



Yarriambiack
SHIRE COUNCIL

Agenda

Ordinary Meeting of Council

27 May 2026

COUNCIL CHAMBERS

34 Lyle Street, Warracknabeal

MEETING OF COUNCIL TO COMMENCE AT 9.30AM

We acknowledge that the activities of Yarriambiack Shire Council are being held under the traditional skies and in the waterways and lands of the Wotjobaluk, Jaadwa, Jadawadjali, Wergaia and Jupagulk people.

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OUR VISION

A strong and connected community prioritising sustainable and innovative approaches to support the wellbeing of our people, economy and environment.

We will achieve this shared vision by:

- ✓ Looking after our communities, with an aim of enhancing social connection through better infrastructure, safety, wellbeing, advocacy, health and education services.
- ✓ Supporting the diversification of our economy by focusing on tourism and agriculture.
- ✓ Committing to environmental responsibility by making decisions that consider the impact on our community ecosystem.

CONTINUOUS IMPROVEMENT

We drive continuous and sustainable improvement in service provision, operational efficiency, and stakeholder relations to create a leading organisation.

RECORDING AND MINUTES

The recording of this Council Meeting will be made publicly available on Council's YouTube channel until the next scheduled Council Meeting, providing the community with enhanced access to Council decision-making and deliberations without the need for in-person attendance.

Council Meeting Minutes from the preceding 12 months are available on Council's website. The Minutes of this meeting will be published within 3 business days of the meeting's conclusion.

1 WELCOME

2 RECORDING PREAMBLE

The Chief Executive Officer reads this section as part of the Meeting Governance process.

This Open Council Meeting is to be recorded and published online.

I give notice to anyone who is in the gallery, that they may be recorded, and their image may be published online.

The agenda, minutes and recording of this meeting will be made available to the public on the Council's website, accessible via the 'Council Meetings' page located on the homepage.

Anyone who submits a question as part of item 13 – Public Questions (of this Agenda) will have their name stated and recorded as part of the recording, which is published online.

The Mayor and/or the Chief Executive Officer have the discretion and authority at any time to direct the termination or interruption of the recording. Such direction will only be given in exceptional circumstances, where deemed relevant. Circumstances may include instances where the content of debate is considered misleading, defamatory, or potentially inappropriate to be published.

The recording will stop prior to the closed section of the meeting, and that will conclude the Meeting of Council, open to the public.

The public can view the recording via Council's YouTube Channel, with the link available via Council's website. The recording of Council Meetings will be available for viewing until the next scheduled Council Meeting.

Should technical issues prevent the continuation of the recording, the meeting may continue provided the gallery remains open to the public in accordance with Council's meeting procedures and Governance Rules, clause 2.42.3 (g).

3 ACKNOWLEDGEMENT AND PRAYER

Mayor to open the meeting at **9.30am** by acknowledging the Traditional Owners and offering the opening prayer.

3.1 ACKNOWLEDGING TRADITIONAL OWNERS OF THE LAND

'We acknowledge that the activities of Yarriambiack Shire Council are held under the traditional skies and in the waterways and lands of the Wotjobaluk Nations and Council pays respects to their Elders past, and present.'

3.2 PRAYER

Almighty God, without whom no Council can stand, nor anything prosper we ask that you be present and guide us in our deliberations today. We pray that we will be fair in our judgements and wise in our actions and that decisions will be made with goodwill and a clear conscience for the betterment and welfare of the people of Yarriambiack Shire.

Amen

4 PRESENT

Mayor	Andrew McLean	Hopetoun Ward
Deputy Mayor	Corinne Heintze	Dunmunkle Ward
Councillor	Melinda Keel	Dunmunkle Ward
Councillor	Karly Kirk	Warracknabeal Ward
Councillor	Chris Lehmann	Hopetoun Ward

Council Officer	Tammy Smith	Chief Executive Officer
Council Officer	Tim Rose	Chief Operating Officer
Council Officer	Monique Metlika	Governance Support Officer
Council Officer	Anita McFarlane	Chief Financial Officer
Council Officer	Joel Turner	Chief Engineering Officer

5 APOLOGIES

Name / Role	Description of Leave / Absence
Councillor Kylie Zanker	Personal Leave.

6 CONFIRMATION OF MINUTES

6.1 MINUTES 22 APRIL 2026 – ORDINARY MEETING

Minutes of the Ordinary meeting of Council held on 22 April 2026 be taken as an accurate record and confirmed.

Recommended Motion:

That the minutes of the Ordinary Meeting of Council held on 22 April 2026, as circulated be taken as read and confirmed.

6.2 MINUTES 22 APRIL 2026 – CLOSED (CONFIDENTIAL) MEETING

Minutes of the Closed (Confidential) meeting of Council held on 22 April 2026 be taken as an accurate record and confirmed.

Recommended Motion:

That the minutes of the Closed (Confidential) Meeting of Council held on 22 April 2026, as circulated be taken as read and confirmed.

7 DECLARATION OF CONFLICT OF INTEREST

Pursuant to Division 2 – Conflict of Interest, of the *Local Government Act 2020* general and material conflict of interest must be declared prior to debate on specific items within the agenda; or in writing to the Chief Executive Officer before the meeting.

A Councillor who has declared a conflict of interest in respect of a matter must:

- a) Disclose the conflict of interest in the manner required by the Yarriambiack Shire Council Governance Rules (Chapter 5- Disclosure of Conflict of Interest at Council Meetings).
- b) Exclude themselves from the decision-making process in relation to that matter, including any discussion or votes on the matter at any Council meeting or delegated committee, and any action in relation to the matter.

General conflict of interest is if a relevant person has an interest in a matter if an impartial, fair-minded person would consider that the person's private interests could result in that person acting in a manner that is contrary to their public duty.

- a) *Private interests* mean any direct or indirect interest of a relevant person that does not derive from their public duty and does not include an interest that is only a matter of personal opinion or belief.
- b) *Public duty* means the responsibilities and obligations that a relevant person has to members of the public in their role as a relevant person.

Material conflict of interest is if a relevant person has an interest in respect of a matter if an affected person would gain a benefit or suffer a loss depending on the outcome of the matter,

- a) The benefit or loss incurred may be directly or indirectly,

OR

- b) In a pecuniary or non-pecuniary form.

Councillors are also encouraged to declare circumstances where there may be a perceived conflict of interest.

7.1 CONFLICT OF INTEREST DECLARED

Conflict Declared by	Agenda Item	Reason - Explanation

8 BUSINESS ARISING

8.1 BUSINESS ARISING FROM PREVIOUS MINUTES

As per ongoing and pending actions list, Item 8.2.

8.2 ONGOING AND PENDING ACTIONS

Council Meeting	Recommendation Action	Action Taken
28 August 2024 Item 15.13	Resheet a section of Mellis Road, from Stawell Warracknabeal Road to a property 4.3km to the East.	CLOSED This job is now completed.
30 June 2025 Item 15.5	Enter into an agreement with the Rupanyup Recreation Reserve outlining that the funds received from the NBN Tower rental must be utilised towards infrastructure upgrades and/or ground and building maintenance at the Rupanyup Recreation Reserve.	Not yet commenced. Agreement to be developed.
29 October 2025 Item 15.8	Provide a report back to Council in 12 months' time, outlining the progress of sourcing alternative grants and/or revenue streams to fund the Automated Weather Station maintenance. Report due by 29 October 2026.	Report to be provided in October 2026.
26 November 2025 Item 14.3	Ensure that sanitary bins are available in Council's public toilets, wherever female disposal facilities exist.	Implementation plan being enacted.
10 December 2025 Item 15.1	Land transfer of land, Wheatlands Agriculture Museum, to the Warracknabeal and District Historical Society.	Lawyer engaged to commence the process.
10 December 2025 Item 15.2	Transfer of land, 40 Anderson Street Warracknabeal, to E2E Growth.	This will occur once funding is secured to develop the site.
28 January 2026 Item 15.4	Sell the former depot sites in Hopetoun known as: 92 Cummings Street, Hopetoun (Lot 9 LP26623, Lot 10 LP26623, and Lot 11 LP26623), comprising a total area of 3,036 square metres; and 74-76 Cummings Street, Hopetoun (Lot 2 LP147375), comprising a total area of 1,543 square metres.	Real Estate Agent engaged to commence the sale process.
28 January 2026 Item 15.5	Gift 2 Wood Street, Rupanyup to the Victorian State Emergency Services (VICSES).	Lawyer engaged to commence the process.

9 PETITIONS

No petitions received.

10 MINISTERIAL AND GOVERNMENT CORRESPONDENCE TO COUNCILLORS ONLY

Outgoing		
Date	Recipient	Details
16/05/26	The Hon. Ben Carrol MP	Letter - Raising Concerns in Relation to the School to Work Program
15/05/26	Department of Energy, Environment and Climate Action	Letter as a written submission to the Western Regional Sustainable Water Strategy review
29/04/26	Ms Rikkie-Lee Tyrrell MP	Letter raising concerns in relation to the proportionality and resourcing impacts on small rural shire in relation to the <i>Gender Equality Act 2020</i> reporting and compliance requirements.

Incoming		
Date	Sender	Details
14/05/26	Jess Wilson, Opposition Leader	Response to letter from Mayor Andrew McLean in regard to funding for roads and Council assets and a request for a meeting.
27/04/26	Dr Anne Webster MP	Email regarding Black Spot Road funding.

11 SPECIAL COMMITTEES

11.1 AUDIT AND RISK COMMITTEE MEETING SCHEDULE

The proposed scheduled meeting program is as follows for the next 12 months for the Audit and Risk Committee:

Date	Description
10 August 2026	Ordinary Meeting
21 September 2026	Special Financial Statements and Performance Report Meeting
09 November 2026	Ordinary Meeting
08 February 2027	Ordinary Meeting
10 May 2027	Ordinary Meeting

11.2 AUDIT AND RISK COMMITTEE MEETING MINUTES

The Ordinary Audit and Risk Committee Meeting was held on 11 May 2026.

[Attachment: Audit and Risk Committee Minutes – 11 May 2026](#)

Recommended Motion

That the Minutes of the Ordinary Audit and Risk Committee Meeting held on 11 May 2026 be taken as read and confirmed.

12 ACTIVITY REPORTS

12.1 MAYOR ACTIVITY REPORT

Mayor Andrew McLean (May)		
Date	Activity	Location
28/04/26	Meeting with Rikkie-Lee Tyrrell MP*	Warracknabeal
30/04/26	ACE Radio Interview - Mayoral Matters	Horsham
30/04/26	Mayor, Deputy Mayor and CEO Catch up	Online
30/04/26	Official Opening of the Minyip Recreation Reserve Changerooms and Netball Court Project	Minyip
07/05/26	MAV Psychological First Aid and Disaster Recover Cycle Webinar Session	Online
07/05/26	MAV Delegates Pre State Council Briefing	Online
08/05/26	Mayor, CEO and Deputy Mayor Catch Up	Online
08/05/26	Meeting with Gaelle Broad MP*	Online
11/05/26	Meeting with the CEO of V/Line*	Online
11/05/26	Confidential Audit and Risk Committee Meeting	Online
11/05/26	Ordinary Audit and Risk Committee Meeting	Online
12/05/26	Patchewollock Inc Meeting including Mayor, Councillor and CEO Roadshow	Online
13/05/26	Council Forum	Warracknabeal
14/05/26	ABC Radio Interview - Budget Response	Phone
14/05/26	WSMCA Mayors Lunch	Horsham
14/05/26	WSMCA CEO and Mayors Meeting	Horsham
15/05/26	Meeting With VicGrid CEO and Chair*	Online
15/05/26	MAV Stress, High Emotion and Lived Experience Webinar Session	Online
16/05/26	Warracknabeal CFA Combined Dinner	Warracknabeal
19/05/26	Councillor Briefing	Online
22/05/26	Mayor, Deputy Mayor and CEO Catch Up	Online
26/05/26	Woomelang DDA Meeting including Mayor, Councillor and CEO Roadshow	Woomelang

*Represent advocacy meetings

12.2 COUNCILLOR ACTIVITY REPORTS

Deputy Mayor Corinne Heintze – Dunmunkle Ward (May)		
Date	Activity	Location
24/04/26	GWM Stakeholder Workshop	Horsham
24/04/26	WSMTG meeting 12	Online
28/04/26	Meeting with Rikkie-Lee Tyrrel MP	Warracknabeal
30/04/26	Mayor, Deputy Mayor and CEO Catch Up	Online
07/05/26	MAV Psychological First Aid and Disaster Recover Cycle Webinar Session	Online
08/05/26	Mayor, CEO and Deputy Mayor Catch Up	Online
08/05/26	Meeting with Gaelle Broad MP	Online
13/05/26	Council Forum	Warracknabeal
15/05/26	MAV Stress, High Emotion and Lived Experience Webinar Session	Online
18/05/26	Minyip Progress Meeting including Mayor, Councillor and CEO Roadshow	Minyip
19/05/26	Councillor Briefing	Online
21/05/26	Official Opening of the Murtoa Recreation Reserve Netball Tennis Courts Upgrade Project	Murtoa
22/05/26	Mayor, CEO and Deputy Mayor Catch Up	Online
22/05/26	Rupanyup Nursing Home Extensions Opening	Rupanyup

Cr Melinda Keel – Dunmunkle Ward (May)		
Date	Activity	Location
25/04/26	ANZAC Day Ceremony	Murtoa
13/05/26	Council Forum	Warracknabeal
18/05/26	Minyip Progress Meeting including Mayor, Councillor and CEO Roadshow	Minyip
19/05/26	Councillor Briefing	Online
19/05/26	Murtoa Progress Meeting	Murtoa
21/05/26	Official Opening of the Murtoa Recreation Reserve Netball Tennis Courts Upgrade Project	Murtoa
22/05/26	Western Highway Action Committee Meeting	Online

Cr Chris Lehmann – Hopetoun Ward (May)		
Date	Activity	Location
28/04/26	Meeting with Rikkie-Lee Tyrrell MP	Warracknabeal
08/05/26	Meeting with Gaelle Broad MP	Online
13/05/26	Council Forum	Warracknabeal
19/05/26	Councillor Briefing	Online
20/05/26	Woomelang Retirement Units Asset Committee of Council Meeting	Woomelang

Cr Karly Kirk – Warracknabeal Ward (May)		
Date	Activity	Location
28/04/26	Meeting with Rikkie-Lee Tyrrell MP	Warracknabeal
08/05/26	Meeting with Gaelle Broad MP	Online
13/05/26	Council Forum	Warracknabeal

Cr Kylie Zanker – Warracknabeal Ward (May)		
Date	Activity	Location
27/04/26	Wimmera Mallee Environmental and Agricultural Protection Association Meeting	Warracknabeal
01/05/26	Queer Beers at the Palace Hotel	Warracknabeal
5/05/26	Street Scape Meeting	Warracknabeal
7/05/26	MAV Psychological First Aid and Disaster Recover Cycle Webinar Session	Online
11/05/26	Confidential Audit and Risk Committee Meeting	Online
11/05/26	Ordinary Audit and Risk Committee Meeting	Online
12/05/26	WAG Community Meeting	Warracknabeal
13/05/26	Council Forum	Warracknabeal
21/05/26	Official Opening of the Murtoa Recreation Reserve Netball Tennis Courts Upgrade Project	Murtoa
22/05/26	Western Highway Action Committee Meeting	Online

12.3 CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

Tammy Smith (May)		
Date	Activity	Location
23/04/26	Meeting with Premiers Office – Rural Councils Victoria Advocacy*	Melbourne
24/04/26	Briefing with representative of Dunmunkle Land Protection Group and representatives of Wimmera Mallee Environmental & Agricultural Protection Association Inc. regarding the Resource Ready Strategy	Warracknabeal
27/04/26	Meeting with representatives of the Woomelang Retirements Units Community Asset Committee of Council	Woomelang
27/04/26	Meeting with Chairperson of Woomelang and District Development Association	Woomelang
27/04/26	Attended meeting and presented at the Mallee Environmental & Agricultural Protection Association Inc. meeting	Warracknabeal
28/04/26	Meeting with Rikkie-Lee Tyrrell Member of Victorian State Parliament, Member of Northern Victoria, One Nation and Councillors*	Warracknabeal
28/04/26	Meeting with Cubico regarding status of the Curyo Wind Farm project	Online
28/04/26	Meeting with Donald Mineral Sands regarding roads	Warracknabeal
29/04/26	Meeting with the Environment Protection Authority – six monthly executive meeting	Warracknabeal
30/04/26	Municipal Association Victoria – Special CEO Briefing – Fuel Update	Online
30/04/26	Mayor, Deputy Mayor, CEO and Governance Support Meeting	Online
30/04/26	Rural Councils Victoria Committee Meeting	Online
30/04/26	Minyip Recreation Reserve Official Opening of new netball and swimming pool changerooms, and new netball court and lighting project	Minyip
01/05/26	Campbells Bridge Wind Farm update	Online
04/05/26 – 08/05/26	Personal Leave – Eye Surgery	
08/05/26	Meeting with Gaelle Broad, Member of Victorian State Parliament, Northern Victoria, The Nationals and Councillors*	Online

Tammy Smith (May)		
11/05/26	Meeting with VLine Chief Executive Officer and Mayor*	Online
11/05/26	Audit and Risk Committee Meeting	Online
11/05/26	Wimmera Southern Mallee Councils Alliance CEO briefing	Online
12/05/26	Personal Leave – Eye Specialist Appointment Melbourne	
12/05/26	Mayor, Councillors and CEO Roadshow – Budget and Council Plan Update (Patchewollock)	Online
13/05/26	Council Forum	Warracknabeal
14/05/26	Wimmera Southern Mallee Regional Partnership Meeting	Horsham
14/05/26	Wimmera Southern Mallee Councils Alliance Mayor and CEO Meeting*	Horsham
15/05/26	Meeting with Chairperson and CEO of Vic Grid and Mayor*	Online
15/05/26	Meeting with Governor of Victoria’s Advisor	Warracknabeal
18/05/26	Municipal Association Victoria MAV Connect Meeting	Online
18/05/26	Meeting with Warracknabeal Community Member	Warracknabeal
18/05/26	Mayor, Councillor and CEO Roadshow – Budget and Council Plan Update (Minyip)	Minyip
19/05/26	Councillor Briefing	Online
20/05/26	Woomelang Retirement Units Community Asset Committee of Council General Meeting	Woomelang
21/05/26	Meeting with Minister Settle as Rural Councils Victoria representative*	Online
21/05/26	Monthly Meeting with Cubico regarding the Curyo Wind Farm	Online
21/05/26	Murtoa Recreation Reserve new netball and tennis courts project official opening	Murtoa
22/05/26	Mayor, Deputy Mayor, CEO and Governance Support Officer meeting	Online
26/05/26	Mayor, Councillor and CEO Roadshow – Budget and Council Plan (Woomelang)	Woomelang

**Represent advocacy meetings*

13 PUBLIC QUESTIONS

Division 8 – Public Question Time (Yarriambiack Shire Council Governance Rules)

Community Members (excluding Councillors) may submit a question to Council.

Questions must be submitted in writing, stating the name and address of the person submitting the question, on an approved or permitted form by Council.

[Public Questions for Council – Yarriambiack Shire Council.](#)

Questions must be submitted 24 hours prior to a Council Meeting.

The questions will be answered at a Council meeting by the Mayor (Chairperson), or if delegated by the Chairperson, the Chief Executive Officer, a Councillor or a nominated Officer.

If questions are submitted less than 24 hours before the Council meeting, they will be answered at the meeting where possible, and if no answer can be given, then a written answer will be given to the person as soon as possible after the Council meeting.

No person can submit more than two questions at any Council meeting (unless permitted by the Chair – Mayor).

The question will not be allowed if:

- i. relates to a matter outside the duties, functions and powers of Council;
- ii. is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
- iii. deals with a subject matter already answered;
- iv. is aimed at embarrassing a Councillor or an Officer;
- v. relates to a personnel matter; or
- vi. contains or refers or relates to Confidential Information.

Questions and answers must be as brief as possible, and no discussion is allowed other than for the purpose of clarification.

The Name of Person and Question will be read out by either the Mayor or Chief Executive Officer, and the nominated Councillor / Officer is to respond.

The party submitting the question need not physically attend the Council Meeting, however if they are not physically present at the part of the meeting allocated for public question time, the Mayor (Chairperson) may determine that a verbal answer will not be provided at the meeting and a written answer will instead be communicated after the meeting.

13.1 QUESTIONS SUBMITTED

Name:	Town:
Question:	
Respondent:	
Response:	

14 COUNCILLOR REPORTS AND NOTICE OF MOTIONS

14.1 MAYORS REPORT

It has been a productive month of project openings and advocacy on behalf of Council.

At the end of April, Councillors, the Chief Executive Officer and I met with Ms Rikkie-Lee Tyrrell, Member for Northern Victoria in the Victorian Legislative Council representing Pauline Hanson's One Nation. We appreciated the opportunity to outline the challenges facing our Shire, present the solutions being pursued, and advocate for key projects requiring investment in our region.

On 30 April, I was pleased to attend and address the official opening of the new netball and swimming pool changerooms, netball courts and lighting project at the Minyip Recreation Reserve. This significant community asset reflects the strong commitment and efforts of the Minyip-Murtoa Football Netball Club and the Minyip Recreation Reserve Committee, both of whom are to be commended. Council also looks forward to delivering the new football lighting project at Minyip to complement these important improvements.

We also met with Gaelle Broad, Member for Northern Victoria in the Victorian Legislative Council representing The Nationals. This meeting provided a further opportunity to outline the challenges facing our small rural Shire, present practical solutions, and advocate for several priority projects.

During the month, the Chief Executive Officer and I met with the Chief Executive Officer of V/Line to discuss public transport access and ticketing, particularly the current lack of ticketing services available in Warracknabeal. Yarriambiack Shire has offered to act as an interim ticketing provider, and this option is presently being explored.

The Chief Executive Officer and I also met with the new Chair and Chief Executive Officer of VicGrid. Discussions included advocacy for battery-behind-the-meter project proposals on DEECA land at Minyip, as well as broader matters relating to community division, renewable energy zones, and the increasing pressures placed on local government through environmental effects statements and stakeholder engagement requirements.

I thank Deputy Mayor Councillor Corinne Heintze for officially opening the Murtoa Netball and Tennis Court project on my behalf. This is a valued project for the Murtoa community and a welcome addition to local infrastructure.

Council has also commenced its Budget, Council Plan and Advocacy roadshow across the municipality, with sessions already held in conjunction with Progress Associations in Patchewollock, Minyip and Woomelang.

14.2 DRAFT BUDGET 2026-2027

Presented by Mayor Andrew McLean

SUMMARY

In 2025, Council undertook a comprehensive review to develop a 10-year Long Term Financial Plan, with a focus on ensuring financial sustainability now and into the future. The Long-Term Financial Plan and Asset Management Strategy show that Council does not generate sufficient revenue to address deteriorating asset conditions. The plan sets the maximum level of expenditure Council can sustain over the long term, which limits its capacity to upgrade or deliver new assets and to provide services beyond core responsibilities. The Budget has been prepared in line with the strategic directions adopted through the Long-Term Financial Plan, following community consultation in accordance with Council's Community Engagement Policy and Procedure.

The final draft budget was presented to Councillors on 13 May 2026 prior to its release for community consultation. This report provides an overview of the process undertaken by Council to prepare and consult on the 2026/27 Draft Budget.

Recommended Motion:

That Council:

- a) Endorses the draft Budget 2026/27 in principle that has been released to the community for consultation from 14 May 2026, closing on 11 June 2026; and
- b) Acknowledge the budget is in draft until it is formally adopted by Council on 24 June 2026.

OVERARCHING GOVERNANCE PRINCIPLES

This Council report has been prepared in accordance with, and to give effect to, the overarching governance principles articulated in section 9 of the *Local Government Act 2020*, to the extent practicable.

DISCUSSION

Under section 94 of the *Local Government Act 2020*, Council is required to prepare and adopt a budget for each financial year. The Act does not require deliberative engagement in relation to the budget, this is only required for the development of the Long-Term Financial Plan, Revenue and Rating Plan, and Asset Plan (Council's Asset Management Strategy).

Council has undertaken the following process in the lead up to the release of the draft Budget 2026/27:

- a) Councillors have adopted the Long-Term Financial Plan (LTFP) 2026-2036.
- b) Councillors have adopted the Revenue and Rating Plan 2025-2029.
- c) Council Officers have revised Service Level Plans (SLPs) to reflect the draft budget and services to be delivered in 2026/27.
- d) The draft SLPs were provided to Councillors on 15 April 2026 for review and comment.
- e) The Chief Financial Officer has developed the budget based on the LTFP assumptions, in consultation with the Leadership Team and Councillors.
- f) The draft comprehensive income Statement, notes to the draft comprehensive income statement and the draft capital works program were presented to Councillors on 22 April 2026 for discussion.
- g) The entire draft budget was presented to Councillors on 13 May 2026 before being released for community consultation and feedback.

The final draft budget will be presented to Councillors for adoption on Wednesday, 24 June 2026 during the scheduled ordinary meeting of Council.

The final draft will take into account community feedback, along with Councillors feedback from their final review, to be conveyed at the Councillor Forum on 27 May 2026 following the Council meeting.

15 REPORTS FOR DECISION

15.1 FINANCIAL AND NON-FINANCIAL PERFORMANCE REPORT

Presented by Anita McFarlane, Chief Financial Officer

SUMMARY

In accordance with the *Local Government Act 2020* and the Local Government (Planning and Reporting) Regulations 2020, Council is required to have an integrated approach to strategic planning with the requirement that monitoring and performance reporting is to be adopted.

This is the January to March 2026 Quarterly report which presents both Financial and Non-Financial Performance indicators in accordance with our Performance Reporting Framework.

Recommended Motion:

That Council:

- a) Adopt the quarterly Financial and Non-Financial Performance Report as of 31 March 2026, as attached to this report.

ATTACHMENTS

[Attachment: Financial and Non-Financial Performance Reporting Report - 2025-26 - Quarter 3](#)

DISCUSSION

Schedule 1 of the Local Government (Planning and Reporting Regulations) 2020, identifies that Council must produce the following reports within identified time frames as below:

- a. **Quarterly Budget Reports** - comparing actual and budgeted results and an explanation of any material variations must be completed.
- b. **Risk Reports** - 6-monthly reports of strategic risks to Council's operations, their likelihood, and consequences of occurring and risk minimisation strategies.
- c. **Performance Reports** - 6 monthly reports of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 98 of the *Local Government Act 2020*.

The Leadership Team has adopted a holistic approach to meet the requirements of the *Local Government Act 2020* and Regulations, by compiling a Quarterly Financial and Non-Financial Performance Report.

The report incorporates Budget, Risk and Performance Reporting. Council's risk appetite has been utilised to develop non-financial performance indicators for reporting purposes.

For this quarter, the report has been presented to the Leadership Team, to Councillors at Council Forum on 22 April 2026 and was presented to the Audit and Risk Committee on 11 May 2026.

RELEVANT LAW

- *Local Government Act 2020* – Section 97 Quarterly Budget Report
- Local Government (Planning and Reporting) Regulations 2020

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Council that serves its Community	- Undertake robust and transparent planning and risk management to ensure our organisation is sustainable now and into the future. - Embed good governance practices into all decision making.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Risk Management Manual
Guideline	Occupational Health and Safety and Wellbeing Guidelines
Plan	Revenue and Rating Plan
Framework	Budget Framework and Guidelines Manual
	Performance Reporting Framework
Other	Risk Management Manual

OVERARCHING GOVERNANCE PRINCIPLES

This Council report has been prepared in accordance with, and to give effect to, the overarching governance principles articulated in section 9 of the *Local Government Act 2020*, to the extent practicable.

RELATED COUNCIL DECISIONS

- 30 June 2025 – Ordinary Meeting of Council Minutes – Item 15.3 Adoption of the 2025/26 Budget
- 27 August 2025 – Ordinary Meeting of Council Minutes – Item 15.2 Modified Financial and Non-Financial Performance Report - Quarter 4 – 2024/25
- 26 November 2025 – Ordinary Meeting of Council Minutes – Item 15.2 Financial and Non-Financial Performance Report
- 25 February 2026 – Ordinary Meeting of Council Minutes – Item 15.1 Financial and Non-Financial Performance Report

OPTIONS

This report recommends that Council receive a quarterly report including both financial and non-financial performance metrics. Such reporting will strengthen governance, improve oversight, and foster greater transparency in decision-making processes.

Options to be considered:

- The Report is presented in a combined overarching report format that is presented quarterly.
- The Reports could be separated into three distinct reports, opposed to a combined overarching report that is presented quarterly.
- The Risk Report and Performance Reports could be moved to 6 monthly in line with the *Local Government Act 2020* requirements, with the Budget Reports being quarterly only.

SUSTAINABILITY IMPLICATIONS

Financial	Yarriambiack Shire Council is heavily reliant on operational and capital grants as a source of revenue funding. This poses a significant financial risk to Council. Councils' ability to raise source revenue is restricted by the annual rate cap and is at risk to decreases or increases that are lower than cost inflation.
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COMMUNITY ENGAGEMENT

Engagement has not been undertaken to develop the Performance Reporting Framework, and is not required to undertake deliberative engagement in accordance with the *Local Government Act 2020* and associated regulations.

In accordance with section 9 of the *Local Government Act 2020*, Council must in the performance of its role give effect to the overarching governance principles.

The financial and non-financial performance indicators are utilised as a tool for decision making to achieve good governance.

GENDER IMPACT ASSESSMENT

Not applicable.

RISK

Utilising the Risk Management Framework the following assessment has been made:

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	The quarterly report incorporates the reporting requirements as outlined in the Local Government (Planning and Reporting) Regulations 2020 Schedule 1.	Maintains Residual Risk Level
Financial Risk - Residual Risk Level Medium	The quarterly report includes Budget v Actual reporting, which enables management, Audit and Risk Committee and Councillors to monitor the financial performance of Council and assess and address risks as they arise.	Maintains Residual Risk Level
Program and Project Risk - Residual Risk Level Medium	The quarterly report incorporates detailed project reporting, providing enhanced oversight on the performance of projects.	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

CONFLICTS OF INTEREST

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

15.2 GRAVEL PIT POLICY AND PROCEDURE MANUAL

Prepared by Joel Turner, Chief Engineering Officer

SUMMARY

A review of Council's Gravel Pit Management Policy and Procedure Manual has been conducted in line with Council's three-year review cycle. The revision consists of only minor administrative changes, and the intent of the policy and procedure remains unchanged. The updated document is now submitted to Council for adoption.

Recommended Motion:

That Council:

- a) Rescind the Gravel Pit Management Policy and Procedure adopted on 29 March 2023; and
- b) Adopt the revision of the Gravel Pit Policy and Procedure Manual as attached to this Council report.

ATTACHMENTS

[Attachment: Gravel Pit Management Policy and Procedure Manual](#)

DISCUSSION

The Gravel Pit Management Policy and Procedure Manual has been reviewed and revised to reflect current practices, legislation, Council Officers roles and responsibilities.

Whilst the headings, structure and intent of the Policy have remained unchanged, administrative changes such as roles, responsibilities and titles were updated to reflect the current organisational structure.

After undertaking the internal review process, the policy and procedure is now presented for Councillor adoption.

RELEVANT LAW

- *Local Government Act 2020*
- *Mineral Resources (Sustainable Development) Act 1990*

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Council that serves its Community	• Embed good governance practices into all decision making. • Consider a broad base of evidence before making decisions, ensuring value for money and responsive, innovative services and solutions are provided.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Guideline	Asset and Operations Guidelines

OVERARCHING GOVERNANCE PRINCIPLES

This Council report has been prepared in accordance with, and to give effect to, the overarching governance principles articulated in section 9 of the *Local Government Act 2020*, to the extent practicable.

RELATED COUNCIL DECISIONS

- a) 26 February 2020 – Ordinary Council Meeting Minutes – Item 13.6 Adoption of Gravel Pit Management Policy and Procedure, Version 1

- b) 29 March 2023 – Ordinary Council Meeting Minutes – Item 17.2 Gravel Pit Management Policy and Procedure, Version 2

OPTIONS

Councillors could request strategic changes to the policy and procedure.

SUSTAINABILITY IMPLICATIONS

Environmental	The provision for rectification works ensures Council has the funds available to rehabilitate sites and meet environmental obligations.
Financial	The Gravel Pit Management Policy and Procedure Manual outlines the process for ensuring adequate stocktake of materials occur and the provisions for rectification works are reviewed and accounted for. This ensures Council has processes to manage risks, but also ensures provisions are held to ensure Council does not incur costs that have not been budgeted or accounted for.

COMMUNITY ENGAGEMENT

Community consultation and engagement is not required for this policy.

GENDER IMPACT ASSESSMENT

Not applicable.

RISK

Utilising the Risk Management Framework the following assessment has been made:

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	The review of the Gravel Pit Management Policy and Procedure Manual was undertaken to ensure compliance with current legislation and the revision reflects current administrative practices.	Maintains Residual Risk Level
Financial Risk - Residual Risk Level Medium	The Gravel Pit Management Policy and Procedure Manual addresses the procedure required for financial stocktakes of inventory and accounting for the provisions.	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

[Code of practice for small quarries - Resources Victoria](#)

CONFLICTS OF INTEREST

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

15.3 CLOSED CIRCUIT TELEVISION (CCTV) POLICY

Prepared by Daniel Brandon, Manager Business Systems

SUMMARY

The Closed Circuit Television (CCTV) Policy has been reviewed to ensure Council's CCTV operations continue to comply with legislative, privacy and governance requirements, including obligations under the *Privacy and Data Protection Act 2014*, the *Surveillance Devices Act 1999* and guidance issued by the Office of the Victorian Information Commissioner (OVIC).

The Policy establishes a clear governance framework for the lawful, responsible and transparent operation of Council owned CCTV systems in public places and Council managed facilities, balancing community safety objectives with the protection of individual privacy and human rights.

Accordingly, the updated CCTV Policy is presented in this report for Council's adoption.

Recommended Motion:

That Council:

- a) Rescind the Closed Circuit Television (CCTV) Policy adopted on 29 March 2023;
- b) Adopt the Closed Circuit Television (CCTV) Policy, as attached to this report; and
- c) Endorse the governance framework contained within the Policy for the lawful, responsible and transparent operation of Council owned CCTV systems.

ATTACHMENTS

[Attachment: Closed Circuit Television \(CCTV\) Policy](#)

DISCUSSION

The CCTV Policy provides a comprehensive governance framework for the planning, operation, management and oversight of Council owned CCTV systems installed in public places and Council managed facilities across the shire.

The Policy affirms Council's lawful purpose for CCTV use, including improving actual and perceived safety, reducing vandalism and anti-social behaviour, protecting Council assets, and supporting emergency response activities. It clearly recognises that CCTV must not be used in isolation, but as part of broader community safety and risk management strategies.

The Policy establishes clear responsibilities and accountability, with the Manager Business Systems identified as the responsible officer for operational governance, authorised access, and ongoing compliance. Oversight of CCTV governance, privacy and risk considerations is supported through reporting and assurance mechanisms involving management and the Audit and Risk Committee.

Strong emphasis is placed on privacy and information protection. The Policy requires Council to undertake Privacy Impact Assessments prior to the installation of new CCTV systems, ensuring privacy risks are identified, mitigated and documented in accordance with OVIC guidance. Limits on access, use, disclosure, retention and disposal of CCTV footage are clearly defined.

Operational integrity is supported through documented procedures, maintenance manuals and regular monitoring and evaluation.

RELEVANT LAW

- *Local Government Act 2020*
- *Privacy Act 1988*
- *Privacy and Data Protection Act 2014*
- *Surveillance Devices Act 1999*

- *Public Records Act 1973*
- *Freedom of Information Act 1982*
- *Charter of Human Rights and Responsibilities Act 2006*

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Council that serves its Community	Priorities include strong governance, transparency, risk management and community safety.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Closed Circuit Television (CCTV) Policy
	Information Privacy Policy

OVERARCHING GOVERNANCE PRINCIPLES

This Council report has been prepared in accordance with, and to give effect to, the overarching governance principles articulated in section 9 of the Local Government Act 2020, to the extent practicable.

RELATED COUNCIL DECISIONS

- 22 January 2020 – Ordinary Council Meeting Minutes – Item 13.7 CCTV Policy
- 24 November 2021 – Ordinary Council Meeting Minutes – Item 13.2 Adoption of CCTV Policy Update
- 29 March 2023 – Ordinary Council Meeting Minutes – Item 16.2 Closed Circuit Television (CCTV) Policy Update

OPTIONS

- Councillors may choose not to adopt the Policy; however, doing so may result in gaps in governance, privacy compliance and risk management.
- Councillors may request further amendments prior to adoption.

SUSTAINABILITY IMPLICATIONS

Social	Supports community safety while ensuring privacy, transparency and public trust.
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RISK

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Security and Technology Risk - Residual Risk Level Low	The Policy establishes clear governance controls and compliance frameworks to manage CCTV responsibly and lawfully.	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

CONFLICTS OF INTEREST

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

15.4 SHED AT FORMER MURTOA KINDERGARTEN SITE LICENCE ENDORSEMENT MURTOA EVENTS INC

Prepared by Jo White, Governance Officer

SUMMARY

Yarriambiack Shire Council is the appointed land manager of the former Murtoa Kindergarten site in Marma Street, Murtoa. The site is owned by the Department of Environment, Energy and Climate Action (DEECA).

Kindergarten and Maternal and Child Health services relocated to a new (non-Council) facility more than a year ago, and the former kindergarten building has since been demolished as it was beyond repair. The remaining structure on the site is a three-bay storage shed.

Murtoa Events Incorporated has requested permission to use the shed to store committee and community event assets.

A formal Licence Agreement is required under Council's Leases and Licensing Policy. The proposed licence will establish a clear, fit-for-purpose arrangement and sets out the rights and responsibilities of both parties. This report seeks Council endorsement of the proposed licence.

Recommended Motion:

That Council:

- a) Endorse the Licence (as attached) between Yarriambiack Shire Council and Murtoa Events Incorporated for the use of the Shed located on the Old Kindergarten Site, located at 38-40 Marma Street, Murtoa;
- b) Endorse the Licence for a period of seven years in accordance with Council's Leases and Licensing Policy;
- c) Endorse the Licence Agreement in accordance with the Leases and Licensing Policy, Schedule 1 – Category A, with a Licence Fee of \$1.00 (one dollar) + GST per year, deemed as paid.
- d) Endorse the Chief Executive Officer to make any administrative changes required for the Licence to be executed, providing the intent of the Licence is not altered; and
- e) Endorse the affixing of the Common Seal to the Licence in accordance with Council's Common Seal and Conduct at Meetings Local Law 2024.

ATTACHMENTS

[Attachment: Licence Agreement - Murtoa Events Incorporated - Shed and Old Kindergarten Site Murtoa](#)

[Attachment: Maintenance Servicing Guidelines - Council Owned Buildings - Storage Shed - Old Murtoa Kinder](#)

DISCUSSION

In collaboration with the Murtoa community, Council successfully advocated for, and secured, a State Government election commitment for early childhood education in November 2022. The commitment supported construction of an integrated early childhood education and care centre at the Murtoa College site, including kindergarten, childcare, and Maternal and Child Health services.

As the previous building required significant investment, Council supported its decommissioning and demolition while continuing to advocate for a new centre at Murtoa College.

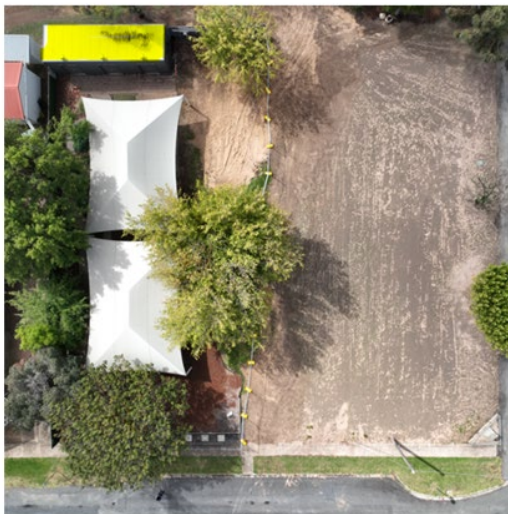
The Bani Walup Early Learning and Childcare Centre opened in February 2025.

The former Murtoa Kindergarten and Maternal and Child Health building in Marma Street was assessed as redundant due to its condition and the significant investment required. It was identified as surplus to Council's requirements and was decommissioned and demolished in December 2025. The garden, storage shed and shade sail remain.

Council has continued to maintain the site and, in collaboration with the Murtoa Progress Association and the community, is considering future uses for the DEECA Crown asset.

Murtoa Events Incorporated coordinates community activities including Murtoa's Big Weekend, Murtoa by Twilight, the New Year's Eve event, and Wine & Dine in the Stick Shed. Over time, the group has accumulated additional equipment and no longer have sufficient storage space.

Earlier this year, Murtoa Events Incorporated contacted Council to request use of the shed for storage. Murtoa Events Incorporated holds public liability insurance and has supported entering into a formal Licence Agreement with Council.



RELEVANT LAW

Local Government Act 2020.

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
An Innovative and Diversified Economy	Advocate and support agriculture, economic development and investment in our region
A Healthy and Inclusive Community	- Develop and/or maintain strong partnerships to deliver high quality services and sustainable infrastructure to enhance the social health and wellbeing outcomes for all our residents. - Advocate, prioritise, and invest in infrastructure that supports an accessible, inclusive, and socially connected community to improve liveability.
A Council that serves its Community	- Undertake robust and transparent planning and risk management to ensure our organisation is sustainable now and into the future. - Embed good governance practices into all decision making. - Advocate for our community, on matters that are important to the entire municipal district. - Build trust through engaging with our community, delivering quality services and outcomes.

Council Plan 2025 – 2029 Strategic Objectives	Priorities
	Consider a broad base of evidence before making decisions, ensuring value for money and responsive, innovative services and solutions are provided.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Leases and Licences Policy

OVERARCHING GOVERNANCE PRINCIPLES

This Council report has been prepared in accordance with, and to give effect to, the overarching governance principles articulated in section 9 of the *Local Government Act 2020*, to the extent practicable.

RELATED COUNCIL DECISIONS

Not applicable.

OPTIONS

Council could choose to publicly advertise the proposed licence for the Murtoa Events Incorporated arrangement; however, it should be noted that Community consultation is not required under Section 115 of the *Local Government Act 2020*.

SUSTAINABILITY IMPLICATIONS

Social	The use of the Shed by Murtoa Events Incorporated promotes community engagement by offering a venue to store their assets. The licence provides a sound storage solution to the committee enabling them to continue running events which enhance the mental and physical well-being of residents throughout the Murtoa community.
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GENDER IMPACT ASSESSMENT

Not required.

RISK

Utilising the Risk Management Framework the following assessment has been made:

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	The Licence enables Council to meet its corporate governance and compliance obligations and reduces its liability risk.	Reduces Residual Risk Level
Reputational Risk - Residual Risk Level Low	The Licence will ensure that Murtoa Events Incorporated will have adequate storage for their assets avoiding any reputational damage or negative feedback to Council.	Reduces Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

CONFLICTS OF INTEREST

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

15.5 LEASE OF WARRACKNABEAL HISTORICAL CENTRE TO THE WARRACKNABEAL DISTRICT HISTORICAL SOCIETY INC

Prepared by Jo White, Governance Officer

SUMMARY

Yarriambiack Shire Council owns the land and building known as the Warracknabeal Historical Centre, located at 81 Scott Street, Warracknabeal. The existing lease expired on 29 April 2026 and a new lease is required to enable the Historical Society to continue operating the Centre. The proposed lease will be implemented in accordance with Council's Leases and Licences Policy and will outline the rights and responsibilities of both parties.

This report seeks Council's endorsement to enter into a new seven-year lease agreement with the Warracknabeal District Historical Society Inc for the Warracknabeal Historical Centre.

Recommended Motion:

That Council:

- a) Endorse the Lease (as attached) between Yarriambiack Shire Council and Warracknabeal District Historical Society Inc for the building and land known as the Warracknabeal Historical Centre, 81 Scott Street, Warracknabeal, Vic 3393.
- b) Endorse the Lease for a period of seven years.
- c) Endorse the Lease to be a peppercorn lease in accordance with the Leases and Licensing Policy, Schedule 1 – Category A, with a rental fee of \$1.00 (one dollar) + GST per year, deemed as paid.
- d) Endorse the Chief Executive Officer to make any administrative changes required for the Lease to be executed, providing the intent of the Lease is not altered.
- e) Endorse the affixing of the Common Seal to the Lease in accordance with Council's Common Seal and Conduct at Meetings Local Law 2024.

ATTACHMENTS

[Attachment: Draft Building Lease – Warracknabeal District Historical Society Inc](#)

[Attachment: Maintenance & Servicing Guidelines – Council Owned Buildings – Warracknabeal Historical Centre](#)

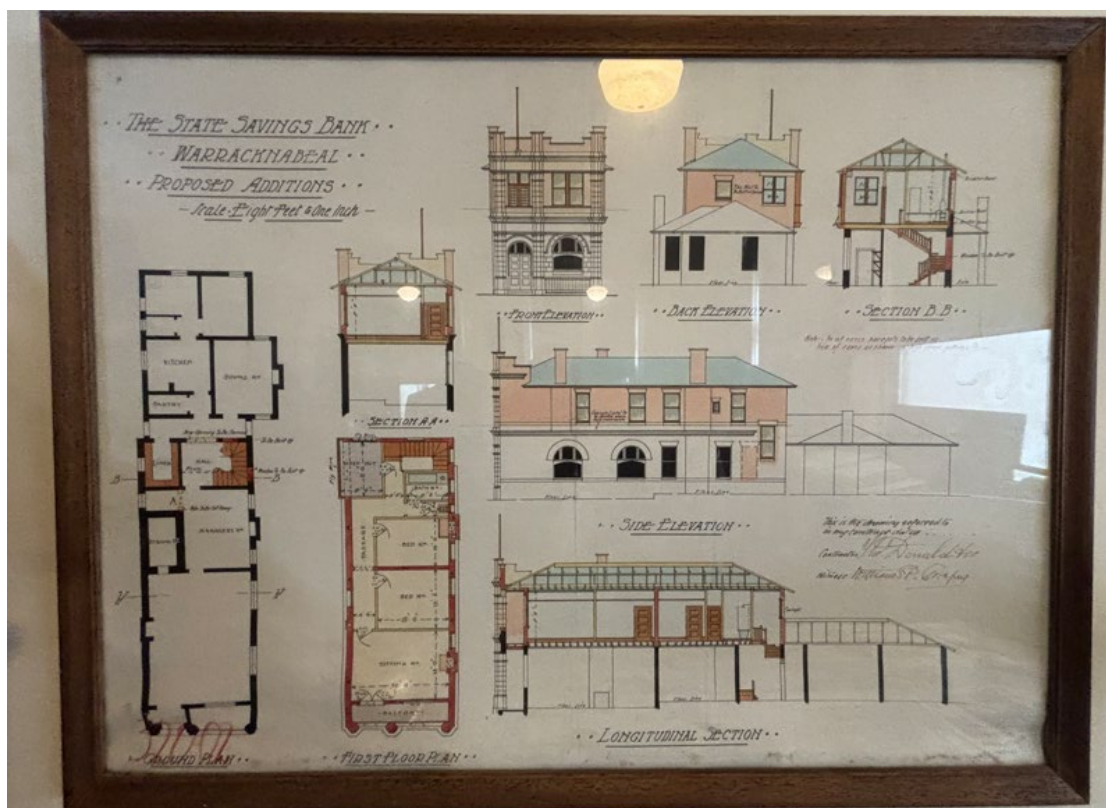
DISCUSSION

The Warracknabeal Historical Centre building was originally the State Savings Bank of Victoria. The ground floor was constructed in 1907, with the second floor added in 1921. The bank operated for approximately 70 years, after which ownership transferred to the local Shire and the building was made available to the Warracknabeal and District Historical Society. The building has operated as a museum since the 1970s, displaying items of local significance and providing a facility for recording, compiling and storing the history of the district. The former bank and the manager's residence have been well preserved. The Centre is operated by volunteers and is open a few afternoons per week (or by appointment). A small entry fee is charged, and funds are used to support day-to-day operations.

The Warracknabeal and District Historical Society also operates the Wheatlands Agricultural Museum and the Wheatlands Warehouse. Income from the Society's venues is used to maintain and improve the museums for community benefit. The Society operates through a single incorporated entity, with subcommittees for each location, and is registered with Consumer Affairs Victoria.

The current lease commenced in 2021 for a five-year term.

Endorsing the draft lease will support the ongoing operation of this community asset for residents and visitors.



COMMUNITY ENGAGEMENT

Not required.

RELEVANT LAW

Local Government Act 2020.

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Healthy and Inclusive Community	- Develop and/or maintain strong partnerships to deliver high quality services and sustainable infrastructure to enhance the social health and wellbeing outcomes for all our residents. - Advocate, prioritise, and invest in infrastructure that supports an accessible, inclusive, and socially connected community to improve liveability.

Council Plan 2025 – 2029 Strategic Objectives	Priorities
	Promote and support volunteerism throughout our Shire, recognising that collaborative efforts can lead to enhanced outcomes for our communities.
A Council that serves its Community	- Undertake robust and transparent planning and risk management to ensure our organisation is sustainable now and into the future. - Embed good governance practices into all decision making. - Advocate for our community, on matters that are important to the entire municipal district. - Build trust through engaging with our community, delivering quality services and outcomes.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Leases and Licences Policy

OVERARCHING GOVERNANCE PRINCIPLES

This Council report has been prepared in accordance with, and to give effect to, the overarching governance principles articulated in section 9 of the *Local Government Act 2020*, to the extent practicable.

RELATED COUNCIL DECISIONS

28 April 2021 – Ordinary Council Meeting Minutes – Item 15.3 Lease of 81 Scott Street – Warracknabeal & District Historical Society

OPTIONS

Council may choose to publicly advertise the proposed lease with Warracknabeal District Historical Society Inc. However, public advertising is not required, as community consultation is not mandated under section 115 of the *Local Government Act 2020*.

SUSTAINABILITY IMPLICATIONS

Economic	The lease supports the Centre's operation, contributing to the local economy by providing a community venue and attracting visitors.
Social	The Centre promotes community engagement by providing a community venue and opportunities for social connection. The lease provides stability for ongoing operations and programming, supports volunteer participation, and enhances the wellbeing of residents and visitors.
Financial	The lease clarifies rental and maintenance terms, supporting the Centre's financial sustainability. It will assist in maintaining the Centre as a valuable community asset.

GENDER IMPACT ASSESSMENT

Not applicable.

RISK

Utilising the Risk Management Framework the following assessment has been made:

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	The Lease enables Council to meet its corporate governance and compliance obligations and reduces its liability risk.	Reduces Residual Risk Level

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Reputational Risk - Residual Risk Level Low	The Lease Agreement enables the Warracknabeal District Historical Society to manage the facilities and have day-to-day control over the operation and upkeep of the Centre.	Reduces Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

CONFLICTS OF INTEREST

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

15.6 LEASE OF SHEEP HILLS HALL TO THE SHEEP HILLS MECHANICS INSTITUTE INC

Prepared by Jo White, Governance Officer

SUMMARY

Yarriambiack Shire Council is the land and building owner of the Sheep Hills Hall on the Sheep Hills-Minyip Road, Sheep Hills. A formal Lease Agreement is required to be implemented in line with Council's Leases and Licencing Policy. The proposed lease will ensure the continued operation and appropriate management of the Sheep Hills Hall, outlining the rights and responsibilities of both parties.

This report seeks Council's endorsement to enter into a new seven-year lease agreement with Sheep Hills Mechanics Institute Inc (SHMII).

Recommended Motion:

That Council:

- a) Endorse the Lease (as attached) between Yarriambiack Shire Council and Sheep Hills Mechanics Institute Inc for the building and land known as Sheep Hills Hall, 463 Sheep Hills-Minyip Road, Sheep Hills, Vic 3392.
- b) Endorse the Lease for a period of seven years.
- c) Endorse the Lease to be a peppercorn lease in accordance with the Leases and Licensing Policy, Schedule 1 – Category A, with a rental fee of \$1.00 (one dollar) + GST per year, deemed as paid.
- d) Endorse the Chief Executive Officer to make any administrative changes required for the Lease to be executed, providing the intent of the Lease is not altered.
- e) Endorse the affixing of the Common Seal to the Lease in accordance with Council's Common Seal and Conduct at Meetings Local Law 2024.

ATTACHMENTS

[Attachment: Building Lease – Sheep Hills Mechanics Institute Inc – Sheep Hills Hall](#)

[Attachment: Maintenance & Servicing Guidelines - Sheep Hills Hall](#)

DISCUSSION

In 1886 the railway was extended from Minyip to Warracknabeal and the settlement which grew along the railway siding was named Sheep Hills. The original Mechanics Institute was opened in 1888.



Over the last 100+ years, the Hall has been the location of weddings, dances, reunions, concerts, parties, community events, meetings, and ANZAC Day services. Throughout that time, an energetic and passionate committee of volunteers have operated and managed the Hall.

Many tourists take note of the Hall when they are visiting the adjacent Silo Art.

In accordance with Council's governance obligations, it is necessary to formalise the arrangement through a Lease Agreement.

Council is satisfied that the Hall is being effectively managed by the Hall Committee, which is a proactive and dedicated group.

The Sheep Hills Mechanics Institute Inc. recently obtained Public Liability Insurance and presented their Certificate of Currency to Council.

COMMUNITY ENGAGEMENT

In March 2026, Council's Governance Officer held discussions with a member of the SHMII Committee of Management. A subsequent meeting was then held with the Executives of the Committee in early April. Council's CEO attended to explain the background to the Lease and Licensing requirement. There was also discussion around the requirement, importance and purpose of ongoing Public Liability Insurance and the benefits of protecting the Committee members going forward.

A draft Lease was presented which includes the Maintenance and Servicing Guidelines for Council Owned Buildings. The Executives have now met with the rest of the Committee and reviewed the Lease Document.

The Committee have made arrangements to take out \$20 million Public Liability Insurance. The terms of the lease require that a Certificate of Currency is provided to Council within seven (7) days from the commencement of the lease.

By endorsing the Lease Agreement, the Council will be fulfilling its responsibility as a landowner while providing the SHMII Committee of Management the security and clarity necessary for their ongoing operation.

RELEVANT LAW

Local Government Act 2020.

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Healthy and Inclusive Community	- Develop and/or maintain strong partnerships to deliver high quality services and sustainable infrastructure to enhance the social health and wellbeing outcomes for all our residents. - Advocate, prioritise, and invest in infrastructure that supports an accessible, inclusive, and socially connected community to improve liveability. - Promote and support volunteerism throughout our Shire, recognising that collaborative efforts can lead to enhanced outcomes for our communities.
A Council that serves its Community	- Undertake robust and transparent planning and risk management to ensure our organisation is sustainable now and into the future. - Embed good governance practices into all decision making. - Advocate for our community, on matters that are important to the entire municipal district. - Build trust through engaging with our community, delivering quality services and outcomes.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Leases and Licences Policy

OVERARCHING GOVERNANCE PRINCIPLES

This Council report has been prepared in accordance with, and to give effect to, the overarching governance principles articulated in section 9 of the *Local Government Act 2020*, to the extent practicable.

RELATED COUNCIL DECISIONS

Not applicable.

OPTIONS

Council could choose to undertake public advertisement of the Sheep Hills Hall.

SUSTAINABILITY IMPLICATIONS

Economic	The lease supports the Hall's operation, contributing to the local economy by providing a community venue and attracting visitors.
Social	The Hall promotes community engagement by offering a community venue and social interaction. The lease and the Hall provides stability for continued programs, attracting new members and enhancing the well-being of residents.
Financial	The lease clarifies rental and maintenance terms, supporting the Hall's financial sustainability. It will assist to maintaining the hall as a valuable community asset.

GENDER IMPACT ASSESSMENT

Not applicable.

RISK

Utilising the Risk Management Framework the following assessment has been made:

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	The Lease enables Council to meet its corporate governance and compliance obligations and reduces its liability risk.	Reduces Residual Risk Level
Reputational Risk - Residual Risk Level Low	The Lease Agreement enables the Sheep Hills Hall Committee to manage the facilities and have day-to-day control over the operation and upkeep of the Hall.	Reduces Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

CONFLICTS OF INTEREST

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

15.7 CAPITAL WORKS PROGRAM ALTERATIONS 2025-2026

Prepared by Isaac McPherson, Site Engineer

SUMMARY

This report outlines proposed modifications to the 2025-2026 Capital Works Program to address identified footpath issues. The recommended changes involve the reallocation of specific footpath segments to improve pedestrian safety across Yarriambiack Shire Council. The adjustments are informed by a holistic assessment of surrounding infrastructure, ensuring Council funds are allocated efficiently and in a manner that considers broader network condition, functionality, and long-term asset management priorities.

Recommended Motion:

That Council endorses the following changes to the Footpath Capital Works Program for the 2025-2026 financial year as follows:

- a) Remove 121m length and scope of the Stewart Street, Rupanyup footpath project;
- b) Add 135m length and scope of the Dyer Street, Rupanyup footpath project; and
- c) Accept the short fall of \$1,930 be sourced from the footpath maintenance budget.

ATTACHMENTS

Nil.

DISCUSSION

The Stewart Street, Rupanyup footpath was originally identified in line with the adopted footpath hierarchy, with the intent of improving connectivity between the north-east of the township and the town centre. At the time of initial assessment, the proposal met the relevant criteria for inclusion in the footpath upgrade program.

Subsequent site inspections and a review of customer request management (CRM) records have identified existing drainage constraints within the area. In particular, current kerb and channel conditions appear to influence local surface water behaviour, which requires further investigation and consideration before additional infrastructure is introduced.

The existing kerb profile is higher than the proposed footpath alignment. Delivering a compliant footpath under current standards would require careful management of surface levels. Without broader drainage adjustments, there is a likelihood of creating low points or altered flow paths, which may affect long-term asset performance and maintenance requirements.

Given these constraints, it is considered prudent to defer construction of the Stewart Street footpath until a comprehensive review of kerb and drainage conditions can be undertaken. Any future kerb modifications would also necessitate subsequent reconstruction or reinstatement of the footpath, resulting in inefficiencies if works were undertaken in advance.

To ensure effective use of resources, it is recommended that priority be redirected to the replacement of deteriorated asphalt footpaths on Dyer Street and Wood Street, adjacent to the school and swimming pool.

These existing paths are showing significant wear, including cracking and surface degradation. Upgrading these sections will deliver a safer, wider, and more accessible pedestrian network in areas of high usage, particularly for students and pool users. This reprioritisation is consistent with Council's strategic focus on safety, accessibility, and targeted asset renewal in high-demand locations.

Footpath projects to be added or lengthened:

ROAD NAME	LENGTH TO BE ADDED	FUNDING	BUDGET AMOUNT ADDED
Dyer Street Footpath (1.5m Concrete Footpath)	135m	GC	\$39,500
Total	135m		\$45,200

Projects to be removed or reduced:

ROAD NAME	TOTAL LENGTH	LENGTH TO BE REMOVED	FUNDING	BUDGET AMOUNT REMOVED
Stewart Street Footpath (1.5m Concrete Footpath)	121m	121m	GC	\$37,207.50
	121m	121m		\$47,172.30

Alteration Summary:

ACTIVITIES	REMOVED FROM CWP	ADDED TO CWP
Footpaths	121	135m
TOTAL COST	\$47,172.30	\$45,200.00

The \$1,930 shortfall from the alteration to be sourced from the operational footpath maintenance budget.



Image 1: Stewart Street Footpath Rupanyup



Image 2: Dyer Street Footpath Rupanyup

RELEVANT LAW

Section 10 of the *Local Government Act 2020* provides that subject to any limitations or restrictions imposed by the Act or any other Act, Council has the power to do all things necessary or convenient to be done in connection with the performance of its role.

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Healthy and Inclusive Community	- Develop and/or maintain strong partnerships to deliver high quality services and sustainable infrastructure to enhance the social health and wellbeing outcomes for all our residents. - Advocate, prioritise, and invest in infrastructure that supports an accessible, inclusive, and socially connected community to improve liveability.
A Resilient and Sustainable Natural Environment	Provide innovative solutions that meet the specific requirements of our community to enable compliance with the State Government Circular Economy policy.
A Council that serves its Community	- Undertake robust and transparent planning and risk management to ensure our organisation is sustainable now and into the future. - Embed good governance practices into all decision making. - Build trust through engaging with our community, delivering quality services and outcomes. - Consider a broad base of evidence before making decisions, ensuring value for money and responsive, innovative services and solutions are provided.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Asset Management Policy
	Asset Lifecycle Policy
Procedure	WorkflowMax Project and Financial Management Manual
	Customer Service Procedures
	Project Management Procedure
Guideline	Occupational Health and Safety and Wellbeing Guidelines
Plan	Asset Management Plan
	Footpath Hierarchy and Implementation Plan
Other	Risk Management Manual

OVERARCHING GOVERNANCE PRINCIPLES

This Council report has been prepared in accordance with, and to give effect to, the overarching governance principles articulated in section 9 of the *Local Government Act 2020*, to the extent practicable.

RELATED COUNCIL DECISIONS

26 March 2025 – Ordinary Council Meeting Minutes – Item 15.10 Capital Works Program Alterations 2024/25

Similar decisions have been made by Council in previous years and are likely to occur again as demand on the footpath network continues to grow. Footpaths can deteriorate rapidly, particularly toward the end of their service life. Where safety or condition issues are identified after the adoption of the Capital Works Program (CWP), amendments to the program may be required to ensure timely intervention and the continued provision of safe pedestrian infrastructure.

OPTIONS

- a) Retain the Capital Works Program as adopted, addressing identified safety concerns through interim measures where feasible until the next financial year.
- b) Amend the Capital Works Program (CWP) to redirect funding toward footpath sections that have been identified as higher priority due to condition, safety risk, and alignment with Council's footpath hierarchy and strategic objectives.

SUSTAINABILITY IMPLICATIONS

Economic	The removal of the Stewart Street footpath upgrade results in cost savings by avoiding construction in an area where existing kerb and drainage constraints would likely lead to inefficiencies, rework, and premature asset failure. Deferring the upgrade until the underlying kerb infrastructure can be addressed ensures better long-term value for money. Reallocating funding to the Dyer Street footpath, located adjacent to the school and swimming pool, directs investment toward a high-use area where the existing asphalt path is exhibiting deterioration. Upgrading this footpath will provide a safer and wider pedestrian route for students, families, and pool users, and better aligns with Council's asset renewal and risk-management objectives. Overall, the proposed changes ensure funding is targeted to locations with higher pedestrian demand and clearer long-term benefits, improving the effectiveness of the Capital Works Program.
Social	Prioritising the Dyer Street footpath will significantly improve pedestrian safety and accessibility in an area of high daily use. The route forms an important connection between key community facilities and is regularly used by students and recreational users. Deferring works on Stewart Street reduces the risk of compounding existing drainage issues that have already contributed to flooding impacts at adjoining properties. Ensuring that footpath upgrades proceed only once these underlying infrastructure issues are addressed supports safer outcomes for both residents and pedestrians. The proposed amendments support equitable access to community facilities and enhance pedestrian safety and comfort in priority locations.
Financial	Council would require obtaining or find a further \$1,930 in its budget for these works. The proposed amendments utilise much of the existing Capital Works Program budget and improve the allocation of funds toward higher-priority footpath assets, supporting efficient delivery without increasing overall expenditure.

COMMUNITY ENGAGEMENT

Council engaged directly with a resident who raised concerns about prioritising a footpath upgrade before resolving ongoing drainage issues in and around Stewart Street. The resident noted that, in its current state, the upgrade would offer limited benefit while these underlying issues remain.

Council considered this feedback in its assessment and adopted a broader infrastructure approach, recognising the need to address drainage and kerb issues before proceeding with footpath works to ensure more effective and sustainable outcomes.

GENDER IMPACT ASSESSMENT

Not applicable.

RISK

Utilising the Risk Management Framework the following assessment has been made:

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Occupational Health and Safety Risk - Residual Risk Level Low	Tripping hazards on proposed alteration footpaths rectified.	Maintains Residual Risk Level
Reputational Risk - Residual Risk Level Low	Through community consultation and further assessment, the proposed change will be well received in the township of Rupanyup.	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable

CONFLICTS OF INTEREST

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

15.8 GRANT MANAGEMENT POLICY

Prepared by Tammy Smith, Chief Executive Officer

SUMMARY

The Grant Management Policy establishes Yarriambiack Shire Council's framework for the application, acceptance, administration and acquittal of external grant funding. The policy supports Council's objective to actively pursue external funding opportunities while ensuring fiscal responsibility, transparency and compliance with legislative, governance and financial management requirements.

Recommended Motion:

That Council:

- a) Rescind the Grant Management Policy adopted on 24 May 2023; and
- b) Adopt the Grant Management Policy as attached to this report.

ATTACHMENTS

[Attachment: Grant Management Policy](#)

DISCUSSION

The Grant Management Policy has undergone its scheduled periodic review, including an extensive overhaul of the document. The policy has been restructured to more clearly articulate Council's high-level requirements for the management of externally funded grants.

The primary focus of the review was to clearly define roles and responsibilities and to outline the key stages of the grant lifecycle, from application through to acceptance, delivery and acquittal, at a high level to support consistent and compliant practice across the organisation.

RELEVANT LAW

Local Government Act 2020.

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Council that serves its Community	- Undertake robust and transparent planning and risk management to ensure our organisation is sustainable now and into the future. - Embed good governance practices into all decision making.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Project Management Policy
Plan	Long Term Financial Plan
Report	Annual Budget

Asset Lifecycle Policy

This Council report has been prepared in accordance with, and to give effect to, the overarching governance principles articulated in section 9 of the *Local Government Act 2020*, to the extent practicable.

RELATED COUNCIL DECISIONS

- 28 August 2019 – Ordinary Council Meeting Minutes – Item 13.4 Grant Management Policy and Guidelines
- 24 May 2023 – Ordinary Council Meeting Minutes – Item 15.6 Grant Management Policy

OPTIONS

The Councillors could choose not to adopt the attached Policy and request changes.

SUSTAINABILITY IMPLICATIONS

Financial	The Policy establishes a framework for applying for, accepting, and reporting on grant funding. It also supports effective oversight and the management of risks associated with grant funding and delivery. Supporting a financially sustainable framework.
Social	The Policy supports positive social outcomes by enabling Council to secure and deliver grant-funded initiatives that respond to community needs and priorities. It promotes transparency, accountability and equitable access through clear governance processes, ensuring funded projects benefit the broader municipal community and contribute to social wellbeing and inclusive service delivery.
Economic	The Policy contributes to economic sustainability by supporting the acquisition and effective management of external funding to deliver projects and infrastructure that stimulate local economic activity. Through structured planning, monitoring and reporting requirements, it ensures grant funding is used efficiently, aligns with strategic priorities, and supports long-term economic outcomes for the municipality.

COMMUNITY ENGAGEMENT

This Policy is not required to undertake community consultation as it is a governance function document.

GENDER IMPACT ASSESSMENT

Not applicable

RISK

Utilising the Risk Management Framework the following assessment has been made:

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	The Grant Management Policy establishes clear governance, approval, delegation and accountability requirements for all stages of grant management, including application, acceptance, administration and acquittal. It requires appropriate authorisations, record keeping (Grant Register and Funding Milestone Report), compliance with funding agreements, and adherence to legislative and policy requirements, reducing the likelihood of non-compliance or liability exposure.	Reduces Residual Risk Level
Financial Risk - Residual Risk Level Medium	The Policy requires oversight by the Chief Financial Officer, ongoing monitoring of funding milestones, accurate financial reporting, and compliance with Australian Accounting Standards and Council financial policies. These controls support proper budgeting, expenditure tracking, and timely acquittals, reducing risks associated with financial mismanagement, funding shortfalls or repayment obligations.	Reduces Residual Risk Level

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Program and Project Risk - Residual Risk Level Medium	The Policy assigns clear responsibility to Project Managers for delivery and requires structured planning, monitoring and reporting of grant-funded projects through milestone tracking and reporting frameworks. It also requires timely notification and approval for variations, supporting effective project delivery, risk management and alignment with agreed outcomes.	Reduces Residual Risk Level
Reputational Risk - Residual Risk Level Low	The Policy promotes transparency, accountability and proper governance in grant decision-making and administration, including clear approval pathways, record keeping and reporting obligations. This supports responsible stewardship of public funds and helps maintain community trust and confidence in Council operations.	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

CONFLICTS OF INTEREST

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

15.9 HERITAGE STUDY REVIEW

Prepared by Adam Moar, Manager Development and Environmental Services

SUMMARY

A review of the 2014 Heritage Study was a recommendation from the Planning Scheme Review that was undertaken in 2023, in addition was prompted by an increase in enquiries regarding properties incorrectly mapped within the Heritage Overlay where the corresponding Planning Scheme descriptions related to different properties.

The Heritage Study Review recommendations are consistent with the 2014 Study, however, have been updated to reflect new Department of Transport and Planning requirements for planning schemes, and to cater for buildings that have been demolished. It is proposed that this review be adopted by Council to inform a planning scheme amendment to implement its recommendations.

Recommended Motion:

That Council:

- a) Adopts the Yarriambiack Heritage Review prepared by David Helms Heritage Planning, Volumes 1, 2 and 3;
- b) Prepare a planning scheme amendment documentation based on the recommendations outlined in Volume 1 of the Yarriambiack Heritage Review; and
- c) Seek Authorisation from the Minister for Planning to amend the Yarriambiack Planning Scheme to implement the Yarriambiack Heritage Review.

ATTACHMENTS

[Attachment: Yarriambiack Heritage Review - Volume 1 - Key Findings and Recommendations](#)

[Attachment: Yarriambiack Heritage Review - Volume 2 - Thematic Environmental History](#)

[Attachment: Yarriambiack Heritage Review - Volume 3 - Heritage Citations](#)

DISCUSSION

In the Planning Scheme Review (the Review) undertaken in 2023 one of the recommended actions was to:

Review the Yarriambiack Heritage Study Stage 2 (2014) and implement the findings into the scheme in accordance with the requirements of PPN1: Applying the Heritage Overlay. Correct heritage overlay mapping errors identified in the 2004 Planning Scheme Review Report.

This recommendation formed part of the planning scheme amendment from the Review which created the Further Strategic Work section of Clause 74.02 of the Yarriambiack Planning Scheme.

David Helms, Heritage Planning prepared the Yarriambiack Heritage Study Stage 2 (2014) and also undertook this review.

The heritage provisions in the Yarriambiack Planning Scheme do not appear to have been updated substantially since it became operational on 25 November 1999.

The purpose of the Review was to:

- a) Prepare heritage citations for places of local significance currently included in the heritage overlay (HO).
- b) Review and update, as required, the heritage citations for places of potential local significance documented in the *Yarriambiack Heritage Study Stage 2* (2014).
- c) Review and prepare updates to, as required, the heritage protection framework in the Yarriambiack Planning Scheme.

- d) Prepare documentation for a planning scheme amendment (PSA) to implement the recommendations of the Review.
- e) A specific task is to ensure all local HO places have a statement of significance (SoS) in the appropriate Planning Practice Note 1: *Applying the heritage overlay* (PPN1) format to provide a sound basis for future management.

The attached documents are the final documents of the Review.

- a) Volume 1 details the 5 points above.
- b) Volume 2 includes minor updates to the version prepared for the Stage 2 Study 2014 having regard to the detailed research carried out for the Review and to ensure the information in relation to Traditional Owners is correct.
- c) Volume 3 contains all the citations requested for all the existing properties in the Heritage Overlay, and for the properties which had been recommended to be included.

The next stage of the project is to prepare the relevant planning scheme amendment documents to implement the recommendations out of the review. The changes to the planning scheme will include:

- a) Update the Municipal Planning Strategy and Planning Policy Framework in relation to heritage matters;
- b) Updating the Heritage Overlay Schedule to remove and add properties;
- c) Update the Heritage Overlay mapping to correct mistakes and to add relevant properties; and
- d) Create Statements of Significance for each site included in the Heritage Overlay.

A Council resolution to seek Authorisation from the Department of Transport and Planning will be required to formally commence this process.

RELEVANT LAW

- *Planning and Environment Act 1987*
- *Planning and Environment Regulations 2015*

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Resilient and Sustainable Natural Environment	• Advocate for responsible land use, with consideration for the natural environment.
A Council that serves its Community	• Consider a broad base of evidence before making decisions, ensuring value for money and responsive, innovative services and solutions are provided.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Other	Yarriambiack Planning Scheme

OVERARCHING GOVERNANCE PRINCIPLES

This Council report has been prepared in accordance with, and to give effect to, the overarching governance principles articulated in section 9 of the *Local Government Act 2020*, to the extent practicable.

RELATED COUNCIL DECISIONS

- 12 September 2012 – Ordinary Council Meeting Minutes – Item 11.6 Yarriambiack Heritage Study Stage 1
- 24 September 2014 – Ordinary Council Meeting Minutes – Item 11.4 Yarriambiack Heritage Study Stage 2

OPTIONS

The Heritage Study Review indicates there are errors in the current Yarriambiack Planning Scheme which need to be corrected. Council has a requirement through the *Planning and Environment Act 1987* to maintain the planning scheme.

By not implementing the recommendations from the review the planning scheme will continue to be out of date.

SUSTAINABILITY IMPLICATIONS

Economic	An up-to-date planning scheme provides certainty to property owners to understand the requirements around the use and development of their land.
Social	Community members hold a connection to the towns and locations in which they reside. Places listed in the heritage overlay for protection assist with this connection.
Environmental	The properties listed in the heritage overlay currently have controls in place for the installation of solar panels. This would be updated to remove many of these controls.
Climate Change	The properties listed in the heritage overlay currently have controls in place for the installation of solar panels. This would be updated to remove many of these controls.
Financial	Corrections to the planning scheme will remove the requirement for planning permit applications from some properties as they have been listed incorrectly. There will be additional properties listed in the heritage overlay that will trigger the requirement for a planning permit application. The heritage overlay does not prohibit development, but additional consideration must be undertaken for works to listed items.

COMMUNITY ENGAGEMENT

As part of the review, David Helms visited the Shire to view some of the properties that the previous study had identified as having significance. Not all properties needed to be visited.

Due to the scope of the project only selected properties were specifically consulted. The purpose of this consultation was to review the citation information that had been prepared for the building or site.

What the Review was not aiming to do is to actively seek additional places to add to the Heritage Overlay. To undertake a full heritage study, the time frame would have been longer, and higher budget allocation would have been needed. The original 2014 Heritage Study would have gone through this process.

As part of the brief for the review was the preparation of documents for a Planning Scheme amendment which are currently being drafted. Before we seek Authorisation from the Department of Transport and Planning to amend the planning scheme, Council will need to adopt the Heritage Study Review to form the basis of the Amendment.

Some concern had been raised that the notice given to property owners indicated the letters sent did not have submission closing dates, or when a date was provided it did not leave enough time for a suitable submission. While there were only a small number that raised this issue, further public notification will be undertaken as part of the Planning Scheme Amendment process, which is outlined below:

1. Authorisation through the Department of Transport and Planning;
2. Prepare for exhibition (within 40 days of receiving Authorisation);
3. Exhibition for a minimum of 30 days, will include a notice in the Government Gazette, notice in Public Notices, letters to property owners subject to changes (which will include properties going into or out of the Heritage Overlay, changes to exemptions or restrictions that will be introduced, citations that will form part of the planning scheme for a property);

4. Submissions, which will initially be considered by Council or be forwarded to a Planning Panel for consideration;
5. Adoption; and
6. Approval.

Volume 3 of the Review contains citations for each of the sites currently listed in the Heritage Overlay and the ones proposed to be listed. This will be on Council's website for anyone to view. Comments on the document can be made, and Council officers will collate the feedback. Formal submissions can be made on the planning scheme amendment once public exhibition has commenced, which could be late 2026.

GENDER IMPACT ASSESSMENT

Not applicable.

RISK

Utilising the Risk Management Framework the following assessment has been made:

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Political Risk - Residual Risk Level Low	Some property owners may not want their properties listed in the Heritage Overlay. The processes required for a planning scheme amendment allow for these comments to be considered by Council, and potentially by a Planning Panel, before the amendment is formally approved by the Minister for Planning.	Maintains Residual Risk Level
Strategy Execution and Change Management Risk - Residual Risk Level Medium	The heritage related sections of the planning scheme will be updated to comply with the requirements of the <i>Planning and Environment Act 1987</i> , and the form and content of planning scheme requirements set by the Minister for Planning.	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

- Ministerial Direction on form and content of planning schemes
- Planning Practice Note 95: Local heritage protection provisions

CONFLICTS OF INTEREST

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

16 COUNCIL REPORTS FOR NOTING

16.1 COMMUNITY SATISFACTION SURVEY 2026

Prepared by Tammy Smith, Chief Executive Officer

SUMMARY

Council participates in the Local Government Community Satisfaction Survey each year. This report provides an update on the 2026 results.

Recommended Motion:

That Council:

- a) Note the 2026 Local Government Community Satisfaction Survey for Yarriambiack Shire Council; and
- b) Note the results will be published on Council's website.

ATTACHMENTS

[Attachment: Community Satisfaction Survey 2026 – Yarriambiack Shire Council Report](#)

[Attachment: Community Satisfaction Survey 2026 – Yarriambiack Shire Council Tailored Report](#)

DISCUSSION

Background

Council participates annually in the Local Government Community Satisfaction Survey each year. The survey is conducted by the Department of Government Services on behalf of participating Councils. A minimum of 400 local residents and ratepayers in each municipality over 18 years of age are selected at random.

Council moved to a quarterly data capture process, opposed to an annual process for the 2023 year, and continued with this approach into the proceeding years.

Interviews were undertaken across Yarriambiack Shire Council. These interviews were conducted on a quarterly basis, via a telephone survey which collected direct feedback from the community about Council. It covered:

- Council's overall performance;
- Community consultation and engagement;
- Customer service; and
- Overall council direction.

In 2024 Council also introduced an additional question in relation to roads, to better understand and pinpoint what particular roads are an area of concern for residents. This additional question has been retained in the proceeding years.

Performance Across the Sector

Yarriambiack Shire scored 61 for overall Council performance. This was higher than the small rural shire average of 60 and the statewide average of 57.

Performance Across Yarriambiack Shire

Council improved in 11 of its 12 performance areas, while Customer Service remained unchanged.

Council matched or exceeded the small rural average in the following areas:

Overall Performance, Value for Money, Overall Council Direction, Recreational Facilities, Business, Community Development and Tourism, Community Decisions, Consultation and Engagement, and Lobbying.

Council scored below the small rural average in the following areas:

Customer Service, Waste Management, Elderly Support Services, and Sealed Local Roads.

In regard to the overall state average Council matched or exceeded in the following areas:

Overall Performance, Value for Money. Overall Council Direction. Elderly Support Services, Business, Community Development and Tourism, Community Decisions, Consultation and Engagement, and Lobbying.

Council scored below the state average in the following areas:

Customer Service, Recreational Facilities, Waste Management, and Sealed Roads.

Improvement Areas

Sealed local roads continue to score poorly at 42, seven points higher than 2025 and less than the small rural average of 48 and state average of 46.

In 2024 Council introduced an additional question to the survey, requesting residents identify the roads they were most concerned about.

When analysing the verbatim detailed comments in relation to the roads, it identified that majority of the concerns raised related to Vic Roads roads.

Whilst we recognise our roads require increased investment and continue to lobby both Commonwealth and State Government for further funding to address our renewal gap, it should be noted that our scoring also reflects the state of our surrounding Victorian Government owned, maintained and managed roads.

RELEVANT LAW

Local Government Act 2020.

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
An Innovative and Diversified Economy	• Advocate and support agriculture, economic development and investment in our region. • Proactively communicate and advocate to Government bodies, to deliver positive tourism outcomes for our community, capitalising on opportunities as they arise. • Advocate for continued and enhanced funding to enable strategic investment in our roads, footpaths, and associated assets to support tourism, economic development and social inclusion and connection across our Shire. • Understand, support and advocate for services and associated skilled workforces to unlock economic and community development opportunities across our Shire.
A Healthy and Inclusive Community	• Develop and/or maintain strong partnerships to deliver high quality services and sustainable infrastructure to enhance the social health and wellbeing outcomes for all our residents. • Advocate, prioritise, and invest in infrastructure that supports an accessible, inclusive, and socially connected community to improve liveability. • Plan for and support diverse housing options to meet community needs now and into the future. • Advocate and support community safety initiatives, that enhance community safety and the liveability of our communities.

Council Plan 2025 – 2029 Strategic Objectives	Priorities
	Promote and support volunteerism throughout our Shire, recognising that collaborative efforts can lead to enhanced outcomes for our communities.
A Resilient and Sustainable Natural Environment	- Advocate and strategically position Council to maintain and enhance water security and harvesting. - Advocate for responsible land use, with consideration for the natural environment. - Embed climate change action into everything we do with a focus on decreased emissions, heat reduction and emergency management preparedness. - Provide innovative solutions that meet the specific requirements of our community to enable compliance with the State Government Circular Economy policy. - Elevate community education and positive engagement experience as a key priority while performing regulatory functions. - Support community groups to deliver on the Sport and Recreation Strategy and Recreation Reserve Master Plan initiatives, in alignment with Council's policies
A Council that serves its Community	- Undertake robust and transparent planning and risk management to ensure our organisation is sustainable now and into the future. - Embed good governance practices into all decision making. - Advocate for our community, on matters that are important to the entire municipal district. - Build trust through engaging with our community, delivering quality services and outcomes. - Consider a broad base of evidence before making decisions, ensuring value for money and responsive, innovative services and solutions are provided. - Promote initiatives ensuring safety, respect, and equal opportunities for all genders, aiming to end family violence.

OVERARCHING GOVERNANCE PRINCIPLES

This Council report has been prepared in accordance with, and to give effect to, the overarching governance principles articulated in section 9 of the *Local Government Act 2020*, to the extent practicable.

RELATED COUNCIL DECISIONS

Not applicable.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

One of the overarching governance principles in section 9 of the *Local Government Act 2020* is that the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted.

There are no sustainability implications identified in this report.

COMMUNITY ENGAGEMENT

The survey is conducted annually by the Department of Government Services on behalf of participating councils. A minimum of 400 local residents and ratepayers in each municipality over 18 years of age are selected at random.

GENDER IMPACT ASSESSMENT

Not applicable.

RISK

Utilising the Risk Management Framework the following assessment has been made:

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Reputational Risk - Residual Risk Level Low	Council has reflected on the results of the Community Satisfaction Survey and will work to address each of the areas identified as lower than either the state or rural average.	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

CONFLICTS OF INTEREST

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

17 PERMITS ISSUED

List of permits issued in April 2026 is listed below for noting.

Recommended Motion:

That Council:

Note the permits issued by Council between 01 April 2026 to 30 April 2026.

Reference No	Description	Address	Date of Issue
Local Law Permits			
07-26	Conduct a festival – Sheep Hills ANZAC Day Dawn March	Sheep Hills	21/04/2026
08 -26	Conduct a festival – Warracknabeal ANZAC Day service	Warracknabeal	21/04/2026
Planning Permits			
PA20260092	Construction of a shed	Warracknabeal	23/04/2026
RRWP & APP Permits			
2026-2	Water Mains Replacement for GWM Water	Dungey Street	01/04/2026
2026-3	Water Mains Replacement for GWM Water	Gardiner Street	01/04/2026
2026-4	Water Mains Replacement for GWM Water	Jamouneau Street	01/04/2026
2026-5	Road Widening	Wyperfield Road	29/04/2026
Septic Tank Permits			
19226	Permit to Install Septic	Lascelles	30/04/2026
19126	Permit to Install Septic	Woomelang	29/04/2026
19026	Permit to Install Septic	Warracknabeal	22/04/2026

18 CLOSED DECISIONS TO BE RECORDED IN OPEN COUNCIL MEETING AGENDA

Nil.

19 URGENT BUSINESS

Business cannot be admitted as urgent business, other than by resolution of Council. Council must only admit business as urgent if the business:

- a) Cannot safely or conveniently be deferred until the next Council meeting; or
- b) Involves a matter of urgency, as determined by the CEO.

Councillors may ensure that an issue is listed on an Agenda by submitting a Notice of Motion in accordance with Governance rules, item 2.13.

If the CEO rejects the Notice of Motion, they must provide a response to the Councillor as outlined in 2.13 (e) of the Governance Rules.

20 NEXT MEETING

Wednesday 24 June 2026.

21 CLOSED

Council will close the Ordinary Meeting of Council and move to the Closed (Confidential) Meeting of Council. Noting the meetings will be considered as two separate meetings.

Recommended Motion:

That the Ordinary Meeting of Council is now closed at (time).

Council will now proceed to the Closed (Confidential) Meeting of Council.

SUMMARY CLOSED (CONFIDENTIAL) MEETING AGENDA

That, in accordance with sections 66(1) and 66(2)(a) of the *Local Government Act 2020*, the meeting be closed to members of the public for consideration of the following confidential items:

4.1 C357-2026 – Panel of Suppliers for General Concreting Services, Footpath Construction and Maintenance, and Kerb and Channel Works

This Agenda item is confidential information for the purpose of section 3(1) of the *Local Government Act 2020*:

- a) Because it is Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released (section 3(1)(a)); and
- b) This ground applies because the Agenda Item concerns the progress of ongoing contractual negotiations that would, if prematurely released, diminish the strength of Council's position in those negotiations.

4.2 Local Law Permit to Keep Excess Animals

This Agenda item is confidential information for the purpose of section 3(1) of the *Local Government Act 2020*:

- a) Because it is law enforcement information, being information that if released would be reasonably likely to prejudice the investigation into an alleged breach of the local law, or the fair trial or hearing of any person (section 3(1)(d)); and
- b) Because it contains personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs (section 3(1)(f));

This ground applies because the Agenda Item concerns personal information about a rate payer that would, if prematurely released, compromise Council's position in relation to the requirement to comply with the *Privacy and Data Protection Act 2014* and enforcement activities.

4.3 C368-2026 – Hopetoun Swimming Pool Major Repairs Contract Variation

This Agenda item is confidential information for the purpose of section 3(1) of the *Local Government Act 2020*:

- a) Because it is Council business information, being information that would prejudice Council's position in commercial negotiations if prematurely released (section 3(1)(a)); and
- b) This ground applies because the Agenda Item concerns the progress of ongoing contractual negotiations that would, if prematurely released, diminish the strength of Council's position in those negotiations.