.gov.au



Website: www.buloke.vic.gov.au



You can also connect with Council on social media via Facebook, Twitter and LinkedIn accounts.



COUNCILLORS

Lower Avoca Ward



**Cr David
Pollard**

Mobile: 0458 918 638
Email: crpollard@buloke.vic.gov.au

Cr Pollard is currently serving a third term as Councillor. David has a long history of volunteerism including with the CFA and Ambulance Victoria. He farms land between Charlton and Wycheproof and also enjoys a love of the arts. David has served three terms as Mayor from November 2011, 2016 and 2017.



**Cr John
Shaw**

Mobile: 0488 034 182
Email: crshaw@buloke.vic.gov.au

Cr Shaw is a first term Councillor. He has a varied work background from education to engineering to hospitality. Living and running a business in Charlton he is an active member of the Rotary Club of Charlton and a local theatre group.

Mallee Ward



**Cr David
Vis**

Mobile: 0488 032 723
Email: crvis@buloke.vic.gov.au

A first term Councillor, Cr Vis has lived in Sea Lake for 12 years. He is passionate about the area and works hard to grow Buloke communities whilst focusing on business and tourism growth. He has been a member of Advance Sea Lake and is passionate about ensuring his community is heard.

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Cr Ellen White

Mobile: 0417 560 706

Email: crwhite@buloke.vic.gov.au

Cr White is currently serving her third term on Council. Ellen is a farmer from Towaninnie and always strives for improvement for Buloke. She is passionate about mitigating for climate change as well as social justice and inclusion.

Mount Jeffcott Ward



Cr Graeme Milne

Mobile: 0419 126 911

Email: crmilne@buloke.vic.gov.au

Cr Milne is serving his second term as Councillor. An active community member living and working in Watchem, Graeme is passionate about growing our towns and areas, both big and small, by working together.



Cr Carolyn Stewart (Mayor)

Mobile: 0488 032 063

Email: crstewart@buloke.vic.gov.au

Cr Stewart is undertaking her first term as Councillor. A Buloke resident for over 18 years and living in Buckrabanyule, Carolyn is balancing ownership of a cropping and grazing property with both parenthood and her teaching job. She is also a qualified accountant who is keen to see our economy strengthen to provide opportunities for the community including youth. She was elected Mayor in November 2018.



Cr Daryl Warren (Deputy Mayor)

Mobile: 0427 194 422

Email: crwarren@buloke.vic.gov.au

Cr Warren is a first term Councillor. Daryl has worked in Local Government and is a highly active community member in Buloke. Living in Donald, he has been a key driver for many local projects and initiatives and has a strong focus on financial sustainability. He has served as Deputy Mayor since November 2017.

COUNCIL DELEGATES LIST

Adopted 14 November 2018

| Organisation | Representative(s) |
|---|--------------------------------------|
| Audit Committee | Mayor (or Deputy Mayor) |
| Buloke and Northern Grampians Landcare Network | Cr. White |
| Calder Highway Improvement Committee | Cr. Pollard |
| Central Murray Regional Transport Forum | Cr. White |
| Central Vic Greenhouse Alliance | Cr. Shaw |
| Charlton Community Theatre Pty Ltd Board | Cr. Warren |
| Charlton Park Committee of Management | Cr. Stewart |
| Charlton Stadium Committee | Cr. Pollard |
| CFA – Municipal Fire Management Planning Committee | Cr. Pollard, Cr. White and Cr. Milne |
| Donald 2000 Inc. | Cr. Warren |
| Economic Development and Tourism Committee | Cr White, Cr. Milne and Cr. Stewart |
| Loddon Mallee Waste and Resource Recovery Group | Cr. Warren |
| Library Advisory Committee | Cr. Milne, Cr. White and Cr. Pollard |
| Municipal Association of Victoria | Mayor (or Deputy Mayor) |
| Municipal Emergency Management Planning Committee | Cr. Pollard and Cr. White |
| Municipal Flood Management Committee | Cr. Warren and Cr. Pollard |
| North Central Local Learning Employment Network | Cr. Shaw |
| North West Municipalities Association | Cr. Warren |
| Rail Freight Alliance | Cr. Milne, Cr Vis. as substitute |
| Revenue and Rating Strategy Reference Group | Mayor (or his or her delegate) |
| Recreational Water Users Alliance | Cr. Stewart |
| Rural Councils Victoria | Cr. Pollard |
| Sunraysia Highway Improvement Committee | Cr. Milne |
| Watchem Progress Association | Cr. Milne |
| Wimmera Mallee Tourism Association | Cr. Warren |
| Wimmera Southern Mallee Transport Group | Cr. Warren |
| Workspace Australia | Cr. Warren |
| Wycheproof Recreation Reserve Committee of Management | Cr. Shaw |

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MEETINGS OF COUNCIL

Buloke Shire Council holds three different types of meetings:

- Ordinary Meetings
- Councillor Briefings
- Special Meetings

Meetings are held at Council's district offices throughout the Shire on a rotating basis, and are conducted in accordance with *Local Government Act 1989*.

At each Ordinary Meeting there is a Public Question Time segment, which is designed to provide an opportunity for members of the public to ask questions on municipal issues and receive responses from Councillors and Council Officers.

Agendas and minutes for all meetings are available online at Council's website and in hard copy from Council's Wycheproof office.

| | Ordinary Meetings | Special Meetings | Assemblies of Council |
|--------------------------------|-------------------|------------------|-----------------------|
| Number of Meetings held | 11 | 2 | 23 |
| Cr Carolyn Stewart (Mayor) | 11 | 2 | 23 |
| Cr Daryl Warren (Deputy Mayor) | 11 | 2 | 22 |
| Cr David Pollard | 11 | 2 | 20 |
| Cr Graeme Milne | 11 | 2 | 23 |
| Cr Ellen White | 9 | 2 | 19 |
| Cr John Shaw | 5 | 0 | 10 |
| Cr David Vis | 11 | 1 | 14 |

Note:

Cr White was on approved leave of absence in September 2018 (1 Ordinary Meeting and 2 Assemblies of Council).

Cr Shaw was on approved leave of absence from 20 January 2019 to 20 April 2019 and from 8 May 2019 to 14 August 2019. (5 Ordinary Meetings, 1 Special Meeting and 12 Assemblies of Council).

COUNCILLOR ALLOWANCES

The *Local Government Act 1989* (Victoria) regulates the allowances payable to mayors and councillors in Victoria. The Act provides for the minimum and maximum allowances payable as set by an Order in Council from time to time. Each council must, within the allowances range, determine the allowances it will pay to its mayor and its councillors, having regard to the local situations and priorities. Buloke Shire's Mayor and Councillors are paid an allowance in accordance with Section 73B of the *Local Government Act 1989* (Victoria) which provides for an annual adjustment factor to be paid to these allowances.

The Mayor has use of a Council-funded mobile phone, a fully maintained vehicle for use on Council business and an iPad with intranet and internet access.

The Councillors also have the use of a Council-funded mobile phone, access to a fully maintained vehicle for use on Council business and an iPad with intranet and internet access.

In addition, all Councillors receive 9.5% in superannuation from Buloke Shire.

The following table contains details of current allowances for the Mayor and Councillors during the year.

Councillor Allowances

| Councillor | Allowances | Remote Travel Allowance | Superannuation | Total |
|--------------|-------------------|-------------------------|------------------|---------------------|
| Cr Pollard | 32,072.77 | 0 | 3,362.07 | 35,434.84 |
| Cr White | 20,500.80 | 0 | 1,944.38 | 22,445.18 |
| Cr Milne | 20,500.80 | 0 | 1,944.39 | 22,445.19 |
| Cr Shaw | 10,182.96 | 0 | 964.17 | 11,147.13 |
| Cr Stewart | 46,188.98 | 0 | 4,384.75 | 50,573.73 |
| Cr Warren | 20,500.80 | 1,200 | 1,944.39 | 23,645.19 |
| Cr Vis | 20,500.80 | 240 | 1,944.39 | 22,685.19 |
| Total | 170,447.91 | 1,440 | 16,488.54 | \$188,376.45 |

Note: Cr Carolyn Stewart and Cr David Pollard both spend a period of the 2018-19 year as Mayor. Cr John Shaw chose not to receive his allowance whilst on a leave of absence.

Note: A remote travel allowance will continue to provide compensation for the time spent on long distances travelled by Councillors in remote areas. This allowance provides for a maximum limit of \$5000 per annum (at a daily rate of \$40) or as may be amended from time to time by Order in Council.

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COUNCILLOR EXPENSES

Councillors are entitled to claim out of pocket expenses incurred while performing their civic, statutory and policy making duties as a Councillor. Expenses that can be claimed are outlined in the Councillor Expense Policy and include expenses such as professional development, conferences and travel.

COUNCILLOR EXPENDITURE 1 JULY 2018 – 30 JUNE 2019

| Councillor | Travel and Accommodation | Vehicle | Childcare | Information and Communication Technology | Conferences and training | Total |
|--------------|--------------------------|------------------|-----------|--|--------------------------|--------------------|
| Cr Pollard | 1,534.52 | 4760.27 | 0 | 1,745.39 | 1220 | 9,260.18 |
| Cr White | 0 | 0 | 0 | 557.85 | 80 | 637.85 |
| Cr Milne | 2,557.50 | 4,871.45 | 0 | 368.37 | 232.09 | 8,029.41 |
| Cr Shaw | 0 | 0 | 0 | 414.32 | 0 | 414.32 |
| Cr Stewart | 1,348.91 | 8,187 | 0 | 543.84 | 2,714.90 | 12,794.65 |
| Cr Warren | 0 | 0 | 0 | 721.04 | 0 | 721.04 |
| Cr Vis | 0 | 3,140.20 | 0 | 371.36 | 0 | 3,511.36 |
| Total | 5,440.93 | 20,958.92 | 0 | 4,722.17 | 4,246.99 | \$35,368.81 |

Some additional works were undertaken to improve coverage and replace faulty telecommunication infrastructure for Cr Milne, Cr Pollard and Cr Stewart. These works totalled \$5,040.00 and are not included in the above table.

Cr Pollard and Cr Stewart both spent time as Mayor over the course of the year. Their use of the Mayor's vehicle is accounted for in this reporting.

It is also worth noting the difficulties for some Councillors in accessing vehicles to perform their duties due to the disadvantage of their geographic residential situations in relation to the garaging of available vehicles at Council Offices.

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SPECIAL COMMITTEES

Council has established three Special Committees under Section 86 of the *Local Government Act 1989* for the purpose of managing Council facilities efficiently, in compliance with legislative requirements and consistent with the community's expectations. The three committees are:

- Charlton Park Committee of Management
- Wycheproof Recreation Reserve Committee of Management
- Birchip Community Housing Committee

Agendas and minutes from meetings held by Special Committees are available for public inspection online or in person at Council's Wycheproof office.

There have also been committees formed by Council resolution that met throughout the year. These committees were:

- Audit Committee
- Library Advisory Committee
- Economic Development and Tourism Advisory Committee
- Rating and Revenue Strategy Reference Group

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PRESCRIBED DOCUMENTS AVAILABLE FOR PUBLIC INSPECTION

Council maintains a range of documents and registers for public inspection in accordance with the *Local Government Act 1989* (the Act) and the *Local Government (General) Regulations 2015*.

The following documents are available for inspection at Council's Wycheproof Office, 367 Broadway, Wycheproof. To arrange an inspection please contact the Director Corporate Services on 1300 520 520. Many of the documents are available to view on-line or by download from the Council website.

- A document containing details of overseas or interstate travel (other than interstate travel by land for less than three days) undertaken in an official capacity by Councillor or any member of Council staff in the previous 12 months.
- Register of Interests – Returns lodged by Councillors and Council Officers.
- Register of Inspections of Interests.
- Minutes of Ordinary and Special Meetings held in the previous twelve months which are kept under section 93 of the Act, other than those agendas and minutes relating to a part of a meeting which was closed to members of the public under section 89 of the Act and are confidential information within the meaning of section 77(2) of the Act.
- Minutes of meetings of special committees established under section 86 of the Act and held in the previous twelve months, other than those minutes relating to a part of a meeting which was closed to members of the public under section 89 of the Act and are confidential information within the meaning of section 77(2) of the Act.
- A register of delegations kept under Section 87(1) and 98(4) of the Act.
- A list of all leases involving land which were entered into by Council.
- A register of authorised officers appointed under section 244 of the Act.

- A list of donations and grants made by the Council during the financial year.
- Names of the organisations of which the Council was a member during the financial year.
- Council's policy in relation to the reimbursement of expenses for Councillors and Council Committees.
- Details of gifts received by Councillors and Council Staff.
- Councillor Code of Conduct.
- Council Local Laws.
- Current Council Plan.
- Current Strategic Resource Plan.
- Current Annual Budget.
- Council's Annual Report and the associated Auditor's Report on the Financial Statements.
- Details regarding differential rates declared by Council.
- Copy of the current Procurement Policy.
- Copies of the Preliminary and Final reports from the last Electoral Representation Review.
- Copies of election campaign donation returns for the Council Election.
- Copy of Buloke Planning Scheme.
- A register of Councillor Declared Conflicts of Interest.
- Terms of reference for Buloke Shire Council's Economic and Tourism Advisory Committee.
- Terms of reference for Buloke Shire Council's Library Committee.

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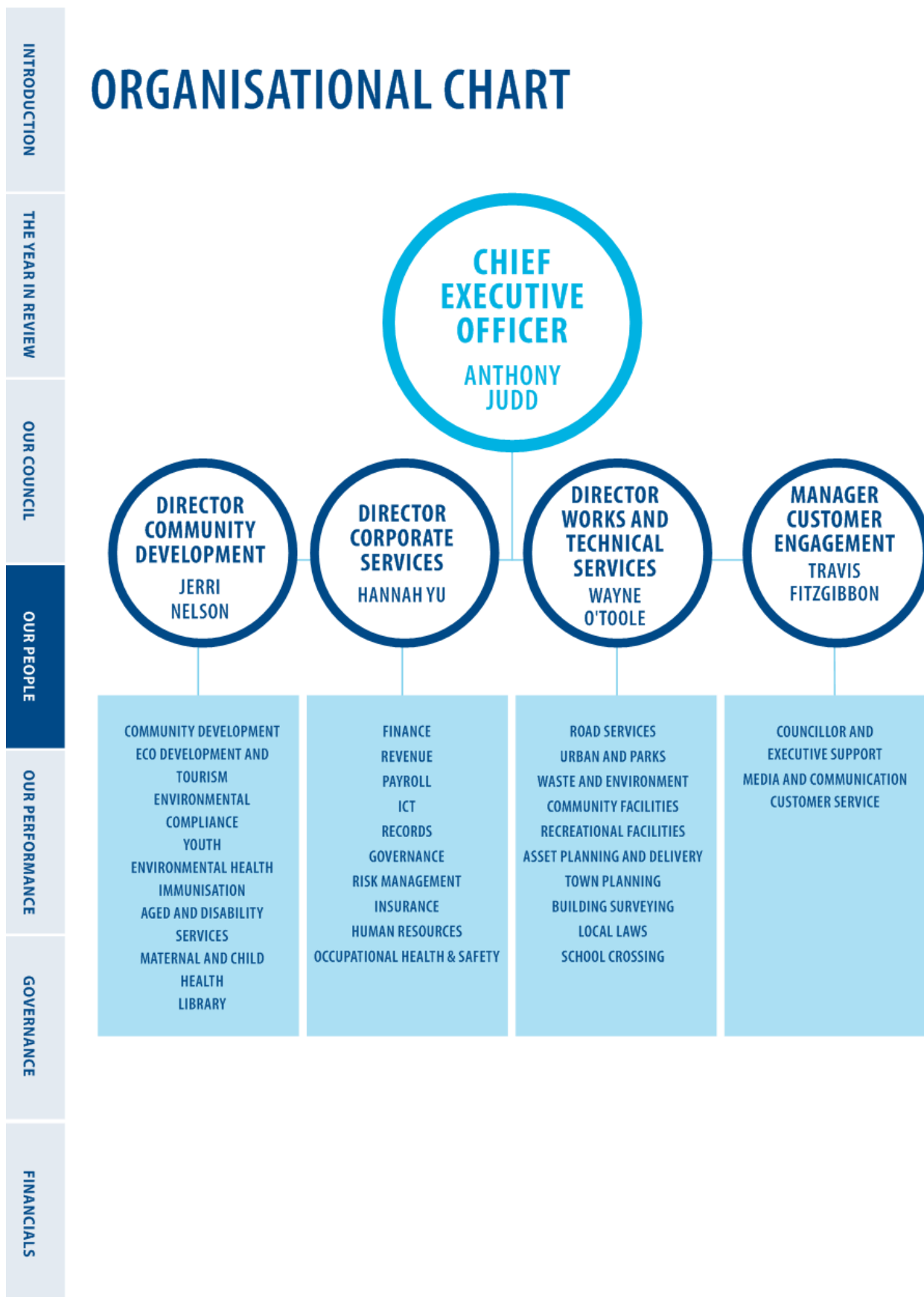
Buloke Shire is a vibrant workplace that offers a range of employment opportunities. An employer of choice, Council staff operate under an agreed set of values outlining standards in professionalism, leadership, care, collaboration and fairness.

Council is an equal opportunity employer. Our roles are non-gender specific and Council encourages all suitably qualified applicants to apply for positions.

BULOKE SHAPING OUR FUTURE TOGETHER



| | | | |
|---|---|--|---|
|  | Anthony Judd Chief Executive Officer | | |
|  | Jerri Nelson Director Community Development | <ul style="list-style-type: none"> Community Development Economic Development Emergency Management Environmental Compliance Immunisation | <ul style="list-style-type: none"> Independence Support Libraries Maternal and Child Health Public Health Tourism Youth |
|  | Hannah Yu Director Corporate Services | <ul style="list-style-type: none"> Finance Governance Human Resources Information Communication Technology Insurance | <ul style="list-style-type: none"> Occupational Health and Safety Payroll Records Management Revenue Risk Management |
|  | Wayne O'Toole Director Works and Technical Services | <ul style="list-style-type: none"> Asset Planning and Delivery Building and Surveying Community Facilities Local Laws Recreational Facilities | <ul style="list-style-type: none"> Road Services School Crossings Town Planning Urban and Parks Waste and Environment |
|  | Travis Fitzgibbon Manager Customer Engagement | <ul style="list-style-type: none"> Councillor and Executive Support Customer Service Media and Communications | |



EQUAL EMPLOYMENT OPPORTUNITY PROGRAM

Buloke Shire Council is committed to excellent working relationships and refuses to tolerate workplace harassment or any form of discrimination or offensive behaviour. To help staff identify what their rights are and how they can recognise problems in the workplace and community we provide training to all Council employees on Human Rights Charter Awareness by the Victorian Equal Opportunity and Human Rights Commission.

Council recognises the value of staff and will select or promote individuals for employment, training and career advancement on the basis of personal merit in fair and open competition according to skills, qualifications, knowledge and efficiency relevant to the position involved.

All staff are required to treat colleagues and members of the public with courtesy and sensitivity to their rights, duties and aspirations.

Council's Manager Human Resources is the Equal Opportunity contact who is able to assist with resolving problems to create workplace harmony, positive morale and a productive environment for all.



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EMPLOYEE STATISTICS

The reported employee statistics are a head count of staff and not a full-time equivalent (FTE). Council employs staff under many different arrangements as part of its workforce. Council's FTE at 30 June 2019 is 105.8.

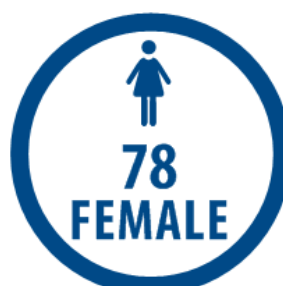
| Department | Casual | Part Time | Full Time | Total |
|------------------------------|-----------|-----------|-----------|------------|
| Executive Office | 1 | 5 | 2 | 8 |
| Corporate Services | 1 | 7 | 12 | 20 |
| Works and Technical Services | 12 | 17 | 63 | 92 |
| Community Development | 8 | 28 | 7 | 43 |
| Totals | 22 | 57 | 84 | 163 |

| Workplace Incidents | | | |
|---------------------|-----------|-----------|-----------|
| 2013-14 | 2016-2017 | 2017-2018 | 2018-2019 |
| 66 | 48 | 57 | 84 |

| Employee Statistics 2018-2019 | | | |
|-------------------------------|-----------|-----------|------------|
| | Male | Female | Total |
| Full Time | 66 | 18 | 84 |
| Limited Tenure Full Time | 0 | 2 | 2 |
| Part Time | 14 | 35 | 49 |
| Limited Tenure Part Time | 0 | 0 | 0 |
| Casual | 10 | 23 | 33 |
| Totals | 90 | 78 | 168 |

| Service Milestones Achieved During 2018-2019 | |
|--|----|
| 5 Years | 10 |
| 10 Years | 4 |
| 15 Years | 1 |
| 20 Years | 3 |

TOTAL
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COUNCIL PLAN

The Annual Report provides a summary of the achievements against the Buloke Shire Council Plan 2017–2021.

Central to the Council Plan 2017–2021 are five strategic objectives:

- Deliver our services in a financially viable way.
- Build a healthy and active community.
- Diversify and enhance our local economy.
- Responding to and enhancing our built and natural environment.
- Support our Councillors, staff, volunteers and the community to make informed and transparent decisions.

The Council Plan 2017–2021 also incorporates the Strategic Resources Plan and the Municipal Health and Wellbeing Plan.

The Strategic Resource Plan establishes a financial framework over the next four years to ensure our strategic objectives, as expressed in the Council Plan, are achieved.

The Municipal Health and Wellbeing Plan outlines how we will work in partnership with our community, local service providers and other levels of government to improve the health and wellbeing of the whole community.

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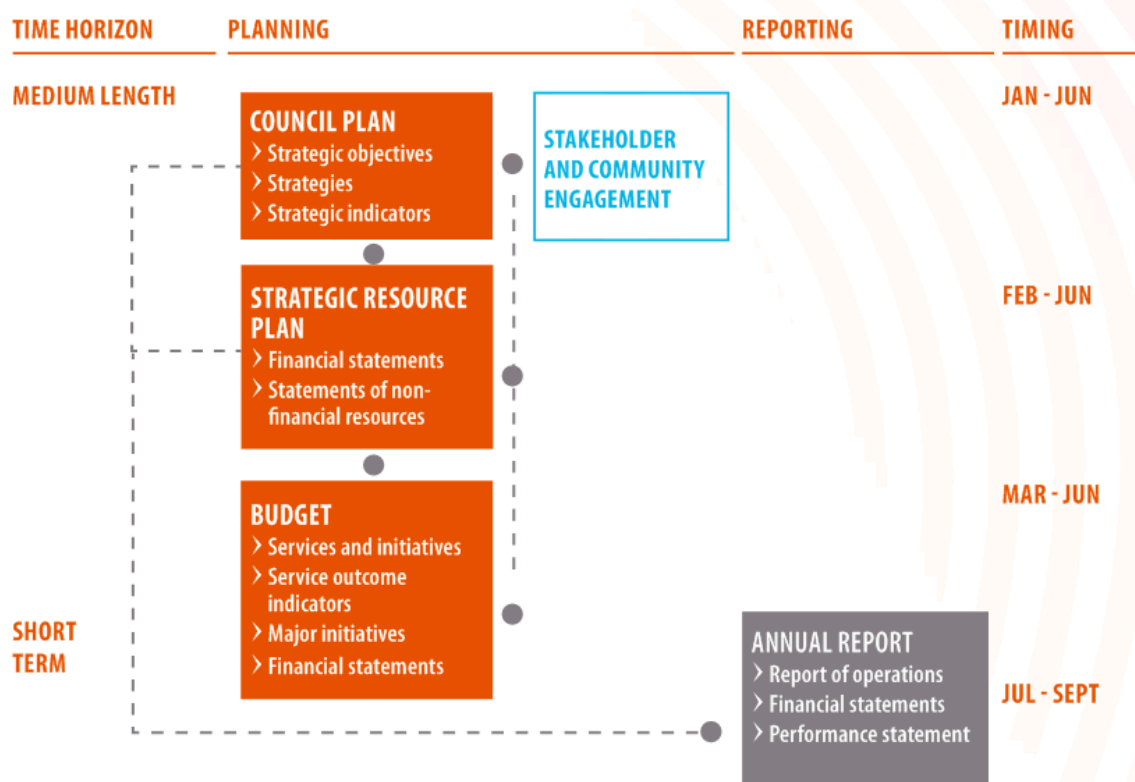
PERFORMANCE AGAINST THE STRATEGIC OBJECTIVES IN THE COUNCIL PLAN

Council's performance for the 2018/19 year has been reported against each strategic objective to demonstrate how Council performed in achieving the 2017–2021 Council Plan. Performance has been measured as follows:

- Results achieved in relation to strategic indicators in the Council Plan.
- Progress in relation to the major initiatives identified in the Budget.
- Services funded in the Budget and the persons or sections of the community who are provided those services.
- Results against the prescribed service performance indicators and measures.



The diagram below depicts the planning and accountability framework that applies to local government in Victoria.



Source: Department of Environment, Land, Water and Planning

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STRATEGIC OBJECTIVE 1



DELIVER OUR SERVICES IN A FINANCIALLY VIABLE WAY

The following statement reviews the performance of Council against the Council Plan including results achieved in relation to the strategic indicators included in the Council Plan.

1.1 IMPROVE OUR FINANCIAL PLANNING AND REPORTING

ACTIONS

- Develop a ten year financial plan to ensure long term responsible financial management.
- Provide clear and concise financial reporting on a monthly basis at Ordinary Council Meetings to monitor and respond to financial risks.
- Maintain accurate property valuation records, including supplementary valuations.

1.2 CONTINUOUS SERVICE IMPROVEMENT FOR EFFICIENT AND FLEXIBLE SERVICES

ACTIONS

- Undertake an annual program of service reviews to ensure each service is reviewed at least every three years.
- Continue to report on the Local Government Performance Reporting Framework.
- Investigate opportunities for further shared services and resources with neighbouring Councils to leverage economies of scale and scope.

1.3 ENHANCE OUR INFORMATION COMMUNICATION AND TECHNOLOGY TO IMPROVE PRODUCTIVITY, SERVICE DELIVERY AND COMMUNICATION WITH THE COMMUNITY

ACTIONS

- Invest in the priorities of the Information and Communication Technology Strategy to improve productivity and online service delivery.
- Increase our online communication presence through the website and social media.

1.4 ADVOCATE FOR IMPROVED FINANCIAL OUTCOMES FOR RURAL COMMUNITIES

ACTIONS

- Support the Rural Living Campaign to ensure equitable access to services provided by all levels of government.
- Work with state and federal governments and industry bodies to highlight the effects of shifting costs on to local government.

STRATEGIC INDICATORS

- Achieve the financial results set out in the four year Strategic Resource Plan.
- Increase the community satisfaction rating with community engagement.
- External financial audits of Council reflect compliance with legislation.
- Local Government Performance Reporting Framework Results.

MAJOR INITIATIVES

- Implementation of Long Term Financial Plan.

Result: Completed. Adopted at February 2019 Ordinary Meeting of Council.

- Shared Services Project with Wimmera Councils.

Result: Completed.

- Invest in the priorities of the ICT Strategy to improve productivity, including Phase 2 of the implementation of a corporate system.

Result: Completed. New payroll, purchasing and finance systems implemented. Further funding secured for the remainder of this project through the Rural Councils Transformation Program.

- Undertake a Rating and Revenue Strategy to ensure equitable outcomes for communities.

Result: Completed. Adopted at May 2019 Ordinary Meeting of Council.

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STRATEGIC OBJECTIVE 2



BUILD A HEALTHY AND ACTIVE COMMUNITY

The following statement reviews the performance of Council against the Council Plan including results achieved in relation to the strategic indicators included in the Council Plan.

2.1 SEEK EFFECTIVE PLACE BASED HEALTH SERVICES AND INITIATIVES FOCUSED ON PREVENTION BASED MEASURES

ACTIONS

- Advocate with our partners for appropriate health funding models that suit our community and location.
- Partner with local groups to advance primary prevention measures within the community.
- Undertake an audit of all current health related services delivering within Buloke to determine levels of service and delivery with our relevant partners.

(2.2) ADVOCATE FOR ACCESSIBLE PUBLIC AND COMMUNITY TRANSPORT FOR ALL BULOKE RESIDENTS

ACTIONS

- Expedite public and community transport access through involvement with the Mallee Local Area Transport Forum.
- Support local community initiated transport options including facilitating knowledge between communities.
- Work with Public Transport Victoria to ensure rural communities are considered in transport planning.

(2.3) PROMOTE AND ENHANCE PASSIVE AND ACTIVE RECREATION

ACTIONS

- Seek investment for multi-use recreation facilities.
- Support local community, arts and cultural events.
- Work with sport assemblies, government and local sporting groups to provide accessible programs.
- Participate in the management of the library service.

(2.4) DEVELOP COMMUNITY PLANS TO ENHANCE THE LIVEABILITY OF ALL BULOKE COMMUNITIES

ACTIONS

- Deliver an integrated community planning process and develop uniform community plans for our ten communities.
- Develop an integrated community plan to guide Council's decision making on township projects.

(2.5) ACTIVELY WORK TO REDUCE COMMUNITY VIOLENCE AND SUPPORT VICTIMS IN PARTNERSHIP WITH KEY AGENCIES

ACTIONS

- Assist lead agencies to pursue primary prevention funding.
- Evaluate our service reviews and grant applications to ensure equitable outcomes are being achieved.
- Contribute to implementation of the Loddon Mallee Regional Action Plan for the Primary Prevention of Violence Against Women.

(2.6) DEVELOP A BULOKE INCLUSIVENESS PLAN TO ADDRESS ACCESS AND ENGAGEMENT OF ALL RESIDENTS

ACTIONS

- Work with the local Registered Aboriginal Parties to develop recognition statements and pursue collaborative enterprise.
- Promote Aged and Disability services that allow people to remain in their communities.
- Enhance service planning and delivery relationship with local health service providers through the Southern Mallee Primary Care Partnership.
- Implement an inclusiveness plan to address accessibility and engagement for all within our community.

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| THE YEAR IN REVIEW | <p>2.7 EXPLORE LOCALISED DELIVERY OF EDUCATION TO ADDRESS SKILL GAPS AND CAPITALISE ON LOCAL EMPLOYMENT OPPORTUNITIES</p> <p>ACTIONS</p> <ul style="list-style-type: none"> Partner with Local Learning and Employment Networks to support young people in their region by improving their participation, engagement, attainment and transition outcomes. Promote educational opportunities with all service delivery options for all ages including local based and further afield institutions. | <p>STRATEGIC INDICATORS</p> <ul style="list-style-type: none"> Rates of access and participation in a range of arts, cultural and community events. Increased percentage of community members as active library members. Increased community satisfaction rating with Council's advocacy and community representation on key local issues. |
| OUR COUNCIL | | <p>MAJOR INITIATIVES</p> <ul style="list-style-type: none"> Partner with a range of Buloke stakeholders to advance primary prevention measures within Buloke with a focus on mental health and healthy living. <p>Result: Completed. Buloke Dementia Pathways Project actively participated in though Southern Mallee Primary Care Partnership. Strong link formed with East Wimmera Health Service mental health team. Presentation to Royal Flying Doctors Service have resulted in place based proposal for speech therapy services. </p> |
| OUR PEOPLE | <p>2.8 IMPLEMENT THE MUNICIPAL EARLY YEARS PLAN AND CHILD AND YOUTH STRATEGY TO ADDRESS THE NEEDS OF YOUNG PEOPLE IN THE SHIRE</p> <p>ACTIONS</p> <ul style="list-style-type: none"> Provide enhanced Maternal and Child Health services for families at risk. Provide support to local playgroups, early years committees and child care providers. Work with Mallee Family Care to develop a Buloke Early Years Network to assist educators, practitioners and parents to access quality early years resources. Work with funded partners such as the Local Learning and Employment Networks and community resource centres in the delivery of youth specific programs such as Engage! and FreeZa. | <ul style="list-style-type: none"> Shared Services Project with Wimmera Councils. <p>Result: Completed.</p> <ul style="list-style-type: none"> Develop accessible materials on local transport options utilising the information gathered in the stage one baseline report for the Local Mallee Transport Options. <p>Result: In Progress. Tender let for works. On track for October 2019 completion.</p> <ul style="list-style-type: none"> Work with Mallee Catchment Management Authority on the recreational Tyrrell Creek projects. <p>Completed. Works completed at Tchum Lake (Signage and walking track), Stoney Crossing repairs (Lake Tyrrell) and Lake Marlbed (study and signage).</p> <ul style="list-style-type: none"> Adopt the Buloke Integrated Community Plan. <p>Completed. Adopted at December 2018 Ordinary Meeting of Council.</p> <ul style="list-style-type: none"> Actively advocate for the effective roll out of the NDIS in Buloke. <p>Result: Completed. PYP clients who are eligible have been transferred. Council has invested significant resources into case managing the transition for many. At time of reporting, Council continues to work with some HACC PYP clients who have not yet proved their eligibility.</p> <ul style="list-style-type: none"> Supported Playgroups to be rolled out across Buloke Shire with new funding received. <p>Result: Completed. Supported Playgroups rolled out in Charlton and Watchem.</p> |
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SERVICE PERFORMANCE INDICATORS

| SERVICE/INDICATOR/MEASURE | Results 2016 | Results 2017 | Results 2018 | Results 2019 | Material Variations and Comments |
|---|-----------------|-----------------|-----------------|-----------------|---|
| AQUATIC FACILITIES | | | | | |
| Satisfaction | 0.00 | 0.00 | 0.00 | 0.00 | Optional Measure - not surveyed |
| User satisfaction with aquatic facilities (optional) [User satisfaction with how council has performed on provision of aquatic facilities] | | | | | |
| Service standard | | | | | |
| Health inspections of aquatic facilities [Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities] | 1.00 | 1.00 | 1.14 | 1.00 | Each of the Shire's 7 pools is inspected at least once per opening season. |
| Health and Safety | | | | | |
| Reportable safety incidents at aquatic facilities [Number of WorkSafe reportable aquatic facility safety incidents] | 0.00 | 0.00 | 0.00 | 0.00 | No reportable incidents have occurred. |
| Service cost | | | | | |
| Cost of indoor aquatic facilities [Direct cost of indoor aquatic facilities less income received / Number of visits to indoor aquatic facilities] | \$0.00 | \$0.00 | \$0.00 | \$0.00 | Not Applicable |
| Service cost | | | | | |
| Cost of outdoor aquatic facilities [Direct cost of outdoor aquatic facilities less income received / Number of visits to outdoor aquatic facilities] | \$7.83 | \$9.37 | \$9.10 | \$14.71 | Council has changed the interpretation of overheads to accurately reflect the costs to the service. |
| Utilisation | | | | | |
| Utilisation of aquatic facilities [Number of visits to aquatic facilities / Municipal population] | 7.07 | 5.86 | 6.36 | 5.12 | Seasonal temperatures can have a high statistical impact on pool utilisation due to the relatively small population. |
| ANIMAL MANAGEMENT | | | | | |
| Timeliness | | | | | |
| Time taken to action animal management requests [Number of days between receipt and first response action for all animal management requests / Number of animal management requests] | 1.00 | 1.00 | 1.00 | 1.00 | All animal requests are responded to within 24 hours. |
| Service standard | | | | | |
| Animals reclaimed [Number of animals reclaimed / Number of animals collected] x100 | 66.67% | 57.14% | 57.14% | 57.69% | Council has a success rate for the reclamation of animals. |

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SERVICE PERFORMANCE INDICATORS

| SERVICE/INDICATOR/MEASURE | Results 2016 | Results 2017 | Results 2018 | Results 2019 | Material Variations and Comments |
|--|--------------|--------------|--------------|--------------|---|
| ANIMAL MANAGEMENT | | | | | |
| Service cost | | | | | |
| Cost of animal management service | \$69.39 | \$62.47 | \$69.82 | \$67.05 | |
| [Direct cost of the animal management service / Number of registered animals] | | | | | |
| Health and safety | | | | | |
| Animal management prosecutions | 2.00 | 4.00 | 5.00 | 3.00 | Low number of prosecutions. Year on year results in a high statistical impact. |
| [Number of successful animal management prosecutions] | | | | | |
| FOOD SAFETY | | | | | |
| Timeliness | | | | | |
| Time taken to action food complaints | 1.00 | 1.00 | 1.00 | 1.00 | Food Complaints are acted on within 24 hours. There were four food complaints made in 2019. |
| [Number of days between receipt and first response action for all food complaints / Number of food complaints] | | | | | |
| Service standard | | | | | |
| Food safety assessments | 100.00% | 100.00% | 60.66% | 86.67% | Assessments are undertaken for all food premises that require assessments annually. |
| [Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the Food Act 1984 / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the Food Act 1984] x100 | | | | | |
| Service cost | | | | | |
| Cost of food safety service | \$227.52 | \$212.75 | \$225.42 | \$222.74 | |
| [Direct cost of the food safety service / Number of food premises registered or notified in accordance with the Food Act 1984] | | | | | |
| Health and safety | | | | | |
| Critical and major non-compliance outcome notifications | 100.00% | 100.00% | 100.00% | 100.00% | There have been no notifications during 2019, however three initiated in the prior year were completed in 2019. |
| [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100 | | | | | |

SERVICE PERFORMANCE INDICATORS

| SERVICE/INDICATOR/MEASURE | Results 2016 | Results 2017 | Results 2018 | Results 2019 | Material Variations and Comments |
|--|-----------------|-----------------|-----------------|-----------------|--|
| LIBRARIES | | | | | |
| Utilisation | | | | | |
| Library collection usage [Number of library collection item loans / Number of library collection items] | 0.21 | 0.14 | 1.66 | 1.25 | In 2018/19 Council changed the Library Services delivery model to delivering Library Services directly. In previous years this service was delivered by providers external to the Council. |
| Resource standard | | | | | |
| Standard of library collection [Number of library collection items purchased in the last 5 years / Number of library collection items] x100 | 36.64% | 48.30% | 52.85% | 100.00% | To accommodate a change to the delivery model of Library Services in 2018/19, Council's library collection has been purchased within the last 12 months. |
| Service cost | | | | | |
| Cost of library service [Direct cost of the library service / Number of visits] | \$13.38 | \$12.42 | \$13.61 | \$8.31 | In 2018/19 Council changed the Library Services delivery model to delivering Library Services directly. In previous years this service was delivered by providers external to the Council. |
| Participation | | | | | |
| Active library members [Number of active library members / Municipal population] x100 | 15.19% | 11.32% | 8.28% | 7.08% | Council changed the Library Service delivery model in 2018/19 to a direct delivery service. The change to the Library service delivery model has meant that community members were required to join the Buloke Library. Some community members may be utilising previous provider cards. |
| MATERNAL AND CHILD HEALTH (MCH) | | | | | |
| Satisfaction | | | | | |
| Participation in first MCH home visit Number of first MCH home visits / Number of birth notifications received] x100 | 97.10% | 98.18% | 108.93% | 92.00% | All children in the Shire receive a first home visit. Timing of births and receiving a first visit will have a high statistical effect due to the low number of births. |
| Service standard | | | | | |
| Infant enrolments in the MCH service Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x100 | 95.65% | 100.00% | 100.00% | 100.00% | Council is proactive in ensuring the enrolment and support of mothers and their infants. Enhanced delivery is part of this service. |

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| SERVICE/INDICATOR/MEASURE | Results 2016 | Results 2017 | Results 2018 | Results 2019 | Material Variations and Comments |
|---|-----------------|-----------------|-----------------|-----------------|---|
| MATERNAL AND CHILD HEALTH (MCH) | | | | | |
| Service cost | | | | | |
| Cost of the MCH service | \$74.85 | \$66.28 | \$78.94 | \$81.79 | |
| [Cost of the MCH service / Hours worked by MCH nurses] | | | | | |
| Participation | | | | | |
| Participation in the MCH service | 80.00% | 76.95% | 77.14% | 78.28% | Council has a consistently high participation rate of children attending MCH Key Ages and Stages services up to the 18 months visit, after which the participation becomes less frequent. |
| [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100 | | | | | |
| Participation | | | | | |
| Participation in the MCH service by Aboriginal children | 142.86% | 75.00% | 66.67% | 73.68% | Council has a consistently high participation rate of children attending MCH Key Ages and Stages services up to the 18 months visit, after which the participation becomes less frequent. |
| [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100 | | | | | |



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STRATEGIC OBJECTIVE 3



DIVERSIFY AND ENHANCE OUR LOCAL ECONOMY

The following statement reviews the performance of Council against the Council Plan including results achieved in relation to the strategic indicators included in the Council Plan.

3.1 STRENGTHEN AGRIBUSINESS DIVERSIFICATION

ACTIONS

- Undertake a Rural Land Use review to ensure our planning scheme reflects agricultural opportunities including rural dependent enterprises.
- Develop a promotional plan for Buloke products and services.
- Review the Economic Development Strategy to incorporate agricultural diversification that capitalises on water supply and intensive animal husbandry.

3.2 CAPITALISE ON TOURISM OPPORTUNITIES

ACTIONS

- Ensure that tourism is incorporated in to the review of the Economic Development Strategy to intensify opportunities.
- Ensure appealing tourism facilities that meet visitor needs such as rest stops and signage.

3.3 ADVOCATE AND FACILITATE IMPROVED AND EQUITABLE CONNECTIVITY TO PROMOTE LIVEABILITY

ACTIONS

- Advocate for equitable access to NBN multiplatform technology for all areas of the Shire.
- Advocate through iLoddon Mallee for blackspot funding.

3.4 ENCOURAGE AND PROMOTE RENEWABLE ENERGY OPTIONS AS A DRIVER OF ECONOMIC GROWTH AND A SUSTAINABLE ENVIRONMENT

ACTIONS

- Actively participate to improve on our partnership with Central Victoria Greenhouse Alliance.
- Review our Municipal Strategic Statement to ensure our land use strategies attract renewable opportunities.
- Promote our new sustainability fund to communities.

3.5 SEEK FUNDING FOR REGIONAL SUPPLY CHAIN STRATEGIES (ROAD AND RAIL) TO SECURE VIABLE MARKET ACCESS FOR BULOKE PRODUCTS

ACTIONS

- Seek funding to upgrade key freight routes and reduce first/last mile blockages.
- Provide business with information on and access to business support services including navigating export markets.
- As part of the Rail Freight Alliance, campaign for improved rail freight and infrastructure.

3.6 PROMOTE THE LIFESTYLE AND ECONOMICS OF LIVING IN BULOKE

ACTIONS

- Attract Arts, Community and Culture specific funding.
- Maintain and enhance our relationship with Hobsons Bay City Council.
- Provide local small business with information on and access to business support services.
- Explore opportunities to attract people in to our communities.

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| THE YEAR IN REVIEW | <p>3.7 ENHANCE COMMUNITY COHESION AND ATTRACTIVENESS WITH WELL-MAINTAINED FUNCTIONAL STREETSCAPES</p> |
| OUR COUNCIL | <p>ACTIONS</p> <ul style="list-style-type: none"> ○ Support community celebrations of important national events and days in public places. ○ Actively seek funding to develop Streetscape Plans for each of the townships. |
| OUR PEOPLE | <p>STRATEGIC INDICATORS</p> <ul style="list-style-type: none"> ○ Local employment rates. ○ Buloke Shire visitor rates. ○ Increased local business participation in business development activities. ○ Number of planned Buloke Shire Council business development activities ○ Increased community satisfaction rating with the appearance and cleanliness of public places. |
| OUR PERFORMANCE | <p>MAJOR INITIATIVES</p> <ul style="list-style-type: none"> ○ Undertake a review of the Rural Land Use elements of the Buloke Planning Scheme to ensure it reflects agricultural activities. <p>Result: In Progress. Consultant appointed and background work completed. Additional consultation to occur in July 2019.</p> <ul style="list-style-type: none"> ○ Implement Economic Development and Tourism Strategy Year 1 strategies. <p>Result: Completed. Report on actions was noted at the June 2019 Ordinary Meeting.</p> <ul style="list-style-type: none"> ○ Construction of tourism facilities at Lake Tyrrell to capitalise on visitors to the area. <p>Result: In Progress. Preparation of tender documents has commenced as well as finalisation of the Cultural Heritage Management Plan. Final funding being sourced for road works.</p> |
| GOVERNANCE | <ul style="list-style-type: none"> ○ Amenity upgrades at three recreational lakes. <p>Result: Completed. Facilities opened at Lake Tchum, Watchem Lake and Woornook Lakes.</p> <ul style="list-style-type: none"> ○ Apply for funding for all five mobile blackspots under Round 1 of the State Government's Mobile Blackspot Program. <p>Result: Completed. Funding announced for Berriwilllock, Glenloth East, and Wilkur.</p> <ul style="list-style-type: none"> ○ Work with Agricultural Intensive Husbandry and Birchip Cropping Group to demonstrate renewable energy options. <p>Result: In Progress. BCG funding application was successful and micro grid partially installed. Discussion being held to conduct demonstration events.</p> <ul style="list-style-type: none"> ○ Seek funding under the Local Roads to Market Program for a key freight route. <p>Result: Completed. Successful applications made for Yeungroon Road, Watchem-Warracknabeal Road and Birchip-Corack Road. Further applications made for Watchem-Warracknabeal Road and Culgoa-Ultima Road pending at time of reporting.</p> <ul style="list-style-type: none"> ○ Annual evaluation of the Community Grants Program and Sustainability Grants Program success. <p>Result: Completed. Reports presented to Councillor Briefings in August 2018 and February 2019.</p> <ul style="list-style-type: none"> ○ Deliver improvements to Cumming Avenue, Birchip to upgrade safety and implement the Birchip Streetscape Masterplan priorities. <p>Result: In Progress. Detailed designs complete. A second application for funding was successful in May 2019 after initial funding was pulled by Regional Roads Victoria.</p> |
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SERVICE PERFORMANCE INDICATORS

| SERVICE/INDICATOR/MEASURE | Results 2016 | Results 2017 | Results 2018 | Results 2019 | Material Variations and Comments |
|--|-----------------|-----------------|-----------------|-----------------|--|
| STATUTORY PLANNING | | | | | |
| Timeliness | | | | | |
| Time taken to decide planning applications [The median number of days between receipt of a planning application and a decision on the application] | 52.00 | 28.00 | 37.00 | 30.00 | Improvement in time to process planning applications. |
| Service standard | | | | | |
| Planning applications decided within required time frames [(Number of regular planning application decisions made within 60 days) + (Number of VicSmart planning application decisions made within 10 days) / Number of planning application decisions made] x100 | 79.17% | 83.33% | 91.89% | 96.43% | Improving trend to process planning applications within prescribed timeframes. Council experiences a low level of complex applications. |
| Service cost | | | | | |
| Cost of statutory planning service [Direct cost of the statutory planning service / Number of planning applications received] | \$1,442.79 | \$1,696.51 | \$2,248.93 | \$1,886.33 | An increase of the number of planning applications received in 18/19 has effectively reduced the cost per planning application to Council. |
| Decision making | | | | | |
| Council planning decisions upheld at VCAT [Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100 | 100.00% | 0.00% | 0.00% | 0.00% | Not applicable. |

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STRATEGIC OBJECTIVE 4



RESPONDING TO AND ENHANCING OUR BUILT AND NATURAL ENVIRONMENT

The following statement reviews the performance of Council against the Council Plan including results achieved in relation to the strategic indicators included in the Council Plan.

4.1 REDUCE THE ASSET RENEWAL GAP

ACTIONS

- Develop and implement a ten year capital works plan.
- Prioritise Council's investment into asset renewal projects.
- Continue the review of Council's asset inventory to identify surplus assets.

4.2 PARTNER WITH COMMUNITIES TO DEVELOP FIT FOR PURPOSE MULTI-USE HUBS

ACTIONS

- Construct key multi-use projects such as the Charlton Park 2020 project and the Donald Community Precinct upgrade.
- Proactively engage with community groups to establish plans for consolidation of ageing or excess building assets as part of a broader community planning exercise.

4.3 BUILD COMMUNITY PREPAREDNESS AND RESILIENCE TO THE EFFECTS OF EXTREME WEATHER EVENTS

ACTIONS

- Conduct a review of Council's suite of emergency management plans.
- Partner with key agencies such as Victorian SES and CFA to improve community education to prepare for natural disasters.

4.4 ENHANCE THE STRATEGIC DELIVERY OF COUNCIL ASSETS

ACTIONS

- Undertake a review of existing asset management plans.
- Implement an Asset Management software system to improve infrastructure planning and delivery.
- Participate in regional transport and road groups to improve network planning across the region.
- Develop a major projects advocacy document to present to potential funding partners including a strategic masterplan for the main park in each township.

4.5 ENSURE THE ONGOING PRACTICAL MANAGEMENT AND PROTECTION OF THE SHIRE'S NATIVE VEGETATION

ACTIONS

- Review the Roadside Vegetation Management Plan to better balance community needs with statutory requirements.
- Enhance the promotion of Council's natural environment and assets through regional tourism boards to be a key driver for tourism development.

4.6 SUPPORT COMMUNITIES' ACCESS TO RECREATIONAL WATER BY ENHANCING OUR AQUATIC FEATURES

ACTIONS

- Continue to implement the Buloke Aquatic Strategy and invest in key projects such as the Wycheproof Swimming Pool Change Facility Upgrade.
- Lobby state and federal government to complete water security works at Green Lake.
- Work with state government to rejuvenate the amenity blocks and tourism facilities at Council's recreational lakes.
- Review options for opportunities for increased pool access.

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| THE YEAR IN REVIEW | <p>4.7 BECOME A CHAMPION OF ENVIRONMENTAL SUSTAINABILITY THROUGH DESIGN AND PRACTISE</p> <p>ACTIONS</p> <ul style="list-style-type: none"> ○ In partnership with the Central Victorian Greenhouse Alliance, retrofit key community facilities with environmentally sustainable design features. ○ Benchmark sustainability performance against other municipalities and develop a plan to reduce Council's carbon footprint. | <ul style="list-style-type: none"> ○ Community satisfaction rating for overall performance in local roads and footpaths. ○ Asset condition of Buloke Shire Council roads, and footpaths. ○ Reduce the waste to landfill ratio. |
| OUR COUNCIL | | <p>MAJOR INITIATIVES</p> <ul style="list-style-type: none"> ○ Develop and maintain a suite of projects on key buildings across Buloke that are ready to submit for grant opportunities. <p>Result: Completed. Designs completed for Sea Lake Community Centre, Donald Skate Park, Streetscapes (Riverfronts), Charlton Hall, Charlton Childcare, Charlton Drainage and a range of Road Rehabilitation Projects.</p> |
| OUR PEOPLE | <p>4.8 IMPROVE WASTE MANAGEMENT PRACTICES AND REDUCE WASTE TO LANDFILL FOR IMPROVED ENVIRONMENTAL OUTCOMES</p> <p>ACTIONS</p> <ul style="list-style-type: none"> ○ Implement restoration program for Council utilised gravel pits and former landfill sites. ○ Work with Loddon Mallee Waste and Resource Recovery Group to implement best practice. ○ Explore and promote resource recovery opportunities throughout the Shire. ○ Review bin provision in key public spaces in conjunction with other state authorities where relevant such as main street areas, recreation reserves, roadside stops and parklands to improve resource recovery and deter littering. | <ul style="list-style-type: none"> ○ Construction of Charlton Park. <p>Result: In Progress. Charlton Park was nearing completion at time of reporting.</p> <ul style="list-style-type: none"> ○ Finalise plans and construct Donald Community Precinct Redevelopment. <p>Result: In Progress. This project is nearing completion at time of reporting.</p> <ul style="list-style-type: none"> ○ Develop plans for the Charlton Drainage Project. <p>Result: Complete.</p> <ul style="list-style-type: none"> ○ Use of asset management software system to inform ongoing capital and financial budgets. <p>Result: Complete.</p> <ul style="list-style-type: none"> ○ Use of a Memorandum of Understanding with the Department of Corrections to assist our Landcare groups to achieve community identified problem locations to eradicate weeds. <p>Result: Not completed. Discussions have commenced but it is unlikely that roadside works will be completed. Council is investigating alternative projects with the Department.</p> <ul style="list-style-type: none"> ○ Complete Green Lake earthworks. <p>Result: Completed. Water has been returned to Green Lake.</p> <ul style="list-style-type: none"> ○ Commence Sustainability works to retrofit two high use buildings under Sustainability Victoria Funding (Stream 3). <p>Result: Charlton Kindergarten and Buloke Shire Council-Charlton Office building works complete.</p> <ul style="list-style-type: none"> ○ Apply for E-Waste container storage to improve waste management practises. <p>Result: Completed. Works for E-Waste storage facilities have been completed in Birchip and Sea Lake.</p> |
| OUR PERFORMANCE | | |
| GOVERNANCE | | |
| FINANCIALS | <p>STRATEGIC INDICATORS</p> <ul style="list-style-type: none"> ○ Improve community satisfaction rating for overall performance of waste management. ○ Environmentally Sustainable Design principles are incorporated in the construction of new facilities and major upgrades. | |

SERVICE PERFORMANCE INDICATORS

| SERVICE/INDICATOR/MEASURE | Results 2016 | Results 2017 | Results 2018 | Results 2019 | Material Variations and Comments |
|--|-----------------|-----------------|-----------------|-----------------|--|
| ROADS | | | | | |
| Satisfaction of use | | | | | |
| Sealed local road requests [Number of sealed local road requests / Kilometres of sealed local roads] x100 | 3.58 | 5.37 | 5.67 | 2.63 | The reduction in the number of requests is consistent with the level of satisfaction with local roads. |
| Condition | | | | | |
| Sealed local roads maintained to condition standards [Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100 | 96.41% | 89.45% | 92.84% | 93.75% | |
| Service cost | | | | | |
| Cost of sealed local road reconstruction [Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed] | \$39.44 | \$49.86 | \$42.65 | \$50.26 | Variability in the cost of materials impact the cost per square metre. |
| Service Cost | | | | | |
| Cost of sealed local road resealing [Direct cost of sealed local road resealing / Square metres of sealed local roads resealed] | \$4.00 | \$4.70 | \$4.72 | \$4.47 | Variability in the cost of materials impact the cost per square metre. |
| Satisfaction | | | | | |
| Satisfaction with sealed local roads [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads] | 39.00 | 36.00 | 39.00 | 42.00 | Satisfaction with sealed roads has been consistent. An improvement in satisfaction with roads is also consistent with the reduction in the number of requests. |
| WASTE COLLECTION | | | | | |
| Satisfaction | | | | | |
| Kerbside bin collection requests [Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x1000 | 10.41 | 18.43 | 50.07 | 55.11 | Most collection bin requests relate to damaged bins. Council's bins are ageing and damaged bins are repaired or replaced promptly on request. |
| Satisfaction | | | | | |
| Kerbside collection bins missed [Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x10,000 | 2.47 | 2.53 | 2.18 | 1.79 | Improved community education of rubbish collection times and placement of bins has seen a reduction in the number of missed bin reports. |
| Service cost | | | | | |
| Cost of kerbside garbage bin collection service [Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins] | \$60.60 | \$60.42 | \$60.14 | \$60.05 | Garbage collection costs per bin has been consistent. |

SERVICE PERFORMANCE INDICATORS

| SERVICE/INDICATOR/MEASURE | Results 2016 | Results 2017 | Results 2018 | Results 2019 | Material Variations and Comments |
|---|-----------------|-----------------|-----------------|-----------------|---|
| WASTE COLLECTION | | | | | |
| Service cost | | | | | |
| Cost of kerbside recyclables collection service | \$41.64 | \$34.17 | \$40.00 | \$51.92 | Cost increases for collection of recyclables has been impacted by China's 'National Sword' policy on recyclables. |
| [Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins] | | | | | |
| Waste diversion | | | | | |
| Kerbside collection waste diverted from landfill | 24.29% | 23.49% | 23.27% | 24.54% | |
| [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100 | | | | | |



STRATEGIC OBJECTIVE 5



SUPPORT OUR COUNCILLORS, STAFF, VOLUNTEERS AND THE COMMUNITY TO MAKE INFORMED AND TRANSPARENT DECISIONS

The following statement reviews the performance of Council against the Council Plan including results achieved in relation to the strategic indicators included in the Council Plan

5.1 IMPLEMENT A ROBUST COMPLIANCE AND RISK FRAMEWORK TO ENSURE STATUTORY OBLIGATIONS ARE FULFILLED

ACTIONS

- Maintain and review the risk framework.
- Implement the internal audit plan.

| | | |
|--------------------|---|---|
| INTRODUCTION | | |
| THE YEAR IN REVIEW | <p>5.2 ENSURE THE BULOKE ORGANISATIONAL DEVELOPMENT STRATEGY SUPPORTS OUR CULTURE</p> <p>ACTIONS</p> <ul style="list-style-type: none"> Establish and implement regular reporting against the organisational development strategy. | <p>5.5 INCREASE OUR COMMUNICATION AND INVOLVEMENT WITH THE COMMUNITY IN DECISION MAKING</p> <p>ACTIONS</p> <ul style="list-style-type: none"> Provide high quality customer service and manage requests effectively through a Customer Service Charter. Provide targeted communication aligned to requirements and expectations of residents and stakeholders such as businesses and forums. Improve Council's website functionality and accessibility. |
| OUR COUNCIL | <p>5.3 ENSURE OUR COUNCILLORS HAVE SUPPORT IN PERFORMING THEIR ROLES AND RESPONSIBILITIES</p> <p>ACTIONS</p> <ul style="list-style-type: none"> Develop and implement a Councillor Development program. Promote professional development opportunities for Councillors. | <p>5.6 RECOGNISE OUR VOLUNTEERS AND SUPPORT THEIR SIGNIFICANT CONTRIBUTIONS</p> <p>ACTIONS</p> <ul style="list-style-type: none"> Develop and implement a Volunteer Action Strategy that incorporates promotional material to encourage and retain volunteers. |
| OUR PEOPLE | | |
| OUR PERFORMANCE | <p>5.4 REVIEW AND MONITOR PARTNERSHIP ARRANGEMENTS TO MAXIMISE SERVICES FOR BULOKE</p> <p>ACTIONS</p> <ul style="list-style-type: none"> Secure representation on the relevant Federal, state, regional and local bodies. Review our partnerships to ensure that there are clear outcomes to measure our staff and Councillor investments | <p>STRATEGIC INDICATORS</p> <ul style="list-style-type: none"> Achieve the financial results set out in the four-year Strategic Resource Plan. Improve community satisfaction survey rating for customer service. <p>MAJOR INITIATIVES</p> <ul style="list-style-type: none"> Develop and maintain a suite of projects on key buildings across Buloke that are ready to submit for grant opportunities. <p>Result: Completed. Designs completed for Sea Lake Community Centre, Donald Skate Park, Streetscapes (Riverfronts), Charlton Hall, Charlton Childcare, Charlton Drainage and a range of Road Rehabilitation Projects.</p> |
| GOVERNANCE | | |
| FINANCIALS | | |

MAJOR INITIATIVES

- Develop a Business Continuity Management Plan that ensures a robust framework to ensure Council meets its statutory obligations.

Result: Plans have been completed and presented to the Senior Management Team and reported to the Audit Committee.

- Implementation of an online Learning Management System.

Result: System successfully implemented and initial staff training completed.

- Review and adopt an updated Meeting Procedure and Common Seal Local Law.

Result: Completed. Adopted at the May 2019 Ordinary Meeting of Council.

- Assess key partnerships with stakeholders.

Result: Completed. Two workshops held with Councillors to identify improved actions.

- Implementation of the Volunteer Strategy.

Result: Completed. At the June 2019 Ordinary Meeting of Council 50% completion of the plan was reported.

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SERVICE PERFORMANCE INDICATORS

| SERVICE/INDICATOR/MEASURE | Results 2016 | Results 2017 | Results 2018 | Results 2019 | Material Variations and Comments |
|--|-----------------|-----------------|-----------------|-----------------|--|
| GOVERNANCE | | | | | |
| Transparency | | | | | |
| Council decisions made at meetings closed to the public | 4.59% | 2.09% | 9.09% | 4.17% | Decisions made in meetings closed to the public are for commercial-in-confidence or other matters allowed by the Local Government Act 1989 s89(2). Majority of decisions in closed meetings relate to Contract Commercial-in-confidence matters. |
| [Number of Council resolutions made at ordinary or special meetings of Council, or at meetings of a special committee consisting only of Councillors, closed to the public / Number of Council resolutions made at ordinary or special meetings of Council or at meetings of a special committee consisting only of Councillors] x100 | | | | | |
| Consultation and engagement | | | | | |
| Satisfaction with community consultation and engagement | 46.00 | 51.00 | 53.00 | 55.00 | Council has invested considerable time and effort talking and listening to the community. This upward trend is reflective of Council's effort to improve on community consultation. |
| [Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement] | | | | | |
| Attendance | | | | | |
| Councillor attendance at council meetings | 89.92% | 91.43% | 98.90% | 95.60% | Council consistently has a high Councillor participation rate at Council meetings. |
| [The sum of the number of Councillors who attended each ordinary and special Council meeting / (Number of ordinary and special Council meetings) × (Number of Councillors elected at the last Council general election)] x100 | | | | | |
| Service cost | | | | | |
| Cost of governance | \$33,020.57 | \$34,852.27 | \$35,607.71 | \$36,997.14 | Council consistently has a high Councillor participation rate at Council meetings. |
| [Direct cost of the governance service / Number of Councillors elected at the last Council general election] | | | | | |
| Satisfaction | | | | | |
| Satisfaction with council decisions | 45.00 | 49.00 | 50.00 | 52.00 | Increased consultation with community has resulted in an upward trend in the community's satisfaction with Council decisions. |
| [Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community] | | | | | |

GOVERNANCE, MANAGEMENT AND OTHER INFORMATION

GOVERNANCE

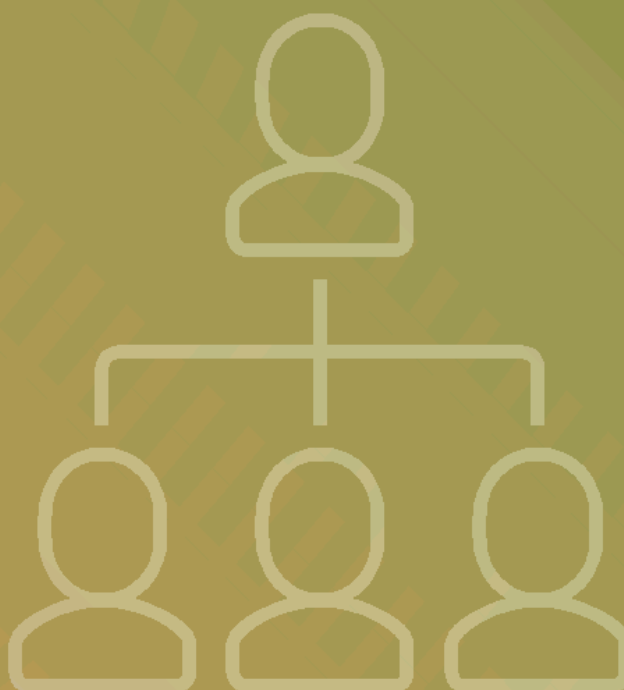
The Buloke Shire Council is constituted under the *Local Government Act 1989* (Victoria) to provide leadership for the good governance of the municipal district and the local community. Council has a number of roles including:

s3D of the Act status:

- (a) acting as a representative government by taking into account the diverse needs of the local community in decision making
- (b) providing leadership by establishing strategic objectives and monitoring their achievement
- (c) maintaining the viability of the Council by ensuring that resources are managed in a responsible and accountable manner
- (d) advocating the interests of the local community to other communities and governments
- (e) acting as a responsible partner in government by taking into account the needs of other communities
- (f) fostering community cohesion and encouraging active participation in civic life

Council is committed to effective and sustainable forms of democratic and corporate governance as the key to ensuring that Council and its administration meet the community's priorities. The community has many opportunities to provide input into Council's decision-making processes including community consultation, public forums such as Council meetings, community forum summits and the ability to make submissions to Special Committees of Council.

Council's formal decision-making processes are conducted through Council meetings and Special Committees of Council. Council delegates the majority of its decision-making to Council staff. These delegations are exercised in accordance with adopted Council policies.



INTRODUCTION

GOVERNANCE AND MANAGEMENT CHECKLIST

The following are the results in the prescribed form of Council's assessment against the prescribed governance and management checklist.

THE YEAR IN REVIEW

| Governance and Management Item | Assessment |
|---|---|
| Community Engagement Policy (policy outlining Council's commitment to engaging with the community on matters of public interest) | Community Engagement Policy and Guidelines is incorporated into the Community Engagement Strategy. Adopted 11 February 2015. |

OUR COUNCIL

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|--|---|
| Community Engagement Guidelines (guidelines to assist staff to determine when and how to engage with the community) | Community Engagement Policy and Guidelines is incorporated into the Community Engagement Strategy. Adopted 11 February 2015. |
|--|---|

| | |
|---|---|
| Strategic Resource Plan (plan under section 126 of the Act outlining the financial and non-financial resources required for at least the next 4 financial years) | Plan adopted in accordance with section 126 of the Act on 19 June 2019. |
|---|---|

OUR PEOPLE

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|--|---|
| Annual Budget (plan under section 130 of the Act setting out the services to be provided and initiatives to be undertaken over the next 12 months and the funding and other resources required) | Budget adopted in accordance with section 130 of the Act on 19 June 2019. |
|--|---|

| | |
|--|--|
| Asset Management Plans (plans that set out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years) | Asset Management Strategy was adopted on 9 December 2015. Road Management Plan was adopted on 12 December 2018. |
|--|--|

OUR PERFORMANCE

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|---|---|
| Rating Strategy (strategy setting out the rating structure of Council to levy rates and charges) | Rating Strategy was adopted 8 May 2019. |
|---|---|

| | |
|---|--|
| Risk Policy (policy outlining Council's commitment and approach to minimising the risks to Council's operations) | Current policy in operation. Adopted 14 June 2016. |
|---|--|

GOVERNANCE


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|--|--|
| Fraud Policy (policy outlining Council's commitment and approach to minimising the risk of fraud) | Current policy in operation. Adopted 10 February 2016. |
|--|--|

| | |
|---|--|
| Municipal Emergency Management Plan (plan under section 20 of the Emergency Management Act 1986 for emergency prevention, response and recovery) | Prepared and maintained in accordance with section 20 of the Emergency Management Act 1986. Adopted 8 November 2017. |
|---|--|

FINANCIALS

| | |
|--|--|
| Procurement Policy (policy under section 186A of the Local Government Act 1989 outlining the matters, practices and procedures that will apply to all purchases of goods, services and works) | Prepared and approved in accordance with section 186A of the Local Government Act. Adopted 12 June 2019. |
|--|--|

| Governance and Management Item | Assessment |
|---|--|
| Business Continuity Plan (plan setting out the actions that will be taken to ensure that key services continue to operate in the event of a disaster) | Current plan in operation. Adopted 8 November 2017. Policy and Framework in operation. |
| Disaster Recovery Plan (plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster) | Current plan in operation. Approved May 2018. Presented to Audit Committee 5 September 2018. |
| Risk Management Framework (framework outlining Council's approach to managing risks to the Council's operations) | Current framework in operation. Adopted 14 June 2017. |
| Audit Committee (advisory committee of Council under section 139 of the Act whose role is to oversee the integrity of a Council's financial reporting, processes to manage risks to the Council's operations and for compliance with applicable legal, ethical, and regulatory requirements) | Committee established in accordance with section 139 of the Act. Established 28 October 2004. Current Charter adopted 8 November 2017. |
| Internal Audit (independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls) | Internal auditor engaged on 8 March 2017. |
| Performance Reporting Framework (a set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 131 of the Act) | Current framework in operation. 1 July 2014. |
| Council Plan reporting (report reviewing the performance of the Council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year) | Reported against on 10 October 2018 and 8 May 2019. |
| Financial reporting (quarterly statements to Council under section 138 of the Act comparing budgeted revenue and expenditure with actual revenue and expenditure) | Monthly statements presented to Council in accordance with section 138(1) of the Act. |
| Risk reporting (six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies) | Reports prepared and presented. Policy and Framework in place, report format is under review. |
| Performance reporting (six-monthly reports of indicators measuring the results against financial and non-financial performance, including performance indicators referred to in section 131 of the Act) | Reports prepared and presented on 12 September 2018 and 8 May 2019. |

| INTRODUCTION | | | | | | | | | | | |
|---|---|--------------------------------|------------|---|--|---|--|--|---|---|--|
| THE YEAR IN REVIEW | <table> <tr> <th>Governance and Management Item</th><th>Assessment</th></tr> <tr> <td>Annual Report (annual report under sections 131, 132 and 133 of the Act to the community containing a report of operations and audited financial performance statements)</td><td>Annual report considered at a meeting of Council on 10 October 2018 in accordance with section 134 of the Act.</td></tr> <tr> <td>Councillor Code of Conduct (Code under section 76C of the Act setting out the conduct principles and the dispute resolution processes to be followed by Councillors)</td><td>Code of conduct reviewed in accordance with section 76C of the Act on 8 February 2017.</td></tr> <tr> <td>Delegations (a document setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff)</td><td>Delegations reviewed in accordance with section 98(6) of the Act. Council to CEO on 14 March 2018. Council to Staff on 12 December 2018. CEO to Staff on 14 March 2018.</td></tr> <tr> <td>Meeting Procedures (a local law governing the conduct of meetings of Council and special committees)</td><td>Meeting procedures local law made in accordance with section 91(1) of the Act. Adopted 8 May 2019.</td></tr> </table> | Governance and Management Item | Assessment | Annual Report (annual report under sections 131, 132 and 133 of the Act to the community containing a report of operations and audited financial performance statements) | Annual report considered at a meeting of Council on 10 October 2018 in accordance with section 134 of the Act. | Councillor Code of Conduct (Code under section 76C of the Act setting out the conduct principles and the dispute resolution processes to be followed by Councillors) | Code of conduct reviewed in accordance with section 76C of the Act on 8 February 2017. | Delegations (a document setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff) | Delegations reviewed in accordance with section 98(6) of the Act. Council to CEO on 14 March 2018. Council to Staff on 12 December 2018. CEO to Staff on 14 March 2018. | Meeting Procedures (a local law governing the conduct of meetings of Council and special committees) | Meeting procedures local law made in accordance with section 91(1) of the Act. Adopted 8 May 2019. |
| Governance and Management Item | Assessment | | | | | | | | | | |
| Annual Report (annual report under sections 131, 132 and 133 of the Act to the community containing a report of operations and audited financial performance statements) | Annual report considered at a meeting of Council on 10 October 2018 in accordance with section 134 of the Act. | | | | | | | | | | |
| Councillor Code of Conduct (Code under section 76C of the Act setting out the conduct principles and the dispute resolution processes to be followed by Councillors) | Code of conduct reviewed in accordance with section 76C of the Act on 8 February 2017. | | | | | | | | | | |
| Delegations (a document setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff) | Delegations reviewed in accordance with section 98(6) of the Act. Council to CEO on 14 March 2018. Council to Staff on 12 December 2018. CEO to Staff on 14 March 2018. | | | | | | | | | | |
| Meeting Procedures (a local law governing the conduct of meetings of Council and special committees) | Meeting procedures local law made in accordance with section 91(1) of the Act. Adopted 8 May 2019. | | | | | | | | | | |
| OUR COUNCIL | | | | | | | | | | | |
| OUR PEOPLE | <p>I certify that this information presents fairly the status of Council's governance and management arrangements.</p>  <p>Anthony Judd Chief Executive Officer</p> | | | | | | | | | | |
| OUR PERFORMANCE | | | | | | | | | | | |
| GOVERNANCE | <p>Cr Carolyn Stewart Mayor</p> | | | | | | | | | | |
| FINANCIALS | | | | | | | | | | | |

STATUTORY INFORMATION

FREEDOM OF INFORMATION

The *Freedom of Information Act 1982* (Commonwealth) ("FOI Act") establishes, as far as possible, the right of the community to access information in the Council's possession. Access to documents may be obtained through written request to the Freedom of Information Officer, as detailed in section 17 of the FOI Act and in summary as follows:

- It should be in writing.
- It should identify as clearly as possible which document is being requested.
- It should be accompanied by the appropriate application fee (the fee may be waived in certain circumstances).

Requests for documents in the possession of Council should be addressed to the Freedom of Information Officer. Requests can also be lodged by email.

Access charges may also apply once documents have been processed and a decision on access is made (e.g. photocopying and search and retrieval charges).

Further information on regarding FOI can be found at www.ovic.gov.au and on the Buloke Shire Council website.

| | 2016-17 | 2017-18 | 2018-19 |
|---|----------------|----------------|-----------------|
| Total Number of requests in this period | 1 | 1 | 3 |
| Access granted in full | 0 | 0 | 0 |
| Access granted in part | 1 | 1 | 2 |
| Outcomes of requests outstanding from previous period | 0 | 1 | 1 |
| Access granted in full | 0 | 0 | 0 |
| Access granted in part | 0 | 1 | 0 |
| Other | | | 1 |
| Access denied in full | 0 | 0 | 1 |
| Requests still under consideration | 0 | 1 | 1 |
| Number of internal reviews sought | 0 | 0 | 0 |
| Requests referred to another government agency | 1 | 0 | 0 |
| Number of Victorian Civil and Administrative Tribunal (VCAT) appeals lodged | 0 | 0 | 0 |
| Outcome of VCAT decisions appealed in the period | | | |
| Withdrawn | 0 | 0 | 0 |
| Successful | 0 | 0 | 0 |
| Still to be heard | 0 | 0 | 0 |
| Total Charges collected | \$27.90 | \$28.40 | \$124.80 |

INTRODUCTION

THE YEAR IN REVIEW

BEST VALUE

Council is committed to a review of all services over a three year period. As part of the service review process, opportunities and challenges will be identified and action plans developed to make the most of opportunities and to alleviate challenges. Central to this program is embedding a culture of continuous improvement throughout the organisation with a focus on efficient service delivery.

Services reviewed as at 30 June 2019 were:

| 2016/17 | 2017/18 | 2018/19 |
|--------------------------|-----------------------------|---------------------------|
| School Crossing | Community Development | Human Resources |
| Planning | Urban and Parks | Media and Communications |
| Building | Risk Management | Local Laws |
| Environmental Compliance | Governance | Building and Planning |
| Insurance | Brokered Care | Waste and Environment |
| Rates | Home Care | Asset Management |
| Payroll | Meals on Wheels | Customer Service |
| Governance | Records Management | Recreation |
| Immunisation | Public/Environmental Health | Maternal and Child Health |
| Recreation Service | Finance | Immunisation |
| Saleyard and Truck Wash | | Saleyards and Truckwash |

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DISABILITY ACTION PLAN

In accordance with section 38 of the *Disability Act 2006*, Council has prepared a Disability Action Plan it must report on the implementation of the Disability Action Plan in its annual report.

The Buloke Shire Council Inclusiveness Plan was adopted at the October 2018 Ordinary Meeting of Council. Amongst a range of considerations, the plan addresses Council's obligations under the *Disability Act 2006*.

This plan follows the five principles of action as identified through the Rural Social Inclusion Framework. It is important that this plan is viewed as a starting point for an ongoing process.

Council has implemented the following actions:

- Delivered Community Care services to eligible members of the community by providing adequate and equitable access to services.
- Developed cross sector partnership opportunities to capitalise on existing resources and services.
- Increased opportunities for people with a disability to participate in community events.
- Regularly promoted services available to people with a disability or mental illness and their carers and assisted with referral pathways.
- Advocated for and assisted community members in the transition as the National Disability Insurance Scheme rolled out in the Mallee Catchment. Continue to advocate for rural gaps in service.
- Promoted inclusion and participation in the community of persons with a disability through the instigation of the Inclusiveness Plan, formed through close community consultation.

The Buloke Shire Council Inclusiveness Plan is available on Council's website.

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CONTRACTS

During the 2018-19 year Council entered into no contracts with a value of \$150,000 or more for goods and services or \$200,000 or more for works without engaging in a competitive process.

DOMESTIC ANIMAL MANAGEMENT PLAN

All Victorian Councils are required by the *Domestic Animals Act 1994* (the Act) to prepare and implement a four year Domestic Animal Management Plan (DAMP) to guide decision making in relation to animal management for dogs and cats. The scope of the DAMP does not include activities for the management of wildlife, horses, livestock, or pest animals.

The four year plan builds on the 2013-2017 DAMP and provides the framework for the planning, development, and evaluation of animal management services and programs delivered by Buloke Shire Council and complies with the requirements of the Act.

Council's Domestic Animal Management Plan 2017-2021 was adopted on 14 March 2018 and is available on Council's website.

FOOD ACT MINISTERIAL DIRECTIONS

In accordance with section 7E of the *Food Act 1984* (Victoria), Council is required to publish a summary of any ministerial directions received during the financial year.

No such ministerial directions were received by Buloke Shire Council during the 2018-19 year.

PROTECTED DISCLOSURE PROCEDURES

In accordance with section 69 of the *Protected Disclosure Act 2012* (Victoria) a council must include in its annual report information about how to access the procedures established by the council under Part 9 of that Act. It is also required to provide certain information about the number and types of protected disclosures complaints investigated during the financial year.

The *Protected Disclosure Act 2012* (Victoria) aims to ensure openness and accountability in government by encouraging people to disclose improper conduct within the public sector and provide protection for people who make disclosures. Procedures on how to make a disclosure are publicly available on Council's website.

During the 2018-19 year no such disclosure was notified to Council officers appointed to receive disclosures, or to IBAC.

ROAD MANAGEMENT ACT MINISTERIAL DIRECTION

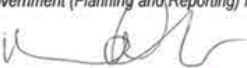



In accordance with section 22 of the *Road Management Act 2004*, a Council must publish a copy or a summary of any Ministerial direction in its annual report.

No such Ministerial Directions were received by Council during the 2018-19 year.



BULOKE SHIRE COUNCIL 2018/2019 FINANCIAL REPORT

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| | |
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| INTRODUCTION | <h2>BULOKE SHIRE COUNCIL 2018/2019 FINANCIAL REPORT</h2> |
| THE YEAR IN REVIEW | <h3>Certification of the Financial Statements</h3> <p>In my opinion the accompanying financial statements have been prepared in accordance with the <i>Local Government Act 1989</i>, the <i>Local Government (Planning and Reporting) Regulations 2014</i>, Australian Accounting Standards and other mandatory professional reporting requirements.</p>  <p>Hannah Yu Principal Accounting Officer</p> <p>Date : 24/9/2019 <Date> Wycheproof</p> <p>In our opinion the accompanying financial statements present fairly the financial transactions of Buloke Shire Council for the year ended 30 June 2019 and the financial position of the Council as at that date.</p> <p>As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.</p> <p>We have been authorised by the Council and by the <i>Local Government (Planning and Reporting) Regulations 2014</i> to certify the financial statements in their final form.</p> |
| OUR COUNCIL | |
| OUR PEOPLE | <p>Cr Carolyn Stewart Councillor</p>  <p>Date : 24/9/19 <Date> Wycheproof</p> |
| OUR PERFORMANCE | <p>Cr Daryl Warren Councillor</p>  <p>Date : 24/9/19 <Date> Wycheproof</p> |
| GOVERNANCE |  <p>Anthony Judd Chief Executive Officer</p> <p>Date : 24/9/19 <Date> Wycheproof</p> |
| FINANCIALS | |

BULOKE SHIRE COUNCIL 2018/2019 FINANCIAL REPORT



Independent Auditor's Report

To the Councillors of Buloke Shire Council

| | |
|---|--|
| Opinion | <p>I have audited the financial report of Buloke Shire Council (the council) which comprises the:</p> <ul style="list-style-type: none">• balance sheet as at 30 June 2019• comprehensive income statement for the year then ended• statement of changes in equity for the year then ended• statement of cash flows for the year then ended• statement of capital works for the year then ended• notes to the financial statements, including significant accounting policies• certification of the financial statements. <p>In my opinion the financial report presents fairly, in all material respects, the financial position of the council as at 30 June 2019 and its financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 6 of the <i>Local Government Act 1989</i> and applicable Australian Accounting Standards.</p> |
| Basis for Opinion | <p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the financial report in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p> |
| Councillors' responsibilities for the financial report | <p>The Councillors of the council are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the <i>Local Government Act 1989</i>, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.</p> <p>In preparing the financial report, the Councillors are responsible for assessing the council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it is inappropriate to do so.</p> |

| | |
|--------------------|--|
| INTRODUCTION | BULOKE SHIRE COUNCIL 2018/2019 FINANCIAL REPORT |
| THE YEAR IN REVIEW | <p>Auditor's responsibilities for the audit of the financial report</p> <p>As required by the <i>Audit Act 1994</i>, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.</p> <p>As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:</p> <ul style="list-style-type: none"> • identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. • obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control • evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Councillors • conclude on the appropriateness of the Councillors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the council's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the council to cease to continue as a going concern. • evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation. <p>I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.</p> |
| OUR COUNCIL | |
| OUR PEOPLE | |
| OUR PERFORMANCE | |
| GOVERNANCE | |
| FINANCIALS | <p>MELBOURNE 26 September 2019</p> <div>  <p>Jonathan Kyvelidis as delegate for the Auditor-General of Victoria</p> </div> |

BULOKE SHIRE COUNCIL 2018/2019 FINANCIAL REPORT

Comprehensive Income Statement For the Year Ended 30 June 2019

| | Note | 2019 \$'000 | 2018 \$'000 |
|--|------|----------------|----------------|
| Income | | | |
| Rates and charges | 3.1 | 13,414 | 13,014 |
| Statutory fees and fines | 3.2 | 171 | 74 |
| User fees | 3.3 | 809 | 761 |
| Grants - operating | 3.4 | 15,007 | 11,432 |
| Grants - capital | 3.4 | 8,773 | 2,812 |
| Contributions - monetary | 3.5 | 1,657 | 345 |
| Net gain (or loss) on disposal of property, infrastructure, plant and equipment | 3.6 | 56 | 25 |
| Net gain (or loss) on settlement for equity in WRLC | 3.6 | - | (78) |
| Share of net profits (or loss) of associates and joint ventures | 6.3 | - | (28) |
| Other income | 3.7 | 440 | 472 |
| Total income | | 40,327 | 28,829 |
| Expenses | | | |
| Employee costs | 4.1 | 9,855 | 9,285 |
| Materials and services | 4.2 | 15,905 | 7,583 |
| Depreciation and amortisation | 4.3 | 7,591 | 7,136 |
| Bad and doubtful debts | 4.4 | 67 | 114 |
| Borrowing costs | 4.5 | 296 | 298 |
| Other expenses | 4.6 | 697 | 678 |
| Total expenses | | 34,411 | 25,094 |
| Surplus/(deficit) for the year | | 5,916 | 3,735 |
| Other comprehensive income | | | |
| Items that will not be reclassified to surplus or deficit in future periods | | | |
| Net asset revaluation increment/(decrement) | 6.2 | 61,323 | 15,617 |
| Total comprehensive result | | 67,239 | 19,352 |

The above comprehensive income statement should be read in conjunction with the accompanying notes.

BULOKE SHIRE COUNCIL 2018/2019 FINANCIAL REPORT

Balance Sheet As at 30 June 2019

| | Note | 2019 \$'000 | 2018 \$'000 |
|--|---------|----------------|----------------|
| Assets | | | |
| Current assets | | | |
| Cash and cash equivalents | 5.1 (a) | 2,071 | 6,190 |
| Trade and other receivables | 5.1 (c) | 3,204 | 1,754 |
| Other financial assets | 5.1 (b) | 18,207 | 14,080 |
| Inventories | 5.2 (a) | 111 | 63 |
| Other assets | 5.2 (b) | 342 | 321 |
| Total current assets | | 23,935 | 22,408 |
| Non-current assets | | | |
| Investments in associates, joint arrangements and subsidiaries | 6.3 | - | - |
| Property, infrastructure, plant and equipment | 6.2 | 262,382 | 196,659 |
| Total non-current assets | | 262,382 | 196,659 |
| Total assets | | 286,317 | 219,067 |
| Liabilities | | | |
| Current liabilities | | | |
| Trade and other payables | 5.3 (a) | 2,174 | 3,102 |
| Trust funds and deposits | 5.3 (b) | 292 | 144 |
| Provisions | 5.5 | 2,340 | 2,158 |
| Interest-bearing liabilities | 5.4 | 7,000 | |
| Total current liabilities | | 11,806 | 5,404 |
| Non-current liabilities | | | |
| Provisions | 5.5 | 1,445 | 836 |
| Interest-bearing liabilities | 5.4 | - | 7,000 |
| Total non-current liabilities | | 1,445 | 7,836 |
| Total liabilities | | 13,251 | 13,240 |
| Net assets | | 273,066 | 205,827 |
| Equity | | | |
| Accumulated surplus | | 105,137 | 99,221 |
| Reserves | 9.1 | 167,929 | 106,606 |
| Total Equity | | 273,066 | 205,827 |

The above balance sheet should be read in conjunction with the accompanying notes.

BULOKE SHIRE COUNCIL 2018/2019 FINANCIAL REPORT

Statement of Changes in Equity For the Year Ended 30 June 2019

| | Note | Total \$'000 | Accumulated Surplus \$'000 | Revaluation Reserve \$'000 | Other Reserves \$'000 |
|---|------|-----------------|----------------------------------|----------------------------------|-----------------------------|
| 2019 | | | | | |
| Balance at beginning of the financial year | | 205,827 | 99,221 | 106,606 | - |
| Surplus/(deficit) for the year | | 5,916 | 5,916 | - | - |
| Net asset revaluation increment/(decrement) | | 61,323 | - | 61,323 | - |
| Balance at end of the financial year | | 273,066 | 105,137 | 167,929 | - |

| | | Total \$'000 | Accumulated Surplus \$'000 | Revaluation Reserve \$'000 | Other Reserves \$'000 |
|---|--|-----------------|----------------------------------|----------------------------------|-----------------------------|
| 2018 | | | | | |
| Balance at beginning of the financial year | | 186,475 | 95,486 | 90,989 | - |
| Surplus/(deficit) for the year | | 3,735 | 3,735 | - | - |
| Net asset revaluation increment/(decrement) | | 15,617 | - | 15,617 | - |
| Balance at end of the financial year | | 205,827 | 99,221 | 106,606 | - |

The above statement of changes in equity should be read in conjunction with the accompanying notes.

BULOKE SHIRE COUNCIL 2018/2019 FINANCIAL REPORT

Statement of Cash Flows For the Year Ended 30 June 2019

| | | 2019 Inflows/ (Outflows) \$'000 | 2018 Inflows/ (Outflows) \$'000 |
|---|------|--|--|
| | Note | | |
| Cash flows from operating activities | | | |
| Rates and charges | | 13,192 | 12,978 |
| Statutory fees and fines | | 180 | 127 |
| User fees | | 924 | 765 |
| Grants - operating | | 15,007 | 11,432 |
| Grants - capital | | 7,500 | 2,812 |
| Contributions - monetary | | 1,657 | 345 |
| Interest received | | 409 | 558 |
| Other receipts | | 29 | 104 |
| Net GST refund/payment | | (79) | 1,115 |
| Employee costs | | (9,076) | (9,308) |
| Materials and services | | (16,737) | (6,998) |
| Other payments | | (764) | (678) |
| Net cash provided by/(used in) operating activities | | 12,242 | 13,252 |
| Cash flows from investing activities | | | |
| Payments for property, infrastructure, plant and equipment | 6.2 | (11,993) | (7,171) |
| Proceeds from sale of property, infrastructure, plant and equipment | | 55 | 72 |
| Payments for investments | | (16,273) | (35,771) |
| Proceeds from sale of investments | | 12,146 | 27,196 |
| Net cash provided by/(used in) investing activities | | (16,065) | (15,674) |
| Cash flows from financing activities | | | |
| Finance costs | | (296) | (291) |
| Net cash provided by/(used in) financing activities | | (296) | (291) |
| Net increase (decrease) in cash and cash equivalents | | (4,119) | (2,713) |
| Cash and cash equivalents at the beginning of the financial year | | 6,190 | 8,903 |
| Cash and cash equivalents at the end of the financial year | | 2,071 | 6,190 |
| Financing arrangements | 5.6 | | |
| Restrictions on cash assets | 5.1 | | |

The above statement of cash flow should be read in conjunction with the accompanying notes.

BULOKE SHIRE COUNCIL 2018/2019 FINANCIAL REPORT

Statement of Capital Works For the Year Ended 30 June 2019

| | Note | 2019 \$'000 | 2018 \$'000 |
|--|------|----------------|----------------|
| Property | | | |
| Buildings | | 6,768 | 1,948 |
| Total buildings | | 6,768 | 1,948 |
| Total property | | 6,768 | 1,948 |
| Plant and equipment | | | |
| Plant, machinery and equipment | | 629 | 689 |
| Computers and telecommunications | | 203 | 350 |
| Library books | | 219 | 161 |
| Total plant and equipment | | 1,051 | 1,200 |
| Infrastructure | | | |
| Roads | | 3,798 | 2,173 |
| Footpaths and cycleways | | 81 | 65 |
| Drainage | | - | 90 |
| Recreational, leisure and community facilities | | - | 598 |
| Waste management | | - | 56 |
| Parks, open space and streetscapes | | - | 29 |
| Other infrastructure | | 295 | 769 |
| Total infrastructure | | 4,174 | 3,780 |
| Total capital works expenditure | | 11,993 | 6,928 |
| Represented by: | | | |
| New asset expenditure | | 1,306 | 1,885 |
| Asset renewal expenditure | | 6,303 | 4,132 |
| Asset upgrade expenditure | | 4,384 | 911 |
| Total capital works expenditure | | 11,993 | 6,928 |

The above statement of capital works should be read in conjunction with the accompanying notes.

| | |
|--------------------|--|
| INTRODUCTION | BULOKE SHIRE COUNCIL 2018/2019 FINANCIAL REPORT NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019 |
| THE YEAR IN REVIEW | OVERVIEW Introduction The Buloke Shire Council was established by an Order of the Governor in Council on 20 January 1995 and is a body corporate. The Council's main office is located at 367 Broadway, Wycheproof, Victoria 3527. |
| OUR COUNCIL | Statement of compliance These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with the Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the <i>Local Government Act 1989</i> , and the Local Government (Planning and Reporting) Regulations 2014. |
| OUR PEOPLE | Significant accounting policies (a) Basis of accounting The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid. Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates. |
| OUR PERFORMANCE | Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to: <ul style="list-style-type: none">- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 6.2)- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 6.2)- the determination of employee provisions (refer to Note 5.5)- the determination of landfill provisions (refer to Note 5.5)- other areas requiring judgments |
| GOVERNANCE | Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives. |
| FINANCIALS | |

BULOKE SHIRE COUNCIL 2018/2019 FINANCIAL REPORT

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

Note 1 Performance against budget

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. Council has adopted a materiality threshold of the higher of 10 percent or \$50,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by Council on 19th June 2018. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. Council sets guidelines and parameters for income and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long-term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

1.1 Income and expenditure

| | Budget 2019 \$'000 | Actual 2019 \$'000 | Variance 2019 \$'000 | Variance % | Ref |
|--|--------------------------|--------------------------|----------------------------|---------------|-----|
| Income | | | | | |
| Rates and charges | 13,386 | 13,414 | 28 | 0% | |
| Statutory fees and fines | 100 | 171 | 71 | 71% | 1 |
| User fees | 777 | 809 | 32 | 4% | |
| Grants - operating | 11,788 | 15,007 | 3,219 | 27% | 2 |
| Grants - capital | 7,541 | 8,773 | 1,232 | 16% | 3 |
| Contributions - monetary | 2,410 | 1,657 | (753) | -31% | 4 |
| Net gain/(loss) on disposal of property, infrastructure, plant | 10 | 56 | 46 | 455% | |
| Other income | 404 | 440 | 36 | 9% | |
| Total income | 36,416 | 40,327 | 3,911 | | |
| Expenses | | | | | |
| Employee costs | 9,602 | 9,855 | (253) | -3% | 5 |
| Materials and services | 15,149 | 15,905 | (756) | -5% | 6 |
| Depreciation and amortisation | 7,061 | 7,591 | (530) | -8% | 7 |
| Bad and doubtful debts | 52 | 67 | (15) | -29% | |
| Borrowing costs | 297 | 296 | 1 | 0% | |
| Other expenses | 776 | 697 | 79 | 10% | 8 |
| Total expenses | 32,937 | 34,411 | (1,474) | | |
| Surplus/(deficit) for the year | 3,479 | 5,916 | 2,437 | | |

(i) Explanation of material variations

| INTRODUCTION | BULOKE SHIRE COUNCIL 2018/2019 FINANCIAL REPORT | | |
|--------------------|--|-------------------------------|--|
| | NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019 | | |
| THE YEAR IN REVIEW | Variance Ref | Item | Explanation |
| | 1 | Statutory fees and fines | The positive variance occurs as a result of the issuing of a higher than anticipated number of fire infringement notices. |
| OUR COUNCIL | 2 | Grants - operating | Positive variance due to additional grants received mostly the Financial Assistance Grant paid in advance for next financial year |
| | 3 | Grants - capital | Positive variance due to additional grants received regarding Donald Community Precinct, Flood management, Donald Skate Park and Birchip Kindergarten |
| OUR PEOPLE | 4 | Contributions - Monetary | Negative variance due to anticipate community contributions to capital project replaced by additional grants received |
| | 5 | Employment Costs | Negative variance due to provision raised for redundancy but partially offset by less expenditure on salaries with several management positions filled by contractors for the majority of the financial year |
| OUR PERFORMANCE | 6 | Materials and services | Negative variance due to several management positions filled by contractors and carried forward spending on 2016 flood recovery |
| | 7 | Depreciation and amortisation | Negative variance due to depreciation items omitted from budget |
| GOVERNANCE | 8 | Other expenses | Positive variance due to revised treatment of Council contribution to community projects |
| FINANCIALS | | | |

BULOKE SHIRE COUNCIL 2018/2019 FINANCIAL REPORT

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

Note 1 Performance against budget (cont'd)

1.2 Capital works

| | Budget 2019 \$'000 | Actual 2019 \$'000 | Variance 2019 \$'000 | Variance % | Ref |
|--|--------------------------|--------------------------|----------------------------|---------------|-----|
| Property | | | | | |
| Buildings | 8,022 | 6,768 | (1,254) | -16% | 1 |
| Total Buildings | 8,022 | 6,768 | (1,254) | -16% | |
| Total Property | 8,022 | 6,768 | (1,254) | -16% | |
| Plant and Equipment | | | | | |
| Plant, machinery and equipment | 620 | 629 | 9 | 1% | |
| Computers and telecommunications | 985 | 203 | (782) | -79% | 2 |
| Library books | 200 | 219 | 19 | 10% | |
| Total Plant and Equipment | 1,805 | 1,051 | (754) | -42% | |
| Infrastructure | | | | | |
| Roads | 3,338 | 3,798 | 460 | 14% | 3 |
| Footpaths and cycleways | 86 | 81 | (5) | -6% | |
| Other infrastructure | 1,203 | 295 | (908) | -75% | 4 |
| Total Infrastructure | 4,627 | 4,174 | (453) | -10% | |
| Total Capital Works Expenditure | 14,454 | 11,993 | (2,461) | -17% | |
| Represented by: | | | | | |
| New asset expenditure | 1,030 | 1,306 | 276 | 27% | |
| Asset renewal expenditure | 8,155 | 6,303 | (1,852) | -23% | |
| Asset upgrade expenditure | 5,269 | 4,384 | (885) | -17% | |
| Total Capital Works Expenditure | 14,454 | 11,993 | (2,461) | -17% | |

| | | | |
|--------------------|--|----------------------------------|--|
| INTRODUCTION | <h1>BULOKE SHIRE COUNCIL</h1> <h2>2018/2019 FINANCIAL REPORT</h2> <p>NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019</p> | | |
| THE YEAR IN REVIEW | (i) Explanation of material variations | | |
| OUR COUNCIL | Variance Ref | Item | Explanation |
| | 1 | Buildings | Negative variance due to delays in major projects mostly regarding Lake Tyrrell infrastructure |
| | 2 | Computers and telecommunications | Negative variance due to delay in IT renewal project due to change in potential funding |
| | 3 | Roads | Postive variance due to expenditure on project unforeseen in budget due to new funding |
| OUR PEOPLE | 4 | Other infrastructure | Postive variance due to expenditure on project unforeseen in budget due to new funding |
| | | | |
| OUR PERFORMANCE | | | |
| GOVERNANCE | | | |
| FINANCIALS | | | |

BULOKE SHIRE COUNCIL 2018/2019 FINANCIAL REPORT

NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

Note 2.1 Analysis of Council results by program

Council delivers its functions and activities through the following programs.

2 (a) Delivering our services in a financially viable way

To achieve our objective of delivering our services in a financially viable way, we will continue to review our services to provide high quality, cost effective, and responsive services.

Build a healthy and active community

To achieve our objective of building a healthy and active community, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services

Diversify and enhance our local economy

To achieve our objective of diversifying and enhancing our local economy, we will continue to actively seek economic opportunities.

Responding to and enhancing our built and natural environment

To achieve our objective of responding to and enhancing our built and natural environment, we will continue to plan, deliver and improve high quality, cost effective, accessible and responsive services.

Support our Councillors, staff, volunteers and the community to make informed and transparent decisions

To achieve our objective of supporting Councillors, staff, volunteers and the community to make informed and transparent decisions we will develop engagement frameworks and continuously review the way in which we communicate.

INTRODUCTION

THE YEAR IN REVIEW

OUR COUNCIL

OUR PEOPLE

OUR PERFORMANCE

GOVERNANCE

FINANCIALS

BULOKE SHIRE COUNCIL

2018/2019 FINANCIAL REPORT

NOTES TO THE FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2019

Note 2.1 Analysis of Council results by program

2.1 (b) Summary of revenues, expenses, assets and capital expenses by program

| | Income | Expenses | Surplus/ (Deficit) | Grants included in income | Total assets |
|---|--------|----------|-----------------------|---------------------------------|-----------------|
| | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 |
| 2019 | | | | | |
| Delivering our services in a financially viable way | 16,435 | 1,316 | 15,119 | 4,048 | 23,935 |
| Build a healthy and active community | 1,801 | 2,349 | (548) | 1,398 | - |
| Diversify and enhance our local economy | 790 | 2,042 | (1,252) | 379 | - |
| Responding to and enhancing our built and natural environment | 21,297 | 25,856 | (4,559) | 17,955 | 262,382 |
| Support our Councillors, staff, volunteers and the community to make informed and transparent decisions | 4 | 2,848 | (2,844) | - | - |
| | 40,327 | 34,411 | 5,916 | 23,780 | 286,317 |

| | Income | Expenses | Surplus/ (Deficit) | Grants included in income | Total assets |
|---|--------|----------|-----------------------|---------------------------------|-----------------|
| | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 |
| 2018 | | | | | |
| Delivering our services in a financially viable way | 15,814 | 1,284 | 14,530 | 3,695 | 22,408 |
| Build a healthy and active community | 1,600 | 2,207 | (607) | 1,249 | - |
| Diversify and enhance our local economy | 423 | 1,550 | (1,127) | 41 | - |
| Responding to and enhancing our built and natural environment | 10,987 | 17,128 | (6,141) | 9,259 | 196,659 |
| Support our Councillors, staff, volunteers and the community to make informed and transparent decisions | 5 | 2,925 | (2,920) | - | - |
| | 28,829 | 25,094 | 3,735 | 14,244 | 219,067 |

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2019
\$'000

2018
\$'000

Note 3 Funding for the delivery of our services

3.1 Rates and charges

Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV is the value of the land and all its improvements.

The valuation base used to calculate general rates for 2018/19 was \$1.574 billion (2017/18 \$1.380 billion). The 2018/19 rate in the CIV dollar was a General Rate of 0.007715 cents (2017/18, 0.007899 cents) and a Farm Rate of 0.006789 cents (2017/18, 0.007741 cents).

| | | |
|--|---------------|---------------|
| Rates - Residential | 2,475 | 2,519 |
| Rates - Commercial | 618 | 634 |
| Rates - Rural | 7,974 | 7,660 |
| Windfarm electricity generation charge | 79 | 77 |
| Municipal Charge | 751 | 736 |
| Garbage Charges | 1,424 | 1,308 |
| Interest on Rates and Charges | 93 | 81 |
| Buloke Bucks | - | (1) |
| Total rates and charges | 13,414 | 13,014 |

The date of the latest general revaluation of land for rating purposes within the municipal district was 1 January 2019, and the valuation will be first applied in the rating year commencing 1st July 2019.

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

3.2 Statutory fees and fines

| | | |
|---------------------------------------|------------|-----------|
| Compliance | 95 | 16 |
| Governance | 0 | 5 |
| Planning Permits & Certificates | 65 | 43 |
| Revenue Collection | 7 | 7 |
| Building Regulations and Inspections | 4 | 3 |
| Total statutory fees and fines | 171 | 74 |

Statutory fees and fines (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

3.3 User fees

| | | |
|-------------------------------------|------------|------------|
| Pound fees and animal registrations | 59 | 60 |
| Home and Community Care | 166 | 189 |
| Brokered Programs Charges | 177 | 150 |
| Public Health and Wellbeing Charges | 30 | 29 |
| Building Services charges | 87 | 68 |
| Caravan Parks & Halls | 46 | 33 |
| Waste and Environment | 90 | 92 |
| Saleyards / Truck Wash | 153 | 137 |
| Other | 1 | 3 |
| Total user fees | 809 | 761 |

User fees are recognised as revenue when the service has been provided or council has otherwise earned the income.

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| OUR COUNCIL | 2019 | 2018 |
| | \$'000 | \$'000 |
| OUR PEOPLE | 3.4 Funding from other levels of government | |
| | Grants were received in respect of the following : | |
| OUR PERFORMANCE | Summary of grants | |
| | | |
| GOVERNANCE | Commonwealth funded grants | 9,469 |
| | State funded grants | 14,311 |
| FINANCIALS | Total grants received | 23,780 |
| | | 14,244 |
| | (a) Operating Grants | |
| | Recurrent - Commonwealth Government | |
| | Financial Assistance Grants | 6,525 |
| | General home care | 702 |
| | Recurrent - State Government | |
| | General home care | 147 |
| | School crossing supervisors | 12 |
| | Libraries | 119 |
| | Maternal and child health | 358 |
| | Community safety | 60 |
| | Health and immunisation | 11 |
| | Youth | 56 |
| | Other | 31 |
| | Total recurrent operating grants | 8,021 |
| | | 7,397 |
| | Non-recurrent - Commonwealth Government | |
| | Other | 90 |
| | Non-recurrent - State Government | |
| | Environmental management | 75 |
| | Natural disaster -flood damage | 5,951 |
| | Climate change | 30 |
| | Green Lake water security | 208 |
| | Other | 201 |
| | Birchip Kindergarten | 356 |
| | Mental Health | 75 |
| | Total non-recurrent operating grants | 6,986 |
| | | 4,035 |
| | Total operating grants | 15,007 |
| | | 11,432 |
| | (b) Capital Grants | |
| | Recurrent - Commonwealth Government | |
| | Roads to recovery | 1,252 |
| | Recurrent - State Government | |
| | Total recurrent capital grants | 1,252 |
| | | 1,072 |
| | Non-recurrent - Commonwealth Government | |
| | Wycheproof Pool change rooms | - |
| | Charlton Park 2020 redesign | 400 |
| | Donald Community Precinct | 500 |
| | Berrillock Bowls Green Redevelopment | - |
| | Non-recurrent - State Government | |
| | Recreation | 1,998 |
| | Tyrrell College drought proofing | - |
| | Lake Tyrrell infrastructure upgrades | - |
| | Wycheproof Pool change rooms | - |
| | Library Project | - |
| | Road rehabilitation | 2,566 |
| | Donald Skate Park | 120 |
| | E-Waste facilities and Sustainability | 85 |
| | Flood Management | 1,141 |
| | Tourism and cultural heritage signs | 711 |
| | Total non-recurrent capital grants | 7,521 |
| | | 1,740 |
| | Total capital grants | 8,773 |
| | | 2,812 |

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| | 2019 \$'000 | 2018 \$'000 |
|---|----------------|----------------|
| (c) Unspent grants received on condition that they be spent in a specific manner | | |
| Balance at start of year | 2,635 | 4,100 |
| Received during the financial year and remained unspent at balance date | 353 | 2,635 |
| Received in prior years and spent during the financial year | (2,635) | (4,100) |
| Balance at year end | 353 | 2,635 |

Grant income is recognised when Council obtains control of the contribution. Control is normally obtained upon receipt (or acquittal).

3.5 Contributions

Monetary

| | | |
|---------------------------------------|--------------|------------|
| Revenue Collection Contributions | 70 | 46 |
| Youth Development Contributions | 29 | 29 |
| Other Community Service Contributions | 59 | 1 |
| Capital Works Contributions | 1,440 | 177 |
| Reimbursements | 59 | 92 |
| Total contributions | 1,657 | 345 |

Monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

3.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment

Proceeds of sale/disposal

| | | |
|---|-----------|------------|
| Land | - | 12 |
| Library - Settlement for equity share in WRLC | - | 118 |
| Plant and Equipment | 56 | 60 |
| | 56 | 190 |

Written down value of assets disposed

| | | |
|--------------------------------|----------|--------------|
| Land | - | (40) |
| Library - Equity share in WRLC | - | (196) |
| Plant and Equipment | - | (7) |
| | - | (243) |

Total net gain/loss on disposal of property, infrastructure, plant and equipment

| | |
|-----------|-------------|
| 56 | (53) |
|-----------|-------------|

The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.

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| OUR PERFORMANCE | | |
| | | |
| GOVERNANCE | | |
| | | |
| FINANCIALS | | |
| | | |
| | 2019 | 2018 |
| | \$'000 | \$'000 |
| 3.7 Other income | | |
| Interest on investments | 319 | 368 |
| Rent Council properties | 11 | 13 |
| Shared services charge | 62 | 56 |
| Sundry external works | 36 | 32 |
| Other income | 12 | 3 |
| Total other income | 440 | 472 |
| Interest is recognised as it is earned. | | |
| Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income. | | |
| Note 4 The cost of delivering services | | |
| 4.1 Employee costs | | |
| Wages and salaries | 8,655 | 8,049 |
| Allowances | 218 | 210 |
| Worksafe | 227 | 207 |
| Superannuation | 755 | 819 |
| Total employee costs | 9,855 | 9,285 |
| (b) Superannuation | | |
| Council made contributions to the following funds: | | |
| Defined benefit fund | | |
| Employer contributions to Local Authorities Superannuation Fund (Vision Super) | 16 | 16 |
| | 16 | 16 |
| Employer contributions payable at reporting date. | - | - |
| Accumulation funds | | |
| Employer contributions to Local Authorities Superannuation Fund (Vision Super) | 390 | 419 |
| Employer contributions - other funds | 349 | 384 |
| | 739 | 803 |
| Employer contributions payable at reporting date. | 62 | 62 |
| Refer to note 9.3 for further information relating to Council's superannuation obligations. | | |
| 4.2 Materials and services | | |
| Advertising | 75 | 89 |
| Consultants Fees | 747 | 480 |
| Garbage | 103 | 94 |
| Information Technology | 426 | 436 |
| Insurance | 304 | 302 |
| Operational Contracts and Services | 10,984 | 3,224 |
| Operational Materials | 925 | 727 |
| Other | 326 | 360 |
| Promotion/Public Education | 14 | 23 |
| Subscriptions/Memberships/Publications | 86 | 100 |
| Telephone | 79 | 61 |
| Utilities | 430 | 381 |
| Vehicle and Plant Costs | 1,101 | 1,018 |
| Vehicle Lease Costs | 305 | 288 |
| Total materials and services | 15,905 | 7,583 |

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| | 2019 \$'000 | 2018 \$'000 |
|--|----------------|----------------|
| 4.3 Depreciation and amortisation | | |
| Property | 1,459 | 1,431 |
| Plant and equipment | 957 | 758 |
| Infrastructure | 5,175 | 4,947 |
| Total depreciation | 7,591 | 7,136 |

Refer to note 6.2 for a more detailed breakdown of depreciation and accounting policy.

| | | |
|-------------------------------------|-----------|------------|
| 4.4 Bad and doubtful debts | | |
| Rates debtors | - | - |
| Other debtors | 67 | 114 |
| Total bad and doubtful debts | 67 | 114 |

Movement in provisions for doubtful debts

| | | |
|---|------------|------------|
| Balance at the beginning of the year | 170 | 123 |
| New Provisions recognised during the year | 67 | 114 |
| Amounts already provided for and written off as uncollectible | (4) | (67) |
| Amounts provided for but recovered during the year | - | - |
| Balance at end of year | 233 | 170 |

Provision for doubtful debt is recognised based on an expected credit loss model. Bad debts are written off when identified. This model considers both historic and forward looking information in determining the level of impairment.

4.5 Borrowing costs

| | | |
|------------------------------|------------|------------|
| Interest - Borrowings | 296 | 298 |
| Total borrowing costs | 296 | 298 |

Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council.

4.6 Other expenses

| | | |
|---------------------------------------|------------|------------|
| Auditors' remuneration - VAGO - audit | 42 | 40 |
| Auditors' remuneration - Internal | 37 | 47 |
| Councillors' allowances | 182 | 180 |
| Council Contributions and Donations | 349 | 303 |
| Council meeting expenses | 10 | 10 |
| Others | 48 | 42 |
| Election expenses | - | 5 |
| Legal Expenses | 29 | 51 |
| Total other expenses | 697 | 678 |

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| FINANCIALS | | |
| | | |
| | 2019 | 2018 |
| | \$'000 | \$'000 |
| Note 5 Our financial position | | |
| 5.1 Financial assets | | |
| (a) Cash and cash equivalents | | |
| Cash on hand | 1 | 1 |
| Cash at bank | 2,071 | 3,100 |
| Term deposits | - | 3,089 |
| Total cash and cash equivalents | 2,071 | 6,190 |
| (b) Other financial assets | | |
| Term deposits - current | 18,207 | 14,080 |
| Total other financial assets | 18,207 | 14,080 |
| Total financial assets | 20,278 | 20,270 |
| Councils cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use. | | |
| These include: | | |
| - Trust funds and deposits (Note 5.3) | 292 | 144 |
| Total restricted funds | 292 | 144 |
| Total unrestricted cash and cash equivalents | 1,780 | 6,046 |
| Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts. | | |
| Other financial assets are valued at fair value, at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense. | | |

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| | 2019 \$'000 | 2018 \$'000 |
|--|----------------|----------------|
| (c) Trade and other receivables | | |
| Current | | |
| <i>Statutory receivables</i> | | |
| Rates debtors | 1,219 | 997 |
| Infringement debtors | 312 | 258 |
| Provision for doubtful debts - infringements | (233) | (170) |
| GST receivable | 417 | 338 |
| <i>Non statutory receivables</i> | | |
| Grant debtors | 1,273 | - |
| Other debtors | | |
| Other debtors | 216 | 331 |
| Total current trade and other receivables | 3,204 | 1,754 |
| Total trade and other receivables | 3,204 | 1,754 |

Short term receivables are carried at invoice amount. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred. Long term receivables are carried at amortised cost using the effective interest rate method.

(a) Ageing of Receivables

The ageing of the Council's trade & other receivables (excluding statutory receivables) that are not impaired was:

| | | |
|-----------------------------------|-----|-----|
| Current (not yet due) | 160 | 214 |
| Past due by up to 30 days | 14 | 5 |
| Past due between 31 and 180 days | 29 | 49 |
| Past due between 181 and 365 days | 10 | 23 |
| Past due by more than 1 year | 3 | 40 |
| Total trade & other receivables | 216 | 331 |

| | | |
|--------------------|---|---------------|
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| OUR COUNCIL | 5.2 Non-financial assets | 2019 |
| | (a) Inventories | \$'000 |
| OUR PEOPLE | Inventories held for distribution | 111 |
| | Total inventories | 111 |
| OUR PERFORMANCE | Inventories held for distribution are measured at cost, adjusted when applicable for any loss of service potential. All other inventories, including land held for sale, are measured at the lower of cost and net realisable value. Where inventories are acquired for no cost or nominal consideration, they are measured at current replacement cost at the date of acquisition. | 63 |
| | | 63 |
| GOVERNANCE | (b) Other assets | |
| | Prepayments | 237 |
| FINANCIALS | Accrued income | 98 |
| | Other | 7 |
| | Total other assets | 342 |
| | | 321 |
| | 5.3 Payables | 2019 |
| | (a) Trade and other payables | \$'000 |
| | Trade payables | 1,904 |
| | GST payable | 41 |
| | Accrued expenses | 229 |
| | Total trade and other payables | 2,174 |
| | | 3,102 |
| | (b) Trust funds and deposits | |
| | Funds held on behalf of community groups and third parties | 25 |
| | Overpaid rates and charges | 123 |
| | Fire Services Levy | 1 |
| | Other refundable deposits | 143 |
| | Total trust funds and deposits | 292 |
| | | 144 |
| | Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in council gaining control of the funds, are to be recognised as revenue at the time of forfeit. | |
| | <i>Purpose and nature of items</i> | |
| | Funds held on behalf of community groups and third parties - Amounts received as trust deposits to be expended in a specified manner that had not occurred at balance date. | |
| | Overpaid rates and charges - This amount represents the amount of rate payments made by rate payers in advance at 30 June 2019. | |
| | Fire Service Levy - Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process. | |
| | Refundable deposits - Deposits are taken by council as a form of surety in a number of circumstances, including in relation to building works, tender deposits, contract deposits and the use of civic facilities | |

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5.4 Interest-bearing liabilities

| | 2019 \$'000 | 2018 \$'000 |
|----------------------|----------------|----------------|
| Current | | |
| Borrowings - secured | 7,000 | - |
| Non-current | | |
| Borrowings - secured | - | 7,000 |
| Total | 7,000 | 7,000 |

Borrowings are secured by a charge over the future rate income of Council.

(a) The maturity profile for Council's borrowings is:

| | | |
|---|--------------|--------------|
| Not later than one year | 7,000 | - |
| Later than one year and not later than five years | - | 7,000 |
| Later than five years | - | - |
| | 7,000 | 7,000 |

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method. The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.

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5.5 Provisions

| | Employee | Landfill restoration | Other | Total |
|---|--------------|-------------------------|------------|--------------|
| | \$ '000 | \$ '000 | \$ '000 | \$ '000 |
| 2019 | | | | |
| Balance at beginning of the financial year | 2,186 | 321 | 487 | 2,994 |
| Additional provisions | 1,231 | - | - | 1,231 |
| Amounts used | (542) | (19) | (52) | (613) |
| Change in the discounted amount arising because of time and the effect of any change in the discount rate | 91 | 41 | 41 | 173 |
| Balance at the end of the financial year | 2,966 | 343 | 476 | 3,785 |

| | | | | |
|---|--------------|------------|------------|--------------|
| 2018 | | | | |
| Balance at beginning of the financial year | 2,157 | 324 | 541 | 3,022 |
| Additional provisions | 752 | - | - | 752 |
| Amounts used | (730) | - | (45) | (775) |
| Change in the discounted amount arising because of time and the effect of any change in the discount rate | 7 | (3) | (9) | (5) |
| Balance at the end of the financial year | 2,186 | 321 | 487 | 2,994 |

| | 2019 \$'000 | 2018 \$'000 |
|--|----------------|----------------|
| (a) Employee provisions | | |
| Current provisions expected to be wholly settled within 12 months | | |
| Annual leave | 493 | 511 |
| Long service leave | - | 219 |
| Rostered days off | 24 | 15 |
| | 517 | 745 |
| Current provisions expected to be wholly settled after 12 months | | |
| Annual leave | 164 | 128 |
| Long service leave | 1,460 | 1,150 |
| | 1,624 | 1,278 |
| Total current employee provisions | 2,141 | 2,023 |
| Non-current | | |
| Long service leave | 192 | 163 |
| Redundancy | 633 | - |
| Total non-current employee provisions | 825 | 163 |
| Aggregate carrying amount of employee provisions: | | |
| Current | 2,141 | 2,023 |
| Non-current | 825 | 163 |
| Total aggregate carrying amount of employee provisions | 2,966 | 2,186 |

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Wages and salaries and annual leave

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulated sick leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

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Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. LSL is measured at present value. Unconditional LSL is disclosed as a current liability. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability.

| | 2019 | 2018 |
|-----------------------|-------|-------|
| Key assumptions: | | |
| - discount rate | 1.32% | 2.65% |
| - wage inflation rate | 4.31% | 3.88% |

Redundancy

Council has acknowledged the potential impact on services provided in aged care following the introduction of the National Disabilities Insurance Scheme (NDIS) and the Commonwealth Government's announcement of ceasing the current funding model for over 65's in 2022. Provision has been raised based on employees in this service area as at 30 June 2019. Actual redundancies incurred may be less than the provision if employees terminate their employment prior.

| | 2019 | 2018 |
|------------------|-------|------|
| Key assumptions: | | |
| - discount rate | 1.32% | - |
| - inflation rate | 1.90% | - |

| | 2019 | 2018 |
|---------------------------------|---------------|---------------|
| (b) Landfill restoration | \$'000 | \$'000 |
| Current | 149 | 85 |
| Non-current | 194 | 236 |
| | 343 | 321 |

Council is obligated to restore landfill sites to a particular standard. Current engineering projections indicate that the landfill sites will cease operation on a staged basis as sites reach capacity. This time period will vary according to the size and actual usage of the sites. Restoration work is expected to commence shortly after the applicable site is closed. The forecast life of the landfill sites are based on current estimates of remaining capacity and the forecast rate of infill. The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstate the sites to a suitable standard and budgeted costs for that work. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

| | 2019 | 2018 |
|------------------|-------|-------|
| Key assumptions: | | |
| - discount rate | 1.32% | 2.65% |
| - inflation rate | 1.90% | 1.90% |

(c) Gravel pit restoration -

| | 2019 | 2018 |
|-------------|---------------|---------------|
| | \$'000 | \$'000 |
| Current | 50 | 50 |
| Non-current | 426 | 437 |
| | 476 | 487 |

| | | |
|------------------|-------|-------|
| Key assumptions: | | |
| - discount rate | 1.32% | 2.65% |
| - inflation rate | 1.90% | 1.90% |

Under provisions of the *Mineral Resources (Sustainable Development) Act* (1990), Council is obliged to restore gravel pits currently operated under Work Authority Permits. The forecast life of gravel pits is based on current estimates of remaining suitable gravel availability and unrestored areas of individual sites. The provision for pit restoration has been calculated based on the present value of the expected cost of works to be undertaken.

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5.6 Financing arrangements

2019

2018

\$'000

\$'000

The Council has the following funding arrangements in place as at 30 June 2019.

Other facilities - Bank Guarantee

Total facilities

Used facilities - bank guarantee

Unused facilities

Council has no overdraft facility at 30 June 2019.

5.7 Commitments

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

2019

Operating

Recycling

Garbage collection

IT systems and technology

Office equipment

Waste transfer stations

Total

Capital

Buildings

Total

Total

Not later than 1 year

Later than 1 year and not later than 2 years

Later than 2 years and not later than 5 years

Later than 5 years

Total

\$'000

\$'000

\$'000

\$'000

\$'000

91

-

-

-

91

255

-

-

-

255

167

8

15

4

194

39

1

-

-

40

55

-

-

-

55

607

9

15

4

635

-

-

-

-

-

-

607

9

15

4

635

2018

Operating

Recycling

Garbage collection

IT systems and technology

Office equipment

Waste transfer stations

Flood reconstruction

Total

Capital

Buildings

Total

Total

Not later than 1 year

Later than 1 year and not later than 2 years

Later than 2 years and not later than 5 years

Later than 5 years

Total

\$'000

\$'000

\$'000

\$'000

\$'000

91

-

-

-

91

255

-

-

-

255

182

8

23

4

217

51

37

-

-

88

55

-

-

-

55

5,085

-

-

-

5,085

5,719

45

23

4

5,791

5,656

-

-

-

5,656

5,656

-

-

-

5,656

11,375

45

23

4

11,447

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| | 2019 \$'000 | 2018 \$'000 |
|--|----------------|----------------|
| Operating lease commitments | | |
| At the reporting date, the Council had the following obligations under non-cancellable operating leases for the lease of equipment and land and buildings for use within Council's activities (these obligations are not recognised as liabilities): | | |
| Not later than one year | 279 | 315 |
| Later than one year and not later than five years | 317 | 537 |
| Later than five years | - | - |
| | <u>596</u> | <u>852</u> |

Lease payments for operating leases are required by the accounting standard to be recognised on a straight line basis, rather than expensed in the years in which they are incurred.

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(a) Property

| | Land - specialised | Land - non specialised | Land under roads | Total Land & Land Improvements | Buildings - non specialised | Total Buildings | Work In Progress | Total Property |
|--|--------------------|------------------------|------------------|--------------------------------|-----------------------------|-----------------|------------------|----------------|
| | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 |
| At fair value 1 July 2018 | 3,773 | 57 | 22,312 | 26,142 | 84,647 | 84,647 | 406 | 111,795 |
| Accumulated depreciation at 1 July 2018 | - | - | - | - | (44,418) | (44,418) | - | (44,418) |
| | 3,773 | 57 | 22,312 | 26,142 | 40,229 | 40,229 | 406 | 66,777 |
| Movements in fair value | | | | | | | | |
| Additions | - | - | - | - | 1,527 | 1,527 | 5,241 | 6,768 |
| Revaluation | - | - | - | - | - | - | - | - |
| Disposal | - | - | - | - | - | - | - | - |
| Transfers | - | - | - | - | 33 | 33 | (33) | - |
| | - | - | - | - | 1,560 | 1,560 | 5,208 | 6,768 |
| Movements in accumulated depreciation | | | | | | | | |
| Depreciation and amortisation | - | - | - | - | (1,459) | (1,459) | - | (1,459) |
| | - | - | - | - | (1,459) | (1,459) | - | (1,459) |
| At fair value 30 June 2019 | 3,773 | 57 | 22,312 | 26,142 | 86,207 | 86,207 | 5,614 | 117,963 |
| Accumulated depreciation at 30 June 2019 | - | - | - | - | (45,877) | (45,877) | - | (45,877) |
| | 3,773 | 57 | 22,312 | 26,142 | 40,330 | 40,330 | 5,614 | 72,086 |

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(b) Plant and Equipment

At fair value 1 July 2018

Accumulated depreciation at 1 July 2018

Movements in fair value

Additions

Disposal

Transfer

Movements in accumulated depreciation

Depreciation and amortisation

Accumulated depreciation of disposals

At fair value 30 June 2019

Accumulated depreciation at 30 June 2019

| | Library | Plant machinery and equipment | Fixtures fittings and furniture | Computers and telecomms | Work in Progress | Total plant and equipment |
|--|---------|-------------------------------|---------------------------------|-------------------------|------------------|---------------------------|
| | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 |
| | 161 | 9,549 | 420 | 1,689 | 21 | 11,840 |
| | (2) | (5,824) | (410) | (879) | - | (7,115) |
| | 159 | 3,725 | 10 | 810 | 21 | 4,725 |
| | 219 | 629 | - | 203 | - | 1,051 |
| | - | (78) | - | - | - | (78) |
| | - | - | - | - | - | - |
| | 219 | 551 | - | 203 | - | 973 |
| | (84) | (588) | (5) | (280) | - | (957) |
| | - | 78 | - | - | - | 78 |
| | (84) | (510) | (5) | (280) | - | (879) |
| | 380 | 10,100 | 420 | 1,892 | 21 | 12,813 |
| | (86) | (6,334) | (415) | (1,159) | - | (7,994) |
| | 294 | 3,766 | 5 | 733 | 21 | 4,819 |

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(c) Infrastructure

| | Roads | Bridges | Footpaths and cyceways | Drainage | Recreational, leisure and community | Parks open spaces and streetscapes | Landfill sites | Other infrastructure | Work in Progress | Total Infrastructure |
|--|-----------|---------|---------------------------|----------|--|---------------------------------------|----------------|----------------------|------------------|----------------------|
| | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 | \$'000 |
| At fair value 1 July 2018 | 235,516 | 9,737 | 8,302 | 7,817 | 282 | 148 | 733 | 2,540 | 1,200 | 266,275 |
| Accumulated depreciation at 1 July 2018 | (125,783) | (4,634) | (4,042) | (4,213) | (41) | (101) | (699) | (1,605) | - | (141,118) |
| | 109,733 | 5,103 | 4,260 | 3,604 | 241 | 47 | 34 | 935 | 1,200 | 125,157 |
| Movements in fair value | | | | | | | | | | |
| Additions | 3,798 | - | 81 | - | - | - | - | - | 295 | 4,174 |
| Transfers | - | - | - | - | - | - | - | - | - | - |
| Revaluation | 100,928 | 1,188 | 1,162 | 359 | - | - | - | - | - | 103,637 |
| Impairment losses recognised against asset revaluation reserve | - | - | - | - | - | - | - | - | - | - |
| | 104,726 | 1,188 | 1,243 | 359 | - | - | - | - | 295 | 107,811 |
| Movements in accumulated depreciation | | | | | | | | | | |
| Depreciation and amortisation | (4,701) | (80) | (155) | (63) | (14) | (7) | (6) | (139) | - | (5,175) |
| Revaluation | (42,283) | 315 | (233) | (114) | - | - | - | - | - | (42,315) |
| | (46,984) | 225 | (388) | (177) | (14) | (7) | (6) | (139) | - | (47,490) |
| At fair value 30 June 2019 | 340,242 | 10,925 | 9,545 | 8,176 | 282 | 148 | 733 | 2,540 | 1,495 | 374,086 |
| Accumulated depreciation at 30 June 2019 | (172,767) | (4,409) | (4,430) | (4,390) | (55) | (108) | (705) | (1,744) | - | (188,608) |
| | 167,475 | 6,516 | 5,115 | 3,786 | 227 | 40 | 28 | 796 | 1,495 | 185,478 |

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Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

| | Depreciation Period | Threshold Limit |
|--|---------------------|-----------------|
| <i>Asset recognition thresholds and depreciation periods</i> | | |
| Land & land improvements | | |
| land | - | All |
| land under roads | - | All |
| Buildings | | |
| buildings | 30 - 50 years | All |
| Plant and Equipment | | |
| plant, machinery and equipment | 3 - 13 years | 1 |
| fixtures, fittings and furniture | 4 - 13 years | 1 |
| computers and telecommunications equipment | 3 - 6 years | |
| Infrastructure | | |
| road formation | 95 - 105 years | All |
| sealed road pavements | 60 - 90 years | All |
| unsealed road pavements | 15 - 25 years | All |
| sealed road surfaces | 15 - 25 years | All |
| bridges | 80 - 120 years | All |
| footpaths and cycleways | 20 - 70 years | All |
| drainage | 100 years | All |
| recreational, leisure and community facilities | 10 - 50 years | All |
| waste management | 10 - 50 years | All |
| parks, open space and streetscapes | 10 - 50 years | All |

Land under roads

Council recognised land under roads it controls at fair value .

Depreciation and amortisation

Buildings, land improvements, plant and equipment, infrastructure, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed below and are consistent with the prior year unless otherwise stated.

Repairs and maintenance

Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

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Valuation of land and buildings

Valuation of land and buildings was undertaken by a qualified independent valuer LG Valuation Services in 2017 and are due for revaluation in the 2019-20 financial year. The valuation of land and buildings as at 30 June 2019 has been assessed at fair value using the 2017 valuations for existing assets and recognising additions since 1st July 2018 at cost. Land values were further assessed against rating valuation prepared by the Valuer General 1st January 2019 with only an immaterial increase in value identified. This immaterial increase was consistent with average valuation increases for non-farming property across the Shire. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Valuation of land under roads

This valuation is based on guidelines published by State Governments within Australia and the average market value of land within the municipality. The average market value is adjusted to recognise the englobo nature of land under roads and allowance for access & carriage way rights. Council considers that a reduction of 90% of the average market value is appropriate to reflect fair value in use. Although the valuation is based on underlying market values the broad range of assumptions used mean that the inputs are considered to be level 3. - Results: The fair value of land under roads was initially recognised by Buloke shire at 30 June 2018 was \$22.35M.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

Valuation of land under roads has been determined in accordance with a valuation undertaken by Council's Chief Executive Officer, Anthony Judd, BMgt, MBA. The valuation of land under roads has been assessed at fair value for 30th June 2019 and remains unchanged based. Fair value assessment noted only immaterial increase in value in line with average valuation increases for non-farming property across the Buloke Shire prepared by the Valuer General 1 January 2019.

Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2019 are as follows:

| | Level 1 | Level2 | Level 3 | Date of Valuation |
|-----------------------------|---------|--------|---------|-------------------|
| Land - Non specialised | - | 57 | - | Jun-17 |
| Land - Specialised | - | - | 3,773 | Jun-17 |
| Land under roads | - | - | 22,312 | Jun-18 |
| Buildings - Non Specialised | - | - | 40,330 | Jun-17 |
| Total | - | 57 | 66,415 | |

Valuation of infrastructure

Valuation of the road infrastructure has been determined in accordance with valuation undertaken by independent valuer, Peter Moloney, MIE (Aust) Member Institute of Engineers, Dip Civil Engineering (FIT) and Council's Senior Asset Engineer, Naga Sundararajah, FIE (Aust) Fellow Member Institute of Engineers, B Sc (Hons) in Civil Engineering (UK) and M. Engineering in Construction Management (SL).

A valuation of Council's bridge assets was performed by Mr Peter Moloney, Dip Civil Engineering (FIT), Member Institute of Engineers (Aust) MIE.

Valuation of drains has been determined in accordance with a valuation undertaken by independent valuer, Peter Moloney, MIE (Aust) Member Institute of Engineers, Dip Civil Engineering (FIT) and Council's Director Works & Technical Services, Anthony Judd, BMgt, MBA.

The valuation is at fair value based on replacement cost less accumulated depreciation as at the date of valuation.

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Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2019 are as follows:

| | Level 1 | Level 2 | Level 3 | Date of Valuation |
|--|---------|---------|---------|-------------------|
| Roads | - | - | 167,475 | Jun-19 |
| Bridges | - | - | 6,516 | Jun-19 |
| Footpaths and cycleways | - | - | 5,115 | Jun-19 |
| Drainage | - | - | 3,786 | Jun-17 |
| Recreational, leisure and community facilities | - | - | 227 | Jun-17 |
| Parks, open space and streetscapes | - | - | 40 | Jun-17 |
| Landfill sites | - | - | 28 | Jun-15 |
| Other Infrastructure | - | - | 796 | Jun-17 |
| Total | - | - | 183,983 | |

Description of significant unobservable inputs into level 3 valuations

Specialised land and land under roads is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 90%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$1.40 and \$1.50 per square metre.

Infrastructure assets are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 10 years to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

| | 2019 \$'000 | 2018 \$'000 |
|---|----------------|----------------|
| Reconciliation of specialised land | | |
| Land under roads | 22,312 | 22,312 |
| Community facilities | 3,773 | 3,773 |
| Total specialised land | 26,085 | 26,085 |

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| | 2019 \$'000 | 2018 \$'000 |
|---|----------------|----------------|
| 6.3 Investments in associates, joint arrangements and subsidiaries | | |
| (a) Investments in associates | | |
| Investments in associates accounted for by the equity method are: | | |
| - Wimmera Regional Library Corporation | - | - |
| Fair value of Council's investment in Wimmera Regional Library Corporation | - | - |
| Council's share of accumulated surplus/(deficit) | | |
| Council's share of accumulated surplus(deficit) at start of year | - | 92 |
| Reported surplus(deficit) for year | - | (29) |
| Transfers (to) from reserves | - | (63) |
| Distributions for the year | - | - |
| Council's share of accumulated surplus(deficit) at end of year | - | - |
| Council's share of reserves | | |
| Council's share of reserves at start of year | - | 132 |
| Transfers (to) from reserves | - | - |
| Variation - Change in Equity | - | (132) |
| Council's share of reserves at end of year | - | - |
| Movement in carrying value of specific investment | | |
| Carrying value of investment at start of year | - | 224 |
| Share of surplus(deficit) for year | - | (28) |
| Share of asset revaluation | - | - |
| Cost of Council Withdrawing Wimmera Regional Library Corporation at 30.6.2018 | - | (78) |
| Distributions received - Repayment of Council Equity in WRLC at 30.6.2018 | - | (118) |
| Carrying value of investment at end of year | - | - |
| Council's share of expenditure commitments | | |
| Operating commitments | - | - |
| Capital commitments | - | - |
| Council's share of expenditure commitments | - | - |
| Council's share of contingent liabilities and contingent assets | | |
| Nil | - | - |

Associates are all entities over which Council has significant influence but not control or joint control. Investments in associates are accounted for using the equity method of accounting, after initially being recognised at cost.

Investments in joint arrangements are classified as either joint operations or joint ventures depending on the contractual rights and obligations each investor has, rather than the legal structure of the joint arrangement.

For joint operations, Council recognises its direct right to, and its share of jointly held assets, liabilities, revenues and expenses of joint operations.

Interests in joint ventures are accounted for using the equity method. Under this method, the interests are initially recognised in the consolidated balance sheet at cost and adjusted thereafter to recognise Council's share of the post-acquisition profits or losses and movements in other comprehensive income in profit or loss and other comprehensive income respectively.

Significant change in the structure of Council's library services

Council withdrew from the Wimmera Regional Library Corporation effective from 30th June 2018.

| | |
|--------------------|--|
| INTRODUCTION | BULOKE SHIRE COUNCIL 2018/2019 FINANCIAL REPORT NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019 |
| THE YEAR IN REVIEW | Principles of consolidation The consolidated financial statements of Council incorporate all entities controlled by Council as at 30 June 2018, and their income and expenses for that part of the reporting period in which control existed. This is not relevant in 2018/19 due to the withdrawal from Wimmera Regional Library Corporation by Council effective 30 June 2018. Subsidiaries are all entities over which Council has control. Council controls an entity when it is exposed to, or has rights to, variable returns from its involvement with the entity and has the ability to affect those returns through its power to direct the activities of the entity. Subsidiaries are fully consolidated from the date on which control is transferred to the Council. They are deconsolidated from the date that control ceases. Where dissimilar accounting policies are adopted by entities and their effect is considered material, adjustments are made to ensure consistent policies are adopted in these financial statements. Entities consolidated into Council include: - Wimmera Regional Library Corporation |
| OUR COUNCIL | Committees of management All entities controlled by Council that have material revenues, expenses, assets or liabilities, such as committees of management, have been included in this financial report. Any transactions between these entities and Council have been eliminated in full. |
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Note 7 People and relationships

7.1 Council and key management remuneration

(a) Related Parties

Parent entity

Buloke Shire Council

Subsidiaries and Associates

Wimmera Regional Library Corporation

(b) Key Management Personnel

Details of persons holding the position of Councillor or other members of key management personnel at any time during the year are:

Councillors

Councillor David Pollard Mayor
 Councillor Graeme Milne
 Councillor Ellen White
 Councillor John Shaw
 Councillor Carolyn Stewart
 Councillor David Vis
 Councillor Daryl Warren

Key management personnel

Anthony Judd Chief Executive Officer
 Hannah Yu Director Corporate Services
 Jessie Holmes Director Community Development (1 July 2018 to 20 July 2018)
 Wayne O'Toole Director Community Development (21 July 2018 to 17 September 2018)
 Jerri Nelson Director Community Development (17 September 2018 to 30 June 2018)
 Paul Fernee Director Works and Technical Services (1 July 2018 to 17 September 2018)
 Wayne O'Toole Director Works and Technical Services (17 September 2018 to 30 June 2018)

| | 2019 No. | 2018 No. |
|--|-------------|-------------|
| Total Number of Councillors | 7 | 7 |
| Chief Executive Officer and other Key Management Personnel | 6 | 4 |
| Total Key Management Personnel | 13 | 11 |

(c) Remuneration of Key Management Personnel

Total remuneration of key management personnel was as follows:

| | | |
|--------------------------|------------|------------|
| Short-term benefits | 815 | 887 |
| Post employment benefits | 91 | 64 |
| Long-term benefits | 10 | 28 |
| Termination benefits | - | - |
| Total | 916 | 979 |

The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:

| | | |
|-----------------------|-----------|-----------|
| \$10,000 - \$19,999 | 1 | - |
| \$20,000 - \$29,999 | 5 | 6 |
| \$30,000 - \$39,999 | 1 | - |
| \$40,000 - \$49,999 | 1 | - |
| \$50,000 - \$59,999 | - | 1 |
| \$100,000 - \$109,999 | 1 | - |
| \$110,000 - \$119,999 | 1 | 1 |
| \$120,000 - \$129,999 | 1 | - |
| \$130,000 - \$159,999 | 1 | 2 |
| \$180,000 - \$189,999 | - | 1 |
| \$220,000 - \$229,999 | 1 | - |
| Total | 13 | 11 |

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(d) Senior Officer Remuneration

A Senior Officer is an officer of Council, other than Key Management Personnel, who:
a) has management responsibilities and reports directly to the Chief Executive; or
b) whose total annual remuneration exceeds \$148,000

The number of Senior Officers are shown below in their relevant income bands:

| | | |
|---------------|------|------|
| Income Range: | 2019 | 2018 |
| | No. | No. |
| <\$148,000 | 1 | 2 |
| | 1 | 2 |

Total Remuneration for the reporting year for Senior Officers included above, amounted to 99 | 190 |

7.2 Related party disclosure

(a) Transactions with related parties

During the period Council entered into the following transactions with related parties.

Nil

(b) Outstanding balances with related parties

The following balances are outstanding at the end of the reporting period in relation to transactions with related parties

Nil

(c) Loans to/from related parties

The aggregate amount of loans in existence at balance date that have been made, guaranteed or secured by the council to a related party as follows:

Nil

(d) Commitments to/from related parties

The aggregate amount of commitments in existence at balance date that have been made, guaranteed or secured by the council to a related party are as follows:

Nil

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Note 8 Managing uncertainties

8.1 Contingent assets and liabilities

(a) Contingent assets

Natural Disaster Financial Assistance Grant Funding

A significant flood event occurred in the Buloke Shire in September 2016. As a consequence of this flood event Council's infrastructure assets, in particular its road assets were damaged. Council has taken up an impairment charge of \$10,451M against these assets at 30 June 2018. Council received funding from Victoria's Natural Disaster Financial Assistance (DNFA) Scheme in respect of this natural disaster event to complete restoration works. A further significant flood event occurred in December 2018 and DNFA funding of \$5m is anticipated for works in 2019-20 financial year.

(b) Contingent liabilities

Superannuation

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined below. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed and if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable, respectively.

(c) Guarantees for loans to other entities

Council has guaranteed a loan taken out by a Sec 86 Committee to undertake capital works on facilities located on Council land. The amount disclosed for financial guarantee in this note is the nominal amount of the underlying loan that is guaranteed by the Council, not the fair value of the financial guarantee

| | 2018 \$'000 | 2018 \$'000 |
|----------------|----------------|----------------|
| Bank Guarantee | 150 | 150 |
| TOTAL | 150 | 150 |

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that the right will be exercised.

8.2 Change in accounting standards

The following new AAS's have been issued that are not mandatory for the 30 June 2019 reporting period. Council has assessed these pending standards and has identified the following potential impacts will flow from the application of these standards in future reporting periods.

Revenue from contracts with customers (AASB 15) (applies 2019/20 for LG sector)

The standard shifts the focus from the transaction-level to a contract-based approach. Recognition is determined based on what the customer expects to be entitled to (rights and obligations), while measurement encompasses estimation by the entity of the amount expected to be entitled for performing under the contract. The full impact of this standard is not known however it is most likely to impact where contracts extend over time, where there are rights and obligations that may vary the timing or amount of the consideration, or where there are multiple performance elements. This is anticipated to immaterially impact on the recognition of certain grant income.

Amendments to Australian Accounting Standards – Deferral of AASB 15 for Not-for-Profit Entities (AASB 2016-7) (applies 2019/20)

This Standard defers the mandatory effective date of AASB 15 for not-for-profit entities from 1 January 2018 to 1 January 2019.

Leases (AASB 16) (applies 2019/20)

The classification of leases as either finance leases or operating leases is eliminated for lessees. Leases will be recognised in the Balance Sheet by capitalising the present value of the minimum lease payments and showing a 'right-of-use' asset, while future lease payments will be recognised as a financial liability. The nature of the expense recognised in the profit or loss will change. Rather than being shown as rent, or as leasing costs, it will be recognised as depreciation on the 'right-of-use' asset, and an interest charge on the lease liability. The interest charge will be calculated using the effective interest method, which will result in a gradual reduction of interest expense over the lease term.

Council has elected to adopt the modified retrospective approach to the transition to the new lease standard. This will mean that only existing operating leases for non low value assets, with remaining terms greater than 12 months, will be recognised on transition (1 July 2019). Based on our current lease commitments and an assumption of a continuation of the current leasing arrangements Council expects that the transition to the new standard will see the initial recognition of \$317,729 in lease related assets and an equivalent liability

Income of Not-for-Profit Entities (AASB 1058) (applies 2019/20)

This standard replaces AASB 1004 Contributions and establishes revenue recognition principles for transactions where the consideration to acquire an asset is significantly less than fair value to enable to not-for-profit entity to further its objectives. This is anticipated to have no material impact on Council.

| | |
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| INTRODUCTION | <h1>BULOKE SHIRE COUNCIL</h1> <h2>2018/2019 FINANCIAL REPORT</h2> <h3>NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019</h3> |
| THE YEAR IN REVIEW | <p>8.3 Financial instruments</p> <p>(a) Objectives and policies</p> <p>The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the Notes of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.</p> |
| OUR COUNCIL | <p>(b) Market risk</p> <p>Market risk is the risk that the fair value or future cash flows of council financial instruments will fluctuate because of changes in market prices. The Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.</p> <p>Interest rate risk</p> <p>Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council's interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes council to fair value interest rate risk / Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.</p> |
| OUR PEOPLE | <p>Investment of surplus funds is made with approved financial institutions under the <i>Local Government Act 1989</i>. Council manages interest rate risk by adopting an investment policy that ensures:</p> <ul style="list-style-type: none"> - diversification of investment product; - monitoring of return on investment; and - benchmarking of returns and comparison with budget. <p>There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.</p> |
| OUR PERFORMANCE | <p>Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.</p> <p>(c) Credit risk</p> <p>Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council have exposure to credit risk on some financial assets included in the balance sheet. Particularly significant areas of credit risk exist in relation to outstanding fees and fines as well as receivables from sporting clubs and associations. To help manage this risk:</p> <ul style="list-style-type: none"> - council have a policy for establishing credit limits for the entities Council deal with; - council may require collateral where appropriate; and - council only invest surplus funds with financial institutions which have a recognised credit rating specified in council's <p>Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.</p> |
| GOVERNANCE | <p>There are no material financial assets which are individually determined to be impaired.</p> <p>Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when Council provide a guarantee for another party. Details of our contingent liabilities are disclosed in Note 8.1(b).</p> <p>The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.</p> |
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NOTES TO THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- have a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate re

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 8.1(c), and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 5.4.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of + 1% and -1% in market interest rates (AUD) from year-end rates of 1.97%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

8.4 Fair value measurement

Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards.

AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

| | |
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| THE YEAR IN REVIEW | <p><i>Revaluation</i></p> <p>Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.</p> <p>Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 3 to 5 years. The valuation is performed either by experienced council officers or independent experts.</p> <p>Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.</p> |
| OUR COUNCIL | <p><i>Impairment of assets</i></p> <p>At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.</p> |
| OUR PEOPLE | <p>8.5 Events occurring after balance date</p> <p>No matters have occurred after balance date that require disclosure in the financial report.</p> |
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Note 9 Other matters

| | Balance at beginning of reporting period \$'000 | Increment (decrement) \$'000 | Share of increment (decrement) on revaluation of asset class by an associate \$'000 | Balance at end of reporting period \$'000 |
|---|--|------------------------------------|---|--|
| 9.1 Reserves | | | | |
| (a) Asset revaluation reserves | | | | |
| 2019 | | | | |
| Property | | | | |
| Land & land improvements | 1,595 | - | - | 1,595 |
| Land under roads | 22,307 | - | - | 22,307 |
| Buildings | 20,826 | - | - | 20,826 |
| | 44,728 | - | - | 44,728 |
| Infrastructure | | | | |
| Roads | 50,173 | 55,595 | - | 105,768 |
| Bridges | 1,511 | 1,503 | - | 3,014 |
| Footpaths and cycleways | 4,194 | 929 | - | 5,123 |
| Drainage | 1,777 | 245 | - | 2,022 |
| Kerb & Channel | 3,860 | 3,051 | - | 6,911 |
| Other infrastructure | 363 | - | - | 363 |
| | 61,878 | 61,323 | - | 123,201 |
| Total asset revaluation reserves | 106,606 | 61,323 | - | 167,929 |
| 2018 | | | | |
| Property | | | | |
| Land & land improvements | 1,595 | - | - | 1,595 |
| Land under roads | - | 22,307 | - | 22,307 |
| Buildings | 20,826 | - | - | 20,826 |
| | 22,421 | 22,307 | - | 44,728 |
| Infrastructure | | | | |
| Roads | 56,863 | (6,690) | - | 50,173 |
| Bridges | 1,511 | - | - | 1,511 |
| Footpaths and cycleways | 4,194 | - | - | 4,194 |
| Drainage | 1,777 | - | - | 1,777 |
| Kerb & Channel | 3,860 | - | - | 3,860 |
| Other infrastructure | 363 | - | - | 363 |
| | 68,568 | (6,690) | - | 61,878 |
| Total asset revaluation reserves | 90,989 | 15,617 | - | 106,606 |

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

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| | 2019 \$'000 | 2018 \$'000 |
|--|----------------|----------------|
| 9.2 Reconciliation of cash flows from operating activities to surplus/(deficit) | | |
| Surplus/(deficit) for the year | 5,916 | 3,735 |
| Depreciation/amortisation | 7,591 | 7,136 |
| Profit/(loss) on disposal of property, infrastructure, plant and equipment | (56) | (25) |
| Profit/(loss) on disposal of Equity in WRLC | - | 78 |
| Movement in share of net profit/(loss) in associated entities | - | 28 |
| Finance costs | 296 | 298 |
| Change in assets and liabilities: | | |
| (Increase)/decrease in trade and other receivables | (1,450) | (130) |
| (Increase)/Decrease in prepayments | (19) | 33 |
| Increase/(decrease) in accrued income | (2) | 190 |
| Increase/(decrease) in trade and other payables | (924) | 1,874 |
| (Decrease)/increase in trust funds and other payables | 148 | 7 |
| (Increase)/decrease in inventories | (48) | 56 |
| Increase/(Decrease) in provisions | 11 | (57) |
| Increase/(Decrease) in employee benefits | 779 | 29 |
| Net cash provided by/(used in) operating activities | 12,242 | 13,252 |

9.3 Superannuation

Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contribution to the Fund are recognised as an expense in Comprehensive Operating Statement when they are made or due.

Accumulation

The Fund's accumulation categories, Vision MySuper/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2019, this was 9.5% as required under Superannuation Guarantee legislation).

Defined Benefit

Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of [Employer name] in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

Funding arrangements

Council makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

As at 30 June 2018, a interim actuarial investigation was held as the Fund provided lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 106.0%. The financial assumptions used to calculate the VBIs were:

Net investment returns 6.0% pa
Salary information 3.5% pa
Price inflation (CPI) 2.0% pa.

Vision Super has advised that the estimated VBI at 30 June 2019 increased to 107.1% (106.0% 2018). The VBI is to be used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2018 actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

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Employer Contributions

On the basis of the results of the 2018 interim actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year AASB 119 148 (ajended 30 June 2019, this rate was 9.5% of members' salaries (9.5% in 2017/2018). This rate will increase in line with any increases in the SG contribution rate.

In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

Funding Calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including [Employer name]) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

The 2018 interim actuarial investigation surplus amounts

An actuarial investigation is conducted annually for the Defined Benefit category of which [Employer name] is a contributing employer. Generally, a full actuarial investigation conducted every three years and interim actuarial investigations are conducted for each intervening year. An interim investigation was conducted as at 30 June 2018 and a full actuarial investigation was conducted as at 30 June 2017

The Fund's actuarial investigations identified the following in the defined benefit category of which Council is a contributing employer:

| | 2018 | 2017 |
|---------------------------------------|---------|---------|
| A VBI surplus | \$131.9 | \$69.8 |
| A total service liability surplus | \$218.3 | \$193.5 |
| A discounted accrued benefits surplus | \$249.1 | \$228.8 |

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2018.

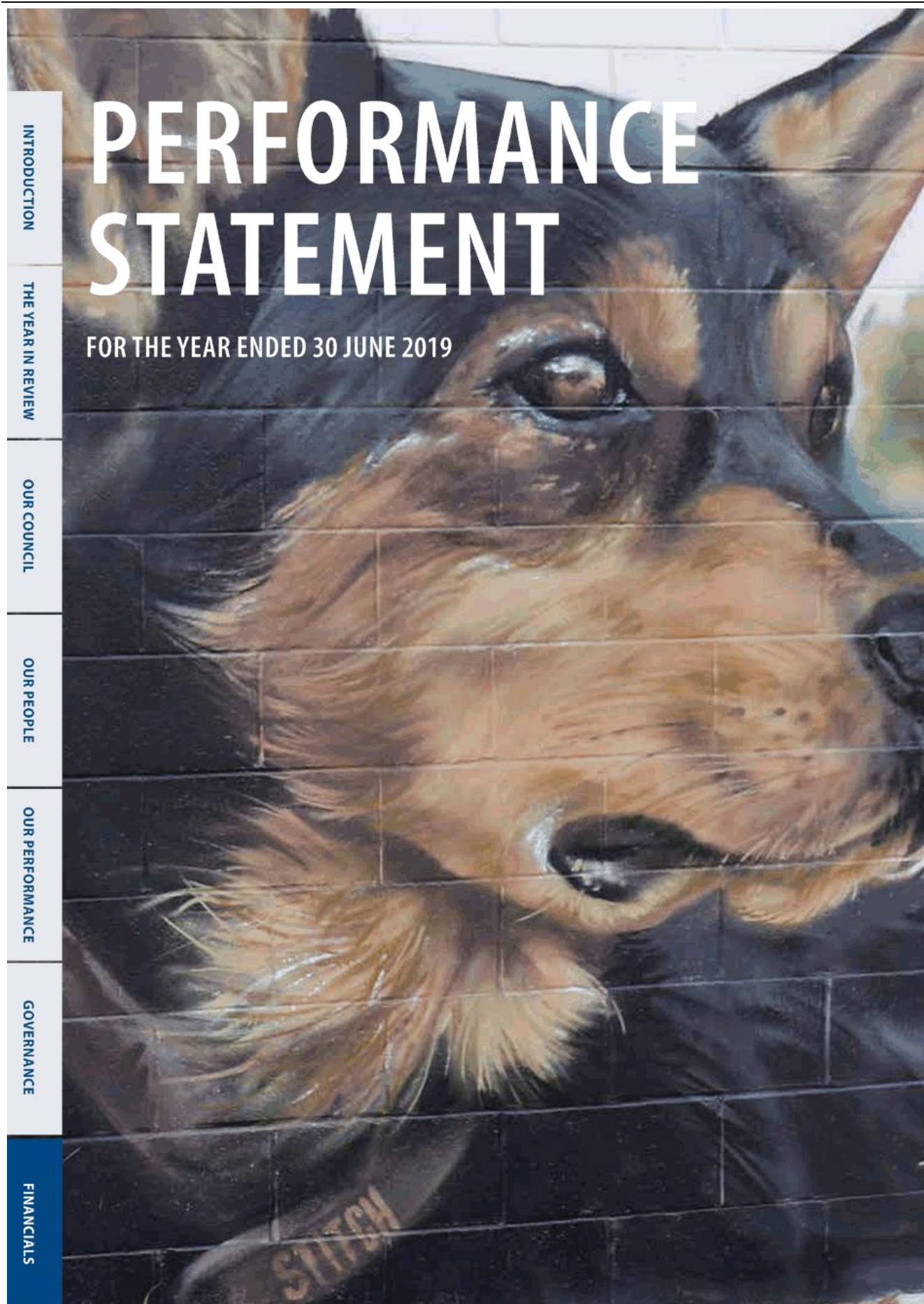
The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2018.

The discounted accrued benefit surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2018.

Council was notified of the 30 June 2018 VBI during August 2018 (2017: August 2017).

The 2019 interim actuarial investigation

An interim actuarial investigation will be conducted for the Fund's position as at 30 June 2019. It is anticipated that this actuarial investigation will be completed in October 2019.



PERFORMANCE STATEMENT

FOR THE YEAR ENDED 30 JUNE 2019

DESCRIPTION OF BULOKE

The Buloke Shire is located in the north west of Victoria between 210 and 360 kilometres from Melbourne.

The Buloke Shire is bounded by both the Mildura and Swan Hill Rural Cities in the north, Gannawarra and Loddon Shires in the east, Northern Grampians Shire in the south and Yarriambiack Shire in the west.

The Buloke Shire is a predominantly rural area. The main townships are Birchip, Charlton, Donald, Sea Lake and Wycheproof. The shire also comprises of the smaller townships of Berriwillock, Culgoa, Nandaly, Nullawil and Watchem.

The Buloke shire encompasses a total land area of 8,000 square kilometres and is approximately 140 kilometres long and 60 kilometres wide.

The two main highways servicing the Buloke Shire are the Calder Highway and the Sunraysia Highway, both of which run north and south through the Shire.

Land is used largely for agriculture, particularly grain (wheat, oats and barley) production and sheep grazing.

The Buloke Shire is named after the 'buloke' or 'bulloak' tree, 'Allocasuarina Luehmannii' which is common in the area and the feature of the Buloke Shire logo.

| INTRODUCTION | SUSTAINABLE CAPACITY INDICATORS | | | | | |
|--------------------|--|-------------|-------------|-------------|-------------|--|
| | FOR THE YEAR ENDED 30 JUNE 2019 | | | | | |
| THE YEAR IN REVIEW | INDICATOR/MEASURE | 2016 | 2017 | 2018 | 2019 | COMMENTS |
| | POPULATION Expenses per head of municipal population <i>[Total expenses / Municipal population]</i> | \$3,611.39 | \$3,669.25 | \$4,079.66 | \$5,564.68 | Flood recovery works have impacted the expenses per head of population. |
| OUR COUNCIL | INFRASTRUCTURE PER HEAD OF MUNICIPAL POPULATION <i>[Value of infrastructure / Municipal population]</i> | \$28,317.20 | \$28,661.67 | \$31,351.81 | \$42,429.33 | Flood recovery works and infrastructure revaluations has impacted the 2019 outcome. |
| | POPULATION DENSITY PER LENGTH OF ROAD <i>[Municipal population / Kilometres of local roads]</i> | 1.12 | 1.17 | 1.16 | 1.16 | Small decline in population, no change to length of road. |
| OUR PEOPLE | OWN-SOURCE REVENUE Own-source revenue per head of municipal population <i>[Own-source revenue / Municipal population]</i> | 2,219.25 | \$2,280.92 | \$2,315.23 | \$2,407.83 | Council's own source revenue is relatively high compared to other councils mainly due to the Shire's small population, its rural location and a reliance on rates as the main income source. |
| | RECURRENT GRANTS Recurrent grants per head of municipal population <i>[Recurrent grants / Municipal population]</i> | \$1,221.94 | \$2,169.97 | \$1,376.85 | \$1,499.51 | Early payment of grants in the 16/17 financial year. Recurrent grants have remained consistent. |
| GOVERNANCE | DISADVANTAGE Relative Socio-Economic Disadvantage <i>[Index of Relative Socio-Economic Disadvantage by decile]</i> | 3.00 | 3.0 | 3.0 | 3.0 | Council is ranked in the lower end of the SEIFA index, indicating high levels of disadvantage within the municipality. |
| | | | | | | |
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"Adjusted underlying revenue" means total income other than:

- a) non-recurrent grants used to fund capital expenditure; and
- b) non-monetary asset contributions; and
- c) contributions to fund capital expenditure from sources other than those referred to in paragraphs (a) and (b)

"Infrastructure" means non-current property, plant and equipment excluding land

"Local road" means a sealed or unsealed road for which the council is the responsible road authority under the Road Management Act 2004

"Population" means the resident population estimated by council

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"Relative socio-economic disadvantage", in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage (Catalogue Number 2033.0.55.001) of SEIFA

"SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet website

"Unrestricted cash" means all cash and cash equivalents other than restricted cash.

| INTRODUCTION | SERVICE PERFORMANCE INDICATORS | | | | | |
|--------------------|--|------|------|-------|------|--|
| | FOR THE YEAR ENDED 30 JUNE 2019 | | | | | |
| THE YEAR IN REVIEW | SERVICE INDICATOR/MEASURE | 2016 | 2017 | 2018 | 2019 | COMMENTS |
| | AQUATIC FACILITIES Utilisation Utilisation of aquatic facilities <i>[Number of visits to aquatic facilities / Municipal population]</i> | 7.1 | 5.9 | 6.4 | 5.1 | Seasonal temperatures can have a high statistical impact on pool utilisation due to the relatively small population. |
| OUR COUNCIL | ANIMAL MANAGEMENT Health and safety Animal management prosecutions <i>[Number of successful animal management prosecutions]</i> | 2 | 4 | 5 | 3 | Low number of prosecutions. Year on year results in a high statistical impact. |
| | FOOD SAFETY Health and safety Critical and major non-compliance outcome notifications <i>[Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100</i> | 100% | 100% | 60.7% | 100% | There have been no notifications during 2018, however 3 initiated in the prior year were completed in 2018. |
| OUR PEOPLE | | | | | | |
| | | | | | | |
| OUR PERFORMANCE | GOVERNANCE Satisfaction Satisfaction with council decisions <i>[Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]</i> | 45% | 49% | 50% | 52% | Increased consultation with community has resulted in an upward trend in the community's satisfaction with Council decisions. |
| | | | | | | |
| GOVERNANCE | HOME AND COMMUNITY CARE (HACC) Participation Participation in HACC service <i>[Number of people that received a HACC service / Municipal target population for HACC services] x100</i> | 34% | N/A | N/A | N/A | Reporting on HACC Services ceased on 1 July 2016 following the introduction of the Commonwealth Government NDIS and CHSP programs. |
| | | | | | | |
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| SERVICE INDICATOR/MEASURE | 2016 | 2017 | 2018 | 2019 | COMMENTS |
|---|-------|-------|------|------|---|
| Participation Participation in HACC service by CALD people <i>[Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100</i> | 19% | N/A | N/A | N/A | |
| LIBRARIES Participation Active library members <i>[Number of active library members / Municipal population] x100</i> | 15.2% | 11.3% | 8.3% | 7.1% | Council changed the Library Service delivery model in 2018/19 to a direct delivery service. The change to the Library service delivery model has meant that community members were required to join the Buloke Library. Some community members may be utilising previous providers. |
| MATERNAL AND CHILD HEALTH (MCH) Participation Participation in the MCH service <i>[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100</i> | 80% | 77% | 77% | 78% | Council has a consistently high participation rate of children attending MCH Key Ages and Stages services up to the 18 months visit, after which the participation becomes less frequent. |
| Participation Participation in the MCH service by Aboriginal children <i>[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100</i> | 143% | 75% | 67% | 74% | Council has a consistently high participation rate of children attending MCH Key Ages and Stages services up to the 18 months visit, after which the participation becomes less frequent. |
| ROADS Satisfaction Satisfaction with sealed local roads <i>[Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]</i> | 39% | 36% | 39% | 42% | Satisfaction with sealed roads has been consistent. An improvement in satisfaction with roads is also consistent with the reduction in the number of requests. |

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| SERVICE INDICATOR/MEASURE | 2016 | 2017 | 2018 | 2019 | COMMENTS |
|--|------|------|------|------|---|
| STATUTORY PLANNING Decision Making Council planning decisions upheld at VCAT <i>[Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100</i> | 100% | 0% | 0% | 0% | Council has had no planning matters referred to VCAT from 2017 to 2019. |
| WASTE COLLECTION Waste diversion Kerbside collection waste diverted from landfill <i>[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100</i> | 24% | 24% | 23% | 25% | The volume of recyclables collected and diverted from landfill has been consistent. Council does not collect green organics using roadside waste collection services. |

DEFINITIONS

“**Aboriginal child**” means a child who is an Aboriginal person

“**Aboriginal person**” has the same meaning as in the *Aboriginal Heritage Act 2006*

“**Active library member**” means a member of a library who has borrowed a book from the library

“**Annual report**” means an annual report prepared by a council under sections 131, 132 and 133 of the *Local Government Act 1989*.

“**CALD**” means culturally and linguistically diverse and refers to persons born outside Australia in a country whose national language is not English.

“**Class 1 food premises**” means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 1 food premises under section 19C of that Act

“**Class 2 food premises**” means food premises, within the meaning of the *Food Act 1984*, that have been declared as class 2 food premises under section 19C of that Act

“**Community Care Common Standards**” means the Community Care Common Standards for the delivery of HACC services, published from time to time by the Commonwealth

“**Critical non-compliance outcome notification**” means a notification received by council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health

“**Food premises**” has the same meaning as in the *Food Act 1984*

“**HACC program**” means the Home and Community Care program established under the Agreement entered into for the purpose of the *Home and Community Care Act 1985* of the Commonwealth

“**HACC service**” means home help, personal care or community respite provided under the HACC program

“**Local road**” means a sealed or unsealed road for which the council is the responsible road authority under the *Road Management Act 2004*

“**Major non-compliance outcome notification**” means a notification received by a council under section 19N(3) or (4) of the *Food Act 1984*, or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken

“**MCH**” means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age

“**Population**” means the resident population estimated by council

“**Target population**” has the same meaning as in the Agreement entered into for the purposes of the *Home and Community Care Act 1985* of the Commonwealth

“**WorkSafe reportable aquatic facility safety incident**” means an incident relating to a council aquatic facility that is required to be notified to the Victorian WorkCover Authority under Part 5 of the *Occupational Health and Safety Act 2004*.

FINANCIAL PERFORMANCE INDICATORS

FOR THE YEAR ENDED 30 JUNE 2019

| DIMENSION/INDICATOR/MEASURE | RESULTS | | | | | FORECASTS | | | COMMENTS |
|--|---------|---------|---------|---------|---------|-----------|---------|---------|---|
| | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | |
| EFFICIENCY | \$863 | \$814 | \$1,406 | \$1,443 | \$1,447 | \$1,479 | \$1,501 | \$1,532 | |
| Revenue level | | | | | | | | | |
| Average residential rate per residential property assessment | | | | | | | | | |
| <i>[Residential rate revenue / Number of residential property assessments]</i> | | | | | | | | | |
| Expenditure level | \$3,477 | \$3,792 | \$4,036 | \$5,498 | \$4,991 | \$4,503 | \$4,082 | \$4,171 | Expenses are managed, no/ low growth in the number of properties within the shire has an effect on expenses per property assessment. |
| Expenses per property assessment | | | | | | | | | |
| <i>[Total expenses / Number of property assessments]</i> | | | | | | | | | |
| Workforce turnover | 13% | 5% | 16% | 9% | 5% | 5% | 5% | 5% | Staff turnover remains relatively consistent to Council's workforce numbers. Council has committed to an organisational development strategy to attract and retain staff. |
| Resignations and terminations compared to average staff | | | | | | | | | |
| <i>[Number of permanent staff Resignations and terminations / Average number of permanent staff for the financial year] x100</i> | | | | | | | | | |
| LIQUIDITY | 249% | 469% | 415% | 203% | 478% | 420% | 412% | 405% | Council will be retiring a \$7M debt late 2019. There are no future plans for borrowing. |
| Working capital | | | | | | | | | |
| Current assets compared to current liabilities | | | | | | | | | |
| <i>[Current assets / Current liabilities] x100</i> | | | | | | | | | |

| INTRODUCTION | FINANCIAL PERFORMANCE INDICATORS | | | | | | | | | |
|--------------------|---|---------|--------|-------|--------|-------|-----------|--------|-------|---|
| | FOR THE YEAR ENDED 30 JUNE 2019 | | | | | | | | | |
| THE YEAR IN REVIEW | DIMENSION/ INDICATOR/MEASURE | RESULTS | | | | | FORECASTS | | | COMMENTS |
| | | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | |
| OUR COUNCIL | Unrestricted cash Unrestricted cash compared to current liabilities <i>[Unrestricted cash / Current liabilities] x100</i> | 170% | 252% | 375% | 172% | 413% | 342% | 340% | 334% | Council has been building cash reserves to repay \$7M debt late 2019. There are no future plans for borrowing. |
| | OBLIGATIONS Asset renewal Asset renewal compared to depreciation <i>[Asset renewal expense / Asset depreciation] x100</i> | 72% | 73% | 58% | 83% | 109% | 145% | 115% | 107% | Variations occur on this indicator depending on Capital Works program and funding. Depreciation continues to increase further impacting this indicator. |
| OUR PEOPLE | Loans and borrowings Loans and borrowings compared to rates <i>[Interest bearing loans and borrowings / Rate revenue] x100</i> | 58% | 55% | 54% | 52% | 0% | 0% | 0% | 0% | Council debt will be retired at the end of 2019. There are no future plans to borrow funds. |
| OUR PERFORMANCE | Loans and borrowings repayments compared to rates Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100 | 4.1% | 2.3% | 2.3% | 2.3% | 52.2% | 0% | 0% | 0% | Council will be retiring a \$7M debt in late 2019. This impacts on the forecast indicator for loan repayments in 2020. |
| GOVERNANCE | Indebtedness Non-current liabilities compared to own source revenue <i>[Non-current liabilities / Own source revenue] x100</i> | 60% | 57% | 55% | 9.7% | 6% | 6% | 6% | 6% | Council has a very low level of non-current liabilities as a \$7M debt (current liability) in November 2019. |
| FINANCIALS | OPERATING POSITION Adjusted underlying result Adjusted underlying surplus (or deficit) <i>[Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x100</i> | -3.67% | 20.22% | 6.76% | -10.5% | 0.60% | -6.50% | -6.78% | -4.48 | Flood rehabilitation capital grant (non-recurrent) of \$7m is budgeted in 2018/2019 (abnormal). Forecasts reflect more modest amounts of \$3M. |

FINANCIAL PERFORMANCE INDICATORS

FOR THE YEAR ENDED 30 JUNE 2019

| DIMENSION/INDICATOR/ MEASURE | RESULTS | | | | | FORECASTS | | | COMMENTS |
|--|---------|-------|-------|------|-------|-----------|-------|-------|--|
| | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | |
| STABILITY | 59% | 45% | 48% | 43% | 44% | 53% | 60% | 60% | remained consistent. |
| Rates concentration | | | | | | | | | Council has little opportunity to raise revenue outside rating. |
| Rates compared to adjusted underlying Revenue | | | | | | | | | |
| <i>[Rate revenue / Adjusted underlying revenue] x100</i> | | | | | | | | | |
| Rates effort | 0.96% | 0.92% | 0.94% | .85% | 0.80% | 0.80% | 0.81% | 0.81% | Rates compared to property values have remained comparatively consistent with prior years. |
| Rates compared to property values | | | | | | | | | |
| <i>[Rate revenue / Capital improved value of rateable properties in the municipality] x100</i> | | | | | | | | | |

DEFINITIONS

"Adjusted underlying revenue" means total income other than:

- a) non-recurrent grants used to fund capital expenditure; and
- b) non-monetary asset contributions; and
- c) contributions to fund capital expenditure from sources other than those referred to above

"Adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure

"Asset renewal expenditure" means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability

"Current assets" has the same meaning as in the AAS

"Current liabilities" has the same meaning as in the AAS

"Non-current assets" means all assets other than current assets

"Non-current liabilities" means all liabilities other than current liabilities

"Non-recurrent grant" means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by a council's Strategic Resource Plan

"Own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)

"Population" means the resident population estimated by council

"Rate revenue" means revenue from general rates, municipal charges, service rates and service charges

"Recurrent grant" means a grant other than a non-recurrent grant

"Residential rates" means revenue from general rates, municipal charges, service rates and service charges levied on residential properties

"Restricted cash" means cash and cash equivalents, within the meaning of the AAS that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year

"Unrestricted cash" means all cash and cash equivalents other than restricted cash.

OTHER INFORMATION

FOR THE YEAR ENDED 30 JUNE 2019

INTRODUCTION

THE YEAR IN REVIEW

1. BASIS OF PREPARATION

Council is required to prepare and include a Performance Statement within its annual report. The Performance Statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the Local Government Act 1989 and Local Government (Planning and Reporting) Regulations 2014.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics).

OUR COUNCIL

The Performance Statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the council's Strategic Resource Plan. The Local Government (Planning and Reporting) Regulations 2014 requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

OUR PEOPLE

The forecast figures included in the performance statement are those adopted by council in its Strategic Resource Plan on 19 June 2019 and which forms part of the Council Plan. The Strategic Resource Plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. The Strategic Resource Plan can be obtained by contacting council.


OUR PERFORMANCE

GOVERNANCE

FINANCIALS

Certification of the Performance Statement

In my opinion, the accompanying Performance Statement has been prepared in accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.



.....
Hannah Yu
Principal Accounting Officer
Dated: 24/9/2019


In our opinion, the accompanying Performance Statement of the Buloke Shire for the year ended 30 June 2019 presents fairly the results of Council's performance in the accordance with the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.


The Performance Statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of the signing, we are not aware of any circumstances that would render any particulars in the Performance Statement to be misleading or inaccurate.

We have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2014 to certify this Performance Statement in its final form.


.....
Cr Carolyn Stewart
Councillor
Dated: 24/9/19.


.....
Cr Daryl Warren
Councillor
Dated: 24/9/19


.....
Anthony Judd
Chief Executive Officer
Dated: 24/9/19



Independent Auditor's Report

To the Councillors of Buloke Shire Council

Opinion

I have audited the accompanying performance statement of Buloke Shire Council (the council) which comprises the:

- description of municipality for the year ended 30 June 2019
- sustainable capacity indicators for the year ended 30 June 2019
- service performance indicators for the year ended 30 June 2019
- financial performance indicators for the year ended 30 June 2019
- other information for the year ended 30 June 2019 (basis of preparation)
- certification of the performance statement.

In my opinion, the performance statement presents fairly, in all material respects, the performance of the council for the year ended 30 June 2019, in accordance with the performance reporting requirements of Part 6 of the *Local Government Act 1989*.

Basis for Opinion

I have conducted my audit in accordance with the *Audit Act 1994* which incorporates the Australian Standards on Assurance Engagements. I further describe my responsibilities under that Act and those standards in the *Auditor's Responsibilities for the Audit of the Performance Statement* section of my report.

My independence is established by the *Constitution Act 1975*. My staff and I are independent of the council in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the performance statement in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Councillors' responsibilities for the performance statement

The Councillors of the council are responsible for the preparation and fair presentation of the performance statement in accordance with the performance reporting requirements of the *Local Government Act 1989*, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the statement of performance that is free from material misstatement, whether due to fraud or error.

Auditor's responsibilities for the audit of the performance statement

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the performance statement based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the performance statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Standards on Assurance

Engagements will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance statement.

As part of an audit in accordance with the Australian Standards on Assurance Engagements, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the performance statement, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the council's internal control
- evaluate the overall presentation, structure and content of the performance statement, including the disclosures, and whether the performance statement represents the underlying events and results in a manner that achieves fair presentation.

I communicate with the Councillors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
26 September 2019


Jonathan Kyvelidis
as delegate for the Auditor-General of Victoria

NOTES





8.2.5 COMMUNITY GRANTS AND SPONSORSHIPS

Author's Title: Community Development Officer

Department: Community Development

File No: GS/09/42

Attachments: 1 [2019-20 grants and sponsorships](#)

Relevance to Council Plan 2017 - 2021

Strategic Objective: Build a healthy and active community

RECOMMENDATION

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

- \$1,082 project support to the Rex Theatre; and
- \$902 Project support to Donald 2000.

1. Executive Summary

This report is presented to Council to consider the allocation of funds from the Community Grants and Sponsorship Program. One project is not recommended for funding

2. Discussion

| | |
|-----------------------------|---|
| Project: | Touch On Cash at The Rex* |
| Organisation: | The Rex Theatre Museum Ltd |
| Amount Applied: | \$1,082.00/Community Grant |
| Funding Amount Recommended: | \$1,082.00 |
| Project Description: | The Rex Theatre is responding to patron and volunteer requests through offering EFTPOS services. This project (with a total value of \$2,165) will see the installation of iPad Point of Sales systems and the "Square" system for both candy bar and ticket sales. The Rex Theatre Museum Ltd is contributing the balance of funds to enable the project. |
| Project Benefit: | This will result in a simpler, more accurate cash handling and recording system, providing a better volunteer workflow. Volunteer burden has been recognised through the Buloke Shire Volunteer Strategy. Organisations are coming up with innovative ways to overcome these challenges. Embracing the advantages of technology is one way to build capacity and support volunteers. The application for this project notes more than 40 volunteers contribute to the operation of the Rex Theatre and the installation of this equipment will not only ease the burden on volunteers during operation, but also lessen the amount of work needed for office bearers (such as banking, recording ticket and candy bar sales and admin in generating monthly reports). The availability of EFTPOS has become an expectation among user groups, so the realisation of this project creates the potential to increase numbers of both locals, and especially tourists looking to enjoy the offerings of The Rex, with the benefits of electronic transactions. |

*This application was deferred from the August Ordinary Meeting of Council due to a quorum not being reached.

| | |
|-----------------------------|---|
| Project: | Donald, Buy In For Less |
| Organisation: | Donald 2000 INC |
| Amount Applied: | \$902/Project Support Grant |
| Funding Amount Recommended: | \$902 |
| Project Description: | This project (total project cost \$1085) will produce 1000 copies of a town prospectus, with the aim of attracting new residents and investors into the Donald community. |
| Project Benefit: | The project addresses an issue raised through the Buloke 2030 community planning consultations in Donald, namely that population decline is a concern to the Donald community. This project will produce a tool that assists in the attraction of population and investment to Donald and the Buloke Shire. The prospectus has been developed by a dedicated group of local people and a sample prospectus was provided as part of the funding application. |

The following application has not been recommended by the Panel.

| | |
|-----------------------------|---|
| Project: | Family Kite Fun Day |
| Organisation: | Charlton Forum |
| Amount Applied: | \$500/Sponsorship |
| Funding Amount Recommended: | Not recommended |
| Project Description: | A kite and kite flying exhibition to held in Charlton on Sunday October 13 (total project cost \$1028). |
| Reason for Recommendation: | Insufficient event and risk management was provided in this application. Project budget information showing costings and other sources of funding secured or sought was not provided. Further information was sought from the applicants but sufficient information was not provided. |

3. Financial Implications

This brings the allocation under the community grants scheme for the 2019 – 20 financial year to \$3,952 out of a total of \$20,000. The sustainability fund contributions so far totals \$0 out of \$50,000 available.

4. Cost Shift Considerations

There are no cost shift considerations in this report

5. Community Consultation

Staff have sought clarification where necessary from community groups.

6. Internal Consultation

Council officers have consulted with the applicants and reviewed all documentation associated with the sponsorship applications

7. Legislative / Policy Implications

The community grants and sponsorship program has been developed in response to the Local Government Investigations and Compliance Inspectorate guidelines

8. Environmental Sustainability

There are no environmental sustainability matters considered in this report.

9. Conflict of Interest Considerations

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

10. Conclusion

It is recommended that Council considers providing funding allocations to the Donald 2000 and Charlton Rex Cinema projects.

Community Grants, Sponsorship & Sustainability Fund

2019-2020

| Organisation | type | Amount in Application | recommended \$ |
|-------------------------------|-----------------------|-----------------------|--------------------|
| The Rex Theatre | Small Equipment Grant | \$ 1,082.00 | \$ 1,082.00 |
| Charlton Bowling Bowling Club | Sponsorship | \$ 500.00 | \$ 500.00 |
| Charlton RSL | Project Support | \$ 718.00 | \$ 718.00 |
| Charlton Rotary | Sponsorship | \$ 500.00 | \$ 250.00 |
| Charlton Badminton | Sponsorship | \$ 500.00 | \$ 500.00 |
| Charlton Forum | sponsorship | \$ 500.00 | \$ - |
| Donald 2000 | Project Support | \$ 902.00 | \$ 902.00 |
| | | | \$ 3,952.00 |

8.2.6 LETTER TO SHIRE - MAC FARLANES RD

Author's Title: Manager Infrastructure Planning

Department: Works and Technical Services

File No: RO/15/01

Attachments:

- 1 [Letter of request](#)
- 2 [MacFarlane Road Map 1](#)
- 3 [MacFarlane Road Map 2](#)
- 4 [MacFarlane Road Photo](#)

RECOMMENDATION

That Council consider upgrading MacFarlane Road Birchip from a minor road to an access road on the condition that the full upfront cost for the upgrade be paid for by the requestor.

1. Executive Summary

Council received a joint letter from six local businesses on 12 August 2019 requesting an upgrade to MacFarlane Road Birchip from a minor road to a gravel road. Council noted the letter at its Ordinary Meeting on 11 September 2019 and requested a report be prepared for the October Ordinary Meeting in order to respond to this request.

2. Discussion

MacFarlane and Lees Road, Birchip, were inspected on 17 September 2019 and the section from the Birchip Corack Road to the occupied residence is an access road (gravel) 4.770 kilometres in length. This section has been rated to be in in good to fair condition

The remaining section from the residence to Lee's Road is classified as a minor (earth) road and is 1.490 kilometres in length. The section from Lees Road to the property entrance is classified as minor and is 0.190 kilometres in length.

The total distance of the road requested to be upgraded is 1.680 kilometres, this section is well formed and in reasonably good condition.

Council's 2017-21 Road Management Plan states that any request for a road upgrade will be at the cost of the requestor/s.

7.1 Road Classification

Access Road –

Upgrading of a road at the request of a landowner needs to be approved by Council and to Council specification.

3. Financial Implications

The upgrade to MacFarlane Road has been costed by staff has been costed at approximately \$51,000.00 and under the officer recommendation, those costs would be the responsibility of the landowner.

There would be ongoing maintenance cost for grading of approximately \$3,500.00 per year and resheeting every 15 to 20 years costing approximately \$37,000.00, which would be the responsibility of Council.

4. Cost Shift Considerations

There are no cost shift considerations in this report.

5. Community Consultation

Officers have consulted with a number of the requestors informing them of the process for having a road upgraded.

6. Internal Consultation

Internal Consultation has occurred between Planning, Works and Assets Departments.

7. Legislative / Policy Implications

Council's Road Management Plan 2017-21 states all requested road upgrades are at the cost of the requestor/s.

8. Environmental Sustainability

There are no environmental sustainability considerations in this report.

9. Conflict of Interest Considerations

No Conflict of Interest has been identified by officers preparing this report.

10. Conclusion

That Council consider upgrading MacFarlane Road Birchip from a minor road to an access road on the condition that the full upfront cost for the upgrade be paid for by the requestor.

Buloke Shire Council
Broadway
Wycheproof

To The Buloke Shire and Councillors,

We are writing to you to ask that the Buloke Shire upgrade the Eastern section of McFarlane Road Birchip around to the shearing shed owned by W E Lee on Lees Road (Buloke Shire lots 36 and 8A-folio numbers 11591-238 & 239) to improve the sustainability of six sheep feed lot enterprises in Buloke.

Currently the standard of the road surface beyond the residence of David and Valerie Lee, at 440 MacFarlane Road, deteriorates after rain to the extent that trucks cannot access the stock loading facilities at the farming enterprises operated on the land of W E Lee and Daniel Coffey located on McFarlane Road and Lees Road.

25,000 sheep and lambs are transported into and out of these facilities per year from six businesses who have feed lots on properties on these roads, including Eddie Lee, Robbie & Jo Lee, Andrew & Michelle Lee, Russell & Simone Christie, Daniel Coffey and Tom Braine.

We all have plans to increase the productivity of our feedlots situated on these roads and plan to increase the numbers to around 30,000 per year, but it will be difficult if the road conditions are not improved.

The efficiency of loading and unloading would be increased if all weather access was guaranteed to these facilities. Currently in adverse conditions stock must be moved on foot to a drier area to be loaded, exacerbating the road conditions. When wet the road is very dangerous for the farmers and other service providers like shearers and stock agents using the shearing and loading facilities.

The total distance of the road that requires upgrading to an all-weather surface is 1.6km. The existing base is gravel. We are requesting that the 1.6km be capped with St Arnaud gravel to improve access and safety for those travelling along it.

We need all weather access to our enterprises to increase the sustainability of these businesses, which we have diversified into to ensure the long term viability of our farms in Buloke. We hope you will consider our proposal favourably, and we would be willing to meet with you to discuss this issue further. Please do not hesitate to contact us for clarification.

Yours sincerely

Robbie Lee-

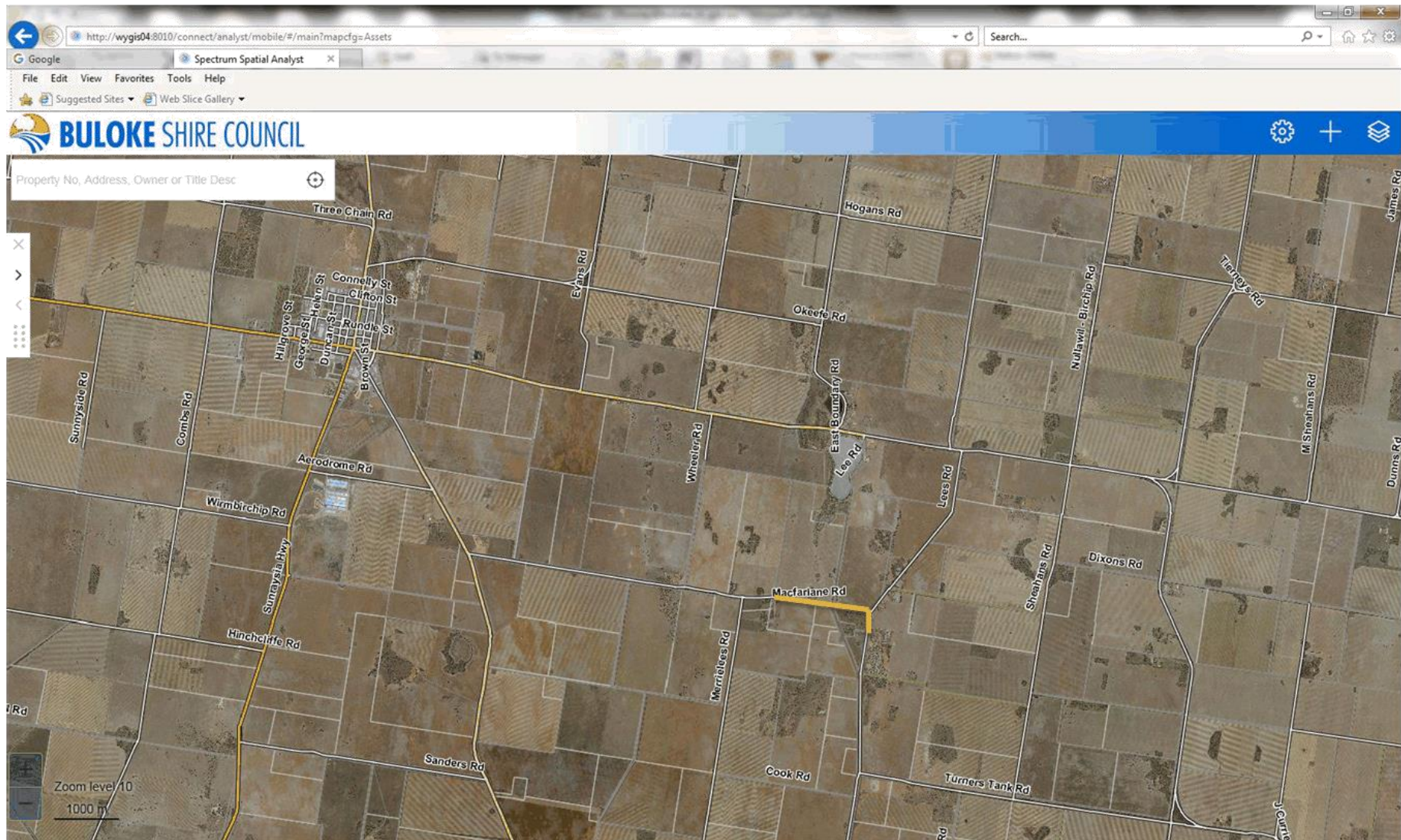
Andrew Lee-

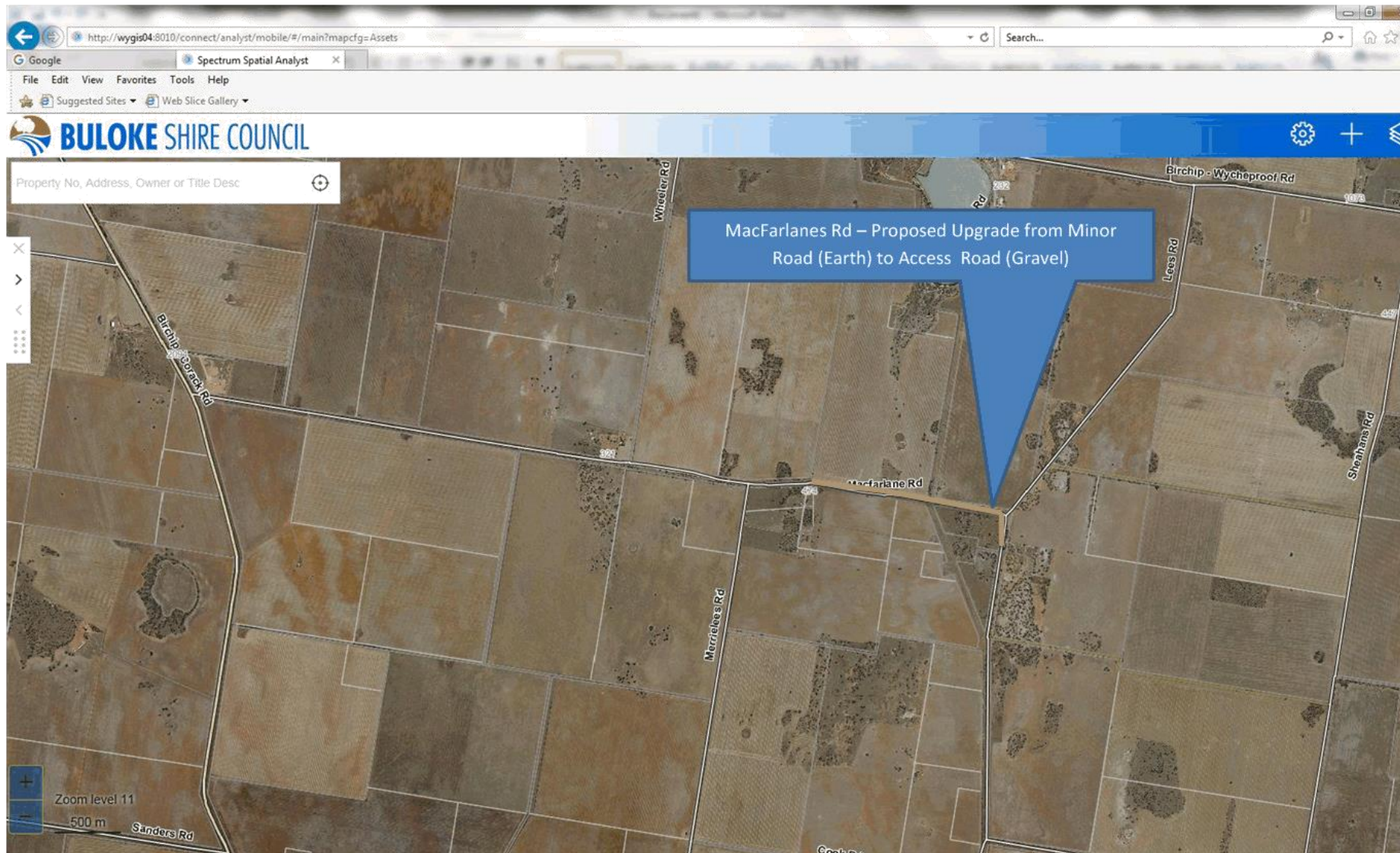
Daniel Coffey-

Tom Braine-

David Lee-

Russell Christie -







8.3 FINANCIAL REPORTS

8.3.1 DRAFT AUDIT COMMITTEE MEETING MINUTES 4 SEPTEMBER 2019

Author's Title: Governance Officer

Department: Corporate Services

File No: FM/02/09

Attachments: 1 [Draft Audit Committee Meeting Minutes - September 2019](#)

Relevance to Council Plan 2017 - 2021

Strategic Objective: Deliver our service in a financially viable way

RECOMMENDATION

That Council notes the draft Minutes of the Audit Committee meeting held on 4 September 2019.

1. Executive Summary

The Audit Committee is a statutory committee of Council which considers matters of governance, finance and risk management. The Committee is comprised of three independent members and the Mayor. The Committee provides advice on the integrity and effectiveness of Council's financial reporting and risk management system.

2. Discussion

At its 4 September 2019 meeting, the Committee considered the following matters:

- Outstanding Actions
- Audit Committee Work Plan
- Risk Management Register
- Asset Management status update
- Draft Internal Audit Scope: Grant Acquittal Process
- Internal Audit Report: Plant and Fleet
- Progress on Internal Audit Plan
- Draft 2018/19 Financial and Performance Statements
- Draft Annual Report
- Review of Audit Committee Self-Assessment survey
- Review of Audit Committee Charter
- Financial Performance as at 31 May 2019
- 2019 JLT Risk Report
- Local Government Inspectorate Review: West Wimmera Shire Council
- VAGO Closing Report and Management Letter

3. Financial Implications

The cost of the Audit Committee function is incorporated into the 2019/20 Annual Budget.

4. Cost Shift Considerations

There are no cost shift implications associated with the Committee.

5. Community Consultation

Not applicable.

6. Internal Consultation

Councillors and senior staff are invited to attend, and present as required to at Committee meetings. Recommendations from the Committee are communicated to relevant staff members for action.

7. Legislative / Policy Implications

Council is required under the *Local Government Act 1989* to create and maintain an Audit Committee.

8. Environmental Sustainability

Not applicable.

9. Conflict of Interest Considerations

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

10. Conclusion

The draft Audit Committee minutes are attached for the information of Council.



AUDIT COMMITTEE MEETING

MINUTES

Wednesday 4 September 2019

Commencing at 10:00 am

Charlton Council Chambers

1 High Street Charlton

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

ORDER OF BUSINESS

1. WELCOME

The Chair opens the meeting and welcomes those present.

2. RECEIPT OF APOLOGIES

3. ATTENDEES

Jessica Adler (Chair), Tom Evans (Member), Margaret Abbey (Member), Cr Carolyn Stewart (Mayor), Anthony Judd (CEO), Hannah Yu (Director Corporate Services), Aileen Douglas (Manager Finance), David Pell (AASB Audit), Ryan Kienhuis (RSD Audit), Rose Harris (Director Community Development), Travis Fitzgibbon (Manager Customer Engagement), Zoe Watts (Manager Governance), Jen Hewett (Governance).

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

MOTION:

That Council adopt the Minutes of the Audit Committee Meeting held on Wednesday, 8 May 2019.

Moved: TOM EVANS

Seconded: MS. MARGARET ABBEY

CARRIED.

Minutes were confirmed and signed by Chair.

5. CHIEF EXECUTIVE BRIEFING

Briefing by Chief Executive Officer to the Audit Committee Meeting including any legal matters.

The Chief Executive provided a brief to the committee on the following matters;

Rose Harris has been appointed to the role of Director Community Development following the resignation of Jerri Nelson.

Councillor John Shaw resigned as a Councillor for the Shire. The minister and the VEC was informed of his resignation. A countback to elect a new Councillor for the Lower Avoca ward will occur on 17 September 2019.

VEC representational review is underway. The draft recommendation is the same as what is current, the second recommended option is 7 councillors with no division. Final report is due in October.

Local Government Bill: Council have previously made submissions and further information is being sought on the impacts across local government.

State Government are currently undertaking a rating system review. The scope is not large, does not address the fundamental sustainability challenge and is narrow to the rating structure.

The Defined Benefits fund has a potential of a future call, if the VBI dips below 97. It is currently at 107.1.

- -

Council's recycling was sent to SKM. The current waste contractor is currently stockpiling recycling material, however there may be budget implications down the track.

Flood Restoration program – The Natural Disaster relief guidelines are now in effect and very challenging to prove pre-disaster condition. The current estimate for Birchip has been revised down.

VAGO Fraud and Corruption Report was reviewed by Council and a response was prepared for the Minister. A copy of the response was provided to Audit Committee.

The Rural Council Transformation Program – this is currently in its early stages with the 6 councils having had a meeting. Buloke has implemented a new payroll system that is compliant to Single Touch Payroll (STP) requirements, and is proceeding with implementing new financial systems.

Government Funding – Roads to recovery has increased by \$300k each year over the next four years. Victorian Grants Commission has increased by 4%, higher than the 2% budgeted amount.

VAGO have undertaken a Library Audit, initial feedback indicates areas for improvements in service planning and in understanding the full cost of the service.

Tom Evans asked if there has been any work done in relation to the Defined Benefits for the 'new' reality of low interest, low CPI and low wage increases.

Margaret Abbey queried if there was much assistance available from advocacy/representation bodies to assist in the assessment of the work involved to establish evidence for pre-condition with respect to Natural Disaster Funding. The CEO responded that DTF have published a best practice guideline, and work has been undertaken to review old reports to establish pre-condition of assets, and acknowledged that a huge amount of work is involved.

6. DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST

There were no declarations of interest. .

7. MATTERS FOR DECISION / DISCUSSION / NOTING

| | | |
|------|--|----|
| 7.1 | OUTSTANDING ACTION ITEMS | 5 |
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8. ANY OTHER BUSINESS

9. MEETING CLOSE

NEXT MEETING

THE NEXT AUDIT COMMITTEE MEETING WILL BE HELD IN WYCHEPROOF SUPPER ROOM

367 BROADWAY WYCHEPROOF ON WEDNESDAY, 4 DECEMBER 2019 AT 2:00PM.

Anthony Judd
CHIEF EXECUTIVE OFFICER

7. MATTERS FOR DECISION / DISCUSSION / NOTING

7.1 OUTSTANDING ACTION ITEMS

Author's Title: Governance Officer

Department: Corporate Services

File No: FM/02/09

Attachments: 1 Outstanding Action Items

MOTION:

That the Audit Committee notes the status of the outstanding action items.

MOVED: TOM EVANS

SECONDED: MS. MARGARET ABBEY

CARRIED.

1. Executive Summary

The attachment to this report contains outstanding actions and their current status. It identifies the source of the action, whether from an audit or a direct request of the Audit Committee and also the timeframes on which it will be complete.

Officers are required to provide updated commentary and to advise when an action is complete. Once complete to the satisfaction of the Audit Committee, the action will be removed from the report.

The action items arising from the Plant and Fleet Audit that was conducted in June 2019 will be added to the listing after the Audit Committee have noted the report.

Current comments are indicated by red font.

Discussion

The audit committee noted the report and accepted the completed items.

Hannah Yu addressed the chair informing the committee that the report indicated that the action relating to a Drug and Alcohol Policy was marked as complete, the status of this changed after the agenda was distributed as questions were raised by an Occupational Health and Safety representative..

7.2 AUDIT COMMITTEE WORK PLAN

Author's Title: Governance Officer

Department: Corporate Services

File No: FM/02/09

Attachments: 1 Audit Committee Work Plan Sep 2019

RECOMMENDATION

That the Audit Committee Meeting review the attached annual work plan

1. Purpose

The work plan incorporates all matters to be considered by the Audit Committee over a twelve month period, including matters outlined in the Audit Committee Charter adopted by Council in November 2017.

The attached annual work plan has been populated to status of current documents and processes, and key documents and initiatives to be considered within the 2019 meeting schedule, that are known.

The work plan is a dynamic document; it will be reviewed and adjusted at each meeting of the Audit Committee and additional items added as they become known.

Discussion

The committee noted the work plan and requested that a report be provided to the next meeting on business continuity planning.

7.3 RISK MANAGEMENT

Author's Title: Governance Officer

Department: Corporate Services

File No: FM/02/09

Attachments:

| | |
|---|----------------------|
| 1 | Risk Analysis Report |
| 2 | Risk Audit Report |

RECOMMENDATION

That the Audit Committee note the risk reports.

Purpose

Council and management is responsible for reviewing all major strategies and actions for their impact on the risk facing the organisation. Additionally, management is responsible for establishing and maintaining an effective system of internal control that supports the achievement of Council's objectives.

The risk register is a useful tool in providing an analysis of Council's key risks. It ensures there is a common and consistent understanding of risks facing Council. The register is also a means of communicating key risks to the Audit Committee.

Risks that have been identified as being 'extreme' and 'high' have been provided in the following reports generated by Council's risk management system.

Discussion

Hannah Yu addressed the committee indicating that Council is continuing to grow the risk register and discussed the 'extreme' risks. Particularly the emerging extreme risk of vehicular collisions with kangaroos. The Procurement Officer has installed sonic animal repellents (Shoo Roos) on all fleet vehicles, the effectiveness of this is being monitored.

The Chair indicated that the OHS consequence of this risk – only requiring first aid – it was suggested this should be increased. The Chair also indicated that the consequences for dumping of illegal prescribed waste and recycling materials seem to be low and could be reconsidered..

Tom Evans queried the risk of the Aged Care Reforms, the CEO responded that council has been actively discussing the future directions.

7.4 ASSET MANAGEMENT UPDATE

Author's Title: Director Works and Technical Services

Department: Works and Technical Services

File No: FM/02/09

Attachments: Nil

RECOMMENDATION

That the Audit Committee Meeting note the contents of this report

1. Executive Summary

Previous internal and external audits conducted at Council have highlighted a number of improvement opportunities with its asset management processes and frameworks. Prior year open findings are incorporated into Council's regular Outstanding Action report.

The Audit Committee has requested separate key milestone reports to give a level of assurance to Council that recording and financial reporting of assets is progressing in accordance with Council's action plan. Council Officers propose a status report is presented to the Audit Committee on a six monthly basis at minimum.

Key actions taken by Council to date to continue the development of its asset management systems and processes include:

- Collated all properties/land that Council has ownership or lease over and entered as assets into Confirm system.
- Collated all buildings that Council has ownership or lease over and entered as assets and entered into Confirm system.
- Verified all properties and buildings contained in the 2018 Asset spreadsheets are in Confirm to allow for valuations and reporting by the Finance Team.
- Imported all Plant and equipment based on 2018 Asset spreadsheets into Confirm system.
- Adding in other structures and assets not in current asset spreadsheets (e.g. water tanks, sporting facilities and infrastructure).
- Certified unit rates for road related infrastructure with documented benchmarking with like Councils.
- Created componentised condition inspections for 45 largest and highest buildings.
- Finalised road infrastructure inspections including roads, drainage, footpaths and bridges (hard copy report to be provided).
- In light of the most recent Maloney Report, commenced a review of Asset Management Plans.

Actions from the Internal Audit by RSD on asset management are being undertaken.

Discussion

The CEO informed the committee that componentisation of buildings has been slow work and a staff member, who is also a licenced valuer, is undertaking this work. The condition of sealed road pavements is poor but an infrastructure report shows that we have had improvements over the last 3 years.

Peter Maloney has presented to council, highlighting improvements on condition.

As a result of the Maloney report, asset management plans are to be reviewed and submitted to council. Work with buildings is ongoing.

The chair had an issue with linking this report back to the outstanding actions.

The committee would also like to continue receiving updated reports on a 6 monthly basis.

7.5 INTERNAL AUDIT PROGRAM - DRAFT SCOPE FOR THE GRANT ACQUITTAL PROCESS

Author's Title: Governance Officer

Department: Corporate Services

File No: FM/02/09

Attachments: 1 Internal Audit Draft Scope Grant Acquittal Process

MOTION:

That the Audit Committee notes and approves the draft scope from the Internal Auditor for the Grant Acquittal Process dated 21 August 2019.

MOVED: TOM EVANS

SECONDED: MS. MARGARET ABBEY

CARRIED.

1. Executive Summary

At the February 2019 Audit Committee meeting, the Audit Committee agreed with Council's proposal to schedule an internal audit for the Grant Acquittal Process due to the unprecedented value of capital grants in recent times.

The proposed draft scope for the Grant Acquittal Process indicates the initial testing to occur in October 2019, a discussion draft is expected to be released in November 2019 with the final report available at the December Audit Committee meeting.

The draft scope for the Audit has been attached for consideration and approval by Audit Committee.

Discussion

Ryan Kienhuis from RSD Audit addressed the meeting providing some background around the scope. It was developed by an RSD Audit Partner in response to a suggestion from the previous acting Finance Manager to review the grant agreements and the controls in place to ensure the acquittal process is appropriate. Field work by the internal auditor is expected to occur in October 2019.

Tom Evans asked why the Audit Partner did not attend this meeting, Ryan Kienhuis responded that there was conflicting meetings and as he conducted the Plant and Fleet Audit, that is on this agenda, it was appropriate for Ryan Kienhuis to attend this meeting.

7.6 INTERNAL AUDIT - PLANT AND FLEET

Author's Title: Manager Governance

Department: Corporate Services

File No: FM/02/09

Attachments: 1 Internal Audit Report - Plant and Fleet - August 2019

MOTION:

That the Audit Committee notes the Internal Audit – Plant and Fleet dated August 2019 from RSD Audit

MOVED: TOM EVANS

SECONDED: MS. MARGARET ABBEY

CARRIED.

1. Executive Summary

Council's Internal Auditors, RSD Audit, undertook a review of Council's Plant and Fleet Services in accordance with Council's Audit Plan.

The Internal Audit for Plant and Fleet Services was undertaken and received in August 2019. Actions arising from the report will be incorporated into the Action Items Report.

Discussion

Ryan Kienhuis addressed the committee, highlighting the highest risk findings from the audit that was conducted in August 2019.

The management framework provided a number of policies with conflicting guidance. The most detailed of these policies was adopted in 2006. It was suggested that this policy should be used to build on using IPWEA Plant Management guidance material.

It was noted that there are no risks identified around fraud and asset management in the risk register. No formal risk assessment has been completed in this area, and council should consider Fraud Awareness training for staff.

The audit also highlighted that a large amount of plant and fleet are underutilised when benchmarked against IPWEA, however due to the rural area this would be somewhat expected. It is considered better practice if benchmarks are set and parameters set for the investigation for the replacement of the assets or use other methods such as hiring – when required.

Many of council's plant assets are well past the optimum age of assets. Costing – Internal hire rates have not been updated for some time, and the current hire rate is less than the cost to maintain the plant assets. It was acknowledged that the Manager Finance will be addressing this.

The Chair commented that the VAGO report on Asset Management was around fraud risks and the lack of identification of fraud risks for plant and fleet. Ryan Kienhuis responded that RSD Audit can provide training as Kathy Teasdale (Partner) is accredited in this area.

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Margaret Abbey indicated that the VAGO report was a well presented report, and commented on the issues identified around the fleet and asset disposal policies.

The CEO indicated agreed that the policy needs to be reviewed and effective processes, including the scrapping and sale of assets are included.

7.7 INTERNAL AUDIT PROGRESS UPDATE

Author's Title: Director Corporate Services

Department: Corporate Services

File No: FM|05|02

Attachments: 1 Internal Audit Progress Update Report

RECOMMENDATION

That the Audit Committee Meeting note:

1. The Progress Update from Council's Internal Auditors – RSD Audit

1. Purpose

The 2017-2019 Audit Program was endorsed by Audit Committee at its meeting on 28 April 2017. The objectives of the Internal Audit program are to provide a risk based, cyclical, strategic plan which focuses on the organisations risks and internal control systems. The progress update provides an update on the status of the Internal Audit program.

RSD Audit has provided a summary of recent reports and publications by government agencies and other sources that may impact on public sector agencies.

The Internal Audit Progress update is attached.

Discussion

Ryan Kienhuis addressed the committee providing an update of the status of where RSD 's audit plan;

- Completed the 3-year plan
- Extension of plan has been through audit committee

and provided a list of recent reports published by various integrity agencies of investigations and reviews.

7.8 DRAFT 2018/19 FINANCIAL STATEMENTS AND PERFORMANCE STATEMENT

Author's Title: Governance Officer

Department: Corporate Services

File No: FM/02/09

Attachments:

- 1 Draft Financial Statements for the year ending 30 June 2019
- 2 Draft 2018/19 Performance Statement

RECOMMENDATION

The Audit Committee recommends to Council that the Financial Statements and Performance Statement for the year ended 30 June 2019, be adopted for approval in principle and for certification by Council.

Executive Summary

The preparation of a Financial Statements and Performance Statement is required under the *Local Government Act 1989*. A copy of Council's Annual Report, including these statements, must be sent to the Minister for Local Government following formal adoption by Council, no later than 30 September 2018.

Accounting and Audit Solutions Bendigo, on behalf of the Victorian Auditor-General's Office has audited the Financial Statements and Performance Statement as provided in their finalised form.

The final draft is provided to the Audit Committee seeking their recommendation to Council that the Financial Statements and Performance Statements as received, be adopted for approval in principle and certification by Council.

Accounting and Audit Solutions Bendigo is satisfied that the Financial Statements and Performance Statement be forwarded to the Auditor-General for sign off.

Discussion

Aileen Douglas – Manager Finance provided a brief overview of the status of the 2018/19 financial outcomes.

David Pell – AASB Audit highlighted that there were some changes to several accounting standards and indicated that the changes did not materially affect the outcomes. He also indicated that not 9.3 in the draft financial statements was updated by VAGO resulting from information provided by Vision Super, in relation to defined benefits superannuation funds.

The Chair indicated that 5.1 does not add up, due to rounding and there are a few other minor issues to be discussed outside the meeting.

Margaret Abbey indicated that her level of comfort on the financial went up after reading the VAGO closing report.

Tom Evans expressed that the 'Expenses per head of population' reported in the performance report is being distorted by the flood recovery works and asked if there was any way of highlighting this.

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He also queried the Library participation rate, as it seems to have dropped. The CEO responded that the service delivery method has changed and there has been no mandatory use in the change of card. Residents may also be still utilising previous library services. Anecdotally, library participation has increased.

It was also noted that due to the change in service delivery model, it is difficult to compare 18/19 against previous years.

7.9 DRAFT ANNUAL REPORT

Author's Title: Director Corporate Services

Department: Corporate Services

File No: FM|02|10

Attachments: 1 Draft 2018/2019 Annual Report

RECOMMENDATION

That the Audit Committee note the Draft Annual Report, with formatting still to be completed.

Noted

1. Executive Summary

Council is required to prepare and submit an Annual Report of its activities to the Minister for Local Government by 30 September each year.

The report contains mandatory information relating to Council activities and its financial position, and information relevant to the community in accord with best practice guidelines.

The draft Annual Report is attached for the information of the Audit Committee. Additional information still to be obtained has been identified in the draft document, including the final 2018/19 Performance Statement and 2018/19 Financial Statements. Final formatting of the report is also still required.

Discussion

Travis Fitzgibbon addressed the committee to provide an overview of the status of the Annual Report preparation. Whilst most of the Annual Report has been prepared there are several pieces of information to be obtained to ensure compliance to the *Local Government (General) Regulations 2015*, and the final formatting.

The Chair asked if the Grant agreements had been reconciled? Margaret Abbey indicated that she is somewhat impressed with how much has been achieved by council in the past 12 months.

7.10 REVIEW ANNUAL SELF ASSESSMENT SURVEY

Author's Title: Governance Officer

Department: Corporate Services

File No: FM/02/09

Attachments: 1 Audit Committee Self-Assessment Survey 2019

RECOMMENDATION

That the Audit Committee endorse the questions and the timing for the Self-Assessment survey

1. Purpose

The Self-Assessment survey is conducted in accordance with the Audit Committee Charter by all members of the Audit Committee. Councillors are also provided with the option to provide responses to the same questions in the survey. The survey provides an opportunity for the Audit Committee to assess the effectiveness of the committee's role against the Charter, and to provide feedback to Council in areas that can be improved.

At the suggestion of the Audit Committee at the meeting held on 6 February 2019, it is proposed to conduct the survey in September – October so that the responses can be consolidated and included in the Agenda for the December Audit Committee meeting.

It is recommended that the Committee endorse the questions and the timing for the survey.

Discussion

Hannah Yu – Director Corporate Services indicated that based on comments after last year's self-assessment survey, it is being brought forward for distribution in September, with outcomes being reported to the December Audit Committee meeting.

The chair indicated that the survey should link to the terms of reference of the audit committee and would like to review prior to sending out.

7.11 REVIEW OF AUDIT COMMITTEE CHARTER

Author's Title: Governance Officer

Department: Corporate Services

File No: FM/02/09

Attachments: 1 Audit Committee Charter - Adopted September 2017

MOTION:

That the Audit Committee reviews and provides feedback on any proposed amendments to the Audit Committee Charter

MOVED: JESSICA ADLER

SECONDED: MS. MARGARET ABBEY

CARRIED.

Discussion

The Buloke Shire Council Audit Committee is established in accordance with s139 of the *Local Government Act 1989* (the Act). The function of the Committee is to support Council through advice on:

- The integrity of the Buloke Shire Council's financial reporting;
- The effectiveness of the Buloke Shire Council's risk management systems, internal control framework, compliance and internal audit activities; and
- Effective communication strategies between external auditors, internal auditor and management.

To assess the adequacy of the Audit Committee Charter, a review is to be undertaken every two years in accordance with the Charter adopted in September 2017.

The current Charter has been attached for the information of the Committee and has been based on *Audit Committees – A Guide to Good Practice for Local Government* 2011, issued by former Minister for Local Government, Jeanette Powell MP. Key matters considered in preparation of the Charter include:

- Control in rotation of independent members. Best practice suggests no more than one member should leave the Committee in any one year to ensure continuity.
- Maximum terms for the Chair and independent members of the Committee, including the right to seek reappointment after the first term, and reappointment by application for a further term. Appointment of independent members will be limited to two further terms under the proposed process.
- Selection of independent members with the requisite level of skills, expertise, and knowledge with at least one member with financial qualifications and experience.
- The ability for the Committee to convene, as required, private meeting with Council's internal auditor and external auditor.
- The requirement for the Committee to evaluate its performance and the performance of independent members on an annual basis.

Other key inclusions from the last review included:

- Additional information and context regarding the role and objectives of the Audit Committee
- Clarification on the scope of authority of the Committee
- Composition, selection, rotation and remuneration
- Meetings
- Attendance by Council Officers, including the Chief Executive Officer, reflective of roles and responsibilities within the organisation

Activities outlined in the Charter are in accord with best practice as outlined in the best practice guide.

It is proposed the Committee will evaluate its performance using the responsibilities outlined in the Charter using the annual work plan as a guidance tool.

Discussion

Hannah Yu – Director Corporate Services indicated that a review of the Charter should be undertaken every 2 years and asked the committee if they had any comments or would like to make changes to the charter.

Margaret Abbey indicated that the charter is silent on an extension process to the time limit for the chair of the committee, for example, 2 years with one (or two) 2 year extensions, also that the chair should provide a Bi-annual risk and audit report from the committee to CEO for tabling at the next council meeting as provided for in the proposed Local Government Bill and the chair to deliver a report directly to councillors at a councillor meeting, should be included.

Tom Evans indicated that presenting to Council should be at the discretion of the chair.

The chair indicated that the following should be included into the charter;

- Acknowledge that bi-annual report will be a requirement
- it is at the discretion of the Chair to provide a briefing at a Council meeting.
- include the tenure for a chair to be 2 years with a 2-year extension.
- the audit committee comprises of 3 independent members and the mayor, also include that all councillors are welcome to attend Audit Committee meetings.

7.12 FINANCIAL PERFORMANCE AS AT 31 MAY 2019

Author's Title: Manager Finance

Department: Corporate Services

File No: FM/19/03

Attachments:

| | |
|---|-----------------------------------|
| 1 | Income Statement 31 May 2019 |
| 2 | Balance Sheet 31 May 2019 |
| 3 | Cashflow Statement 31 May 2019 |
| 4 | Cashflow Graph 31 May 2019 |
| 5 | Capital Works Program 31 May 2019 |
| 6 | Capital Works Graph 31 May 2019 |

Relevance to Council Plan 2017 - 2021

Strategic Objective: Deliver our service in a financially viable way

RECOMMENDATION

That Audit Committee notes the Financial Performance Report for the month ending 31 May 2019.

Noted

1. Executive Summary

The **Income Statement** provides a summary of the total income and total expenditure relating to Council's annual recurrent operations. It also specifically includes capital income but does not include capital works expenditure. The surplus/(deficit) is disclosed at item B on the Income Statement (Attachment 1). So as operating revenues can be compared to operating expenditures, an adjustment is made to exclude all capital income. The presentation of this income statement and resultant surplus/(deficit) is reported at item A.

The reported surplus as at 31st May 2019 is \$3.414m. *Excluding* capital grants income of \$7.768m, a deficit of \$4.353m was recorded. The result is better than, but mostly in line, with budget (deficit \$4.579m) due to compensating variances in funded income and lower than anticipated expenses. Please refer to the notes listed on the Income Statement for explanation of specific variances.

The **Balance Sheet** effectively shows a summary of the value of Assets (what we own) and our Liabilities (what we owe), both of which balance off against each other to show Net Assets or Equity (our net worth). Council's net worth as at this accounting period increased to \$209m.

The **Cash Flow Statement** has been updated to include the cash flow projections based on the Forecast Budget. The actual to budget comparisons for July to December has been consolidated. The corresponding cash flow chart maps actual cash alongside budgeted cash and restricted funds. At 31st May 2019, Council's Cash and Cash Equivalents were \$18.9m. Cash flow remains strong in readiness for the \$7m loan repayment scheduled for November.

The **Capital Works Program** depicts \$8.811m of capital works having been expended to the end of this accounting period. The Annual Budget for capital works is \$14.454m to be funded by Capital Grants of \$7.5m. However, delays in some projects result in a lower Annual Forecast of \$12.709m reflecting these projects will be carried forward to FY19/20. Forecasted contributions have reduced to \$1.2m (from \$2.3m) but Council Cash of \$4.6m remains unchanged.

2. Financial Implications

The table below provides an overview of Council's financial performance as at 31st May 2019

| Income Statement - Excluding Capital Grants and Contributions | YTD | YTD | YTD | Annual | Annual |
|--|----------------|----------------|----------------|----------------|----------------|
| | Actuals | Budget | Variance | Budget | Forecast |
| | \$(000) | \$(000) | \$(000) | \$(000) | \$(000) |
| Total Income | 26,182 | 26,395 | (213) | 26,603 | 27,171 |
| Total Expenses | 30,535 | 30,973 | 438 | 32,936 | 33,242 |
| Surplus/(Deficit) | (4,353) | (4,579) | 225 | (6,332) | (6,071) |
| Add back Capital Grants Income and Contributions | 7,768 | 9,249 | (1,482) | 9,812 | 9,038 |
| Surplus/(Deficit) including Capital Grants Income and Cont. | 3,414 | 4,670 | (1,256) | 3,479 | 2,967 |
| Capital Works Program | 8,811 | 9,525 | (714) | 14,454 | 12,709 |

The following commentary is provided:

a. Total income excluding capital grants and contributions

The negative variance of \$213k results from delayed funding (2016 Floods) being partly offset by additional grants received during the year. Outstanding funding is expected before 30 June and the year end result should be higher than budget.

b. Total expenses

Favourable budget variance (\$438k) mostly due to flood restoration works below expected (see note 7).

c. Capital Grant Income and Contributions

Capital grant income is below budget to 31 May (\$1.482m) mostly due to delayed funding for Lake Tyrrell and Roads to Recovery.

d. Capital Works Program Expenditure

Council has expended \$8.811m on capital works YTD this period. Significant increase in capital expenditure expected for final months of the financial year with projects nearing payment milestones.

e. Cash and Cash Equivalents

Council has cash of \$18.904m of which \$1.430m is restricted being committed to capital projects.

3. Community Consultation

No consultation with the community was required for the production of this report.

4. Internal Consultation

The reports have been prepared in consultation with the budget managers directly responsible for Council budgets.

5. Legislative / Policy Implications

The report is consistent with the requirements of the *Local Government Act 1989*.

6. Environmental Sustainability

This report has no direct impact on environmental sustainability.

7. Conflict of Interest Considerations

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

8. Conclusion

Surplus as at 31st May is mostly in line with YTD budget. Grant income for both operating and capital are behind where Council planned to be on a year to date basis. However, remaining monies are forecasted to come in before the end of the financial year.

Forecasting has been finalised in the reports provided and incorporated in Cash flow and Capital Expenditure charts to indicate 30 June positions.

Discussion

Audit Committee noted the report.

7.13 2019 JLT RISK REPORT

Author's Title: Governance Officer

Department: Corporate Services

File No: FM/02/09

Attachments: 1 JLT 2019 Risk Report

RECOMMENDATION

That the Audit Committee Meeting note the JLT 2019 Risk Report

1. Purpose

Jardine Lloyd Thomas (JLT) provide insurance brokerage services to Council, and provide brokerage services nationally. This is the second year that JLT have undertaken an in depth look at risk information provided to CEO's and General Managers within Local Government, nationally. The report reflects what CEO's and General Managers see as key risks that have a potential impact on councils. The attached report reflects this information and benchmarks it against insurance claims data, at a national level.

Discussion

Audit Committee noted the report, the chair indicated that she felt it was a good report and was relevant and was good to see some commonality in the findings of the report and the risk register.

7.14 LG INSPECTORATE REVIEW - WEST WIMMERA SHIRE COUNCIL

Author's Title: Director Corporate Services

Department: Corporate Services

File No: FM|05|02

Attachments:

- 1 Buloke Summary
- 2 Local Inspectorate Report - Governance Arrangements

RECOMMENDATION

That the Audit Committee note Council's self-assessment against Local Government Inspectorate governance findings within the West Wimmera Shire Council.

NOTED

1. Purpose

At the 2019 May Audit Committee Meeting Council Officers were requested to review Council practices against the findings outlined in the 2018 West Wimmera Examination – Local Government Inspectorate Report.

This assessment has been completed, and a copy of this assessment is attached for the information of the Audit Committee. A copy of the report from the Local Government Inspectorate is also attached.

Discussion

Hannah Yu - Director Corporate Services provided a brief on the findings of the Inspectorates reports and indicated that some findings had relevance to the Buloke Shire and a number of actions identified from the report will be included in the Action Items for the Audit Committee.

8. ANY OTHER BUSINESS

It was acknowledged by the Chair that this meeting is the last for Tom Evans (independent member), and thanked him for his assistance and contributions.

Tom Evans stated that he had worked at a number of Councils, seeing councillors jockeying for government preselection and working with Buloke has been very nice and refreshing compared to these councils.

Anthony Judd – CEO thanked Tom for his service and seeing Buloke through it's 'darker days' and his guidance has been invaluable to staff and the mayor and former mayors have the utmost respect for him.

David Pell provided an update on the VAGO audit report and is hoping that the final management letter arrives in a timely manner, however he indicated that he has experienced some issues in another sector, in getting audit reports signed.

During the audit undertaken by AASB on behalf of VAGO David indicated that the major risks or issues identified was;

- Valuation of infrastructure plant and equipment
- Change in key management personnel, however he found that the financial statements were prepared and reported in a timely professional manner and gave credit to abilities the Finance Manager to achieve this.

The management letter for 18/19 will basically sign off and resolve all past issues, however have left some ongoing issues to be monitored into the future.

David also indicated that the building componentisation – an outstanding issue from a 2015/16 audit by VAGO, may not have been raised by AASB as an issue as there are no multistorey buildings in the shire – he feels that this may have been more around the componentisation at the pools and the pool plant and equipment.

9. MEETING CLOSE

Meeting was closed at 11:25am

8.3.2 FINANCIAL PERFORMANCE AS AT 31 AUGUST 2019

Author's Title: Manager Finance

Department: Corporate Services

File No: FM/19/03

Attachments:

- 1 [Income Statement 31 Aug 19](#)
- 2 [Balance Sheet 31 Aug 19](#)
- 3 [Cashflow Statement 31 Aug 19](#)
- 4 [Cashflow Chart 31 Aug 19](#)
- 5 [Capital Work Program 31 Aug 19](#)

Relevance to Council Plan 2017 - 2021

Strategic Objective: Deliver our service in a financially viable way

11

RECOMMENDATION

That Council receives and notes the Financial Performance Report for the month ending 31 August 2019.

1. Executive Summary

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

The reported surplus as at 31 August 2019 is \$11.7m. Excluding capital grant income of \$1m, the operating surplus is \$10.7m. The operating surplus is lower than budget (surplus \$11.1m) mostly due to the variation of payment timing of the Financial Assistance Grant (FAG) in the current financial year. The adopted budget allowed for the 2019/20 FAG to be paid quarterly over the year but in a late decision by the State government, 50% of the 2019/20 FAG was paid in last financial year and now forms part of carried forward surplus.

The **Balance Sheet** summarises the value of Assets (what we own) and our Liabilities (what we owe), and the difference between assets and liabilities (Net Assets or Equity) reflects our net worth. Council's net worth as at this accounting period is \$285m due to the recognition rate income at this early stage of the financial year. Net worth is anticipated to decrease to \$279m by 30 June 2020 as budgeted expenditure occurs (\$273m as at 30 June 2019).

The **Cashflow Statement** reflects actual results for the year to date (July – August) and a projection of cashflow for the remainder of the year based on the annual budget and specified timing parameters (such when BAS/super are due and quarterly rate receipts). At 31 August 2019, Council's Cash and Cash Equivalents were \$18.7m. Cashflow remains strong in readiness for the \$7m loan repayment scheduled for November.

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

The cashflow chart shows:

1. The line graph to reflect the ending bank balance each month for the year to date and a projection of the ending bank balance for the rest of the year.

- The column graph which summarises what has or will happen during each month's cashflow to explain the change in the bank balance. For example, in November the large pay out of the loan (shown by the negative cashflow red block) will significantly decrease the bank balance. Conversely, the following months show income (positive green cashflow blocks) exceeds expenses and asset expenditure (negative blue cashflow blocks) leading to some increase of the bank balance.

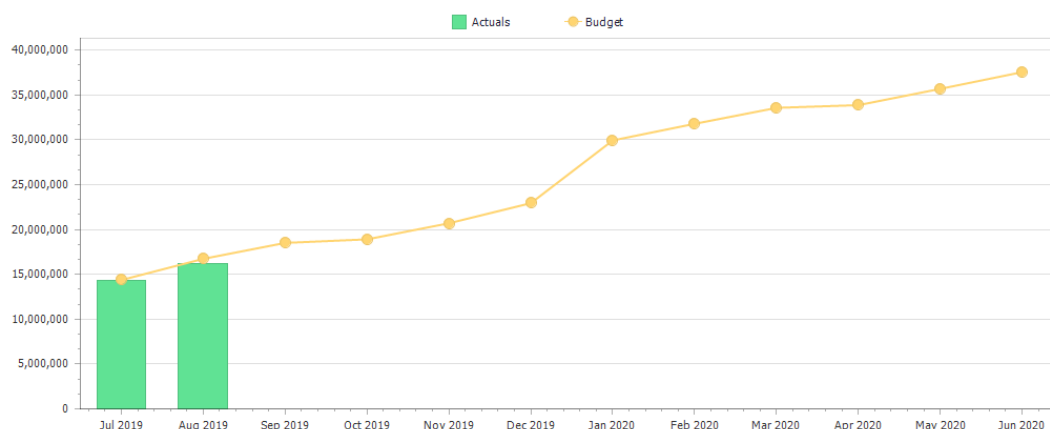
The bank balance is expected to remain positive throughout the 2019/20 financial year. Negative values used in this chart do not reflect any bank balance deficit but positive or negative cashflows in and out of the bank balance. That being Income (green) is a positive cashflow and expenses, assets expenditure and liabilities are generally negative cashflows. The small positive liability cashflow in January and April reflect the outcome of an anticipated BAS refund (GST is usually represented as a liability).

The **Capital Works Program** depicts \$1.73m of capital works having been expended or committed during July – August. However, this does not reflect actual completion of construction works. Due to the significant changes made to financial systems since the start of the financial year, the format of the capital works program report is still being finalised. The final format of this report, to be present next month, will include indication of progress of actual construction as well as year to date expenditure against budget.

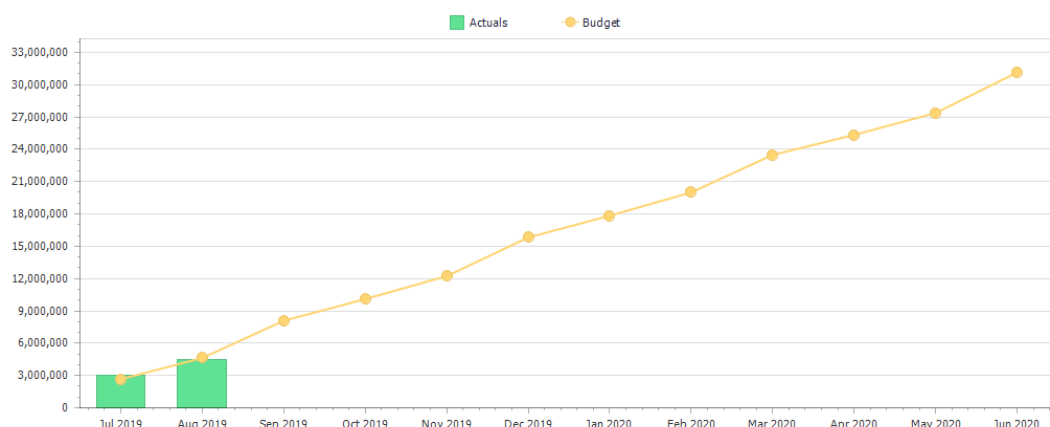
The Annual Budget for capital works is \$11.754m to be funded by Capital Grants of \$7.6m.

Financial Implications

The tables below provides an overview of Council's financial performance as at 31 August 2019
Accumulated Income to Budget — Buloke Shire Council



Accumulated Expenses to Budget — Buloke Shire Council



The following commentary is provided:

a. Total income

At this early stage of the financial year, income remains on budget. The variance caused by the upfront payment of the FAG not materially impact total income as it was partially offset by capital contributions received for the Donald Community Precinct included in the 2018/19 budget not the current financial year. The revised schedule for the FAG will be included in the budget forecast update in December.

b. Total expenses

Total expenses in the chart above reflect operational expenses and not capital expenditure. Year to date operational expenses reflects some immaterial under-spend for July and August across most expense categories which are anticipated to level out over the year to remain in line with the annual budget.

c. Other Income - Capital Grants

Whilst the timing of capital projects is being finalised, the capital income budget has been agreed to actual receipts in July and August. The projection for the rest of the year will be updated in next month's reports.

d. Capital Works Program Expenditure

The timing of capital works expenditure for the rest of the year will be updated in next month's reports.

e. Cash and Cash Equivalents

Council has cash of \$18.7m. At this stage of the financial year the balance of restricted funds for capital projects is low.

Community Consultation

No consultation with the community was required for the production of this report.

2. Internal Consultation

The reports have been prepared in consultation with the budget managers directly responsible for Council budgets.

3. Legislative / Policy Implications

The report is consistent with the requirements of the *Local Government Act 1989*.

4. Environmental Sustainability

This report has no direct impact on environmental sustainability.

5. Conflict of Interest Considerations

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

6. Conclusion

As at 31 August the year to date surplus is mostly in line with budget and the budget for the remainder of the year is only expected to be impacted by the timing of the FAG.

The cash position is strong in preparation for the \$7m loan repayment early November.

Income Statement — Buloke Shire Council

JUL 2019 - AUG 2019

| | YTD Actual (\$) \$000 | YTD Budget (\$) \$000 | YTD Variance (\$) \$000 | Annual Budget (\$) \$000 | Notes |
|----------------------------------|-----------------------------|-----------------------------|-------------------------------|--------------------------------|-------|
| Income | | | | | |
| Rates and charges | 13,676 | 13,611 | 65 | 13,691 | |
| Statutory fees and fines | 26 | 14 | 12 | 188 | |
| User fees | 74 | 119 | (44) | 776 | 1 |
| Grants - operating | 1,064 | 1,926 | (862) | 14,919 | 2 |
| Contributions | 305 | 42 | 264 | 185 | |
| Other Income | 87 | 53 | 34 | 253 | |
| Total Income | 15,233 | 15,765 | (532) | 30,012 | |
| Expense | | | | | |
| Employee Costs | 1,499 | 1,515 | 16 | 9,927 | 3 |
| Materials and services | 1,732 | 1,831 | 99 | 13,139 | |
| Depreciation | 1,220 | 1,220 | 0 | 7,318 | |
| Bad and doubtful debts | 0 | 0 | 0 | 50 | |
| Borrowing costs | 0 | 0 | 0 | 148 | |
| Other expenses | 38 | 73 | 36 | 654 | |
| Total Expense | 4,488 | 4,639 | 150 | 31,236 | |
| Operating Surplus/Deficit | 10,744 | 11,126 | (382) | (1,225) | |
| Other Income | | | | | |
| Grants - capital | 972 | 972 | 0 | 7,665 | |
| Total Other Income | 972 | 972 | 0 | 7,665 | |
| Surplus/Deficit | 11,716 | 12,098 | (382) | 6,440 | |

Notes:

1. Variance due to delay in reporting of Landfill user fees due to system change. To be resolved in September.
2. Timing of Financial Assistance Grant (FAG) varied from adopted budget due to State Government decision to pay 50% prior to June 30.
3. Timing of expenses across categories leading to general positive variance. Timing anticipated to adjust in rest of year with no change to expected totals.

Balance Sheet — Buloke Shire Council

AUG 2019

| | Aug 2019 | Jun 2019 | Variance |
|---|----------------|----------------|---------------|
| Asset | | | |
| Current assets | 35,092 | 23,935 | 11,157 |
| Cash and cash equivalents | 18,739 | 20,278 | (1,539) |
| Trade and other receivables | 16,149 | 3,204 | 12,945 |
| Inventories | 111 | 111 | 0 |
| Other assets | 93 | 342 | (249) |
| Non-current assets | 263,320 | 262,383 | 936 |
| Property, infrastructure, plant and equipment | 263,320 | 262,383 | 936 |
| Total Asset | 298,412 | 286,318 | 12,093 |
| Liability | | | |
| Current liabilities | 11,853 | 11,807 | 46 |
| Trade and other payables | 1,517 | 2,175 | (658) |
| Trust funds and deposits | 1,143 | 292 | 851 |
| Provisions | 2,193 | 2,340 | (147) |
| Interest-bearing liabilities | 7,000 | 7,000 | 0 |
| Non-current liabilities | 1,644 | 1,445 | 199 |
| Provisions | 1,644 | 1,445 | 199 |
| Total Liability | 13,497 | 13,252 | 245 |
| Net Assets | 284,914 | 273,066 | 11,848 |
| Equity | | | |
| Equity | 284,914 | 273,066 | 11,848 |
| Accumulated Surplus | 105,266 | 99,218 | 6,048 |
| Reserves | 167,932 | 167,932 | 0 |
| Current Earnings | 11,716 | 5,916 | 5,800 |
| Total Equity | 284,914 | 273,066 | 11,848 |



Cashflow Forecast — Buloke Shire Council

SEP 2019

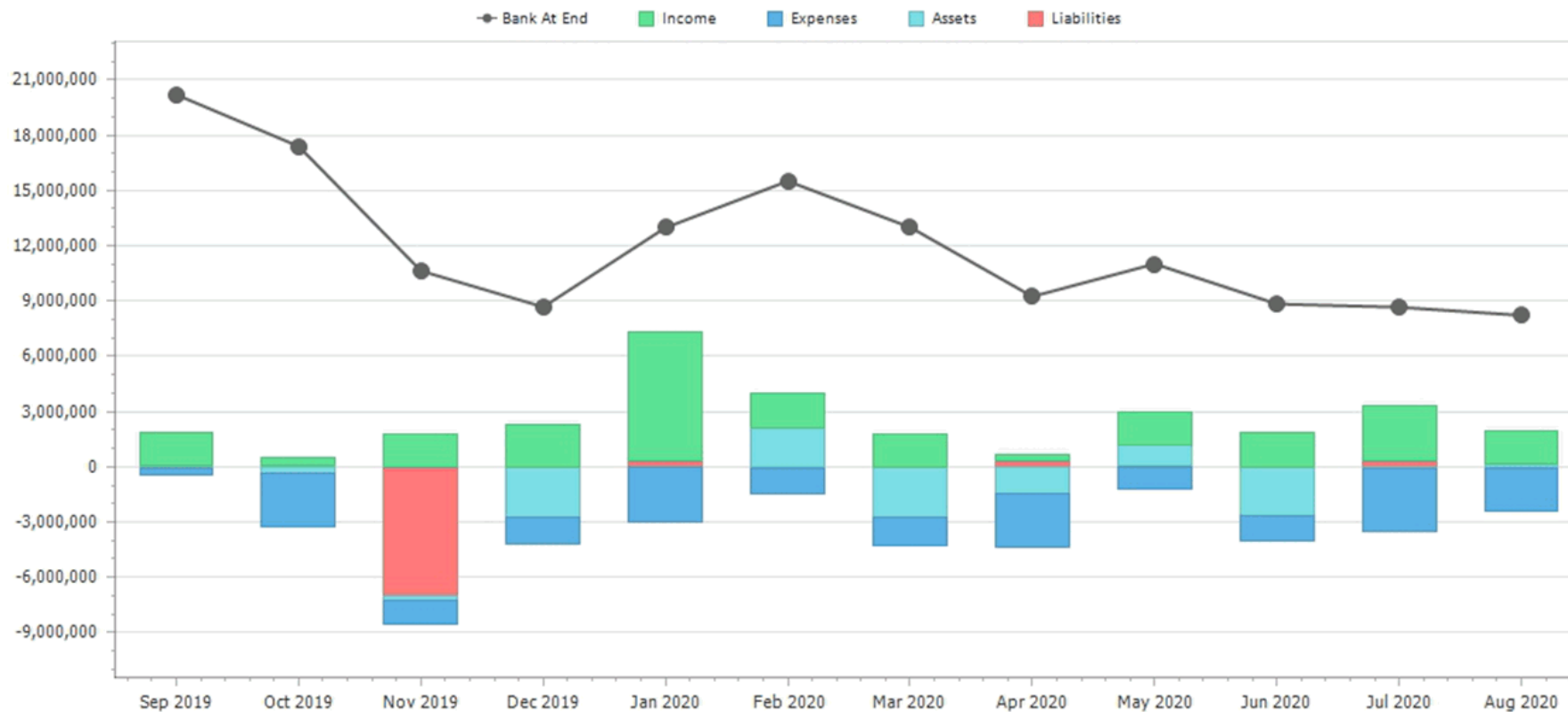
| | Sep 2019 | Oct 2019 | Nov 2019 | Dec 2019 | Jan 2020 | Feb 2020 | Mar 2020 | Apr 2020 | May 2020 | Jun 2020 | Jul 2020 | Aug 2020 | Total |
|--|-------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
| Bank at Beginning | 18,738,959 | 20,196,555 | 17,394,145 | 10,633,777 | 8,680,070 | 12,983,851 | 15,505,289 | 13,003,061 | 9,244,585 | 11,014,378 | 8,839,021 | 8,663,452 | 18,738,959 |
| Income | | | | | | | | | | | | | |
| Operating Activities | 1,785,290 | 403,985 | 1,800,593 | 2,247,840 | 6,999,482 | 1,859,643 | 1,785,290 | 310,836 | 1,823,545 | 1,874,138 | 2,990,312 | 1,845,020 | 25,725,973 |
| Cash Inflows - Capital Income | 0 | 0 | 0 | 66,000 | 6,692,751 | 0 | 0 | 0 | 0 | 66,000 | 446,449 | 820,240 | 8,091,440 |
| Cash Inflows - Operational Income | 1,785,290 | 403,985 | 1,800,593 | 2,181,840 | 306,731 | 1,859,643 | 1,785,290 | 310,836 | 1,823,545 | 1,808,138 | 2,543,864 | 1,024,780 | 17,634,533 |
| Cash Inflows from Operation | 1,785,290 | 403,985 | 1,800,593 | 2,247,840 | 6,999,482 | 1,859,643 | 1,785,290 | 310,836 | 1,823,545 | 1,874,138 | 2,990,312 | 1,845,020 | 25,725,973 |
| Expense | | | | | | | | | | | | | |
| Operating Activities | (340,897) | (2,898,917) | (1,338,198) | (1,477,314) | (3,026,761) | (1,372,285) | (1,525,060) | (2,910,871) | (1,211,977) | (1,380,975) | (3,360,736) | (2,338,388) | (23,182,380) |
| Cash Outflows | (340,897) | (2,898,917) | (1,338,198) | (1,477,314) | (3,026,761) | (1,372,285) | (1,525,060) | (2,910,871) | (1,211,977) | (1,380,975) | (3,360,736) | (2,338,388) | (23,182,380) |
| Cash Outflows from Operation | (340,897) | (2,898,917) | (1,338,198) | (1,477,314) | (3,026,761) | (1,372,285) | (1,525,060) | (2,910,871) | (1,211,977) | (1,380,975) | (3,360,736) | (2,338,388) | (23,182,380) |
| Asset | | | | | | | | | | | | | |
| Current assets | 174,636 | (49,895) | 183,323 | 96,345 | (562) | 2,099,914 | 3,015 | 188,505 | 1,443,618 | 172,482 | (139,656) | 115,441 | 4,287,166 |
| Trade and other receivables | 174,636 | (49,895) | 183,323 | 96,345 | (562) | 2,099,914 | 3,015 | 188,505 | 1,443,618 | 172,482 | (139,656) | 115,441 | 4,287,166 |
| Non-current assets | (71,500) | (347,679) | (358,962) | (2,784,969) | 0 | 0 | (2,714,146) | (1,668,700) | (359,700) | (2,795,067) | 0 | 0 | (11,100,723) |
| Property, infrastructure, plant and... | (71,500) | (347,679) | (358,962) | (2,784,969) | 0 | 0 | (2,714,146) | (1,668,700) | (359,700) | (2,795,067) | 0 | 0 | (11,100,723) |
| Movement in Assets | 103,136 | (397,574) | (175,639) | (2,688,624) | (562) | 2,099,914 | (2,711,130) | (1,480,195) | 1,083,918 | (2,622,585) | (139,656) | 115,441 | (6,813,557) |



| | Sep 2019 | Oct 2019 | Nov 2019 | Dec 2019 | Jan 2020 | Feb 2020 | Mar 2020 | Apr 2020 | May 2020 | Jun 2020 | Jul 2020 | Aug 2020 | Total |
|--------------------------------|-------------------|--------------------|--------------------|--------------------|-------------------|-------------------|--------------------|--------------------|-------------------|--------------------|------------------|------------------|---------------------|
| Liability | | | | | | | | | | | | | |
| Current liabilities | (89,932) | 90,096 | (7,047,124) | (35,609) | 331,622 | (65,834) | (51,327) | 321,755 | 74,307 | (45,935) | 334,511 | (61,981) | (6,245,451) |
| Trade and other payables | (89,932) | 90,096 | (47,124) | (35,609) | 331,622 | (65,834) | (51,327) | 321,755 | 74,307 | (45,935) | 334,511 | (61,981) | 754,549 |
| Interest-bearing liabilities | 0 | 0 | (7,000,000) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | (7,000,000) |
| Movement in Liabilities | (89,932) | 90,096 | (7,047,124) | (35,609) | 331,622 | (65,834) | (51,327) | 321,755 | 74,307 | (45,935) | 334,511 | (61,981) | (6,245,451) |
| Net Movement | 1,457,597 | (2,802,410) | (6,760,368) | (1,953,707) | 4,303,781 | 2,521,438 | (2,502,228) | (3,758,476) | 1,769,793 | (2,175,357) | (175,569) | (439,908) | (10,515,415) |
| Bank at End | 20,196,555 | 17,394,145 | 10,633,777 | 8,680,070 | 12,983,851 | 15,505,289 | 13,003,061 | 9,244,585 | 11,014,378 | 8,839,021 | 8,663,452 | 8,223,544 | 8,223,544 |

Cashflow Chart — Buloke Shire Council

SEP 2019 — AUG 2020



Capital Expenditure — Buloke Shire Council

JUL 2019 - AUG 2019

| | Actuals | Annual Budget | Budget Remaining (\$) | Budget Remaining % |
|---|---------|---------------|-----------------------|--------------------|
| Plant & Equipment | 104,595 | 670,000 | 565,405 | 84% |
| IT Equipment/Systems | 8,820 | 400,000 | 391,180 | 98% |
| Library books | 0 | 50,000 | 50,000 | 100% |
| PM18_10 Buloke Sustainability Upgrade Project | 0 | 100,000 | 100,000 | 100% |
| PM18_12 Charlton Riverfront Development | 72,336 | 450,000 | 377,664 | 84% |
| PM18_13 Donald Riverfront Development | 75,315 | 450,000 | 374,685 | 83% |
| PM18_15 Birchip Oval Sprinklers System | 374 | 85,000 | 84,626 | 100% |
| PM18_17 Berriwillock Tynan Park Toilets | 0 | 135,000 | 135,000 | 100% |
| PM18_18 Culgoa Public Toilets | 3,554 | 100,000 | 96,446 | 96% |
| PM18_19 Nandaly Travellers Rest Toilets | 6,241 | 122,000 | 115,759 | 95% |
| PM18_20 Nullawil Public Toilets | 18,180 | 95,000 | 76,820 | 81% |
| PM18_21 Wycheproof Centenary Park Toilets | 6,250 | 140,000 | 133,750 | 96% |
| PM18_26 Donald Skatepark | 201,187 | 193,000 | (8,187) | (4%) |
| PM18_27 Charlton Levee Bank Detailed Design | 22,124 | 115,000 | 92,876 | 81% |
| PM18_5 Lake Tyrrell | 35,744 | 526,000 | 490,256 | 93% |
| PM18_93 Split System Replacement Project | 0 | 15,000 | 15,000 | 100% |
| PM18_94 Donald Kindergarten Decking | 0 | 70,000 | 70,000 | 100% |
| PM18_95 Roads to Recovery - Watchem/Warrack Upgrade Stage 2 | 0 | 450,000 | 450,000 | 100% |
| PM19_34 Parks and Gardens - Town Entrances - Tree Planting & Bins | 0 | 10,000 | 10,000 | 100% |
| PM19_35 Parks and Gardens - Playground Replacement Program | 0 | 80,000 | 80,000 | 100% |
| PM19_36 Parks and Gardens - Park Irrigation Upgrades | 0 | 40,000 | 40,000 | 100% |
| PM19_37 Parks and Gardens - Park and Street Furniture/BBQUpgrade | 0 | 20,000 | 20,000 | 100% |
| PM19_38 Birchip Streetscape Improvement | 21,164 | 440,000 | 418,836 | 95% |
| PM19_39 Donald Community Precinct Construction | 620,140 | 950,000 | 329,860 | 35% |
| PM19_40 Charlton Park 2020 Redesign | 417,052 | 560,000 | 142,948 | 26% |
| PM19_41 Charlton Early Years Centre | 0 | 350,000 | 350,000 | 100% |
| PM19_42 Municipal Offices - Depot Safety Improvements | 2,455 | 30,000 | 27,545 | 92% |
| PM19_43 Municipal Offices - Renewal Program | 0 | 20,000 | 20,000 | 100% |
| PM19_45 Birchip Leisure Centre Changerooms | 3,360 | 145,000 | 141,640 | 98% |
| PM19_46 Wycheproof Golf Club Kitchen | 0 | 60,000 | 60,000 | 100% |
| PM19_47 Wycheproof Bowls Club Kitchen | 0 | 60,000 | 60,000 | 100% |
| PM19_48 Wycheproof Saleyards Ramp Replacement | 0 | 45,000 | 45,000 | 100% |

| | | | | |
|---|------------------|-------------------|-------------------|-------------|
| PM19_50 Wycheproof Saleyards Masterplan | 0 | 25,000 | 25,000 | 100% |
| PM19_58 Roads to Recovery - Road Resealing Program | 0 | 1,008,000 | 1,008,000 | 100% |
| PM19_59 Roads to Recovery - Birchip/Corack Road Final Seal | 0 | 75,000 | 75,000 | 100% |
| PM19_60 Roads to Recovery - Yeungroon Road Final Seal | 0 | 75,000 | 75,000 | 100% |
| PM19_61 Roads to Recovery - Watchem/Warrack Road Final Seal | 0 | 80,000 | 80,000 | 100% |
| PM19_62 Roads to Recovery - Major Patch Program | 0 | 100,000 | 100,000 | 100% |
| PM19_64 Road Renewal - Culgoa/Ultima Road | 34,595 | 2,250,000 | 2,215,405 | 98% |
| PM19_65 Footpath Renewal Program | 56,227 | 70,000 | 13,773 | 20% |
| PM19_66 Donald/Avon Plains Road Culvert | 9,700 | 60,000 | 50,300 | 84% |
| PM19_68 Donald Aerodrome Runway Reseal | 0 | 170,000 | 170,000 | 100% |
| PM19_70 Swimming Pool Renewal Program | 10,820 | 80,000 | 69,180 | 86% |
| PM19_71 Wycheproof Transfer Station Fence Upgrade | 0 | 40,000 | 40,000 | 100% |
| PM19_72 Solar Power to Charlton Transfer Station | 0 | 25,000 | 25,000 | 100% |
| PM19_73 Solar Power to Wycheproof Transfer Station | 0 | 25,000 | 25,000 | 100% |
| PM19_74 E-Waste Storage Sheds Donald, Charlton and Wycheproof | 0 | 30,000 | 30,000 | 100% |
| PM19_75 Roads to Recovery - Gravel Road Resheeting Program | 0 | 560,000 | 560,000 | 100% |
| PM19_76 Purchase Engineering Design Equipment | 0 | 30,000 | 30,000 | 100% |
| PM19_77 Donald -Walker Street | 0 | 75,000 | 75,000 | 100% |
| Total | 1,730,233 | 11,754,000 | 10,023,767 | 100% |

8.4 ORGANISATIONAL REPORTS

Nil

8.5 REPORTS FROM COUNCILLORS

Nil

9. OTHER BUSINESS

9.1 NOTICES OF MOTION

9.1.1 CLIMATE CHANGE POLICY AND TRANSITION PLAN

Author's Title: Councillor Ellen White

Department: Office of the CEO

File No: ED/03/04

Attachments: Nil

RECOMMENDATION

That Council:

1. Develop a climate change policy and transition plan; and
2. Include in the policy the goal to reach zero net emissions by 2030.

1. Background

The reports now being provided by peer reviewed researchers across a range of scientific, social and economic disciplines are showing that human induced climate change is warming the planet. The warming is affecting all ecosystems, with many animals and plants becoming extinct or under threat of extinction.

The latest report from the World Meteorological Organisation (WMO) says that:

- The average global temperature has risen by 1.1°C since pre industrial period and by 0.2°C compared to 2011-15
- Greenhouse Gas (GHG) concentrations have increased to record levels, 20% higher than previous 5 years
- GHG are on track to reach or exceed 410ppm by end of 2019
- Sea level rise has accelerated by 5mm in 2014 – 19. The decline in Arctic and Greenland ice sheets will exacerbate future sea level rises
- More than 90% of natural disasters are related to weather:
 - Storms and flooding have the highest economic negative impact
 - Droughts and heatwaves lead to human losses, intensification of bushfires and loss of harvest
 - Heatwaves were the deadliest meteorological hazard in the 2015 – 19 period, affecting all continents and resulting in new temperature records
 - Fires inject a massive increase in CO₂ into the atmosphere. In the Arctic fires last year, over 50MT were released.

Since 2000, in Buloke we have experienced extreme droughts, extreme temperatures, highest flooding events ever and with increased frequency, all of which have impacted on our communities, businesses and council operations.

Our Council plan includes objectives to:

- Advocate for community and public transport
- Encourage and support renewable energy options
- Build community preparedness and resilience to the effects of extreme weather events
- Ensure the practical management and protection of the Shires natural environment
- Develop a plan to reduce councils carbon footprint

The WMO report states that while mitigation is required, we also require adaptation. We need to reduce GHG emissions, particularly from energy, transport and industry.

While Buloke has completed or is in the process of completing a number of projects to reduce emissions, we do not have a policy platform or plan to do this.

9.2 QUESTIONS FROM COUNCILLORS

Nil

9.3 URGENT BUSINESS

Nil

9.4 ANY OTHER BUSINESS

Nil

9.5 MATTERS WHICH MAY EXCLUDE THE PUBLIC

Nil

10. MEETING CLOSE