



Yarriambiack
SHIRE COUNCIL

Minutes

Ordinary Meeting of Council

24 April 2024

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.

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



TABLE OF CONTENTS

1	WELCOME.....	4
2	STREAMING PREAMBLE.....	4
3	ACKNOWLEDGEMENT AND PRAYER.....	4
3.1	ACKNOWLEDGING TRADITIONAL OWNERS OF THE LAND	4
3.2	PRAYER	4
4	PRESENT	5
5	APOLOGIES.....	5
6	CONFIRMATION OF MINUTES	6
6.1	Minutes 27 March 2024 – Ordinary Meeting	6
6.2	Minutes 27 March 2024 – Closed (Confidential) Meeting	6
7	DECLARATION OF CONFLICT OF INTEREST.....	7
7.1	Conflict of Interest Declared	7
8	BUSINESS ARISING	8
8.1	Business Arising from Previous Minutes	8
8.2	Ongoing and Pending Actions.....	8
9	PETITIONS.....	9
10	CORRESPONDENCE	9
11	SPECIAL COMMITTEES.....	10
11.1	Audit and Risk Committee Meeting Schedule.....	10
12	ACTIVITY REPORTS	11
12.1	Mayor Activity Report	11
12.2	Councillor Activity Reports.....	12
12.3	Chief Executive Officer Activity Report	14
13	PUBLIC QUESTIONS	15
13.1	Questions Submitted	15
14	COUNCILLOR REPORTS	16
14.1	Mayors Report.....	16
15	REPORTS FOR DECISION	17
15.1	Financial and Non-Financial Performance Report.....	17
15.2	Council Plan Quarterly Progress Report	21
15.3	Youth Engagement Commitment Statement.....	24
15.4	MoU with Donald Mineral Sands	27
15.5	Warracknabeal Community Garden.....	30
15.6	Beulah and Brim Recreation Reserves Masterplans.....	34
16	COUNCIL REPORTS FOR NOTING.....	39
16.1	Yarriambiack Shire Online Directories and AED Program Campaigns	39
17	PERMITS ISSUED	42
18	URGENT BUSINESS	43

19	NEXT MEETING.....	44
20	CLOSED.....	44
21	CLOSED (CONFIDENTIAL) MEETING	44

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

The Chief Executive Officer is to read this section as part of the Meeting Governance process.

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

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

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, 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 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, and that will conclude the Meeting of Council, open to the public.

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

'We acknowledge that the activities of Yarriambiack Shire Council are held under the traditional skies and in the waterways and lands of the Wotjobaluk, Jaadwa, Jadawadjali, Wergaia and Jupagulk people, and we pay respects to their Elders, 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

Mayor	Kylie Zanker	Warracknabeal Ward
Councillor	Andrew McLean	Hopetoun Ward
Councillor	Tom Hamilton	Dunmunkle Ward
Councillor	Graeme Massey	Warracknabeal Ward
Councillor	Chris Lehmann	Hopetoun Ward
Councillor	Corinne Heintze	Dunmunkle Ward
Councillor	Karly Kirk	Warracknabeal Ward

Council Officer	Tammy Smith	Chief Executive Officer
Council Officer	Tony Caccaviello	Chief Operating Officer
Council Officer	Belinda Penny	Governance Officer
Council Officer	Bernardine Schilling	Manager People and Culture
Council Officer	Anita McFarlane	Manager Corporate Services
Council Officer	Rebecca Botheras	Sport and Recreation Co-ordinator
Council Officer	Tim Rose	Manager Community Health
Council Officer	Elysia Preston	Manager Family, Youth and Children
Council Officer	Sarah Colling	Manager Community Strengthening and Engagement
Council Officer	Joel Turner	Manager Infrastructure and Works

5 APOLOGIES

Name / Role	Description of Leave / Absence

6 CONFIRMATION OF MINUTES

6.1 MINUTES 27 MARCH 2024 – ORDINARY MEETING

Minutes of the Ordinary meeting of Council held on 27 March 2024 be taken as an accurate record and confirmed.

Recommended Motion:

That the minutes of the Ordinary Meeting of Council held on 27 March 2024, as circulated be taken as read and confirmed.

Resolution:

Moved Cr. K Kirk Seconded Cr. C Heintze

That the recommendation be adopted.

Carried

6.2 MINUTES 27 MARCH 2024 – CLOSED (CONFIDENTIAL) MEETING

Minutes of the Closed (Confidential) meeting of Council held on 27 March 2024 be taken as an accurate record and confirmed.

Recommended Motion:

That the minutes of the Closed (Confidential) Meeting of Council held on 27 March 2024, as circulated be taken as read and confirmed.

Resolution:

Moved Cr. G Massey Seconded Cr. T Hamilton

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
Tammy Smith (CEO)	21.1 CEO Recruitment and Remuneration Independent Chair	To encourage open discussion regarding appointment of Chair and the Policy review associated with the CEO and Director Recruitment and Remuneration.
Tony Caccaviello (COO)	21.1 CEO Recruitment and Remuneration Independent Chair	To encourage open discussion regarding appointment of Chair and the Policy review associated with the CEO and Director Recruitment and Remuneration.

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 September 2022	Council to undertake a recycling collection service survey in October 2023	Task added to the Council Meeting and Forum Agenda Planner 2023. This survey is delayed and will form part of the Master Environment Strategy development and community engagement process. The survey is currently being compiled, with it to be released within the next months.
25 October 2023 Item 15.4	Stage two of the Community Engagement process that identifies specific hierarchy changes to roads and streets based on updated categories from the Stage 1 consultation process to be conducted in January 2024.	The final hierarchy consultation will commence in May 2024.
22 November 2023 Item 15.4	Lascelles Caravan Park endorsed. Lease to be enacted.	Lease is currently undertaking the review process, consulting with stakeholders.
22 November 2023 Item 15.5	Murtoa Caravan Park endorsed that Council Officers can apply to DEECA to sub-lease to Murtoa Progress Association.	Lease is awaiting Ministerial approval.
27 March 2024 Item 15.1	Craigs Channel – Redundant as a Public Drain Classification Yarriambiack Shire Council to write to all landholders along Craigs Channel notifying them of the decision also with notifying them of the termination of the Drainage Channel Access Deed in accordance with clause eight (8) of that agreement, endorsed by Council on 24 May 2023	All landholders that had agreements with Council were formally sent correspondence, informing them of the Council's decision, and where applicable, provided with a copy of the licence application form from DEECA and contact details.
27 March 2024 Item 15.2	Southern Wimmera Renewables Research Association Advocacy Group. Yarriambiack Shire Council will write to Minister Sonya Kilkenny requesting that the proposed RWE Australia Campbells Bridge Wind Farm Project undergo an Environmental Effects Statement process before the planning permit application is considered	The letter was sent to the Minister for Planning on 22 April 2024.

9 PETITIONS

No petitions received.

10 CORRESPONDENCE

Outgoing		
Date	Recipient	Details
10/04/24	Hopetoun, Woomelang and Beulah Landcare Groups	Letter of Support for Weed and Pest Control Program
27/03/24	Centre of Participation	Letter of Support L2P Program
27/03/24	Warracknabeal Historical Society	Letter of response regarding YSC Brochures and Community and Business Directory
18/04/24	Landholders where Craigs Channel transverses their properties	Letter to inform landholders of Councils decision
22/04/24	Minister for Planning	Letter requesting EES process for RWE Campbells Bridge Project
22/04/24	Minyip Memorial Hall	Letter of response regarding invoices outstanding

Incoming		
Date	Sender	Details
27/03/24	Royal Flying Doctors Service	Request for letter of support for the RFDS Community Transport Service funding applications
24/03/24	Hopetoun Garden Club	Fruit Fly Concerns

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
Monday 15 April 2024	Ordinary Meeting
Monday 15 July 2024	Ordinary Meeting
September 2024 TBC	Special Meeting
October 2024 TBC	Ordinary Meeting
February 2025 TBC	Ordinary Meeting

The Audit and Risk Committee meeting was held on 15 April 2024

[Attachment: Audit and Risk Committee Draft Minutes 15 April 2024](#)

Recommended Motion:

That the minutes of the Audit and Risk Committee Meeting held on 15 April 2024, as circulated, be taken as read and confirmed.

Resolution:

Moved Cr. G Massey Seconded Cr. C Heintze

That the recommendation be adopted.

Carried

12 ACTIVITY REPORTS

12.1 MAYOR ACTIVITY REPORT

Mayor Kylie Zanker – Warracknabeal Ward (April)		
Date	Activity	Location
2/04/24	ABC Wimmera Radio Interview re: Hopetoun Childcare	Online
04/04/24	CEO/Mayor Catch up	Warracknabeal
05/04/24	Healthy Future Directions with Rural Northwest Health	Warracknabeal
05/04/24	Internal Audit Committee Agenda review	Online
06/04/24	2024 Big Sky Festival	Rainbow
09/04/24	Warracknabeal Action Group general meeting	Warracknabeal
09/04/24	Easter Festival Community debriefing	Warracknabeal
10/04/24	Council Forum	Warracknabeal
12/04/24	CEO/Mayor Catch up	Warracknabeal
12/04/24	Maddocks Councillor and Officer Election Period Training, with Hindmarsh and Northern Grampians Shire	Warracknabeal
15/04/24	Governance Rules Meeting with Hunt Lawyers	Online
15/04/24	Audit and Risk Committee Meeting	Online
16/04/24	Workshop Panellist – Wimmera Southern Mallee Development Collaboration Workshop	Warracknabeal
16/04/24	Budget Information Session 24/25	Murtoa
17/04/24	Early Years meeting with Cr Heintze, Cr Hamilton, CEO Tammy Smith, and Department of Education representatives	Murtoa
18/04/24	Gender Violence Project Interview with Jessica Dunn Fed Uni University PHD Student	Horsham
19/04/24	Western Highway Action Committee Meeting	Warracknabeal
19/04/24	Managing Conflict Training Course	Online
19/04/24	CEO/Mayor Catch up	Warracknabeal
20/04/24	Warracknabeal Rotary 90 th celebrations at the Paddock to Plate event	Warracknabeal
21/04/24	40 Years in Guiding celebration for Francis Casey	Warracknabeal
23/04/24	Town Hall Annual General Meeting	Warracknabeal

12.2 COUNCILLOR ACTIVITY REPORTS

Cr Andrew McLean – Hopetoun Ward (April)		
Date	Activity	Location
10/04/24	Council Forum	Warracknabeal
12/04/24	Maddocks Councillor and Officer Election Period Training, with Hindmarsh and Northern Grampians Shire	Warracknabeal

Cr Tom Hamilton – Dunmunkle Ward (April)		
Date	Activity	Location
10/04/24	Council Forum	Warracknabeal
16/04/24	Budget Information Session 24/25 Murtoa	Murtoa
17/04/24	Murtoa College Early Learning Centre and Department of Education Meetings, and Public Meeting	Murtoa
23/05/24	Gender Violence Project Interview with Jessica Dunn Fed Uni University PHD Student	Online

Cr Graeme Massey – Warracknabeal Ward (April)		
Date	Activity	Location
09/04/24	Warracknabeal Action Group (WAG) Meeting	Warracknabeal
10/04/24	Council Forum	Warracknabeal
12/04/24	Maddocks Councillor and Officer Election Period Training, with Hindmarsh and Northern Grampians Shire	Warracknabeal

Cr Chris Lehmann – Hopetoun Ward (April)		
Date	Activity	Location
10/04/24	Council Forum	Warracknabeal
22/04/2024	Opening of Hopetoun Bowls Tournament	Hopetoun

Cr Corinne Heintze – Dunmunkle Ward (April)		
Date	Activity	Location
03/04/24	Minyip Progress Association Meeting	Minyip
10/04/24	Council Forum	Warracknabeal
12/04/24	Maddocks Councillor and Officer Election Period Training, with Hindmarsh and Northern Grampians Shire	Warracknabeal
15/04/24	Audit and Risk Committee Meeting	Online
17/04/24	Murtoa College Early Learning Centre and Department of Education Public Meeting	Murtoa
18/04/24	Gender Violence Project Interview with Jessica Dunn Fed Uni University PHD Student	Online

Cr Karly Kirk – Warracknabeal Ward (April)		
Date	Activity	Location
10/04/24	Council Forum	Warracknabeal
12/04/24	Maddocks Councillor and Officer Election Period Training, with Hindmarsh and Northern Grampians Shire	Warracknabeal
23/04/24	Gender Violence Project Interview with Jessica Dunn Fed Uni University PHD Student	Online

12.3 CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

Tammy Smith (April)		
Date	Activity	Location
28/03/24	Meeting with Tempy stakeholders in relation to Recreation Reserve and Hall	Tempy
02/04/24	Meeting with Neighbourhood House Warracknabeal and Rural Northwest Health	Warracknabeal
03/04/24	Meeting with Warracknabeal Resident regarding Planning Matters	Warracknabeal
04/04/24	Meeting with RWE and Northern Grampians Shire	Online
04/04/24	Rural Councils Victoria Chair, Deputy Chair and Treasurer Meeting	Online
04/04/24	Mayor and CEO Meeting	Online
05/04/24	Local Government Road Show Panellist	Adelaide
08/04/24	The Parenthood and Rural Councils Victoria Meeting	Online
09/04/24	Recycling Victoria CEO Local Government Forum	Online
10/04/24	Council Forum	Warracknabeal
12/04/24	Mayor and CEO Meeting	Warracknabeal
12/04/24	Maddocks Councillor and Officer Election Period Training, with Hindmarsh and Northern Grampians Shire	Warracknabeal
15/04/24	Audit and Risk Committee Meeting	Online
16/04/24	Workshop Panellist – Wimmera Southern Mallee Development Collaboration Workshop	Warracknabeal
16/04/24	Budget Information Session 24/25 Murtoa	Murtoa
17/04/24	Murtoa College Early Learning Centre and Department of Education Meetings, and Public Meeting	Murtoa
18/04/24	Wimmera Regional Partnerships Quarterly Briefing	Online
18/04/24	Yarriambiack and BGLC Meeting	Online
19/04/24	Mayor and CEO Meeting	Online
19/04/24	Grampians, Wimmera Mallee Tourism Board Meeting	Pomonal
19/04/24	Hopetoun Early Learning Childcare – 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

Name: Hopetoun Garden Club	Town: Hopetoun
Question: The Garden Club is very concerned about fruit fly and feels a campaign should be conducted to inform all residents and direct them how to cope with this problem. Like all pest eradication campaigns, it is essential that everybody participates for it to be successful.	
Respondent: Tammy Smith, Chief Executive Officer	
Response: Response: On the 14 February 2024, Council’s Waste and Sustainability Coordinator, was included in an ABC radio segment discussing fruit fly. Council ran an active campaign online via social media, our website and Yarri Yarns over the summer after we were first alerted to the fruit fly problem. In addition, we placed Agriculture Victoria brochures at several locations across the Shire. Council has been in discussions with the State-wide fruit fly coordinator in relation to planning a proactive approach before the next summer season, including face-to-face education activities. Further information was also included in this week’s Yarri Yarns in relation to post harvest clean up recommendations to manage fruit fly issues.	
Our Waste and Sustainability Coordinator has offered to attend a Hopetoun Community Garden meeting, to provide advice on how to manage fruit fly going forward.	

14 COUNCILLOR REPORTS

14.1 MAYORS REPORT

On the 17 April 2024 I attended the Murtoa Community Meeting, facilitated by Council and the Department of Education. The meeting was well attended and demonstrated the communities strong support for the new integrated long daycare and kindergarten, early learning centre.

Whilst Council is not operating the new service, we are assisting the Department of Education in recording the expressions of interest for 3 & 4 year old Kindergarten, Long Day Care and Recruitment opportunities. All details and links to the Expression of Interest Forms can be found on our website.

It was exciting to hear from our CEO that following the public meeting, around 20 long day care expression of interest applications were received. This demonstrates the need for long day care across our Shire, and how important this project is to our community.

The update on the progress of the project was welcomed, with the centre still on track to open by January 2025. A site plan, and colour scheme was provided for attendees to view. We thank the Department of Education, and the Victoria School Building Authority representatives for taking the time to come, meet with our community and educators and provide them with an update on the project status.

We also commenced our Draft Budget 2024/25 consultation program, with the first session being held in Murtoa on 16 April, and the next session scheduled for Beulah on 24 April. We welcome the community to attend these sessions and hear about the upcoming budget, project initiatives and advocacy.

Since our last Council meeting, we had Easter break and I attended the Easter in the Beal celebrations. I wish to congratulate the Warracknabeal Action Group and other participating organisations who organised the wonderful event. It was great to see so many people in attendance over the Easter weekend.

15 REPORTS FOR DECISION

15.1 FINANCIAL AND NON-FINANCIAL PERFORMANCE REPORT

Prepared by Tony Caccaviello, Chief Operating Officer, Anita McFarlane, Manager Corporate Services and Joel Turner, Manager Infrastructure and Works

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.

Recommended Motion:

That Council:

Adopt the quarterly Financial and Non-Financial Performance Report as of 31 March 2024 as attached to this report.

Resolution:

Moved Cr. K Kirk Seconded Cr. T Hamilton

That the recommendation be adopted.

Carried

ATTACHMENTS

[Attachment: Financial and Non-Financial Performance Report Quarter 3 2023-24](#)

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 Act.

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

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

For this quarter, the report was presented at Council Forum on 10 April 2024 and the Audit and Risk Committee on 15 April 2024.

Infrastructure and Works - Operations Update

During the quarter, the concentration of activity has been focused on delivering the Roads Capital Works Program. This focus has seen the physical completion of the Hopetoun Yaapeet rural rehabilitation, the Rupanyup Road rural rehabilitation, and the majority of McIntosh Avenue urban rehabilitation. The physical completion of the reseal

program across both urban and rural assets has been undertaken during the quarter. Along with a large amount of footpath works, both concrete and quarry dust.

Maintenance activities were undertaken during the quarter and are planned to continue in the next quarter. These activities are expected to utilise the available budget. Operational activities undertaken during the quarter included drainage works, footpath rectification works and maintenance grading in locations radiating outwards from capital works program activities to nearby roads. This approach is aimed at responding to customer requests while optimising the utilisation of heavy plant equipment such as graders, tractors and rollers whilst also minimising time-consumed transporting equipment between job locations.

Forecasted Results

After the first three quarters of the financial year, net surplus is \$4.1 million. This can be attributed to total expenses for the first three quarters of the year lower than budget at the reporting date by the value of \$4.2m or 17%. At the end of the quarter, the reviewed forecast deficit for the full year has been adjusted to \$961,585. This figure is lower than the adopted budget figure of a deficit of \$4.7m.

The cash position of the organisation is expected to be \$10.8m at 30 June 2024 after factoring in the forecasted operating result for the financial year.

Key Projects Update

Warracknabeal Early Years Centre: Main building works were completed during the reporting period. Further works are required to the pedestrian linkage between the new building and the existing Early Years building, with these works expected to be completed by the end of the financial year. The landscaping, playspace and car park components of this project are awaiting the outcome of a funding submission before a contractor can be appointed. These works are expected to be completed by the end of the calendar year.

Housing Units – Rupanyup, Hopetoun and Warracknabeal: this component of the wider Affordable Housing Project will see the completion of 3 affordable housing units (one in each township). The Shire has commenced design discussions with cost estimates provided indicating that this project can be constructed within the requirements of the budget. Finalised designs and costings are currently being prepared with this project aimed to be completed by June 2025.

Successful Grants Update

During the quarter, Council was successful in receiving the following successful grant outcomes:

- \$53,850 from the State Government's Flexible Local transport Solutions Program – Footpaths for footpath works across the shire.

RELEVANT LAW

Local Government Act 2020 – Section 97 Quarterly Budget Report

Local Government (Planning and Reporting) Regulations 2020

COUNCIL PLANS AND POLICIES

- Annual Budget 2023-2024
- Performance Reporting Framework
- Risk Management Manual

RELATED COUNCIL DECISIONS

- Minutes 28 June 2023 – Adoption of the Annual Budget 2023-2024
- Minutes 25 October 2023 – Financial and Non-Financial Performance Report 23-24 – Quarter 1
- Minutes 28 February 2024 – Financial and Non-Financial Performance Report – Quarter 2 2023-24

OPTIONS

The option presented in this report is to provide Council with a quarterly report encompassing both financial and non-financial performance reporting, provides enhanced governance and oversight, and promotes transparency in decision making.

Options to be considered:

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

SUSTAINABILITY IMPLICATIONS

Council must give effect to the overarching Governance Principles in section 9 of the *Local Government Act 2020*, when considering sustainability implications.

Financial: Yarriambiack Shire Council is heavily reliant on operating 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 the financial sustainability risk is further declining due to CPI and inflation being greater than our rate cap.

COMMUNITY ENGAGEMENT

Engagement has not been undertaken to develop the Performance Reporting Framework.

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.

Council adopted a Community Engagement Policy which is applied when developing and consulting with the community in relation to the Annual Budget development and adoption. The quarterly report outlines Council’s financial position against the adopted budget.

GENDER IMPACT ASSESSMENT

Not required for this report.

RISK

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

<i>Strategic Risk Description and Residual Risk Level</i>	<i>Action to Mitigate/Reduce Risk</i>	<i>Does Action maintain or reduce Residual Risk Level</i>
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 COUNCIL PLAN QUARTERLY PROGRESS REPORT

Prepared by Tammy Smith, Chief Executive Officer

SUMMARY

Council must adopt and prepare a Council Plan for the period of at least the next four financial years after a general election. Council must also prepare a Community Vision with an outlook of at least the next 10 years. The Council Plan 2021 – 2025 was adopted on the 25 August 2021 and incorporates the Municipal Health and Wellbeing Plan for the second time.

This report presents the Council Plan Actions, that aligns with the strategic objectives of the plan and the progress of each action.

Recommended Motion:

That Council:

Endorse the progress of the Council Plan 2021-2025, Year 3, Quarterly Report as outlined in the body of this report.

Resolution:

Moved Cr. C Heintze

Seconded Cr. K Kirk

That the recommendation be adopted.

Carried

ATTACHMENTS

[Attachment: Draft Council Plan Quarterly Report Update - Quarter 3 2023-24](#)

DISCUSSION

The Council Plan 2021-25 incorporating the Community Vision, Public Health and Wellbeing Plan, Long Term Financial Plan and Community Engagement Policy was adopted by Council in August 2021 after undertaking a community consultation process, in accordance with Council's Community Engagement Policy.

The Council Plan presents four overarching strategic objectives to guide Council's direction over the next four years.

The Council Plan actions have been developed based on the strategic objectives and have undertaken a community consultation process, in accordance with Council's Community Engagement Policy.

In July 2022, the Long-Term Financial Plan was removed from the Council Plan to be a standalone document.

Council has recently reviewed the Council Plan strategic priorities and has revised the Council Plan for years three and four.

RELEVANT LAW

The requirement for a Council Plan, 10-year Community Vision, 10-year Long Term Financial Plan are set out at Part 4, Division 1 Planning and Financial Management of the *Local Government Act 2020*. The requirement for Council to have a Public Health and Wellbeing Plan is set out in the *Public Health and Wellbeing Act 2008*.

COUNCIL PLANS AND POLICIES

The Council Plan is the overarching Plan that sets the strategic objectives for Council over the four-year term. The objectives are used to drive the development of other plans, policies, services and activities undertaken by Council.

RELATED COUNCIL DECISIONS

On 25 August 2021, Council adopted the Council Plan 2021-2025.

26 October 2022 – Minutes – Council Plan Actions Year 2, Quarter 1 Report.

25 January 2023 – Minutes – Council Plan Actions Year 2, Quarter 2 Report.

26 April 2023 – Minutes – Council Plan 2021-25 Action Plan Quarterly Report

26 July 2023 – Minutes – Council Plan 2021-25 Action Plan Quarterly Report

23 August 2023 – Minutes – Revision of Council Plan 2021-2025 Year 3 and 4

25 October 2023 - Minutes – Council Plan 2021 – 2025 Quarterly Progress Report

28 February 2024 – Minutes – Council Plan 2021 – 2025 Quarterly Progress Report

OPTIONS

- a) Councillors could choose to revise the Council Plan actions and strategic priorities in June 2024. However, it should be noted that a new, four-year, Council Plan is required to be adopted by October 2025.

SUSTAINABILITY IMPLICATIONS

The Council Plan is the overarching document that sets the strategic direction for Council operations. It determines the priorities, how they will be resourced through finance and staff and has clear measures for success in meeting the objectives.

The Council Plan has objectives for growing the economy through diversification, strengthening the environment through a range of measures that combat emissions and waste recovery, concentrating on delivering community wellbeing services that are critical to our townships health and ensuring that Council serves the community in all aspects of governance.

COMMUNITY ENGAGEMENT

In the development of the Council Plan, extensive community consultation was undertaken with over thirty community sessions held across fourteen townships through day and evening meetings with approximately 200 residents attending.

Hard copy surveys were sent to all households and made available online with 356 responses received and collated.

Targeted online stakeholder meetings with youth, seniors, state health, education and government representatives.

Draft Council Plan pop-up sessions were scheduled across the Shire, providing municipal residents the opportunity to provide feedback on the draft Plan in person.

The draft Council Plan 2021-2025 was placed on public exhibition from 24 June 2021 to 20 August 2021 and adopted by Council on 25 August 2021.

The Year two actions were developed based on the strategic objectives of the adopted Council Plan, and were reviewed by Councillors, prior to being placed on public exhibition and adopted on 27 July 2022.

The Revised Council Plan for Years 3 and 4 were developed in consultation with the Councillors and placed on public exhibition in accordance with Council's Community Engagement Policy. Council received no public comments or submissions in relation to the revision. The revised plan was adopted on 23 August 2023.

GENDER IMPACT ASSESSMENT

A gender impact assessment is not required for this report.

RISK

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

<i>Strategic Risk Description and Residual Risk Level</i>	<i>Action to Mitigate/Reduce Risk</i>	<i>Does Action maintain or reduce Residual Risk Level</i>
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	Council Plan Actions progress reported quarterly in accordance with Council's Performance Management Framework and reported on by the Mayor on an annual basis as required by the new <i>Local Government Act 2020</i> .	Maintains Residual Risk Level
Strategy Execution and Change Management Risk - Residual Risk Level Medium	Operational resources including staff and finance attributed to the Council Plan objectives so they can be achieved.	Maintains Residual Risk Level
Reputational Risk - Residual Risk Level Low	Measures that are independently verified to ensure ongoing targets are being met.	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

The Council Plan relies on a number of regional and state plans and policies including:

- Wimmera Mallee Destination Management Plan
- WDA Housing Strategy 2020
- Victorian Government Active Recreation Strategy
- Victorian Government Recycling Victoria
- Wimmera Mallee Tourism Strategy
- Wimmera Southern Mallee Development Strategic Plan

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 YOUTH ENGAGEMENT COMMITMENT STATEMENT

Prepared by Elysia Preston, Manager Family, Youth and Children

SUMMARY

Yarriambiack Shire Council is committed to engaging with young people in our community to ensure their knowledge, views and ideas inform service delivery. The Youth Engagement Commitment Statement 2024 – 2028 provides a framework for how Council will proactively engage with young people.

Recommended Motion:

That Council:

- a) Adopt the Youth Engagement Commitment Statement 2024 – 2028 as attached to this report; and
- b) Rescind all earlier versions of the Youth Strategy as of 24 April 2024.

Resolution:

Moved Cr. K Kirk

Seconded Cr. T Hamilton

That the recommendation be adopted.

Carried

ATTACHMENTS

[Attachment: Youth Engagement Commitment Statement](#)

DISCUSSION

The Youth Engagement Commitment Statement (2024 to 2028) and Action Plan provides a clear focus for Council and identifies where Council can create positive, social and collective impact through engagement with young people. It replaces the previously adopted Yarriambiack Youth Engagement Strategy 2019-2022.

For the purpose of the Youth Commitment Statement, young people refers to a person/s who is aged between 12 and 25 years and lives, earns, socialises or has significant connection with the Yarriambiack Shire.

Council's key engagement commitments are:

- Listening to Us – We are committed to Listening to our young people.
- Engaging with Us - We are committed to engaging with our young people.
- Empowering Us – We are committed to developing and supporting our young people.

These engagement commitments will be achieved by:

- Meeting quarterly with School Representative Councils/leadership teams.
- Inviting feedback from young people across our Shire on services, infrastructure and projects.
- Engaging with schools and sporting groups to ensure a young person's voice and lens is applied to Sport and Active Recreation projects.
- Applying for future funding opportunities to facilitate the employment of a Youth Engagement Office and ongoing delivery of youth specific services.
- Partnering and networking with key local stakeholders engaged in delivery of youth services.

Yarriambiack Shire Council is committed to engaging with young people in our community to ensure their knowledge, views and ideas inform service delivery and exploring capacity to expand youth services to meet needs, when funding opportunities

arise. The Youth Engagement Commitment Statement (2024 to 2028) provides guidelines for achieving this.

RELEVANT LAW

Not applicable

COUNCIL PLANS AND POLICIES

Council Plan 2021 – 2025 – Objective 2: A Healthy and Inclusive Community

RELATED COUNCIL DECISIONS

Council Meeting – 25 September 2019 – 13.8 Yarriambiack Youth Engagement Strategy 2019 - 2022

OPTIONS

- a) Councillors could choose to make changes and/or seek further consultation with the community to inform the Youth Engagement Commitment Statement.
- b) Councillors could choose to engage a consultant to develop a detailed Youth Strategy document.

SUSTAINABILITY IMPLICATIONS

Social - engagement of young people in the development and delivery of services and ensuring equitable access is important for their social health and wellbeing and promotes active community participation.

Financial – securing ongoing and additional funding will be essential to ensure the ongoing delivery of youth specific services and activities, beyond 2024. Council will need to ensure that grant applications are developed and submitted to secure this funding.

COMMUNITY ENGAGEMENT

The Youth Engagement Commitment Statement was made available for community feedback in accordance with Council's Community Engagement Policy between the dates of 18 March 2024 and 15 April 2024. It was also provided directly to local Secondary Schools to be made available to students for feedback.

One submission was received during the consultation period. A suggestion was made to expand engagement meetings to Primary Schools also, so that young people in the target age group that attend Primary Schools could also participate. The suggestion could be achieved by involving Grade 6 students in the proposed quarterly meeting with the three Secondary Colleges.

After assessing the feedback provided, no further changes were required to be made to the Youth Commitment Engagement Statement.

GENDER IMPACT ASSESSMENT

The Gender Impact Assessment has been completed as part of the Service Level Planning process for 2024-25 for Youth.

RISK

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

<i>Strategic Risk Description and Residual Risk Level</i>	<i>Action to Mitigate/Reduce Risk</i>	<i>Does Action maintain or reduce Residual Risk Level</i>
Program and Project Risk - Residual Risk Level Medium	Submission of grant applications where relevant to secure ongoing funding for youth programs	Reduces Residual Risk Level
Reputational Risk - Residual Risk Level Low	Submission of grant applications where relevant to secure ongoing funding Consistent delivery and documentation of actions listed within Youth Engagement Commitment Statement	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Our promise, Your future: Victoria’s youth strategy 2022 – 2027 – Priority 5: Young people are respected and involved in decisions in their communities.

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 MOU WITH DONALD MINERAL SANDS

Prepared by Tammy Smith, Chief Executive Officer

SUMMARY

On the 23 November 2022 Councillors supported the signing of a Memorandum of Understanding (MoU) with Astron Corporation Limited (Donald Mineral Sands, DMS).

The MoU has undertaken an annual review process, and the revised version is now being presented to Councillors for endorsement.

Recommended Motion:

That Council:

Endorse the revised Memorandum of Understanding with Astron Corporation Limited (Donald Mineral Sands, DMS) as attached to this Council Report.

Resolution:

Moved Cr. T Hamilton

Seconded Cr. K Kirk

That the recommendation be adopted.

Carried

ATTACHMENTS

[Attachment: Revised Memorandum of Understanding between Donald Mineral Sands and Yarriambiack Shire Council \(Marked Up Version with Changes\)](#)

DISCUSSION

In consultation with Donald Mineral Sands (DMS), a review of the Memorandum of Understanding has been undertaken.

An annual review is undertaken with the aim of empowering the parties to amend the schedules to the MoU by agreement each year.

Donald Mineral Sands representatives met with Councillors on 07 February 2024 to discuss the MoU (amongst other agenda items). Councillors undertook a review of the MoU prior to the meeting, with the aim of providing positive and constructive feedback.

Key discussion points regarding housing, social and economic outcomes, and sponsorship aligning with long term community plans were identified for expansion and/or inclusion in the MoU.

The draft MoU has been revised as attached and includes the following amendments:

- Inclusion of supporting local housing initiatives in section 1.1 as a shared vision.
- Paragraph four of section 1.1 being amended to include the reference to housing, when discussing the improvement of services to the community.
- Schedule One: Optimising Economic and Social Outcomes, being expanded to include working collaboratively to support local housing development initiatives as an addition; and
- Schedule One, item 3.5, being expanded to include the reference to enduring long term benefits for community, when considering sponsorships and donations.

It is recommended that Councillors endorse the revised MoU between Yarriambiack Shire Council and Donald Mineral Sands as attached to this report.

RELEVANT LAW

Local Government Act 2020, Governance Principles

COUNCIL PLANS AND POLICIES

Council Plan 2021-2025: Strategic Objective 1: A Vibrant and Diversified Economy.

- Support, encourage and advocate for the diversification of our economic opportunities across the Shire and broader region.
- Plan for and support diverse housing options to meet community needs now and into the future.

RELATED COUNCIL DECISIONS

Not applicable. The original MoU was signed during a Council Forum meeting and promoted via the media.

OPTIONS

- a) Councillors could choose to not support the MoU revision and seek further amendments.

SUSTAINABILITY IMPLICATIONS

Economic: Supporting mining in our region encourages the diversification of our economic opportunities across the Shire and broader region. Mining will stimulate the local and regional economy.

Social: The mine once in construction and operation mode will place increased pressure on our housing stock. Solutions are being explored to address the housing supply requirements. It is anticipated that we could see population increase within the southern end of our shire, which could have a flow on benefit to the local schools, sporting, and recreational clubs.

Environmental: The mine is governed by legislative requirements that ensure environmental considerations are managed and monitored.

COMMUNITY ENGAGEMENT

Donald Mineral Sands undertakes community engagement via an established Community Reference Group. The company also has an established presence in Minyip and is continuously engaging with local community via their Environment and Community Officer.

GENDER IMPACT ASSESSMENT

Not applicable for this report.

RISK

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

<i>Strategic Risk Description and Residual Risk Level</i>	<i>Action to Mitigate/Reduce Risk</i>	<i>Does Action maintain or reduce Residual Risk Level</i>
Program and Project Risk - Residual Risk Level Medium	Council continuously engages with Donald Mineral Sands to ensure program and project risks are mitigated, with specific emphasis on transport routes.	Maintains Residual Risk Level
Reputational Risk - Residual Risk Level Low	Councillors and Officers regularly engage with Donald Mineral Sands' representatives to address any issues that arise, with the aim of keeping our community informed on the progress of the mine and any impacts on the community.	Maintains Residual Risk Level
Environmental Sustainability Risk - Residual Risk Level Medium	The Environmental Effects Statement process, along with the Workplan development and legislative frameworks in which mines must adhere to and operate under provides reassurance that environment and sustainability is considered and mitigated.	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

[Resources Victoria: Mineral Resources Strategy 2018 - 2023](#)

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 WARRACKNABEAL COMMUNITY GARDEN

Prepared by Tammy Smith, Chief Executive Officer

SUMMARY

On the 10 April 2024 representatives of the Warracknabeal Community Garden Committee met with Councillors, to raise their concerns in relation to the potential sale of the Community Garden land parcel, located in Scott Street Warracknabeal.

The Community Garden representatives wished to inform the Councillors of the importance of the garden and requested support from Council to purchase the land.

Recommended Motion:

That Council:

- a) Support the Warracknabeal Community Garden Committee (via the Warracknabeal Action Group) to purchase the Community Garden parcel of land, known as 100 Scott Street Warracknabeal by donating \$15,000 towards the purchase of the land.
- b) Endorse that the unallocated funds from the 23/24 financial year Share Grant Program be utilised to fund the donation to the Warracknabeal Action Group.
- c) Continue to waiver the rates, as per the current established arrangement whilst the site known as 100 Scott Street Warracknabeal is utilised for the primary purpose of being a Community Garden.

Resolution:

Moved Cr. C Heintze

Seconded Cr. K Kirk

That the recommendation be adopted.

Carried

ATTACHMENTS

[Attachment: Community Garden Frequently Asked Questions – Sale of the Garden Site](#)

DISCUSSION

Background

The Community Garden Committee has been notified that the owner of the site wishes to sell the property. This has caused community angst, as it is deemed a vital asset for Warracknabeal, providing positive health and wellbeing along with social connection and inclusion outcomes for the Community.

Discussion

Representatives of the Community Garden Committee met with Councillor Massey and CEO, Tammy Smith on 12 February 2024, to discuss the pending sale of the site.

Mayor Zanker and Cr Kirk were apologies for the meeting.

The representatives expressed their concerns regarding the potential sale of the site, and the negative impact it would have on the social health and wellbeing outcomes of the Warracknabeal Community.

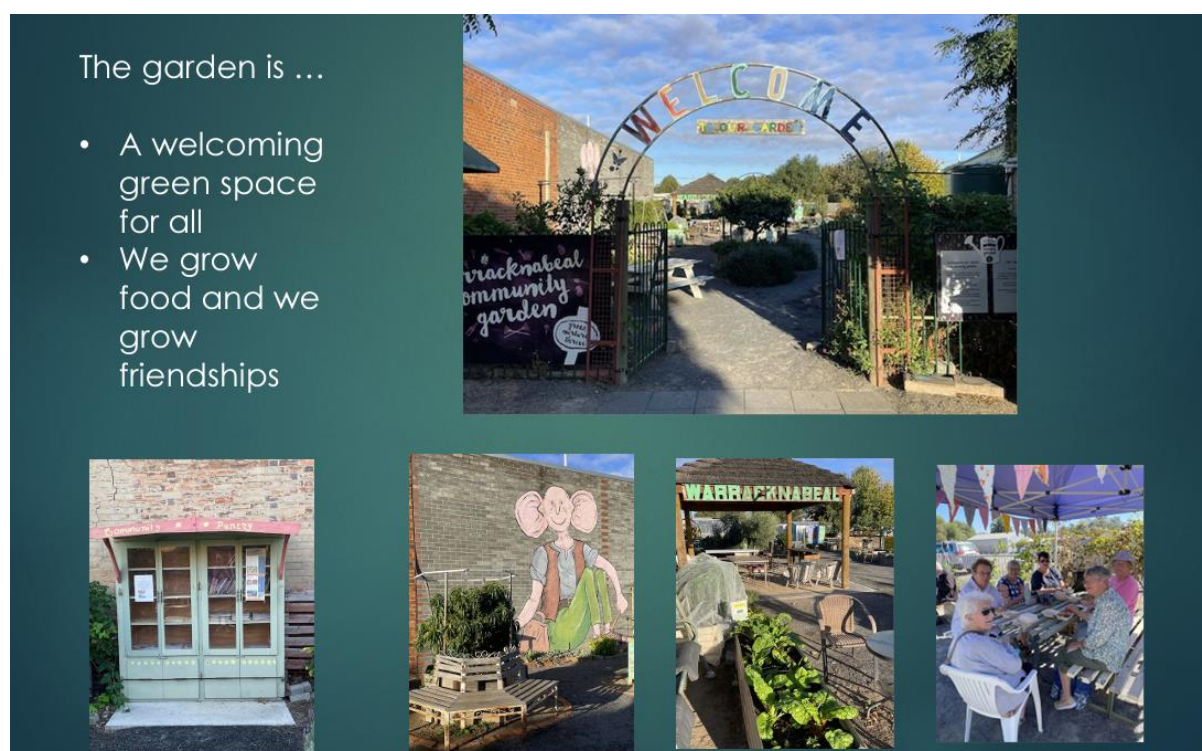
Council arranged for a valuation to be undertaken of the site and provided this to the representatives. It was also recommended that they contact the owner and assess if there was an option to negotiate a private sale.

As the Community Garden was initially a Rural Northwest Health initiative, on 15 February 2024, a letter was sent from Council to the Board Chair requesting their

consideration towards purchasing the land, and/or contributing towards the acquisition of the site.

On 10 April 2024, during a Council Forum, the Community Garden representatives presented to Council on the following:

- The significant benefits of the Community Garden to the health and wellbeing outcomes of the community.
- The current location being a major contributor to the success of the Garden, being in a prime location, in Scott Street Warracknabeal (the main shopping area of the township).
- The active participation and investment from Community groups and volunteers.
- The investment into the site and what has been achieved and celebrated to date.
- The financial sustainability of the site and Committee, with the income derived, and the discount on water and waiving of rates by Council enabling the site to be self-sustaining.



The garden is ...

- A welcoming green space for all
- We grow food and we grow friendships

Ask from Committee

At the Council Forum on the 10 April 2024 the Committee representatives asked that Council:

1. Support the garden by continuing to offer the waiver of rates should they succeed in purchasing the land.
2. If the Warracknabeal Action Group was ever to cease existence (which is a very low/rare possibility), that Council assumes ownership of the land.
3. That Council consider contributing up to \$20,000 to assist with the purchase of the land.

The Committee representatives thanked Council for arranging and supplying the site valuation report, which enabled the local real estate agent to negotiate with the owner to accept the valuation report price of \$50,000. The Committee is now wishing to progress the purchase of the land as soon as possible and has received in principle pledges from the community to support the purchase in the vicinity of \$20,000. They require a further \$30,000 to secure the purchase.

Recommendation

A discussion of Councillors during the Council Forum concluded that Council writes to Rural Northwest Health (RNWH) and request they match Councils contribution of \$15,000 donation towards the purchase of the Community Garden land.

The email request was sent on 10 April 2024, with an accompanying phone call to both the Board Chair and CEO of RNWH. All discussions have been received with positivity and the email request was to be tabled at the April Rural Northwest Health Board Meeting.

It is recommended that Councillors endorse the donation of \$15,000 to the Warracknabeal Action Group sub-committee Warracknabeal Community Garden to contribute towards the purchase of the Community Garden parcel of land at 100 Scott Street Warracknabeal. In addition, it is recommended that Council continue to support the Community Garden Committee by continuing to waiver the rates, as per the current adopted arrangement.

In addition, it is also recommended that Council endorse that that the retained funds from the 23/24 financial year Share Grant allocation of \$24,034.28 be utilised to fund the donation to the Warracknabeal Action Group. With the payment to be made, prior to 30 June 2024.

RELEVANT LAW

Local Government Act 2020, Governance Principles, Community Engagement Policy and Transparency Policy.

COUNCIL PLANS AND POLICIES

Council Plan 2021-2025: Key Objective 2, A Healthy and Inclusive Community.

- Support infrastructure investment that promotes an inclusive and socially connected community to enhance liveability.

Health and Wellbeing Plan 2021-2025: Provide a healthy climate for residents.

RELATED COUNCIL DECISIONS

27 September 2024 – Minutes of Ordinary Meeting, 16.1 Share Grant Report

OPTIONS

- a) Council could choose not to donate funds towards the purchase of the Community Garden site and rely on the Community to fund the purchase of the land. This could result in the community not being able to raise the funds, and/or delays in raising the funds. Therefore, jeopardising the purchase.

SUSTAINABILITY IMPLICATIONS

Social: The Community Garden is a vital asset that encourages connection and inclusion within our community. It also promotes health and wellbeing and enhances overall outcomes for our residents.

Environmental: The community garden assists to educate our residents on sustainable and environmentally friendly practices.

COMMUNITY ENGAGEMENT

The Community Garden Committee representatives have engaged with Council, on behalf of their members, and the wider Warracknabeal community.

The Committee representatives presented to Council on 10 April 2024 on the benefits of retaining the Community Garden in its current location.

GENDER IMPACT ASSESSMENT

Not applicable

RISK

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

<i>Strategic Risk Description and Residual Risk Level</i>	<i>Action to Mitigate/Reduce Risk</i>	<i>Does Action maintain or reduce Residual Risk Level</i>
Reputational Risk - Residual Risk Level Low	Supporting the community to purchase the Warracknabeal Community Garden land parcel demonstrates Council's commitment to their strategic priorities outlined in the Council Plan and Health and Wellbeing Plan. The donation of funds to support the community will assist in building a positive reputation for Council, being seen as a partner, assisting the community.	Maintains Residual Risk Level
Strategy Execution and Change Management Risk - Residual Risk Level Medium	Supporting the community to purchase the Community Garden land supports Council's strategic priorities outlined in the Council Plan 2021-25 and the Health and Wellbeing Plan 2021-25.	Maintains Residual Risk Level
Environmental Sustainability Risk - Residual Risk Level Medium	Supporting the continuation of the Community Garden assists Council with promoting environmentally sustainable practices to promote a healthy environment.	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.

15.6 BEULAH AND BRIM RECREATION RESERVES MASTERPLANS

Prepared by Rebecca Botheras, Sport and Recreation Coordinator

SUMMARY

The Yarriambiack Shire Council sought funding and allocated its own funds to develop Masterplans for the Beulah and Brim Recreation Reserves. The Department of Energy, Environment and Climate Action (DEECA) owns both Recreation Reserves, with appointed Committee of Management arrangements in place.

Within each of the two Recreation Reserves, several facilities are nearing the end of their lifecycle, are non-compliant with current facility standards, and/or no longer meeting the needs and demands of the communities. As such, the Recreation Reserves require strategic decision making and investment over the coming years.

This report intends to present the final Beulah and Brim Recreation Reserves Masterplans to the Council for consideration and endorsement.

RECOMMENDATION

That Council:

- a) Adopt the Beulah Recreation Reserve Masterplan.
- b) Adopt the Brim Recreation Reserve Masterplan.
- c) Authorises the Chief Executive Officer to seek funding opportunities for the implementation of the Beulah and Brim Recreation Reserves Masterplans.

Resolution:

Moved Cr. T Hamilton

Seconded Cr. K Kirk

That the recommendation be adopted.

Carried

ATTACHMENTS

[Attachment: Beulah Recreation Reserve Masterplan](#)

[Attachment: Brim Recreation Reserve Masterplan](#)

DISCUSSION

In October 2022, Yarriambiack Shire Council received funding through the Victorian Government's 2022 Local Sports Infrastructure Fund – Planning Stream to develop Masterplans for the Beulah and Brim Recreation Reserves.

ROSS Planning was awarded Contract C326-2023 via a Council Resolution on 26 April 2023 to develop the subsequent Masterplans following an extensive community and stakeholder engagement process.

Beulah Recreation Reserve Masterplan:

The Beulah Recreation Reserve is a well-used community sport and recreation precinct owned by DEECA and managed by a community appointed Committee of Management. The Recreation Reserve is home to three sporting clubs providing opportunities in AFL, Netball and Bowls. The facility also has capacity and at times to host cricket and tennis activities.

In addition to formally organised sporting opportunities, the Recreation Reserve, which surrounds Yarriambiack Creek, is regularly used for active recreation activities such as walking and/or running and water sport activities.

However, many of the existing assets are beyond their useful lives, are lacking facility compliance and are not accommodating to the needs and demands of user groups and the broader community. This has resulted in the ability to re-think the existing layout

and arrangements within the Recreation Reserve, leading to the development of a 10-year strategic Masterplan. The Masterplan has been developed following an extensive community engagement process involving user groups, the wider Beulah community, Council Officers, key stakeholders including Government agencies and State Sporting Associations.

Overall, the Masterplan identifies several priorities that the Beulah Community believe are of critical importance on ensuring sustainability and the continuation of quality sport and active recreation opportunities, along with other general community events and activities. The Beulah Community will ultimately use this strategic Masterplan to guide their decision making in relation to infrastructure developments over the next 10 years. This will ensure the Beulah Recreation Reserve can cater for the existing needs of the community and the future demands placed upon it.

The indicative costings table below highlights a summary of the investment that is required to implement the key priorities of the Masterplan:

Description	Total
Short Term Priorities <ul style="list-style-type: none"> • Upgrade playground. • Improved connection between pavilion and public picnic / BBQ facilities at the creek. • Upgrade existing cricket practice wickets. 	\$195,000
Medium Term Priorities <ul style="list-style-type: none"> • Pavilion upgrades (canteen / kitchen, bar, toilets & changerooms). • Resurface old netball court. • Extend / relocate spectator hill. • New entry signage. • Extension of pavilion roof to create spectator shade area. 	\$85,000 (Pavilion upgrades not costed)
Long Term Priorities <ul style="list-style-type: none"> • Development of pump track and family node. • Upgrade oval perimeter fencing and seating. • Upgrade Public Toilets near the Bowling Green. • Oval irrigation upgrades. • Upgrade track around the oval to allow parking and spectator movement. 	\$340,000 (oval irrigation not costed)

Finally, the Masterplan will undergo a 10-year implementation period, while seeking external funding in partnership with the Australian and Victoria Governments and the communities to achieve the outcomes.

Brim Recreation Reserve Masterplan:

The Brim Recreation Reserve is a well-used community sport and recreation precinct owned by DEECA and managed by a community appointed Committee of Management. The Recreation Reserve is home to five sporting clubs providing opportunities in AFL, Netball, Tennis, Cricket, and Golf.

In addition to formally organised sporting opportunities, the Recreation Reserve provides opportunities for active recreation activities such as walking and/or running, and additionally provides a “community hub” for events.

However, many of the existing assets are beyond their useful lives, are lacking facility compliance, are not accommodating to the needs and demands of user groups and the broader community and some assets are surplus to the community’s needs. This has resulted in the ability to re-think the existing layout and arrangements within the Recreation Reserve, leading to the development of a 10-year strategic Masterplan. The Masterplan has been developed following an extensive community engagement process involving user groups, the wider Beulah community, Council Officers, key stakeholders including Government agencies and State Sporting Associations.

Overall, the Masterplan identifies several priorities that the Brim Community believe are of critical importance on ensuring sustainability and the continuation of quality sport and active recreation opportunities, along with other general community events and activities. The Brim Community will ultimately use this strategic Masterplan to guide their decision making in relation to infrastructure developments over the next 10 years. This will ensure the Brim Recreation Reserve can cater for the existing needs of the community and the future demands placed upon it.

The indicative costings table below highlights a summary of the investment that is required to implement the key priorities of the Masterplan:

Description	Total
Short Term Priorities <ul style="list-style-type: none"> • Upgrade toilets / changerooms. • Consolidate two existing equipment sheds into one new facility. • Upgrade scoreboard. • Netting behind oval goal posts. 	\$220,000
Medium Term Priorities <ul style="list-style-type: none"> • Re-align cricket practice nets. • Upgrade existing playground & shade. • Level existing informal parking. • Pavilion upgrades – kitchen, toilets, change. 	\$240,000 (Pavilion upgrades not costed)
Long Term Priorities <ul style="list-style-type: none"> • Upgrade oval fencing to white picket-fence style. • Upgrade coaches boxes. • Enhancements to main entry. 	\$85,000

Finally, the Masterplan will undergo a 10-year implementation period, while seeking external funding in partnership with the Australian and Victoria Governments and the communities to achieve the outcomes.

RELEVANT LAW

Local Government Act 2020

COUNCIL PLANS AND POLICIES

Council Plan 2021-2025: Strategic Objective 2 – A healthy and inclusive community

Yarriambiack Shire Council Sport and Recreation Strategy 2016-2025: Planning principles addressing benefits to the community, community need, accessibility, sustainability, multi-purpose and diversity of opportunities.

RELATED COUNCIL DECISIONS

29 June 2022 – adoption of the 2022/2023 budget which included Council’s Contribution for the Beulah and Brim Recreation Reserve Masterplans

28 June 2023 – adoption of 2023/2024 budget which included a carryover of the Beulah and Brim Recreation Reserve Masterplan funding allocation

22 November 2023 – adoption of the Minyip Recreation Reserve and Rabl Park, Murtoa Masterplans

13 December 2023 – adoption of the Hopetoun Recreation Reserve and Warracknabeal Recreation Precinct Masterplans

OPTIONS

- a) Council could choose to reject the recommendation and request further community consultation be undertaken on the Beulah and Brim Recreation Reserve Masterplans.
- b) Council could choose to reject the recommendation and request further amendments be made to the Beulah and Brim Recreation Reserve Masterplans.

It is important to note that the Beulah and Brim Recreation Reserve Masterplans are jointly funded by the State Government. In line with the Funding Agreement the Council has in place with the Department of Jobs, Skills, Industry and Regions, Council is required to adopt and submit the final Masterplans to the Department by 30 April 2024.

SUSTAINABILITY IMPLICATIONS

Economic - development of the Beulah and Brim Recreation Reserve Masterplans will provide Council and the Recreation Reserve Committees’ of Management with strategic direction for the management and development of the facilities into the future. This in turn will assist with infrastructure investment and subsequent economic benefits to the Beulah and Brim Communities.

Social - infrastructure investment to provide modern sport and recreation facilities encourages and supports participation, social interaction and improved health and wellbeing outcomes.

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

Financial - fully implementing the Beulah and Brim Recreation Reserve Masterplans is going to require an indicative financial investment exceeding \$3 million across each reserve. This would require funding from the State and Federal Governments’, along with requiring an investment from the Community.

COMMUNITY ENGAGEMENT

The Beulah and Brim Recreation Reserve Masterplans were developed in close consultation with the Beulah and Brim communities. Initially, onsite Community Consultation sessions were held on the 15 and 16 August 2023 with ROSS Planning.

ROSS Planning also undertook one-on-one phone calls with key stakeholders. In addition, the draft Masterplans were released out onto Public Exhibition from the 6 March 2024 – 4 April 2024 for review and comment. The Masterplans have subsequently been revised to take on board the feedback from the community engagement and have been presented as attached to this report in their finalised form.

It is further important to note that the Rupanyup Recreation Reserve Masterplan was also developed alongside the Beulah and Brim Recreation Reserve Masterplans. However, it was determined during the Public Exhibition Period that additional community and stakeholder engagement was required, with the Rupanyup Recreation Reserve Masterplan to be considered at a future Council meeting.

GENDER IMPACT ASSESSMENT

Gender Impact Assessment (GIA)	Status
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 – Beulah Recreation Reserve Masterplan Brim Recreation Reserve Masterplan

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	Developing Masterplans for the Beulah and Brim Recreation Reserves indicates Council’s commitment to working with the Beulah and Brim Communities, to identify priority projects backed by strategic planning to guide future infrastructure investment.	Maintains Residual Risk Level
Financial Risk - Residual Risk Level Medium	The Beulah and Brim Recreation Reserves Masterplans have identified that an indicative financial investment exceeding \$3 million per site is required to implement and deliver the infrastructure investments outlined.	Maintains Residual Risk Level
Program and Project Risk - Residual Risk Level Medium	The development of the two Masterplans identifying different projects as part of one overarching document, allows for strategic and coordinated project planning. The structure of the plans outlines clear deliverable phases providing direction for required funding applications for future infrastructure investment	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Active Victoria 2022-2026

AFL preferred Community Facility Guidelines 2024

Netball Australia National Facilities Policy

Tennis Australia National Facilities Planning and Development Guide

Victorian Cricket Infrastructure Strategy

Victorian Golf Infrastructure Strategy and National Golf Facilities Guidelines

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 YARRIAMBIACK SHIRE ONLINE DIRECTORIES AND AED PROGRAM CAMPAIGNS

Prepared by Sarah Collins, Manager Community Strengthening and Engagement

SUMMARY

The Community Strengthening Team have several ongoing initiatives that will be promoted to the community in the coming weeks. These initiatives have been identified through feedback from the community, highlighting areas of support that they seek from Council, and how Council can improve on their current systems and processes to continue to provide valuable resources to community.

The initiatives outlined in this report relate to the following campaigns:

- **Online Directory Campaign**
- **AED Registration Campaign**
- **“Call, Push, Shock” Campaign**

Recommended Motion:

That Council note the information report on the Online Directories and AED Program Campaigns.

Resolution:

Moved Cr. K Kirk

Seconded Cr. A McLean

That the recommendation be adopted.

Carried

ATTACHMENTS

[Attachment: Online Directory Reference](#)

[Attachment: AED Registration Reference](#)

[Attachment: Call Push Shock Overview](#)

DISCUSSION

Online Directory Campaign:

Historically, Council Officers have produced a printed Business and Community Group Directory containing information on local businesses and community groups that were made available to the public providing a valuable source of information, proving helpful to both residents and travellers alike.

The last time this Directory was published was in 2018-19, with an updated digital version of the Business Directory created in 2020. Since then, with the rising cost of printing and the limited resources of staff required to manually update content, Management has made the decision to transition to a digital approach and house these directories on the Council website whilst understanding the importance of these directories for the community but needing to find an alternative solution.

With the addition of the events calendar on the Council website, having the ability to use the same portal to create an event listing is an added bonus of the digital transition. While not yet linked to the event registration process, event organisers can utilise the same process that, once approved by Council Officers, can be automatically uploaded to the event calendar, and amended when required, including links to their event pages and booking sites.

Benefits of Digital Directories:

- Community Listings, Business Listings, and registered Events are all created with one profile and will pull through to the correct directory webpage.
- The Online Directory allows users to update their details anytime, as changes arise, ensuring accurate information is available for those who are seeking it and include hyperlinks direct to their external websites for further information.
- This source of official Shire information will help local community members, as well as new online audiences – especially touring and travelling visitors. The online directory will allow the listing details to be shared with partnered tourism promoters.
- Our Council staff can also provide up-to-date information about local businesses, community groups or events, to the many enquiries we receive via: email and social media, phone calls, and visits to our Council office customer service desk.

It is important to note that these directories can be printed upon request.

This online transition aligns with the current works of increasing a Council presence on the Australian Tourism Data Warehouse (ATDW), the online platform used by regional, State, and Federal digital marketing platforms. ATDW is specific for tourism/ visitor servicing businesses and events, whereas Council Directories are in place for all local businesses, groups, and events regardless of industry.

Officers are working with the new Visitor Economy Partnership (VEP) to lead ATDW registration workshops and communication with the Councils Tourism Industry to assist with encouraging sign ups, and to form strategies of integrating ATDW (and Google My Business) onto the Council website. Noting that there are subscription costs to these services but allow more autonomy on business owners and groups to manage their listing.

The online Directory Campaign began Thursday 18 April 2024 and will be ongoing utilising Council's:

- Newspaper/newsletter contracts,
- Yarri Yarns,
- Social media,
- Direct emails utilising stakeholder databases,
- Information provided to the Words of Wheels team to deliver to community,
- Letterbox drops/ mailouts to community groups, businesses, and event organisers.

AED Program Campaigns:

Following on from the AED presentation that was discussed at the December 2023 Council Forum, the Community Strengthening team have collaborated with Ambulance Victoria to implement a program to improve the number of AEDs registered in Yarriambiack Shire. We have done this by highlighting the importance of registering an AED and have offered workshops to interested community groups (EOI to be released) on using AEDs in times of emergency. This will create a better picture of the AED's throughout our Shire and identify gaps that Council may need to address. In addition, it prepares the community for times when they may be in a situation of needing to use an AED.

The two campaigns below will work in tandem to undertake the program.

AED Registration Campaign:

This portion of the program is to encourage AED owners to register on Ambulance Victoria website, regardless of if the AED is available 24/7 or during staffed hours. It also promotes where this information is available and how it can be accessed in times of emergency.

Included in the communication plan and information materials are:

- The importance of registering AED's and how this information is used during an emergency.
- Instructions on how to register (including the note received regarding addresses not being available and how to solve this).
- Where to find information on registered AED's including apps, web platform, community lead initiatives, Triple Zero operators, etc
- Expression of Interest to participate in the "Call, Push, Shock" workshops.

The AED Registration Campaign begins the week commencing 29 April 2024 and will be ongoing throughout the AED Program by utilising Council's:

- Submitting a Press Release,
- Ace Radio allocation,
- Newspaper/newsletter contracts,
- Yarri Yarns,
- Social media,
- Direct emails and phone calls utilising stakeholder databases,
- Information provided to the Words of Wheels team to deliver to community,
- Poster distribution to community groups and businesses.

"Call, Push, Shock" Campaign:

Alongside identifying and promoting awareness of AED's available throughout the Shire, it was identified that residents were also seeking support in using AED's in times of emergency. Through partnering with Ambulance Victoria and utilising their "Call, Push, Shock" program, workshops will be brought to the Shire and will be scheduled based on registrations through an EOI process where community groups can register interest in hosting a workshop.

These workshops will be delivered by Ambulance Victoria, and local volunteer Ambulance Community Officers and include:

- Calling Triple Zero
- Administering CRP
- Locating and using AED's

The "Call, Push, Shock" Campaign begins week commencing 13 May 2024 and will be ongoing throughout the AED Program by utilising Council's:

- Submitting a Press Release,
- Ace Radio allocation,
- Newspaper/newsletter contracts,
- Yarri Yarns,
- Social media,
- Direct emails and phone calls utilising stakeholder databases,
- Information provided to the Words of Wheels team to deliver to community,
- Poster distribution to community groups and businesses.

17 PERMITS ISSUED

List of permits issued in March 2024 is listed below for noting.

Recommended Motion:

That Council:

Note the permits issued by Council between 1 March 2024 and 31 March 2024

Resolution:

Moved Cr. G Massey

Seconded Cr. T Hamilton

That the recommendation be adopted.

Carried

Reference No	Description	Address	Date of Issue
Building Permits			
BLD20240379	Demolition of a dwelling	Woomelang	27/03/2024
BLD20240386	Demolitions of a dwelling, carport, workshop and garage	Murtoa	06/03/2024
BLD20240392	Demolition of a dwelling	Rupanyup	20/03/2024
Planning Permits			
PA20240010	Use of the land as a place of assembly	Rupanyup	02/04/2024
PA20240009	Use of the land as a place of assembly	Rupanyup	02/04/2024
PA20240008	Use of the land as a place of assembly	Rupanyup	02/04/2024
Local Law Permits			
04/24	Street Trade Permit – Rupanyup Dirt Music festival	Cromie Street Rupanyup	07/03/2024
05/24	Street Trade Permit – St Mary's Parent Club	Scott St Warracknabeal	12/03/2024
06-24	Camping on private land	Lubeck	15/03/2024
07/24	Street Trade Permit – Ladies Restrooms	Scott St Warracknabeal	26/03/2024
RRWP & APP			
2024-04	Roadside Drilling Exploration	Minyip	18/03/2024
2024-05	Roadside Vendor	Sheep Hills	28/03/2024

18 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.

19 NEXT MEETING

22 May 2024

20 CLOSED

Closed 10:03am

Councillors proceeded to the Closed (Confidential Meeting) that is closed to the Public. Items discussed identified at section 21 of the Minutes.

21 CLOSED (CONFIDENTIAL) MEETING

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:

21.1 CEO Recruitment and Remuneration Independent Chair

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

1. 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
2. Because personal information, being information which if released would result in unreasonable disclosure of information about any person or their personal affairs (being the CEO and/or COO).

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. It also could raise discussion in relation unreasonable disclosure of personal information in relation to the CEO.

Recommended Motion:

That Councillors closed the Ordinary Meeting of Council, and moved into the Closed Meeting of Council at 10:03am. This Meeting is now closed to the public.

Resolution:

Moved Mayor Zanker Seconded Cr. C Heintze

That the recommendation be adopted.

Carried