**MEETING – 5th October 2022**

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| **Date:** | 05/10/2022 | **Time:** | 6pm |
| **Venue:** | Microsoft Teams - BG&DRA TEAMS LINK |
| **Chairperson:** | K Hodge  |
| **Attendees:** | K Hodge, A Brewer, K Pearce, D Graham and D Mraz  |
| **Apologies:** | DELWP Representative – Suz Claringbould |
| **Council Representatives**: | R Steenholdt and H Vale (minutes) |
| **Guest/s:** | Kate Nelson - Bushfire Recovery Victoria |

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| **Welcome and Acknowledgement of country** | *I would like to acknowledge the Gunaikurnai, Monero and Bidawel people who are the Traditional Custodians of the land that encompasses East Gippsland Shire. We pay our respects to all Aboriginal and Torres Strait Islander people living in East Gippsland, their Elders past and present and the Country we meet on today.* |

**GUEST REPORTS**

**BRV Report - BRV Representative - Kate Nelson**

**1.** **EAST GIPPSLAND SHIRE COUNCIL ALLOCATION – CROSSCO – LER1**

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| *Breakdown:* 1.2 million1. Wulgulmerang Sports Ground – 15,000
2. Gelantipy Hall – 38,182
3. Buchan Recreation Reserve – 34,320
4. Buchan Hall – 25,000
5. Salary and Labour – 5,625

(BGaDRA are the grant holders for this funding.)***Update:*** We are up to finalising the rescoping of the project and looking at what the budget looks like to be able to deliver it and the budget for implementing the project – is close to being resolved. BGaDRA are the grant holders for this funding. Action: BRV to come back to the committee with recommendations around how they can deliver that project. – Almost at the point of execution. |
| **Actions/follow ups -** BRV to come back to the committee with recommendations around how they can deliver that project. |

**2. COMMUNITY SUPPORT WORKER - GBS Recruitment**

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| Discussions have been ongoing with council to source a person to provide direct support to the CRC. Kate met with Allister and Sarah from GBS Recruitment around an initial draft proposal for the three days a week supporting and liaising with community. There is a draft out currently that has been forwarded to Donald, Kirstie, and Anne for their input regarding the role. |
| **Actions/follow ups –** Update required |

1. **RENEWAL PLAN**

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| The Renewal Plan procurement is progressing. Kate (BRV), Allister and Kate have had a few meetings around the need to put forward something that meets everyone’s needs. We are currently waiting for quotes to come in. Two tenders have been put out; one two weeks ago (closed last week) and one this afternoon. Evaluation will be done from this and we should have someone within the week to write a plan for the community. Once the renewal plan is up and going, we may be able to organise a budget and allocate funding towards resources. |
| **Actions/follow ups –** Update required |

1. **FUNDING UPDATE: CRC FUNDING SUPPORT CHANGES**

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| These are now more flexible. The funding can now be used for other things like events, access to professional services etc, however constraints around operating dollars are still there. |

1. **COMMUNITY FACILITIES FUND**

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| There is one round of the Community Facilities Fund that has not been determined, but this is quite close. There are community organisations in Buchan that have submitted applications for this round, however they’re where a lot of groups that applied in this round. |
| **Actions/follow ups –** Update on this fund and how the Buchan applications are going. |

1. **RECREATION RESERVE -LER 3 GRANT**

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| **The LER 3 Grant (Final round)** – Application in for the Buchan Recreation Reserve (council auspice). Sophie Beasley is the Council project lead and is dealing directly with Susie Edwards as the Rep from the Rec and Hall committee. **Stage 1 -** Is the Netball and Tennis Courts. (The Pony Club, Men's and Women’s change rooms will not be touched until we have the funding)**Update:** Suze Edwards (key point of contact for the Buchan Recreation Hall) was informed today that they have been successful in their application for $491,386 to support the Buchan Recreation Building Recovery Project’s first stage, which will include the Netball courts and Tennis courts. This is not out for public knowledge yet. This changes the figures a bit. So, Sophie Beasley is working on that to come back to the committee probably within the next week. The detailed design is out for tender for the whole master plan for the REC. Once we get the whole master plan for the design then the construction stage can start.**Query** regarding the resurfacing of the netball/tennis court’s (not the new netball tennis courts) - The REC Committee had previously agreed on a tender before the $75,000 from the East Gippsland Community Foundation was rescoped, to combine with another $75,000 to go towards the Flood lights for the courts. |
| **Actions/follow ups –** Update on where the Master plan is up to. Also, find out who the tender recipient was and let them know what’s happening.  |

1. **LGA AND COMMUNITY SERVICE ORGANISATIONS GRANT**

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|  This application was put in with the support of the CRC for the Local Government Authorities and Community Services Organisations Grant, for the Bush Nursing Service to take on a wellbeing Support officer. The application was successful; however, it is currently under embargo. |

**President’s Report – Kate Hodge**

1. **Previous Meeting Minutes from - 8th June 2022**

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| **Moved** | **A Brewer** | **Seconded** | **D Mraz** |

**Previous Meeting Minutes from - 9th September 2022**

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| **Moved** | **D Mraz** | **Seconded** | **K Hodge** |

1. **Hamish Hancock – New Member**

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| The new member documentation has been given to Hamish to complete. Hasn’t been received back yet. |
| **Actions/follow ups –** Kate and Anne to follow up. |

1. **Greg Brick – Member**

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| Greg Brick has recently returned home after a break, believe he will be back on board. |
| **Actions/follow ups –** Kate will try to catch up with him tomorrow. |

**Treasurer Report – Kirstie Pearce**

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| No treasures report this month – no changes since last month other than monthly fees. |

1. **BANK FEE ISSUE -**

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| The CRC’s ANZ Not-for-profit account has a $22 monthly fee – requires a bank visit to see what other options there are available. Suggested that other Banks may not require a monthly fee. |
| **Actions/follow ups –** Kristie to attend the bank tomorrow to discuss options. Kate to investigate other Bank options. |

**BUSINESS AGENDA ITEMS – Rebecca Steenholdt**

1. **Canoeing Launch**

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| We are waiting on the river to fall – Kristy and Kate are currently finalising the Final End of Year Report to provide to BRV, stating that we have still have the money sitting in the bank. This will then be passed on to Parks Victoria. The timeline for this has also been extended till June 2023. |
| **Actions/follow ups -** Final report to be done. Written communication to Parks Victoria to say that we have an extension until June 2023 and the letter of agreement to hand over the funds to Parks. |

1. **CEMENT TANK (Wulgulmerang) –**

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| Checking to see weather this has gone in. Shane Turner was contacted to see if we are waiting on contractor to build them. |
| **Actions/follow ups -** Waiting on a response from Shane Turner. |

1. **ACCOMMODATION EXPO EVENT – 16th November**

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| There will be three different variations of small homes that are available for rurally zoned land, Big Tiny, Wonder and Nortic homes. The Big Tiny arrangement is where they would put a tiny home on your property, the income is split 60/40, they provide additional payments if you are cleaning them and there no need to have any permits from the shire. The accommodation is basically a little single room space with composting toilets.Work is being done for this event with our Agricultural officer Kayleen Wickham. She has a large network of farmers that are looking at secondary income or their farm succession planning hasn’t gone the way they would have thought. So, we are marketing this towards Farmers being able to diversify their income.There is a Facebook page already set up for this event and this was shared today and the Buchan fires page as well. All the media and press release work for the event is currently getting approved by our comms team. There is already a Facebook page and tickets are available. The Press Pack will be sent out to the committee members once it becomes available, members asked if they could please share with their networks.  |
| **Actions/follow ups:** Rebecca to send out Press Pack once available, asked if members could please share with their networks. |

1. **STREETSCAPING**

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| The detailed design for this project went out for tender and was given to Outer-space for their engagement with GLAWAC in their submission. They are already progressing the design for this piece to incorporate the results of those first initial traffic concept plans that the community has given feedback on. The Village Well piece and The Village Green piece, are the two big design pieces for this project.The community engagement date is in about two weeks, this should be confirmed by tomorrow morning and that will be the next opportunity to feed back into that. That phase will be working up until Christmas and that will be the next step. |
| **Actions/follow ups:** Update on the next feedback and community engagement date. |

1. **PLAY SPACE**

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| The Buchan Play Space Working Group has received a letter around the placement of a Playground at the John Flynn reserve and adjacent land. The letter confirmed that further hydrology reports were conducted and the land in question is subject to flooding. Based on this assessment the establishment of a playground cannot be supported. The Play space working group has not met since the letter has been received, so have yet to come up with were too next. Based on current conversations, the community would like; access to the hydrology reports, access to the engineer’s report for more clarification around the path and the 3 car parks (how they are able to go ahead with the Streetscape on the land if it is subject to flooding). The community don’t think that the area at the top end of town has the feel that they are trying to obtain from a gathering space.  |

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| **Actions/follow ups:** Access to the Hydrology Reports and Engineers Report. Kate to forward letter to Donald. |

1. **PLANNED BURNS – DELWP**

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| Suz Claringbould from DELWP was going to attend tonight’s meeting to speak about preparedness, plan burns, vegetation, and roadside management. Unfortunately, Suz was unable to make today’s meeting. The community would like clarification at next meeting around the process requirements to obtain a permit and conduct roadside burns in the area (landowner or CFA etc). Recently there have been small roadside incidences and it would be great to understand what the restrictions are. |
| **Actions/follow ups:** DELWP representative to be offered to attend the next meeting. Rebecca to let Suz know about the need for clarification around roadside burning |

1. **SUBDIVISION**

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| The Council’s Planning Projects Team was asked about the community’s request to investigate the steps required to assess the current zoning in the Buchan and Surrounds District. The Council is currently working on the final version of the Rural Land Use Strategy (RLUS) and The Housing and Settlement Strategy that will both be come out in November. If this is not something we feel addresses what is relevant for our district, we can do a township assessment. A township assessment can only happen if the landowners identify that they want changed. So, we can either wait for the Strategies to come out in November or we can start talking to landowners to identify if there is any land that you think is that those landowners would want to either infill and develop (subdivide themselves) or go through the rezoning process (which is a 2-to-3-year process) but it comes down to the land owner wanting or identifying that they want to go through the process.  |
| **Actions/follow ups: Any updates on this.** |

1. **GIPPSLAND EAST YOUTH PROJECT – Proposal**

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| A collaborative application through the East Gippsland Community Foundations Youth Focused Grant was intending to be put through to access resources to support the young people in our community. However, we are now required to apply individually for this grant which closes this Sunday. Rebecca asked if she had the CRC’s support to draft up the grant and get a letter of support for this. Committee commented that it would be great to see local people supporting local organisations. Kate suggested that they already had survey results from our young people around what they wanted to do, but that they didn’t really have a funding source in the past. It was also suggested to communicate with Linton from Wheeldon Adventures to see if we can get a quote drafted up. |
| **Actions/follow ups** Kate to send Rebecca the youth survey results and provide details around the Wheeldon adventures. Rebecca to draft up the grant and organise a letter of support. |

1. **TOPS – Buchan District Tourism Opportunities Report**

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| Members were sent the Report at the last meeting, hard copies available at the neighbourhood house and Buchan BTA. Suggested that it would be a great resource if someone was looking at starting a business or opportunity within this area.  |
| **Actions/follow ups** Rebecca to have it available at the Buchan Accommodation Expo. |

1. **BTA - Buchan Brand Values Document**

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| This Document was circulated at the previous meeting for approval and review.If there is no comment and you agree with it and we have included the addition of heritage, then I can feed that back to the BTA. |
| **Actions/follow ups** Rebecca to pass on committee’s agreement and comment on the addition of heritage. |

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| **Meeting Closed Time:** | **7.15pm** |
| **Next Meeting Date:** | **2nd November 2022** | **Next Meeting Time:** | **6pm** |
| **Next Meeting Location:** | **Microsoft Teams** |