



**Yarriambiack**  
SHIRE COUNCIL

# Minutes

## Ordinary Meeting of Council

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FEBRUARY 22, 2023  
COUNCIL CHAMBERS  
34 Lyle Street, Warracknabeal

*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.*

MEMBERS OF THE PUBLIC MAY VIEW THE MEETING VIRTUALLY VIA THE LIVESTREAM

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## **OUR VISION**

A connected rural community who values its land and wellbeing.

We will achieve this vision through:

- ✓ Supporting agriculture
- ✓ Strengthening business and tourism
- ✓ Staying connected through infrastructure
- ✓ Being a supportive Council
- ✓ Looking after our communities
- ✓ Being environmentally friendly

## **CONTINUOUS IMPROVEMENT**

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

## **LIVE STREAMING**

Council meetings will now be live streamed to allow those interested in viewing proceedings greater access to Council decisions and debate without attending the meeting in person.

## **1 WELCOME**

## **2 STREAMING PREAMBLE**

As the meeting Chair, I give my consent for this Open Council Meeting to be streamed live, recorded and published online.

Anyone who is invited to read out a question as part of item 13 – Public Questions will be recorded and their voice, image and comments will form part of the livestream and recording.

Anyone who submits a question as part of item 13 – Public Questions will have their name stated and recorded as part of the livestreaming and recording.

The Chair and/or the Chief Executive Officer have the discretion and authority at any time to direct the termination or interruption of livestreaming. 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 stream will stop prior to the closed section of the meeting.

The public can view this livestream 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 stream, the meeting will be adjourned until the issue is resolved or the meeting will be postponed to another time and date in accordance with Council's meeting procedures and Governance Rules.

## **3 ACKNOWLEDGEMENT AND PRAYER**

Mayor K Zanker to open the meeting at 9:30am by acknowledging the Indigenous Community and offering the opening prayer.

### **3.1 ACKNOWLEDGING TRADITIONAL OWNERS OF THE LAND**

'I would like to acknowledge that this meeting is being held on the traditional lands of the Wotjobaluk, Jaadwa, Jadawadjali, Wergaia and Jupagulk people, and I pay respects to their Elders, both past, present and emerging'.

### **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

Councillor Kylie Zanker Warracknabeal Ward

### COUNCILLORS:

Councillor Tom Hamilton Dunmunkle Ward

Councillor Corinne Heintze Dunmunkle Ward

Councillor Andrew McLean Hopetoun Ward

Councillor Chris Lehmann Hopetoun Ward

### OFFICERS:

Tammy Smith Chief Executive Officer

Tony Caccaviello Director Business Strategy and Performance

Gavin Blinman Director Community and Wellbeing

Rebecca Botheras Projects Coordinator

## 5 APOLOGIES OR REQUEST FOR LEAVE OF ABSENCE

Cr Karly Kirk - approved leave Warracknabeal Ward

Councillor Graeme Massey Warracknabeal Ward

## 6 CONFIRMATION OF MINUTES

### 6.1 MINUTES 25 JANUARY 2023 – ORDINARY MEETING

Minutes of the Ordinary Meeting of Council held on 25 January 2023 be taken as an accurate record and confirmed.

#### Recommended Motion:

That the minutes of the Ordinary Meeting of Council held on Wednesday 25 January 2023, as circulated be taken as read and confirmed.

#### Resolution:

Moved Cr T Hamilton Seconded Cr C Heintze

That the recommendation be adopted

**Carried**

## 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.
- 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
Cr Kylie Zanker	17.2 – Final Masterplan for ANZAC Park, Warracknabeal	Children are members of clubs, that are affiliated with ANZAC Park Warracknabeal.
Michael Evans, Director Assets and Operations	17.2 – Final Masterplan for ANZAC Park, Warracknabeal	Is a member and coach of a club that is affiliated with ANZAC Park Warracknabeal.

## 8 BUSINESS ARISING

### 8.1 BUSINESS ARISING FROM PREVIOUS MINUTES

### 8.2 ONGOING AND PENDING ACTION LIST

Council Meeting	Recommendation Action	Action Taken
23 March 2022	Request to upgrade sections of Nullan Road and Hemphills Road, Nullan	To be completed in the 2022/2023 budget year.
28 September 2022	Council to undertake a recycling collection service survey in October 2023	Task added to the Council Meeting and Forum Agenda Planner 2023.
26 October 2022	Request to upgrade access to 158 Wathe Reserve Road, Lascelles to be included in the 2023-24 Capital Works Program.	To be included in the adopted budget of Council as at 30 June 2023, for 23-24 Financial Year.
26 October 2022	Request to upgrade sections of Yarriambiack Drive and Coffeys Road to be included in the 2023-24 Capital Works Program.	To be included in the adopted budget of Council as at 30 June 2023, for 23-24 Financial Year.
23 November 2022 Item 13.2	Insurance claim pay out for storm damage at the Hopetoun Bowls Club second bowling green funds of \$97,166.66 to be held in Term Deposit for future first (primary) green replacement.	Term Deposit to be established and funds to be transferred. Account has been set up and money deposited. <b>Action Closed</b>
23 November 2022 Item 15.2	Request to install wombat crossing in Scott Street, Warracknabeal.	Council to commence applying for funding opportunities to pay for the installation of the crossing. Revisit proposal in 12 months' time (November 2023) if Council has been unsuccessful in securing funding.
25 January 2023 Item 17.2	Council officers to notify the landowners identified in the letter of request to upgrade Millers Road of the decision made at Council	Letter sent 31 January 2023. <b>Action Closed</b>

## 9 PETITIONS

Nil



## 10 CORRESPONDENCE

Outgoing		
Date	Recipient	Details
06/02/23	Lubeck Recreation Reserve Committee of Management	Letter of Support – Irrigation Project. Grant application Australian Cricket Infrastructure Fund.
11/02/23	Wimmera Development Association	Letter of Support – Wimmera Southern Mallee and Western Victoria REZ Transmission Upgrades.
22/02/23	Lake Marma Committee of Management	Letter of Support – Water Play Feature, GrainCorp Community Grant.

Incoming		
Date	Recipient	Details
09/02/23	Hopetoun P-12 College	Request for assistance with bus and school crossing supervisor shelters.

## 11 SPECIAL COMMITTEES

### 11.1 Audit and Risk Committee

[Attachment: Draft Minutes Audit and Risk Committee Meeting – 19 January](#)

**Recommended Motion:**

That Council note the Draft Minutes from the Audit and Risk Committee Meeting held on 19 January 2023.

**Resolution:**

Moved Cr T Hamilton Seconded Cr C Heintze

That the recommendation be adopted

**Carried**

### 11.2 Yarriambiack Tourism Advisory Committee of Council

Yarriambiack Advisory Committee of Council – Tourism held a meeting on 30 January 2023

[Attachment: Yarriambiack Tourism Draft Minutes – 30 January](#)

**Recommended Motion:**

That Council note the Draft Minutes from the Yarriambiack Tourism Advisory Committee of Council held on 30 January 2023.

**Resolution:**

Moved Cr C Heintze Seconded Cr C Lehmann

That the recommendation be adopted

**Carried**

### 11.3 West Vic Business – Yarriambiack Chapter Advisory Committee of Council

Yarriambiack Chapter Advisory Committee of Council – West Vic Business held a meeting on 13 February 2023 at Warracknabeal.

[Attachment: Draft Minutes West Vic Business – 13 February](#)

**Recommended Motion:**

That Council note the Draft Minutes from the West Vic Business – Yarriambiack Chapter Advisory Committee of Council held on 13 February 2023.

**Resolution:**

Moved Cr C Heintze Seconded Cr T Hamilton

That the recommendation be adopted

**Carried**

## 12 ACTIVITY REPORTS

### 12.1 MAYOR ACTIVITY REPORT – FEBRUARY 2023

Mayor Kylie Zanker – Warracknabeal Ward		
Date	Activity	Location
26 January	Attended Australia Day Breakfast Celebrations	Wallup
2 February	Attended welcome dinner with CEO Tammy Smith to welcome Jenny Masters CEO of Rural Northwest Health	Warracknabeal
3 February	Met with members of the Hopetoun Historical Society with CEO Tammy Smith	Hopetoun
	Attended CEO / Mayoral Catch up	Warracknabeal
	Attended Patchewollock Progress Meeting with CEO Tammy Smith	Patchewollock
8 February	Attended Council Forum	Warracknabeal
	Attended Commonwealth Government CHSP transition to Ageing In Place At Home Seminar	
10 February	Attended CEO / Mayoral Catch up	Warracknabeal
13 February	Attended Yarriambiack Youth Action Committee (YYAC) meeting	Warracknabeal
15 February	Attended as guest speaker at Willenbrina CWA Meeting	Warracknabeal
	Attended Warracknabeal Action Group (WAG) Meeting with guest speakers from Rural Flying Doctors Service (RFDS) and Casey Kosch First Aid	Warracknabeal
	Attended the LGPro Inclusive employment Summit	Nhill
17 February	Attended CEO / Mayoral Catch up	Warracknabeal
21 February	Attended Access and Inclusion Meeting	Warracknabeal

**12.2 COUNCILLOR ACTIVITY REPORTS – February 2023**

<b>Cr Andrew McLean – Hopetoun Ward</b>		
<b>Date</b>	<b>Activity</b>	<b>Location</b>
26 January	Attended Australia Day Breakfast Celebrations	Hopetoun
6 February	Attended Patchewollock Inc Meeting	Patchewollock
7 February	Attended Shire Footpath Hierarchy review	Patchewollock Speed Tempy
8 February	Attended Council Forum	Warracknabeal
14 February	Meeting with representatives from Hopetoun Parents Advisory Group (Early Years)	Hopetoun
15 February	Attended Beulah Progress Annual General Meeting	Beulah

<b>Cr Tom Hamilton – Dunmunkle Ward</b>		
<b>Date</b>	<b>Activity</b>	<b>Location</b>
8 February	Attended Council Forum	Warracknabeal
17 February	Attended Rail Freight Alliances Meeting	
26 February	Attended Australia Day Breakfast Celebrations	Minyip and Rupanyup
30 February	Attended Yarriambiack Tourism Meeting	

<b>Cr Graeme Massey – Warracknabeal Ward</b>		
<b>Date</b>	<b>Activity</b>	<b>Location</b>
26 January	Attended Australia Day Celebrations	Warracknabeal
30 January	Attended Yarriambiack Tourism Meeting	Warracknabeal
31 January	Attended Wimmera Mallee Tourism Meeting	Sea Lake
1 February	Attended Warracknabeal Court House to meet the artists-in-residence members	Warracknabeal
8 February	Attended Council Forum	Warracknabeal
14 February	Attended Warracknabeal Action Group (WAG) public meeting	Warracknabeal
16 February	Grampians Tourism Industry Forum	Dunkeld

Cr Chris Lehmann – Hopetoun Ward		
Date	Activity	Location
26 January	Attended Australia Day Event	Woomelang
30 January	Attended Yarriambiack Tourism Advisory Committee	
8 February	Attended Council Forum	Warracknabeal
9 February	Attended Shire Footpath Hierarchy review	Hopetoun
14 February	Meeting with representatives from Hopetoun Parents Advisory Group (Early Years)	Hopetoun
	Attended Shire Footpath Hierarchy review	Beulah
15 February	Attended Beulah Progress Association Annual General Meeting	Beulah
	Attended NBN Meeting update	Hopetoun

Cr Corinne Heintze – Dunmunkle Ward		
Date	Activity	Location
26 January	Attended Australia Day Celebrations	Murtoa
1 February	Attended Minyip Progress Association	Minyip
8 February	Attended Council Forum	Warracknabeal
20 February	Attended Yarrilinks Meeting	
21 February	Attended Footpath Hierarchy Community Consultation	Minyip

Cr Karly Kirk – Warracknabeal Ward		
Date	Activity	Location
	On approved leave	

**12.3 CHIEF EXECUTIVE OFFICER ACTIVITY REPORT – February 2023**

<b>Tammy Smith</b>		
<b>Date</b>	<b>Activity</b>	<b>Location</b>
26 January	Australia Day – Beulah Celebrations	Beulah
27 January	CEO and Mayor Weekly Catch Up	Warracknabeal
30 January	Wimmera Southern Mallee Commonwealth Games Working Group	Online
30 January	Public Libraries Victoria Meeting	Online
30 January	Yarriambiack Tourism Meeting	Warracknabeal
31 January	Rural North West Health Annual General Meeting	Warracknabeal
31 January	Disaster Ready Fund – Rural Councils Victoria Webinar with Emergency Management Victoria	Online
01 February	CEO and State Government Forum	Online
01 February	Artist in Residency Warracknabeal Courthouse	Warracknabeal
02 February	Wimmera Southern Mallee Regional Partnerships Meeting	Horsham
02 February	Attended welcome dinner with Mayor Kylie Zanker to welcome Jenny Masters CEO of Rural Northwest Health	Warracknabeal
06 February	Patchewollock Inc Meeting	Patchewollock
08 February	Council Forum	Warracknabeal
09 February	Presentation AusNet	Online
09 February	Meeting with members of TownScape Committee	Warracknabeal
09 February	Meeting with Department of Social Services (Federal)	Online
09 February	Meeting with Hopetoun Cabin owners	Hopetoun
09 February	Meeting with representatives from Southern Mallee Kart Club	Hopetoun
13 February	Youth Council Meeting	Warracknabeal
13 February	West Vic Business Yarriambiack Chapter Meeting	Warracknabeal
14 February	Meeting with representatives from Hopetoun Parents Advisory Group (Early Years)	Hopetoun
15 February	LGPro Diversity Matters Job Summit	Nhill
15 February	Rupanyup Recreation Reserve Committee Meeting	Rupanyup
16 February	Grampians Tourism Industry Forum	Dunkeld
17 February	Local Pathways Project Control Board Meeting	Online
20 February	Meeting with Representatives of Woomelang Units Assets Committee of Council	Woomelang
21 February	Wimmera Mallee Tourism Economy Working Group Meeting	Online



## 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 Chief Executive Officer 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 Officer is to respond.

### **13.1 Questions Submitted**

No public questions submitted.

## 14 COUNCILLOR REPORTS

### 14.1 Mayor's Update

***Prepared by: Mayor Kylie Zanker***

It has been a busy start to the new year with several activities to report as highlighted below:

#### ***Advocacy and Funding***

##### **Pre-Prep Rolling Out in Regional Victoria**

Our Council welcomed the announcement by the Andrews Labour Government to roll out 30 hours of free, Pre-Prep (4 Year Old Kindergarten). Yarriambiack Shire is to be included in the first tranche commencing in 2025. We have commenced discussions with the Department of Education regarding infrastructure required to support the roll out. The discussions have been positive, and we look forward to the successful roll out of the program.

This is exciting times for our Shire, with the Pre-Prep announcement complementing the fully funded State Government integrated early years centre, incorporating childcare to be built in Murtoa and open by January 2025.

##### **Early Years Strategy**

Council has engaged Racheal Williams, co-founder of Local Logic Place to be our lead consultant for the development of the Yarriambiack Early Years Strategy 2023 – 2027. This document will outline the future direction of Council's efforts in the early years space, identifying current and future opportunities and challenges that face our families.

We are facing several challenges such as ageing infrastructure, decreased volunteerism and workforce shortages in early childhood education, but we are looking forward to many exciting opportunities for our Shire and region. As a Council we acknowledge that a significant investment into early years ensures our youngest residents, and their families are provided with the best possible start to life. Council, in conjunction with Racheal will be engaging with residents via an online survey and community consultation sessions throughout the shire. Confirmed dates for community consultation sessions will be promoted through the school newsletters, local newspapers and radio, as well as Council's website, social media and early years communication portals. We encourage our community to come along to the sessions and complete the online survey as it is important to ensuring your voice is heard and reflected in our future strategic direction.

##### **Digital Literacy for Seniors**

Council has been advised that we will receive funding of \$12,314 to assist Council to conduct targeted, hands-on digital training programs through public libraries for older members of the community during 2023. This program is aimed at enhancing digital literacy and supporting our older members of the community to develop their skills and confidence. Council Officers will commence planning a program, that will be rolled out across our Shire in the coming months.

##### **Community Transport**

We are currently collaborating with Rural Northwest Health, West Wimmera Health Service, Woomelang Bush Nursing Hospital, Mallee Track, Woodbine, Centre for Participation and the Royal Flying Doctors Service to develop an information brochure, which will highlight the Community Transport options available across our Shire. We aim to distribute the brochure to all households within our Shire by mid-March.

We are also strongly advocating and working with the Royal Flying Doctors Service to explore expanding and enhancing their services across our Shire. We recognise there is a need and wish to partner with a health service provider who specialises in the delivery of such services.

### **Wombat Crossing Update**

Council has removed six car parks from Scott Street in response to the petition received from the community requesting the installation of Wombat Crossings.

Due to the risks identified through the petition process, and Councillors endorsing the support of the Wombat Crossings, the Council was required to act to ensure the communities safety and mitigate the risk of someone being injured. Therefore, the removal of the carparks was deemed the most responsible course of action, in response to the communities' concerns.

Council was also required to ensure vehicles could not park within 20 metres of the approach side of a pedestrian (zebra) crossing that is not an intersection.

Council Officers have submitted an expression of interest in late December to the Department of Transport under the Safe System Pedestrian Program to fund the installation of the Wombat Crossings. We are currently awaiting an outcome.

### **Projects**

#### **Early Years Three-Year-Old Building Warracknabeal**

Council has experienced several delays with the construction of the new Three-Year-Old Building at our Early Years site in Werrigar Street, Warracknabeal. The building works are close to completion, with it expected to be complete by March. However, before the building can be occupied, drainage works across the whole site need to be completed, to protect both the new build, but to also mitigate the risk of further water damage to our existing buildings on the site. The landscaping and installation of the early years outdoor play space will also require construction. It is not envisaged that the three-year-old program will be operating from the new site until term four, 2023, at the earliest.

#### **Tourist Information Centre Warracknabeal**

The Tourist Information Centre is awaiting the painting maintenance, which will allow the mural to be completed. The carpet is to be laid prior to reopening. We are aiming for the centre to be re-opened in March, with final cabinets and other incidentals being installed around opening hours. Focus will then move to renovating the public amenities building at the site, once the Tourist Information Centre is complete. New outdoor tables will also be ordered for the site, so members of the public can enjoy the shaded space in the Tourist Information Centre precinct.

#### **Caravan Parks Update**

The cabins at our Warracknabeal and Hopetoun Caravan Parks are now complete, and Council Officers have ordered the furniture for the fit out of the Warracknabeal cabins. The Hopetoun Cabins furniture is in the process of being finalised.

We estimate that the cabins will be open by mid-March, however it is dependent on furniture delivery timeframes.

The revamping of the camp kitchens at both Hopetoun and Warracknabeal will be complete by late March, and the construction of the new amenities block at Warracknabeal Caravan Park has been delayed and is in the building approvals phase. A construction date is yet to be finalised.

Council Officers are currently seeking quotation from consultants for the Master Planning of the Hopetoun Caravan Park, which will incorporate a review of land use surrounding the Hopetoun Scout Hall and Bowling Club. The aim is to enhance infrastructure to support

regional events, such as the Hopetoun Bowls Carnival, that draws people from across Victoria, and neighbouring states to participate in the weeklong event.

**Rupanyup Community Library Precinct**

This project is progressing well, with the final plans and tender documents to be complete by late February, with the tender to be released by early March. Council is aiming to appoint a contractor by May, and works are scheduled to be complete by December 2023.

This is an exciting project, that will enhance community connection in our Shire. The plans will be available on our website for public viewing once finalised. We thank the community for your feedback on this project during the community consultation process.

**Hopetoun Old School Site**

The Feasibility Study and Business Case consultation process has commenced, with the Hopetoun Old School Site Advisory Committee of Council nominated to lead the community consultation process. The final documents will be complete by 30 June 2023, that will provide Council with a clear direction to seek funding for the future development of the site.

***Community Consultation and Master Plans*****Master Plans**

The Murtoa Recreation Reserve and ANZAC Park Master Plans are now complete. Council is working with the communities across Murtoa, Hopetoun, Warracknabeal and Minyip to establish community engagement steering committees for the future planning and development of Murtoa's Rabl Park, Hopetoun Recreation Reserve, Warracknabeal Recreation Precinct (Stadium, Skatepark and Council Offices area), and the Minyip Recreation Reserve. The community will be invited to provide input into the strategic planning for each site.

**Community Consultation – Footpath Hierarchy**

Council will complete its community consultation sessions for the input and review of our Footpath Hierarchy on 21 February. The feedback will also be shared and incorporated, where applicable, into our Access and Inclusion Plan review. We thank the community members who attended the pop-up sessions in townships and have so far completed the online survey.

***Local Government Inspectorate***

The Local Government Inspectorate visited with Councillors on Wednesday 08 February and presented the findings from their review of documentation and processes, that was conducted in response to the 2019 Protecting Integrity – Yarriambiack Shire Council Investigation. The review assessed if Council had delivered on their commitment to address the significant number of recommendations in the 2019 report.

The Local Government Inspectorate found there was significant governance and culture improvements, and commended the CEO (former and present), the Council executive, Councillors and staff for their commitment to resourcing and willingness to accept and adapt to the changes.

This is a positive outcome for our Council and Community, and can provide reassurance to our residents that our Council is invested and committed to good governance.

A link to the full Media Release can be found on our website as part of the attachments to this agenda.

## **15 REPORTS FOR DECISION – OFFICE OF THE CHIEF EXECUTIVE OFFICER**

Nil reports.

## 16 REPORTS FOR DECISION – DIRECTORATE OF BUSINESS STRATEGY AND PERFORMANCE

Organisational Performance Responsibilities	Corporate Services Responsibilities	Community Strengthening and Engagement Responsibilities
<ul style="list-style-type: none"> <li>• Human Resources</li> <li>• Records (Information Management)</li> <li>• Information Communication Technology</li> <li>• Governance</li> <li>• Risk</li> <li>• Audit and Planning</li> <li>• Occupational Health and Safety</li> <li>• Corporate System Administration (Happy HR, AvePoint, RelianSys, Learning Management System)</li> </ul> <p>Manager Organisational Performance delegated roles:</p> <ul style="list-style-type: none"> <li>• Return to Work Coordinator</li> <li>• Freedom of Information Officer</li> <li>• Privacy Officer</li> <li>• Welfare Officer</li> </ul>	<ul style="list-style-type: none"> <li>• Payroll</li> <li>• Accounts Payable</li> <li>• Procurement and Contracts</li> <li>• Debtors</li> <li>• Insurance</li> <li>• Rates</li> <li>• Corporate Planning (Performance Reporting)</li> <li>• Corporate System Administration (Property, Rating, Animal Management, Infringement, Financial, Happy HR Payroll, Website)</li> </ul> <p>Manager Corporate Services delegated role:</p> <ul style="list-style-type: none"> <li>• Principal Accounting Officer</li> </ul>	<ul style="list-style-type: none"> <li>• Libraries</li> <li>• Customer Service</li> <li>• Events Support and Internal Event coordination</li> <li>• Business and Community Support</li> <li>• Economic Development</li> <li>• Tourism</li> <li>• Community Development</li> <li>• Housing</li> <li>• Stakeholder Engagement</li> </ul>



## 16.1 Investment Policy

***Prepared by Tony Caccaviello, Director Business Strategy and Performance***

### SUMMARY

The Council's Investment Policy was adopted on 23 October 2019, with a review period of three years.

The policy has been reviewed and revised, ensuring compliance with the Local Government Act 2020, specifically section 101, the Financial Management Principles.

#### **Recommended Motion:**

That Council:

- a) Adopt the revised Investment Policy as attached to this report.

#### **Resolution:**

Moved Cr C Lehmann Seconded Cr C T Hamilton

That the recommendation be adopted

**Carried**

## ATTACHMENTS

[Attachment: Investment Policy](#)

## DISCUSSION

The Policy has been reviewed and updated to reflect the requirements outlined in Section 101 of the *Local Government Act 2020*.

The Policy outlines;

- How Council funds will be invested.
- How Council will consider its cash position and its future outgoings when making investment decisions.
- The considerations made regarding the credit rating of an institution, and
- The interest rate and term of investment along with the types of investments, and how those factors will be incorporated into the decision-making process.

## RELEVANT LAW

- a) Section 101, *Local Government Act 2020* Financial Management Principles
- b) In accordance with Section 103 of the *Local Government Act 2020*, Council will invest only:
  - in Government securities of the Commonwealth; and
  - in securities guaranteed by the Government of Victoria; and
  - with an ADI; and
  - with any financial institution guaranteed by the Government of Victoria; and
  - in any other manner approved by the Minister, either generally or specifically, to be an authorised manner of investment for the purposes of this section.
  - on deposit with an eligible money market dealer within the meaning of the Corporations Act; and

- in any other manner approved by the Local Government Minister, either generally or specifically, to be an authorised manner of investment.

## COUNCIL PLANS AND POLICIES

- Council Plan 201-2025, Strategic Objective 4: A Council who serves its community.
- Risk Management Manual

## RELATED COUNCIL DECISIONS

23 October 2019 – Investment Policy adopted.

## OPTIONS

Councillors could make further recommendations relating to investment activities for inclusions to the Policy, however the recommendations would need to meet the requirements of the *Local Government Act 2020*.

## SUSTAINABILITY IMPLICATIONS

*Economic* – The considerations outlined in the Policy ensures Council Officers can respond to the economic conditions in a fiscally responsible manner and in the best interest of Council.

*Financial* – The considerations outlined in this policy take a conservative approach to ensuring responsible investment activities of Council.

## COMMUNITY ENGAGEMENT

The Investment Policy is a governance document that is prescribed by requirements outlined in the *Local Government Act 2020*. This document does not require community consultation.

## GENDER IMPACT ASSESSMENT

Not applicable for this policy.

## RISK

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

<b><i>Strategic Risk Description and Residual Risk Level</i></b>	<b><i>Action to Mitigate/Reduce Risk</i></b>	<b><i>Does Action maintain or reduce Residual Risk Level</i></b>
Financial Risk - Residual Risk Level Medium	The Investment Policy ensures Council can respond to the economic conditions in which it operates and is fiscally responsible, whilst also ensuring compliance with the Local Government Act 2020.	Maintains Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	The Investment Policy complies with the requirements of the Local Government Act 2020, and ensures investments meet the definition of Section 103 of the Act.	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.

## 16.2 Rupanyup Streetscape Masterplan

*Prepared by Tom Huf, Community and Economic Development Officer*

*Presented by Tony Caccaviello, Director Business Strategy and Performance*

### SUMMARY

Cromie Street, Rupanyup is a unique streetscape with its central median strip, trees, historical shopfronts and silo art. The need to plan for future projects, address a number of issues, and to properly plan projects and unlock the potential of Cromie Street has led to the development of the Rupanyup Streetscape Masterplan (also referred to as the Masterplan in this report).

This report intends to present the Final Rupanyup Streetscape Masterplan to Council for consideration and endorsement.

#### **Recommended Motion:**

That Council:

- a) Adopt the Rupanyup Streetscape Masterplan; taking into account that further community consultation will be required regarding parking, traffic redirection, demonstration crops and landmarks as outlined in the body of this report; and
- b) Authorises the Chief Executive Officer to explore and negotiate funding opportunities for the implementation of the Rupanyup Streetscape Masterplan.

#### **Resolution:**

Moved Cr T Hamilton Seconded Cr C Heintze

That the recommendation be adopted

**Carried**

### ATTACHMENT

[Attachment: Rupanyup Streetscape Masterplan Design Report](#)

### DISCUSSION

This Masterplan envisions the cohesive integration of new and existing elements along Cromie Street, Rupanyup - all the way from the Southern gateway, past the Silo Art, to the Northern gateway.

Proposed key moves have been developed to enhance the regional identity of the town for economic reasons, while also providing beautiful social and environmental spaces that improve the wellbeing of local people.

Site visits and community workshops to inform the plan were conducted and well attended by the Rupanyup community. The Rupanyup Streetscape Masterplan was also made available publicly on Council's website for public comment.

In particular, areas of concern prioritised in the Masterplan were the preservation of the Silo Art and the rejuvenation of this space, and addressing the deterioration of the trees of historical significance to the community.

An arborist report was commissioned as part of the consultation process which assessed the health of all trees within the central median strip. Recommendations around a staged replacement of these trees to address the risk to public safety as well as for the overall betterment of the streetscape have been included in the Masterplan.

Significant consideration was given to several outcomes as part of the Masterplan, including

- the aesthetic of the streetscape,
- wayfinding to demonstrate tourism assets, attractions and the history of Rupanyup
- promoting more visitation and access to local businesses
- honouring the history of Rupanyup
- better activating the space around the silo art
- slowing traffic and improving road safety through Cromie Street and surrounds.

Several suggestions were made regarding parking and the activation of more green space, demonstration crops and entrance landmarks. These received mixed responses as part of the community consultation. As such these have been earmarked as projects that would require more analysis and community consultation as part of project planning, though the intended outcomes to add to the tourism assets and visitation are generally supported.

Suggestions have also been made regarding the redirection of traffic, providing for 3 options as well as the provision for a roundabout on the northern end of the median strip. Further consultation with regulatory authorities would be required however giving consideration to the impact on traffic and safety, particularly for trucks travelling down, or entering/exiting Cromie Street.

The Rupanyup Streetscape Masterplan includes costings for the recommendations made as part of the Masterplan. These have been divided into different project areas, allowing for a staged approach to delivering on the Masterplan. It is recommended that the highest priorities be restoring the Silo Art which has faded since its creation, and the phased replacement of the trees in the central median strip.

Following the development of the Rupanyup Street Scape Masterplan, a Quantity Surveyor has costed the Masterplan at \$3,292,137. The table below summarizes the indicative costings:

Description	Total
Part 1 – Tree Removal and Replacement	\$183,525
Part 2 – Gateway	\$426,940
Part 3 – Silo	\$434,962
Part 4 – Civic Space	\$954,851
Part 5 – Bush Walk	\$1,251,159
Part 6 – Additional items	40,700
<b>TOTAL PROJECT COST</b>	<b>\$3,292,137</b>

#### RELEVANT LAW

Not applicable

#### COUNCIL PLANS AND POLICIES

- Rupanyup Community Action Plan
- Council Plan 2021-2025

## RELATED COUNCIL DECISIONS

Council meeting minutes – 29<sup>th</sup> June 2022 – adoption of 2023-23 budget including budget for streetscape planning.

## OPTIONS

- a) Council could choose to reject the recommendation and request further community consultation be undertaken on the Rupanyup Streetscape Masterplan.

## SUSTAINABILITY IMPLICATIONS

Economic – development of the Masterplan gives consideration to projects in Cromie Street, Rupanyup that can boost economic outcomes for the town. In particular, it gives Council and community groups the strategic direction to increase visitation and the activation of space for new or existing businesses within Cromie Street.

Social – the Masterplan provides strategic direction for activating more space within Cromie Street for gathering places for locals, adding to social connectedness.

Environmental – the Masterplan gives consideration and expert advice to the health of the trees and other horticulture within Cromie Street to ensure their sustainability.

Financial – fully implementing the Rupanyup Streetscape Masterplan is going to require an indicative investment of \$3,292,137.

## COMMUNITY ENGAGEMENT

In consultation with the Rupanyup Progress Association, two community consultation sessions were held with the consultants. A number of different approaches were taken including holding a 'drop in centre' for more 'one-on-one' discussion as well as small and large group sessions. Attendance via video conference was also made available.

Community consultation sessions were advertised through the Rupanyup Progress Association, Council's website and social media, newspaper ads and a letter drop.

Following the final draft, the Masterplan was made available on Council's website for public comment. Survey results were analysed and further amendments were made to reflect the differing views on some elements of the Masterplan.

## GENDER IMPACT ASSESSMENT

<b>Gender Impact Assessment (GIA)</b>		<b>Status</b>
Does this Council report recommendation		YES <input checked="" type="checkbox"/>
a) Introduce a new policy, program and/or service; or		A GIA has been completed.
b) Is it a review of a policy, program and/or service;		NO <input type="checkbox"/>
that directly and significantly impacts the public?		A GIA is not required.
Link to Gender Impact Assessment		GIA – Rupanyup Streetscape Masterplan

**RISK**

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

<b><i>Strategic Risk Description and Residual Risk Level</i></b>	<b><i>Action to Mitigate/Reduce Risk</i></b>	<b><i>Does Action maintain or reduce Residual Risk Level</i></b>
Program and Project Risk - Residual Risk Level Medium	The development of the Rupanyup Streetscape Masterplan has identified the communities prioritised projects backed by strategic planning, which will guide Council's project priorities listing and provide direction for required funding applications for future infrastructure investment.	Reduces Residual Risk Level
Reputational Risk - Residual Risk Level Low	Developing a Masterplan for the Rupanyup Streetscape shows Council's commitment to working with the Rupanyup Community to identify Priority Projects and subsequently have a strategic plan in place to guide future infrastructure investment.	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 REPORTS FOR DECISION – DIRECTORATE OF ASSETS AND OPERATIONS

Operations Responsibilities	Assets Responsibilities	Development Services Responsibilities
<ul style="list-style-type: none"> <li>Town Maintenance</li> <li>Capital Works and Maintenance Programs-Roads, footpaths, kerb and Channel, Bridges and Culverts</li> <li>Parks and Gardens Gravel Pits</li> <li>Plant &amp; Equipment</li> <li>Transfer Stations</li> <li>Caravan Parks</li> </ul>	<ul style="list-style-type: none"> <li>Aerodromes</li> <li>Technical</li> <li>Services Asset</li> <li>Engineer Asset</li> <li>Inspectors</li> <li>GIS</li> </ul>	<ul style="list-style-type: none"> <li>Planning</li> <li>Building</li> <li>Projects</li> <li>Sustainability and Environment</li> <li>Transfer Station Compliance</li> </ul>

### 17.1 PERMITS ISSUED BY ASSETS AND OPERATIONS DIRECTORATE

#### Recommended Motion:

That Council:

Note the permits issued by Council between 1 January and 31 January 2023

#### Resolution:

Moved Cr C Lehmann Seconded Cr A McLean

That the recommendation be adopted

**Carried**

Reference No	Description	Address	Date of Issue
<b>Building Permits</b>			
BLD20220323	Shed	Woomelang	04/01/2023
<b>Planning Permits</b>			
TP33-22	Dwellings	Woomelang	6/01/2023
TP55-22	Storage Shed	Warracknabeal	30/01/2023
TP56-22	Dwelling	Beulah	30/01/2023
TP58-22	Illuminated Promotion Sign	Hopetoun	30/01/2023
<b>Road Reserve Works &amp; Asset Protection Permits</b>			
No permits issued in January			

Conflict of Interest declared by Cr Kylie Zanker and Michael Evans, Director Assets and Operations. Cr Kylie Zanker and Director Michael Evans left Council Chambers at 9:45am

## 17.2 Final Masterplan for ANZAC Park, Warracknabeal

*Prepared and presented by Rebecca Botheras, Projects Coordinator*

### SUMMARY

The ANZAC Park Trustees had previously sought Council's assistance with funding and support to develop a Masterplan for ANZAC Park Warracknabeal (also referred to as the Masterplan in this report). The ANZAC Park Recreation Reserve is positioned on Crown Land which is managed on behalf of the Department of Energy, Environment and Climate Action (DEECA) by the DEECA appointed Committee of Management (ANZAC Park Trustees), and as such is not a Council asset.

Within the ANZAC Park Precinct, several facilities are nearing the end of their lifecycle, are non-compliant to current facility standards and/or are no longer meeting the needs of user groups and require strategic decision-making and investment over coming years.

Subsequently, the ANZAC Park Warracknabeal Masterplan was developed in close consultation with the Warracknabeal Community, via community surveys, site walkaround, workshops with user groups and Council Staff, and one-on-one phone calls with key stakeholders.

This report intends to present the Final ANZAC Park Warracknabeal Masterplan to Council for consideration and endorsement.

### Recommended Motion:

That Council:

- a) Adopt the ANZAC Park Warracknabeal Masterplan; and
- b) Authorises the Chief Executive Officer to commence negotiations to seek funding opportunities for the implementation of the ANZAC Park Warracknabeal Masterplan.

### Resolution:

Moved Cr T Hamilton Seconded Cr C Heintze

That the recommendation be adopted

**Carried**

## ATTACHMENTS

[ANZAC Park Warracknabeal Master Plan](#)

## DISCUSSION

ANZAC Park is located on the south side of the Warracknabeal Township and is the largest community recreation space in Warracknabeal. The facility is located on Crown Land and is used by residents as a sporting precinct, as a recreational open space and for community events. ANZAC Park is also home to 12 user groups who utilise various aspects of the reserve for varying functions across the year. The user groups are:

- ANZAC Park Trustees
- Warracknabeal Swimming Pool
- Warracknabeal Swimming Club

- ANZAC Park Tennis Club
- Warracknabeal Community Centre
- Warracknabeal Cricket Club
- Dance Now
- Warracknabeal Fire Brigade
- Warrack Eagles Football Netball Club
- Warracknabeal Hockey Club
- Warracknabeal RSL
- Playgroup

Sport and active recreation, as a participant, volunteer or spectator plays a major role in the lives of many people in the Warracknabeal community. These activities provide opportunities for physical fitness, social interactions, enjoyment, and the creation of town pride. Therefore, this indicates the importance of having adequate facilities to encourage continued participation in sport and active recreation, but also to support community events providing opportunities for social connection.

A 10-year strategic Masterplan has been developed with the input from user groups, Council Staff, a variety of key stakeholders including Government agencies and State Sporting Associations, and the broader community to ensure ANZAC Park can continue to cater for the existing needs of the community, and the future demands placed upon it.

This strategic Masterplan identifies several priorities that the Warracknabeal Community believe are of critical importance in ensuring sustainability and the continuation of quality sport and active recreation opportunities, as well as general community events. The Warracknabeal Community will use this strategic Masterplan to guide their decision-making in relation to infrastructure developments over the next 10 years.

Proposed developments at ANZAC Park have been identified and prioritized based on several factors including their alignment with the vision for the site, which is:

- "To reflect its history as an important regional sports ground, but function as a central hub for the community sport and recreation in Warracknabeal.
- To maintain in balance – facilities that serve people from a broad range of age groups and abilities, for unorganized and club competition sport and recreation, and natural elements that provide shelter and shade, restorative values, and habitat for high-quality landscape amenity.
- To consider environmental sustainability in relation to building and ground management, playing and traffic surfaces and asset development".

The key recommendations and infrastructure investment priorities at ANZAC Park following community and stakeholder consultation are:

1. Demolish and rebuild the Swimming Pool Changerooms / Toilets
2. Construction of two new netball courts with lighting and player shelters
3. Construction of six tennis courts (2 multi-lined with netball) and lighting
4. Construction of football changeroom facilities
5. Redevelopment of the existing Community Centre
6. Construction of Female Friendly Netball & Tennis Changeroom Facilities

Following the development of the ANZAC Park Masterplan, a Quantity Surveyor has costed the Masterplan at \$16,784,000. The table below summarizes the indicative costings:

Description	Total
Short Term Priorities	\$3,159,000
Medium Term Priorities	\$7,015,000
Long Term Priorities	\$2,573,000
Design Contingency, Cost Escalation, Construction Contingency	\$3,450,000
Consultants Fees, Council Internal Costs, FF&E to new buildings, Authority Approval Fees	\$587,000
<b>TOTAL PROJECT COST</b>	<b>\$16,784,000</b>

Additional infrastructure investment priorities, the Implementation Plan and Quantity Surveyor Cost Plan are outlined in the Final Masterplan document.

The overall intention of this masterplan is to have a 10-year implementation period, and aims to seek external funding, and partner with organisations and the community to achieve the outcomes. The design principles adopted in this plan consider co-location of user groups at facilities to ensure maximum value is realized from the assets identified in the masterplan.

#### RELEVANT LAW

Not Applicable

#### COUNCIL PLANS AND POLICIES

- Warracknabeal Community Action Plan
- Yarriambiack Shire Council Sport and Recreation Strategy 2016-2025
- Council Plan 2021-2025

#### RELATED COUNCIL DECISIONS

23 June 2021 – adoption of 2021-2022 Budget which included Council's Contribution for the ANZAC Park Masterplan

29 June 2022 – adoption of 2022-2023 Budget which included a carryover of the ANZAC Park Masterplan funding allocation.

12 October 2022 – Council consideration of the DRAFT ANZAC Park Master Plan prior to release out onto Public Exhibition

#### OPTIONS

- a) Council could choose to reject the recommendation and request further community consultation be undertaken on the ANZAC Park Masterplan.

#### SUSTAINABILITY IMPLICATIONS

*Economic* – development of the ANZAC Park Masterplan has provided Council and the ANZAC Park Trustees with strategic direction for the management and development of the Recreation Reserve into the future, which will assist with infrastructure investment and economic benefits to the Warracknabeal Community.

*Environmental* – environmental sustainability has been considered when establishing key design principles in the preparation of the masterplan, with specific focus on water management and renewal energy initiatives.

*Financial* – fully implementing the ANZAC Park Masterplan is going to require an indicative financial investment of \$16,784,000.

## COMMUNITY ENGAGEMENT

The ANZAC Park Warracknabeal Masterplan was developed in close consultation with the community via community surveys (131), workshops with user groups (8), site walkarounds (2), one-on-one phone calls with key stakeholders (14) and emails from the consultant to key stakeholders (6). The DRAFT ANZAC Park Masterplan was released on Public Exhibition from 21 October 2022 – 21 November 2022 for review and comment, with the Final Masterplan having been revised in line with Community Engagement and subsequently presented as Final.

## GENDER IMPACT ASSESSMENT

<b>Gender Impact Assessment (GIA)</b>	<b>Status</b>
Does this Council report recommendation a) Introduce a new policy, program and/or service; or b) Is it a review of a policy, program and/or service; that directly and significantly impacts the public?	YES <input checked="" type="checkbox"/> A GIA has been completed.  NO <input type="checkbox"/> A GIA is not required.
Link to Gender Impact Assessment	GIA – ANZAC Park Masterplan

## RISK

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

<b>Strategic Risk Description and Residual Risk Level</b>	<b>Action to Mitigate/Reduce Risk</b>	<b>Does Action maintain or reduce Residual Risk Level</b>
Program and Project Risk - Residual Risk Level Medium	The development of the ANZAC Park Masterplan has identified the communities prioritised projects backed by strategic planning, which will guide Council's project priorities listing and provide direction for required funding applications for future infrastructure investment.	Reduces Residual Risk Level
Financial Risk - Residual Risk Level Medium	The ANZAC Park Masterplan has identified that \$16,784,000 of financial investment is required to implement and deliver on the infrastructure developments outlined in the Masterplan.	Maintains Residual Risk Level
Reputational Risk - Residual Risk Level Low	Developing a Masterplan for ANZAC Park shows Council's commitment to working with the Warracknabeal Community to identify Priority Projects and subsequently have a strategic plan in place to guide future infrastructure investment.	Reduces Residual Risk Level

## REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

This Master Plan responds to the facility guidelines of the relevant State Sporting Associations including but not limited to AFL Victoria, Netball Victoria, Hockey Victoria, and Tennis 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.

Cr Kylie Zanker and Director Michael Evans returned to Council Chambers at 9:47am

### 17.3 Final Masterplan for Murtoa Recreation Reserve

*Prepared and presented by Rebecca Botheras, Projects Coordinator*

#### SUMMARY

The Murtoa Recreation Reserve Committee of Management had previously sought Council's assistance with funding and support to develop a Masterplan for the Murtoa Recreation Reserve (also referred to as the Masterplan in this report). The Murtoa Recreation Reserve is positioned on Crown Land which is managed on behalf of the Department of Energy, Environment and Climate Action (DEECA) by the DEECA appointed Committee of Management (Murtoa Showyards Reserve Committee), and as such is not a Council asset.

Within the Murtoa Recreation Reserve, several facilities are nearing the end of their lifecycle, are non-compliant to current facility standards and/or are no longer meeting the needs of user groups and require strategic decision-making and investment over coming years.

Subsequently, the Murtoa Recreation Reserve Masterplan was developed in close consultation with the Murtoa Community, via community surveys, site walkaround, workshops with user groups and Council Staff, and one-on-one phone calls with key stakeholders.

This report intends to present the Final Murtoa Recreation Reserve Masterplan to Council for consideration and endorsement.

#### **Recommended Motion:**

That Council:

- a) Adopt the Murtoa Recreation Reserve Masterplan; and
- b) Authorises the Chief Executive Officer to commence negotiations to seek funding opportunities for the implementation of the Murtoa Recreation Reserve Masterplan.

#### **Resolution:**

Moved Cr C Lehmann Seconded Cr A McLean

That the recommendation be adopted

**Carried**

### ATTACHMENTS

[Murtoa Recreation Reserve Final Master Plan](#)

### DISCUSSION

The Murtoa Recreation Reserve, locally referred to as the Murtoa Showyards Reserve, is one of a series of public reserves that wrap around Lake Marma, and forms part of the "Community Hub". The Murtoa Recreation Reserve is home to the Minyip-Murtoa Football Netball Club, Lubeck-Murtoa Cricket Club, and the Murtoa Agricultural and Pastoral Society.

Sport, active recreation, and community events, as a participant, attendee, volunteer, or spectator plays a major role in the lives of many people in the Murtoa Community. These activities provide opportunities for physical fitness, social interactions, enjoyment, and the creation of town pride.



A 10-year strategic Masterplan has been developed with the input from user groups, Council Staff, a variety of key stakeholders including Government agencies and State Sporting Associations, and the broader community to ensure that the Murtoa Recreation Reserve can continue to cater for the existing needs of the community, and the future demands placed upon it.

This strategic masterplan identifies several priorities that the Murtoa Community believe are of critical importance in ensuring sustainability and the continuation of quality sport and active recreation opportunities, as well as general community events. The Murtoa community will use this strategic Masterplan to guide their decision making in relation to infrastructure developments over the next 10 years.

Proposed developments at the Murtoa Recreation Reserve have been identified and prioritized based on several factors including their alignment with the vision for the site, which is "to provide a sustainable community space that promotes recreation, social and business opportunities", as well as the "Objectives for Change" which are:

- To function as a central hub for community sport, recreation, and events in Murtoa
- To maintain in balance: facilities that serve people from a broad range of age groups and abilities, for unorganized and club competition sport, recreation, and natural elements that provide shelter and shade, restorative values and habitat and high-quality landscape amenity.
- To embrace environmental sustainability in relation to building and ground management, playing and traffic surfaces and asset development
- To support the growth and development of clubs and user groups.

The key recommendations and infrastructure investment priorities following community and stakeholder consultation are:

1. Construction of second netball court
2. Construction of Female Friendly Changeroom Facilities adjacent to the netball courts
3. Demolish and rebuild the White House (Community Centre)
4. Demolish the show pavilion and incorporate into the new Community Centre.

Following the development of the Murtoa Recreation Reserve Masterplan, a Quantity Surveyor has costed the Master Plan at \$9,843,000. The table below summarizes the indicative costings:

Description	Total
Short Term Priorities	\$1,750,000
Medium Term Priorities	\$5,571,000
Long Term Priorities	\$161,000
Design Contingency, Cost Escalation, Construction Contingency	\$2,026,000
Consultants Fees, Council Internal Costs, FF&E to new buildings, Authority Approval Fees	\$335,000
<b>TOTAL PROJECT COST</b>	<b>\$9,843,000</b>

Additional infrastructure investment priorities, the implementation plan and Quantity Surveyor Cost Plan are outlined in the Final Masterplan document.

The overall intention of this Masterplan is to have a 10-year implementation period, and aims to seek external funding, and partner with organisations and the community to achieve the outcomes. The design principles adopted in this plan consider co-location of user groups at facilities to ensure maximum value is realized from the assets identified in the Masterplan.

### RELEVANT LAW

Not Applicable

### COUNCIL PLANS AND POLICIES

- Murtoa Community Action Plan
- Yarriambiack Shire Council Sport and Recreation Strategy 2016-2025
- Council Plan 2021-2025

### RELATED COUNCIL DECISIONS

23 June 2021 – adoption of 2021-2022 Budget which included Council's Contribution for the Murtoa Recreation Reserve Masterplan

29 June 2022 – adoption of 2022-2023 Budget which included a carryover of the Murtoa Recreation Reserve Masterplan funding allocation.

12 October 2022 – Council consideration of the DRAFT Murtoa Recreation Reserve Masterplan prior to release out onto Public Exhibition

### OPTIONS

- a) Council could choose to reject the recommendation and request further community consultation be undertaken on the Murtoa Recreation Reserve Masterplan.

### SUSTAINABILITY IMPLICATIONS

*Economic* – development of the Murtoa Recreation Reserve Masterplan has provided Council and the Murtoa Showyards Reserve Committee of Management with strategic direction for the management and development of the Recreation Reserve into the future, which will assist with infrastructure investment and economic benefits to the Murtoa Community.

*Environmental* – environmental sustainability has been considered when establishing key design principles in the preparation of the Masterplan, with specific focus on water management and renewal energy initiatives.

*Financial* – fully implementing the Murtoa Recreation Reserve Masterplan is going to require an indicative financial investment of \$9,843,000. This would require funding from State and Federal Government, along with requiring an investment from the Community.

### COMMUNITY ENGAGEMENT

The Murtoa Recreation Reserve Masterplan was developed in close consultation with the community via community surveys (153), workshops with user groups (5), site walkarounds (2), one-on-one phone calls with key stakeholders (18), and emails from the consultant to key stakeholders (2). The DRAFT Masterplan was released on Public Exhibition from 21 October 2022 – 21 November 2022 for review and comment, with the Final Masterplan having been revised in line with Community Engagement and subsequently presented as Final.

**GENDER IMPACT ASSESSMENT**

<b>Gender Impact Assessment (GIA)</b>		<b>Status</b>
Does this Council report recommendation		YES <input checked="" type="checkbox"/>
a) Introduce a new policy, program and/or service; or		A GIA has been completed.
b) Is it a review of a policy, program and/or service;		NO <input type="checkbox"/>
that directly and significantly impacts the public?		A GIA is not required.
Link to Gender Impact Assessment	GIA – Murtoa Recreation Reserve Masterplan	

**RISK**

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

<b>Strategic Risk Description and Residual Risk Level</b>	<b>Action to Mitigate/Reduce Risk</b>	<b>Does Action maintain or reduce Residual Risk Level</b>
Program and Project Risk - Residual Risk Level Medium	The development of the Murtoa Recreation Reserve Masterplan has identified the communities prioritised projects backed by strategic planning, which will guide Council's project priorities listing and provide direction for required funding applications for future infrastructure investment.	Reduces Residual Risk Level
Financial Risk - Residual Risk Level Medium	The Murtoa Recreation Reserve Masterplan has identified that \$9,843,000 of financial investment is required to implement and deliver on the infrastructure developments outlined in the Masterplan.	Maintains Residual Risk Level
Reputational Risk - Residual Risk Level Low	Developing a Masterplan for the Murtoa Recreation Reserve shows Council's commitment to working with the Murtoa Community to identify Priority Projects and subsequently have a strategic plan in place to guide future infrastructure investment.	Reduces Residual Risk Level

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

This Master Plan responds to the facility guidelines of the relevant State Sporting Associations including but not limited to AFL Victoria, Netball Victoria, and Tennis 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.

**17.4 Rescind Dust Suppression Works on Gravel Roads Policy**

***Prepared by Michael Evans, Director Assets and Operations***

**SUMMARY**

The Dust Suppression Works on Gravel Roads Policy was adopted on 06 April 1999.

This policy has not been included in a review process since adoption. The intent of this Policy will be incorporated into Council's Occupational Health and Safety and Wellbeing Guidelines Manual going forward.

**Recommended Motion:**

That Council:

- a) Endorse that the Dust Suppression Works on Gravel Road Policy, adopted on 06 April 1999 be rescinded.

**Resolution:**

Moved Cr T Hamilton Seconded Cr C Heintze

That the recommendation be adopted

**Carried**

**ATTACHMENTS**

[Attachment: Dust Suppression Works on Gravel Roads Policy](#)

**DISCUSSION**

At the time of adoption, the Dust Suppression Works on Gravel Roads Policy's intent was to deal with dust suppression on roads other than designated gypsum routes only.

Council Officers are taking a broader approach to dust suppression, assessing the Occupational Health and Safety requirements holistically, when considering all Council activities.

The policy intent will be incorporated into an overarching Dust Suppression Guidelines for administration by Council Officers.

Council's Occupational Health and Safety and Wellbeing Guidelines Manual is an administrative document, endorsed by the Chief Executive Officer under her delegation.

**RELEVANT LAW**

- a) *Occupational Health and Safety Act 2004*
- b) Occupational Health and Safety Regulations 2017
- c) Workplace Exposure Standards for airborne contaminants.
- d) *Environment Protection Act 2017*
- e) National Environment Protection (Ambient Air Quality) Measure

**COUNCIL PLANS AND POLICIES**

- a) Council Plan 201-2025, Strategic Objective 4: A Council who serves its community.
- b) Risk Management Manual

**RELATED COUNCIL DECISIONS**

06 April 1999 Adoption of the Dust Suppression Works on Gravel Road Policy.

**OPTIONS**

Council could choose not to rescind this policy; however, the content and review date have expired and are no longer relevant and require updating.

**SUSTAINABILITY IMPLICATIONS**

*Environmental:* Managing airborne contaminants in accordance with Occupational Health and Safety requirements ensure staff, community and the environment are protected.

**COMMUNITY ENGAGEMENT**

Dust Suppression is a governance activity, to be managed by the Chief Executive Officer. This document does not require community consultation.

**GENDER IMPACT ASSESSMENT**

Not applicable for this policy.

**RISK**

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

<b><i>Strategic Risk Description and Residual Risk Level</i></b>	<b><i>Action to Mitigate/Reduce Risk</i></b>	<b><i>Does Action maintain or reduce Residual Risk Level</i></b>
Program and Project Risk - Residual Risk Level Medium	A clear guideline that provides guidance to Council Officers on how to manage airborne contaminants ensures project and program managers deliver services in accordance with Occupational Health and Safety legislative requirements.	Maintains Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	A clear framework that provides guidance to staff on how to manage airborne contaminants is required when considering all Council activities. This guideline is currently under construction, taking into account, but not limited to; dust on roads, glass crushing, concrete crushing.	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.

## 18 REPORTS FOR DECISION – DIRECTORATE OF COMMUNITY AND WELLBEING

Community Health Responsibilities	Community and Economic Development Responsibilities
<ul style="list-style-type: none"> <li>Local Laws (including infringement and animal management)</li> <li>Sale Yards</li> <li>Environmental Health</li> <li>Sports and Recreation</li> <li>Positive Ageing (Commonwealth Home Support Program, Brokered and Packaged Care)</li> <li>Leisure Centre</li> <li>Immunisation Program</li> </ul>	<ul style="list-style-type: none"> <li>Early Years</li> <li>Supported Playgroup</li> <li>Maternal Child Health (including enhanced services)</li> <li>Youth</li> <li>School Readiness</li> </ul>

### 18.1 PERMITS ISSUED BY COMMUNITY AND WELLBEING DIRECTORATE

No permits issued for this Directorate for January 2023

Reference No	Description	Name / Location	Date of Issue
<b>Local Laws Permits</b>			
<b>Firewood collection Permits</b>			
<b>Septic Tank Permits</b>			

## 18.2 Community Events - Council Contributions

***Prepared by Gavin Blinman, Director Community and Wellbeing***

### **SUMMARY**

The Council has received requests from Community Groups for Council financial support for major events such as 150-year celebrations. Whilst the community share grants events funding covers this area, one off support has been previously provided for events (such as 150<sup>th</sup> celebrations) outside of the share grant process.

This paper is to formally endorse providing financial support to communities to conduct events that celebrate their towns 150-year anniversary.

### **Recommended Motion:**

That Council:

- a) Set a limit of \$1,500 (fifteen hundred dollars) for 150-year celebrations where a civic reception is required and the Mayor and or his/ her delegate attend to officially open the community event.
- b) Endorse that funding be reduced if the event has received other forms of Council funding to hold the event.
- c) Establish a register of 150 year celebrations to ensure funding is budgeted accordingly.

### **Resolution:**

Moved Cr T Hamilton Seconded Cr C Lehmann

That the recommendation be adopted

**Carried**

### **ATTACHMENTS**

Nil

### **DISCUSSION**

In the past few years, the Council has supported Warracknabeal, Rupanyup, Murtoa and Minyip communities with financial support for civic receptions to launch their 150-year celebrations. This funding has not been tied to Councillors attending in a formal capacity. However, Councillors have been invited to attend the events in some capacity.

This paper is aimed at officially endorsing Council's support of 150 year celebrations to ensure all townships are provided with the same opportunity of financial support to conduct their celebrations.

To be eligible for the funding, the Mayor and/or Councillors should be invited to attend the milestone event.

If the event has already received council funding via another grant stream the amount will be reduced.

Council Officers will establish a register of future 150 year celebrations to ensure funding is budgeted for accordingly.

### **RELEVANT LAW**

*Local Government Act 2020* Part3 Council Decision Making, Division 1 Community Accountability, Section 58 Public Transparency Principles.

**COUNCIL PLANS AND POLICIES**

Community Share Grant Guidelines Events January 2023.

**RELATED COUNCIL DECISIONS**

Nil

**OPTIONS**

- a) Council could choose to not endorse future funding for 150 year events, and require the townships to apply for a Community Share Grant. This would place the remaining towns who have not celebrated their 150 year milestone at a disadvantage.

**SUSTAINABILITY IMPLICATIONS**

*Financial:* Community Share grants events already exists, additional funds should be budgeted for each year as part of budget process.

**COMMUNITY ENGAGEMENT**

Not applicable

**GENDER IMPACT ASSESSMENT**

Not required for this report.

**RISK**

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

<b><i>Strategic Risk Description and Residual Risk Level</i></b>	<b><i>Action to Mitigate/Reduce Risk</i></b>	<b><i>Does Action maintain or reduce Residual Risk Level</i></b>
Reputational Risk - Residual Risk Level Low	Council has funded some milestone events, a decision on how milestone events funded will reduce risk.	Reduces Residual Risk Level
Financial Risk - Residual Risk Level Medium	Deciding on a funding stream or source to be set in budget will assist financial support in the future	Reduces Residual Risk Level

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

Nil

**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.



### 18.3 Permit Application, Grazing on a Council Road – Warracknabeal

*Prepared by Craig Byron, Local Laws Officer*

*Presented by Gavin Blinman, Director Community and Wellbeing*

#### SUMMARY

Council recently received notification of a potential road hazard, caused by temporary fencing being constructed close to a roadway. Council has investigated and as a result, the individual involved subsequently applied for a permit to graze stock on the roadside.

#### Recommended Motion:

That Council:

- a) Reject the permit application as the risk to Council, the public and the environment will significantly increase if roadside grazing in Smith Street Warracknabeal was to occur.

#### Resolution:

Moved Cr C Heintze Seconded Cr C Lehmann

That the recommendation be adopted

**Carried**

#### ATTACHMENTS



## DISCUSSION

Council received a permit application on the 09 January 2023 from the owner of a property in Smith Street Warracknabeal, to graze stock on the edge of the road in front of their property (Smith Street). The permit application was submitted to Council after a notification was received regarding the construction of electric fencing.

Council has received two objections to the permit application. Both objections state the electric fence steel posts are too close to the road and are dangerous to road users. They have also stated, if the cattle were to escape from the electric fenced area, they would be a danger to road users. Young children ride their bikes along Smith Street and the location of the electric fence reduces the width of the road, making it a danger to children riding their bikes safely.

## RELEVANT LAW

Yarriambiack Shire Council General Local Law Number 5 - 201 – Obstructions of roads requires a permit

1. On any road and except otherwise provided in this Local Law, a person must not, without a permit –
  - a. Place, leave, allow or cause any obstruction; or
  - b. Cause any hazard; or
  - d. Conduct any activity that is liable to obstruct or be hazardous to any person.
2. For the purposes of this clause the following objects and activities are deemed to be obstructions
  - (i) The temporary occupation or fencing of part of a Road.

## COUNCIL PLANS AND POLICIES

General Local Law Number 5

## RELATED COUNCIL DECISIONS

Nil

## OPTIONS

- a) Allow the road (Smith Street laneway) to be temporarily fenced off by granting this permit application, however Council would have to accept the significant increase in risk to public safety.
- b) The landowner could move cattle inside their fence line and feed on their property given the limited grass on the side of road in this area.

## SUSTAINABILITY IMPLICATIONS

*Social:* Use of road for bike riding will be impacted, by making the road narrower to avoid oncoming traffic.

*Environmental:* Whilst grasses and other vegetation on the side of the road would be managed by the grazing stock; there could be native grasses being damaged by the Cattle grazing. This area has limited ground cover and soil erosion may results from grazing for any length of time.

*Financial:* Possible increase in public liability insurance claim(s) if cattle were to graze in Council's roadside. Vehicle accident caused by fencing or stock getting out of fenced area; would increase Council's liability.

**COMMUNITY ENGAGEMENT**

Objection to Permit notices were sent out to four neighbouring properties; two objections were received.

**GENDER IMPACT ASSESSMENT**

Not applicable

**RISK**

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

<b><i>Strategic Risk Description and Residual Risk Level</i></b>	<b><i>Action to Mitigate/Reduce Risk</i></b>	<b><i>Does Action maintain or reduce Residual Risk Level</i></b>
Reputational Risk - Residual Risk Level Low	Council has not allowed roadside grazing previously due to biohazard and safety risks this would set a precedent.	Increases Residual Risk Level
Political Risk - Residual Risk Level Low	Allowing grazing close to town (having denied others) could increase pressure on council from the public and farming sector.	Increases Residual Risk Level
Environmental Sustainability Risk - Residual Risk Level Medium	Grazing on fragile low vegetation areas may cause damage to environment.	Increases Residual Risk Level

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

*Local Government Act 2020* S71 – Power to make Local Law. S72 – Local Law Requirements

**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.

## **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 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, she must provide a response to the Councillor as outlined in 2.13 (e) of the Governance Rules.

## **20 CLOSED (CONFIDENTIAL) SESSION**

Nil

## **21 NEXT MEETING**

29 March 2023

## **22 MEETING CLOSED**

Meeting closed at 10:01am