



# **ORDINARY COUNCIL MEETING**

## **MINUTES**

**Wednesday 10 March 2021**

**Commencing at 7.00pm**

**Wycheproof Supper Room**

**367 Broadway, Wycheproof**

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

**PRESENT**

Cr Daryl Warren

Cr Graeme Milne	Mount Jeffcott Ward
Cr Bronwyn Simpson	Mount Jeffcott Ward
Cr Alan Getley	Mallee Ward
Cr David Pollard	Lower Avoca Ward
Cr Carolyn Stewart	Lower Avoca Ward

Anthony Judd	Chief Executive Officer
Wayne O’Toole	Director Works and Technical Services
Hannah Yu	Director Corporate Services
Rose Harris	Director Community Development
Travis Fitzgibbon	Manager Customer Engagement

## 1. COUNCIL WELCOME

The Mayor Cr Daryl Warren welcomed all in attendance.

Cr Warren acknowledged the traditional owners of the land on which we are meeting. We pay our respects to their Elders, from past, present and emerging ?????

Cr David Vis                      Mallee Ward

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

**SECONDED: CR GRAEME MILNE**

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**4. REQUESTS FOR LEAVE OF ABSENCE**

Nil.

**5. DECLARATION OF PECUNIARY AND CONFLICTS OF INTEREST**

There were no declarations of interest.

**6. QUESTIONS FROM THE PUBLIC**

Nil.

**7. PROCEDURAL ITEMS**

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Nil

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The Meeting may be closed to members of the public to consider confidential matters.

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

If the meeting has been closed it will be brought back into open session by resolution

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Nil

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NIL

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NIL

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**38**

NIL

**10. MEETING CLOSE**

**NEXT MEETING**

THE NEXT ORDINARY MEETING OF COUNCIL WILL BE HELD IN WYCHEPROOF SUPPER ROOM, 367 BROADWAY, WYCHEPROOF ON WEDNESDAY, 14 APRIL 2021 AT 7.00PM.

**Anthony Judd**  
**CHIEF EXECUTIVE OFFICER**

**6. QUESTIONS FROM THE PUBLIC**

Nil

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

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** GO/05/04

**MOTION:**

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

**MOVED:** CR GRAEME MILNE

**SECONDED:** CR ALAN GETLEY

**CARRIED.**

**(R908/21)**

- Attachments:**
- 1 Councillor Briefing Record - 3 February 2021
  - 2 Councillor Briefing Record - 17 February 2021

**KEY POINTS/ISSUES**

Transparency is a fundamental principle of democratic governance.

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

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

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

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

## 7.2 LETTERS OF CONGRATULATIONS AND RECOGNITION OF ACHIEVEMENT/AWARDS

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** CR/13/01

### PURPOSE

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

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

### MOTION:

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

**MOVED:** CR DAVID POLLARD

**SECONDED:** CR CAROLYN STEWART

**CARRIED.**  
**(R909/21)**

**Attachments:** Nil

### RECOGNITION OF ACHIEVEMENT ITEMS

Provider	Recipient	Date	Purpose for Recognition
Buloke Shire Council	Cr David Clark Pyrenees Shire Council		For being elected as President of the Municipal Association of Victoria

### 7.3 CORRESPONDENCE INITIATED BY COUNCIL

**Author's Title:** Executive Assistant

**Department:** Office of the CEO

**File No:** GO/06/06

#### PURPOSE

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

#### NO RESOLUTION MADE BY COUNCIL FOR THIS RECOMMENDATION.

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

**Attachments:** Nil

#### TABLE OF CORRESPONDENCE

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



## 7.4 PLANNING APPLICATIONS RECEIVED - MONTHLY UPDATE

**Author's Title:** Planning Officer

**Department:** Works and Technical Services

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

### PURPOSE

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

### MOTION:

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

**MOVED:** CR ALAN GETLEY

**SECONDED:** CR BRONWYN SIMPSON

**CARRIED.**  
**(R910/21)**

**Attachments:** Nil

### LIST OF PLANNING APPLICATIONS

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

<b>Application No</b>	<b>Applicant</b>	<b>Address</b>	<b>Date Rec</b>	<b>Summary of Proposal</b>	<b>Status</b>
PPA907/21	James Course	5 Woods Street, Donald	08/02/2021	Construct and display a major promotion sign	Notice of application Referral
PPA908/21	Paul Roseblade	10 Calder Highway, Berriwillock	11/02/2021	Construct and display a business identification sign	Notice of application
PPA909/21	Kaneira Hotel	24 Main Street, Culgoa	22/02/2021	Construction of a shade structure over footpath	Permit issued
PPA910/21	Price Merrett Consulting	76-78 Mount Street, Wycheproof	22/02/2021	Two lot subdivision of land	Notice of application Referral

## 7.5 BUILDING PERMITS - MONTHLY UPDATE

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

**Department:** Works and Technical Services

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

### EXECUTIVE SUMMARY

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

#### MOTION:

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

**MOVED:** CR GRAEME MILNE

**SECONDED:** CR DAVID POLLARD

**CARRIED.**

**(R911/21)**

**Attachments:** Nil

### LIST OF BUILDING PERMITS APPROVED BY COUNCIL SURVEYOR

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

<b>Permit No.</b>	<b>BAMS Permit No.</b>	<b>Address</b>	<b>Project Description</b>	<b>Date Approved</b>
20210008	1099622457764	Byrne Street, Donald	Removal of Shelter (Donald Riverfront Development)	25/02/2021
20210009	4246903854914	Byrne Street, Donald	Public Shelter/Viewing Platform, Signage & Light Poles (Deck & Ramps) (Donald Riverfront Development)	25/02/2021
20210010	2293202878650	1029 Austerberry Road, Sea Lake	Swimming Pool & Safety Barrier	25/02/2021

**LIST OF BUILDING PERMITS APPROVED BY PRIVATE SURVEYOR**

<b>Permit No.</b>	<b>Address</b>	<b>Project Description</b>	<b>Date Approved</b>
N/A			

## **8. GENERAL BUSINESS**

### **8.1 POLICY REPORTS**

#### **8.1.1 RELATED PARTY TRANSACTION POLICY**

**Author's Title:** Director Corporate Services

**Department:** Corporate Services

**File No:** CM/14/10

#### **Relevance to Council Plan 2017 - 2021**

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

#### **PURPOSE**

To recommend the Council adopt the Related Party Transaction Policy.

#### **SUMMARY**

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

#### **MOTION:**

That the Council adopt the Related Party Transaction Policy.

**Moved:** CR DAVID POLLARD

**Seconded:** CR BRONWYN SIMPSON

**CARRIED.  
(R912/21)**

**Attachments:** 1 Related Party Transaction Policy

#### **DISCUSSION**

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

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

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

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

**RELEVANT LAW**

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

**RELATED COUNCIL DECISIONS**

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

**OPTIONS**

Not applicable.

**SUSTAINABILITY IMPLICATIONS**

Not applicable.

**COMMUNITY ENGAGEMENT**

Not applicable.

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Not applicable.

**COLLABORATION**

Not applicable.

**FINANCIAL VIABILITY**

Not applicable.

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

Not applicable.

**COUNCIL PLANS AND POLICIES**

Not applicable.

**TRANSPARENCY OF COUNCIL DECISIONS**

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

**CONFLICTS OF INTEREST**

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

## 8.1.2 REVIEW OF COVID-19 FINANCIAL HARDSHIP POLICY

**Author's Title:** Director Corporate Services

**Department:** Corporate Services

**File No:** FM|19|03

**Relevance to Council Plan 2017 - 2021**

**Strategic Objective:** Deliver our service in a financially viable way

### PURPOSE

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

### SUMMARY

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

### MOTION:

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

**MOVED:** CR DAVID POLLARD

**SECONDED:** CR ALAN GETLEY

**CARRIED.**  
**(R913/21)**

**Attachments:** 1 COVID-19 Financial Hardship Policy

### DISCUSSION

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

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

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

Subject to the Council's resolution to rescind the Policy, it is proposed rate payers are directed to the current payment options offered by the Council. Applications for financial hardship beyond 9 monthly

instalments will be considered under the Rates and Charges Financial Hardship Policy adopted by the Council in February 2021.

#### **RELEVANT LAW**

This Policy has been developed in accord with the *Local Government Act 1989* and the *Local Government Act 2020*. The *Local Government Act 1989* does not allow for deferring or waiving rates and charges on properties rated as vacant, commercial, industrial, or farm land.

#### **RELATED COUNCIL DECISIONS**

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

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

#### **OPTIONS**

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

#### **SUSTAINABILITY IMPLICATIONS**

Not applicable.

#### **COMMUNITY ENGAGEMENT**

Not applicable.

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

Not applicable.

#### **COLLABORATION**

Not applicable.

#### **FINANCIAL VIABILITY**

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

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

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

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

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

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

Currently the Council offers the following rate payment options:



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

#### **TRANSPARENCY OF COUNCIL DECISIONS**

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

#### **CONFLICTS OF INTEREST**

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

## 8.2 MANAGEMENT REPORTS

### 8.2.1 COMMUNITY GRANTS AND SPONSORSHIP

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

**Department:** Community Development

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

**Relevance to Council Plan 2017 - 2021**

**Strategic Objective:** Build a healthy and active community

#### PURPOSE

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

#### SUMMARY

One Project Support application presented for consideration.

#### MOTION:

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

**\$2,000 Project Support Grant to Birchip Neighbourhood House**

**MOVED:** CR CAROLYN STEWART

**SECONDED:** CR BRONWYN SIMPSON

**CARRIED.**

**(R914/21)**

**Attachments:** 1 2020-2021 Community Grants

#### DISCUSSION

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

Project Benefit:	Communities benefitting from inspirational young people living in, and returning to Buloke. The mobilisation of young people as community contributors, utilising their skills, energy and creativity.
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**RELEVANT LAW**

Not Applicable

**RELATED COUNCIL DECISIONS**

Not Applicable

**OPTIONS**

Not Applicable

**SUSTAINABILITY IMPLICATIONS**

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

**COMMUNITY ENGAGEMENT**

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

**INNOVATION AND CONTINUOUS IMPROVEMENT**

Not Applicable

**COLLABORATION**

Not Applicable

**FINANCIAL VIABILITY**

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

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

Not Applicable

**COUNCIL PLANS AND POLICIES**

Buloke Shire Council Plan 2017-21

Buloke Shire Council Inclusiveness Plan

**TRANSPARENCY OF COUNCIL DECISIONS**

Not Applicable

**CONFLICTS OF INTEREST**

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

## 8.2.2 LOCAL GOVERNMENT ACT 2020 IMPLEMENTATION PROGRESS REPORT

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

**Department:** Office of the CEO

**File No:** GS/02/01

### **Relevance to Council Plan 2017 - 2021**

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

### **PURPOSE**

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

### **SUMMARY**

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

### **MOTION:**

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

**MOVED:** CR ALAN GETLEY

**SECONDED:** CR CAROLYN STEWART

**CARRIED.  
(R915/21)**

**Attachments:** Nil

### **DISCUSSION**

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

Item To Be Adopted/Implemented	Due Date	Status
Delegations	1 September 2020	Completed
Councillor Expenses Policy	1 September 2020	Completed
Governance Rules	1 September 2020	Completed
Delegated Committees and Community Asset Committees	1 September 2020	Completed

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

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

Item To Be Adopted/Implemented	Due Date	Status
Gender Equality Action Plan	31 October 2021	In progress. Planning work commenced and working group convened.
Climate Change Adaptation and Mitigation Strategy	30 June 2021	In progress. Consultant engaged, background study completed and community engagement to commence.
Road Management Plan	30 October 2021	In progress. Working group established.
Domestic Animal Management Plan	23 October 2021	Not yet commenced.
Business Transformation and GIS Strategy	30 March 2021	In progress. Strategy in draft.
Advocacy Strategy	31 May 2021	In progress.

#### RELEVANT LAW

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

#### RELATED COUNCIL DECISIONS

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

#### OPTIONS

Not applicable

#### SUSTAINABILITY IMPLICATIONS

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

#### COMMUNITY ENGAGEMENT

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

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

#### INNOVATION AND CONTINUOUS IMPROVEMENT

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

#### COLLABORATION

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

**FINANCIAL VIABILITY**

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

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

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

**COUNCIL PLANS AND POLICIES**

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

**TRANSPARENCY OF COUNCIL DECISIONS**

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

**CONFLICTS OF INTEREST**

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

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

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

**Department:** Office of the CEO

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

**Relevance to Council Plan 2017 - 2021**

**Strategic Objective:** Build a healthy and active community

#### PURPOSE

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

#### SUMMARY

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

#### MOTION:

That Council:

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

**MOVED:** CR CAROLYN STEWART

**SECONDED:** CR BRONWYN SIMPSON

**CARRIED.**  
**(R916/21)**

**Attachments:** Nil

#### DISCUSSION

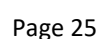
The Regional Infrastructure Fund seeks to assist the growth of rural Victoria by providing grants for infrastructure projects that have the potential to stimulate economic activity in Regional Victoria.

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



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

## Gordon Park Charlton

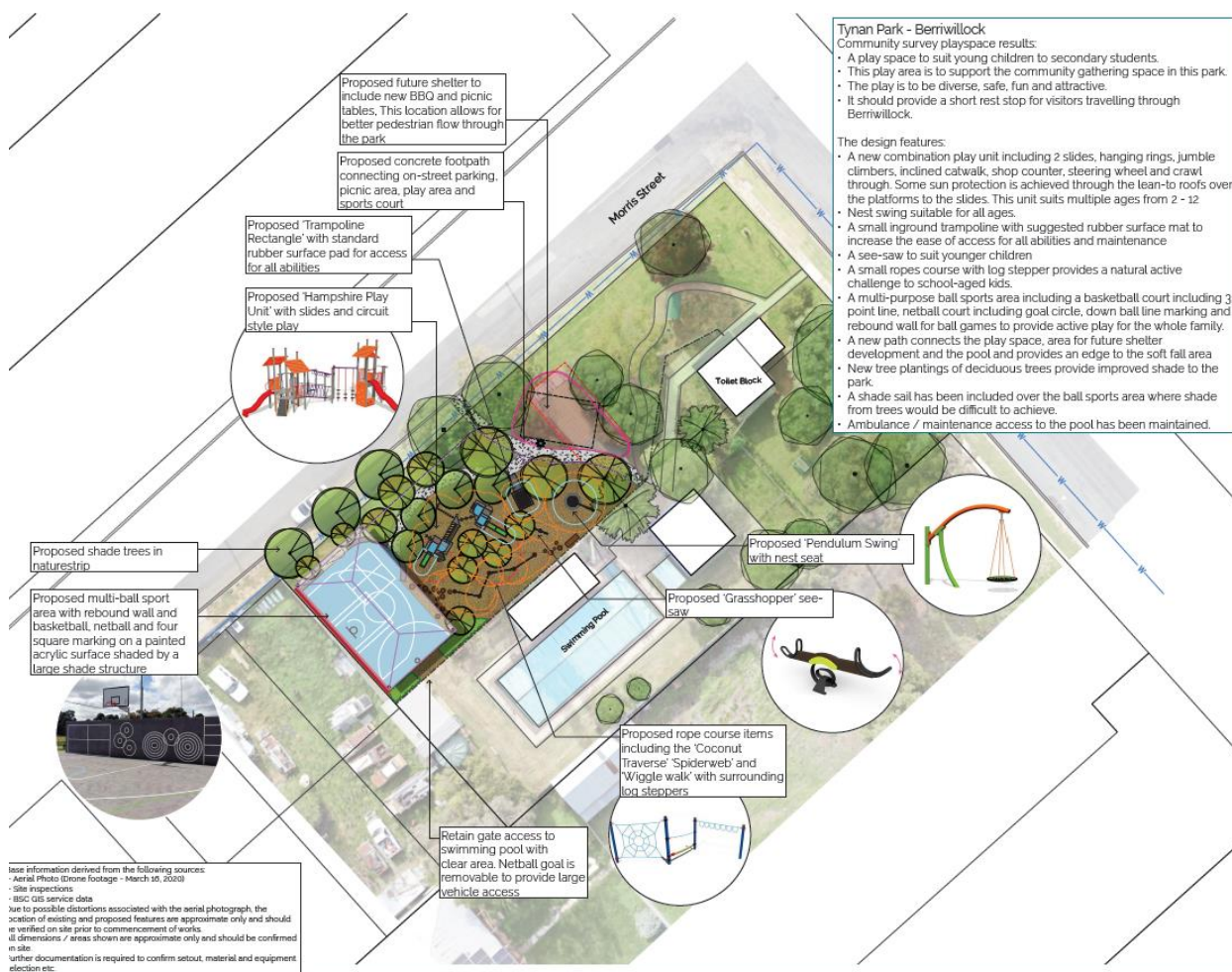


## Centenary Park Wycheproof

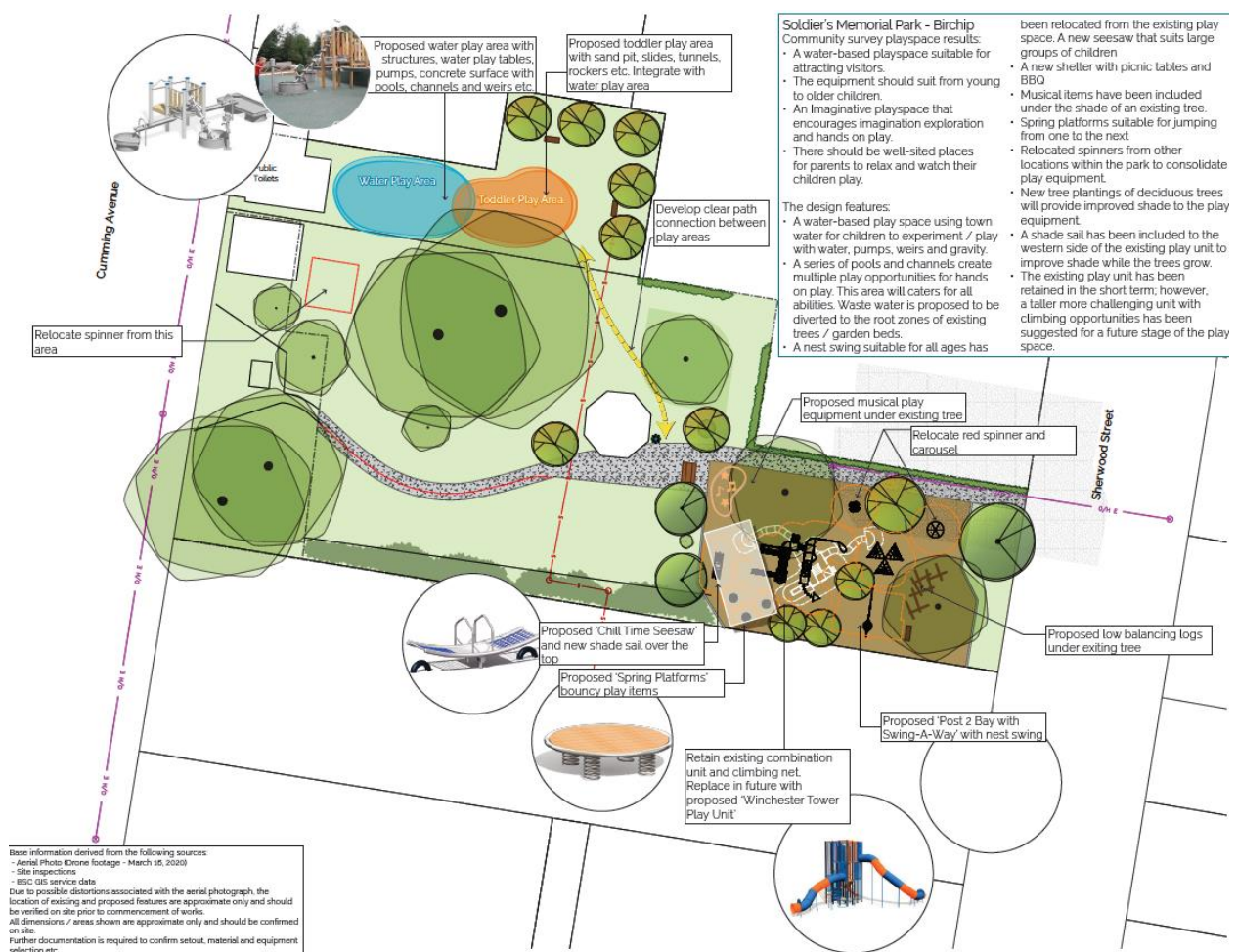




## Tynan Park Berriwillock

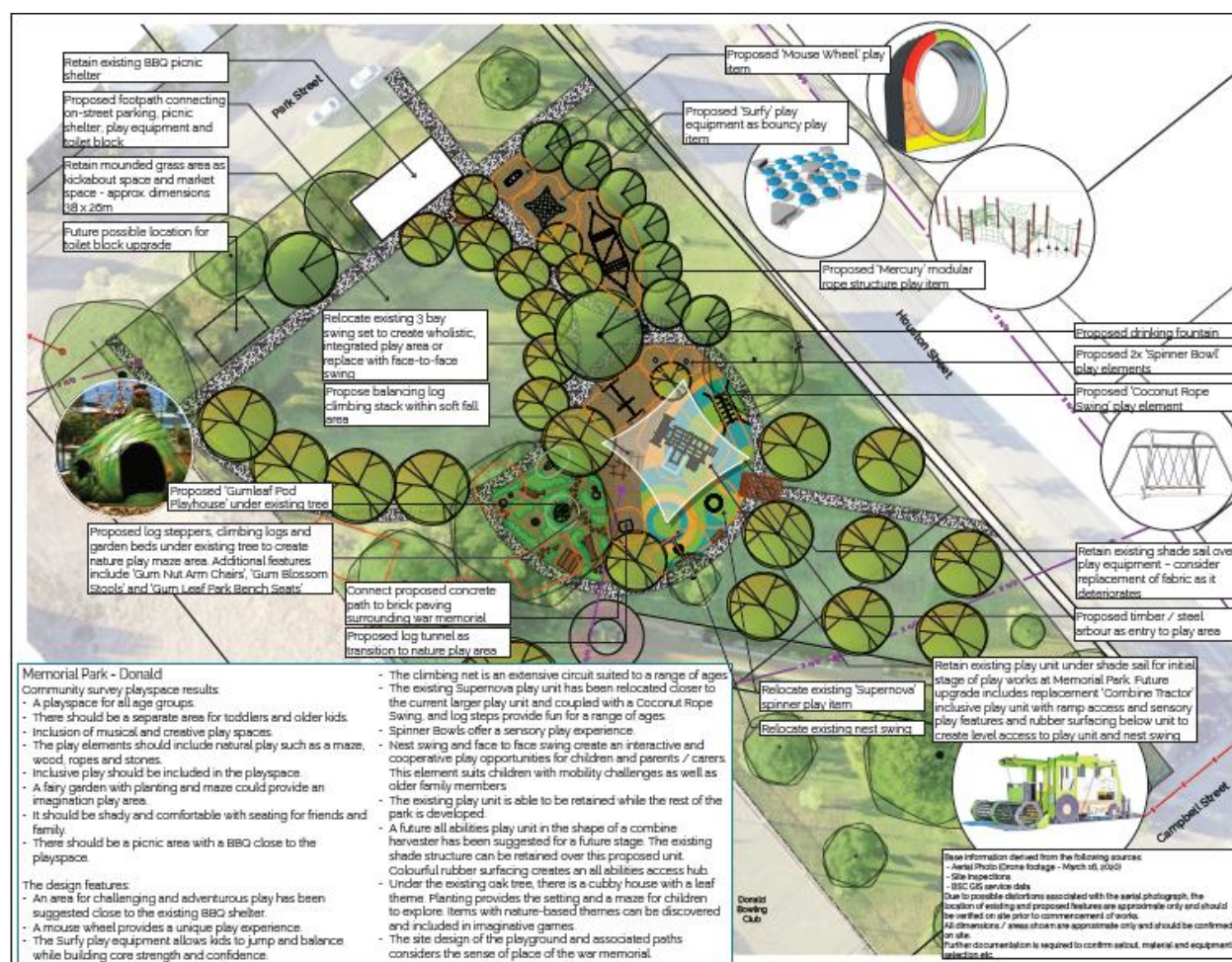


## Soldier's Memorial Park Birchip





## Memorial Park Donald



## RELEVANT LAW

Not applicable.

## RELATED COUNCIL DECISIONS

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

## OPTIONS

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

## SUSTAINABILITY IMPLICATIONS

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

## COMMUNITY ENGAGEMENT

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

**INNOVATION AND CONTINUOUS IMPROVEMENT**

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

**COLLABORATION**

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

**FINANCIAL VIABILITY**

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

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

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

**COUNCIL PLANS AND POLICIES**

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

**TRANSPARENCY OF COUNCIL DECISIONS**

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

**CONFLICTS OF INTEREST**

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

## 8.3 FINANCIAL REPORTS

### 8.3.1 FINANCIAL PERFORMANCE REPORT AS AT 31 JANUARY 2021

**Author's Title:** Manager Finance

**Department:** Corporate Services

**File No:** FM/19/01

**Relevance to Council Plan 2017 - 2021**

**Strategic Objective:** Deliver our service in a financially viable way

#### PURPOSE

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

#### SUMMARY

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

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

#### MOTION:

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

**MOVED:** CR GRAEME MILNE

**SECONDED:** CR ALAN GETLEY

**CARRIED.**  
**(R917/21)**

**Attachments:**

- 1 Income Statement
- 2 Balance Sheet
- 3 Cashflow Statement
- 4 Cashflow Forecast
- 5 Cashflow Chart
- 6 Captial Works Program

#### DISCUSSION

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

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

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

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

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

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

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

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

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

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

## **RELEVANT LAW**

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

## **RELATED COUNCIL DECISIONS**

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

## **OPTIONS**

Not applicable.

## **SUSTAINABILITY IMPLICATIONS**

Not applicable.

## **COMMUNITY ENGAGEMENT**

Not applicable.

## **INNOVATION AND CONTINUOUS IMPROVEMENT**

Not applicable.

## **COLLABORATION**

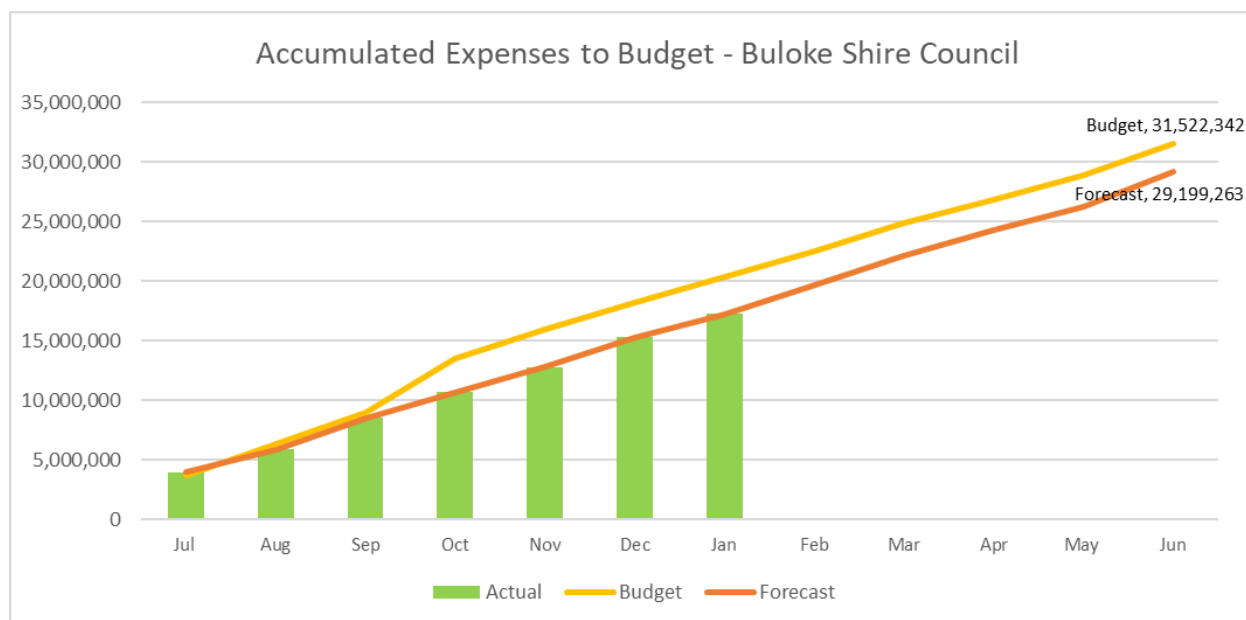
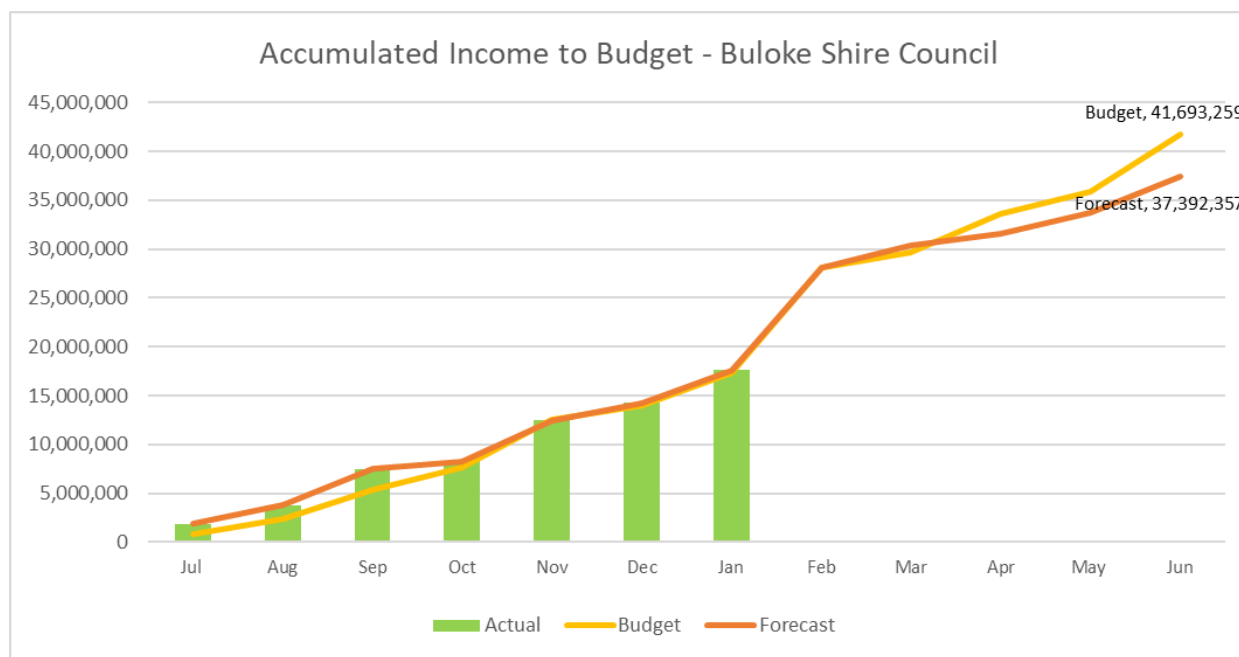
Not applicable.



## FINANCIAL VIABILITY

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

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



## REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

## COUNCIL PLANS AND POLICIES

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

**TRANSPARENCY OF COUNCIL DECISIONS**

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

**CONFLICTS OF INTEREST**

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

**8.4 ORGANISATIONAL REPORTS**

Nil

**8.5 REPORTS FROM COUNCILLORS****Cr Pollard**

17 February 2021	Participated in Councillor Briefing via zoom
24 February	Charlton Stadium Committee Meeting Central Vic Greenhouse Alliance (CVGA) Solar Homes Workshop @ East Charlton Hotel
25 February	CVGA Board Meeting via Zoom
26 February	ALSA Board Meeting and Workshop in Horsham
28 February	CFA Running Team Event in Charlton
1 March	Wycheproof Listening Post
2 March	Charlton Listening Post CVGA Donald Microgrid Presentation
3 March	Councillor Briefing – Sea Lake
9 March	Opening of Wycheproof Early Learning Centre Wycheproof Alive meeting

**Cr Daryl Warren**

11 February 2021	ABC Radio Interview
12 February	Flow FM Radio Interview
15 February	Birchip Forum Meeting
17 February	Councillor Briefing via Zoom
19 February	Loddon Mallee Waste RRG Board Meeting
21 February	Wimmera Region Filipino Association BBQ in Donald
22 February	Buloke Shire Listening Posts, Culgoa, Berriwillock & Nandaly Buloke Tourism Board Meeting
25 February	Buloke Shire Listening Posts Nullawil & Birchip Victorian Local Governance Association (VLGA) AGM via Zoom
26 February	Buloke Shire Listening Post Donald Lead Loddon Murray Launch in Bendigo
1 March	Buloke Shire Listening Post Wycheproof Victorian Grants Commission via Zoom
2 March	Buloke Shire Listening Post Charlton Buloke Shire Community Summit Wycheproof
3 March	Buloke Shire Listening Post Sea Lake Councillor Briefing Sea Lake
5 March	VLGA Training
9 March	Wycheproof Early Learning Centre Opening
10 March	Council Meeting Wycheproof

**Cr Carolyn Stewart**

10 February 2021	Audit and Risk Committee Meeting, via Zoom Ordinary Meeting of Council, via zoom
11 February	Rex Theatre Meeting, Charlton
17 February	Councillor Briefing, via Zoom
24 February	
2 March	Community Forum Summit, Wycheproof
3 March	Councillor Briefing, Sea Lake
9 March	Wycheproof Early Learning Centre Opening, Wycheproof WycheAlive Community Forum Meeting, Wycheproof

**MOTION:**

Council to receive the Councillor Reports as presented and tabled.

**MOVED: CR DAVID POLLARD**

**SECONDED: CR GRAEME MILNE**

**CARRIED.**

**(R918/21)**

**8.6 MATTERS WHICH MAY EXCLUDE THE PUBLIC****MOTION:**

That pursuant to section 66(1) and (2)(a) of the *Local Government Act 2020* the meeting be closed to the public to consider the following reports that are considered to contain confidential information on the grounds provided in section 3(1) of the *Local Government Act 2020* as indicated:

8.6.1 CONTRACT No C86 - 2020/2021 -  
KAYE STREET DRAINAGE, CHARLTON

(g(ii)) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage

**MOVED: CR DAVID POLLARD**

**SECONDED: CR GRAEME MILNE**

**CARRIED.**

**(R919/21)**

**MOTION:**

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

**MOVED: CR DAVID POLLARD**

**SECONDED: CR ALAN GETLEY**

**CARRIED.**

**(R921/21)**

**9. OTHER BUSINESS**

**9.1 NOTICES OF MOTION**

Nil

**9.2 QUESTIONS FROM COUNCILLORS**

Nil

**9.3 URGENT BUSINESS**

Nil

**9.4 ANY OTHER BUSINESS**

Nil

**10. MEETING CLOSE**

Meeting closed at 7.39pm.