



Yarriambiack
SHIRE COUNCIL

Minutes

Ordinary Meeting of Council

27 August 2025

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 23 July 2025 – Ordinary 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.....	10
10	MINISTERIAL AND GOVERNMENT CORRESPONDENCE TO COUNCILLORS ONLY	10
11	SPECIAL COMMITTEES.....	11
11.1	Audit and Risk Committee Meeting Schedule	11
11.2	Community Asset Committee - Woomelang Retirement Units.....	11
12	ACTIVITY REPORTS	12
12.1	Mayor Activity Report.....	12
12.2	Councillor Activity Reports	13
12.3	Chief Executive Officer Activity Report.....	15
13	PUBLIC QUESTIONS	17
13.1	Questions Submitted	17
14	COUNCILLOR REPORTS.....	18
14.1	Mayors Report	18
15	REPORTS FOR DECISION	20
15.1	Ground Lease Endorsement – Woomelang Caravan Park	20
15.2	Modified Financial and Non-Financial Performance Report – Quarter 4 – 2024/25 22	
15.3	Statutory Meeting Endorsement	25
15.4	Gender Equality Policy and Guidelines	27
15.5	Wimmera Southern Mallee Development Membership	30
15.6	Transfer of Minyip, Rupanyup and Warracknabeal Kindergarten Services	35
15.7	Adoption of Revised Procurement Policy (Version 6.1).....	41
15.8	S11A Appointment and Authorisation (Planning and Environment Act 1987) ...	45
15.9	S6 Instrument of Delegation to Members of Council Staff.....	47

15.10 S5 Instrument of Delegation to Chief Executive Officer	49
15.11 S18 Instrument of Sub Delegation to Members of Council Staff	51
16 COUNCIL REPORTS FOR NOTING.....	53
16.1 Investment in Social Benefit Cost Analysis Research on Mining	53
16.2 2025-26 Community SHARE Grant Outcome	57
17 PERMITS ISSUED	63
18 CLOSED DECISIONS TO BE RECORDED IN OPEN COUNCIL MEETING AGENDA	64
19 URGENT BUSINESS	64
20 NEXT MEETING	64
21 CLOSED.....	64
SUMMARY CLOSED (CONFIDENTIAL) MEETING AGENDA	65

OUR VISION

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

We will achieve this shared vision by:

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

CONTINUOUS IMPROVEMENT

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

LIVE STREAMING

Council meetings are now 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 reads 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 may be recorded, and their image may be published online.

Anyone who submits a question as part of item 13 – Public Questions (of this Agenda) will have their name stated and recorded as part of the 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 or recording via Council's YouTube Channel, with the link available via Council's website. The recording of Council Meetings will be available for viewing until the next scheduled Council Meeting.

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

3 ACKNOWLEDGEMENT AND PRAYER

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

3.1 ACKNOWLEDGING TRADITIONAL OWNERS OF THE LAND

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

3.2 PRAYER

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

Amen

4 PRESENT

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

Council Officer	Tammy Smith	Chief Executive Officer
Council Officer	Tim Rose	Chief Operating Officer
Council Officer	Daniel Brandon	Manager Business Systems
Council Officer	Anita McFarlane	Chief Financial Officer

5 APOLOGIES

Name / Role	Description of Leave / Absence
Monique Metlika, Governance Support Officer	Absent due to illness.

6 CONFIRMATION OF MINUTES

6.1 MINUTES 23 JULY 2025 – ORDINARY MEETING

Minutes of the Ordinary meeting of Council held on 23 July 2025 be taken as an accurate record and confirmed.

Resolution:

That the minutes of the Ordinary Meeting of Council held on 23 July 2025, as circulated be taken as read and confirmed.

Moved Cr Keel

Seconded Cr Kirk

That the recommendation be adopted.

Carried Unanimously

7 DECLARATION OF CONFLICT OF INTEREST

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

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

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

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

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

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

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

OR

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

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

7.1 CONFLICT OF INTEREST DECLARED

Conflict Declared by	Agenda Item	Reason - Explanation

8 BUSINESS ARISING

8.1 BUSINESS ARISING FROM PREVIOUS MINUTES

1. As per ongoing and pending actions list, Item 8.2.

8.2 ONGOING AND PENDING ACTIONS

Council Meeting	Recommendation Action	Action Taken
28 August 2024 Item 15.13	Resheet a section of Mellis Road, from Stawell Warracknabeal Road to a property 4.3km to the East.	This job has been delayed at the request of the resident funding the project. Will be deferred until 25/26 financial year.
26 February 2025 Item 15.1	Name the unnamed laneway 04 in Council's Road Register, as "Isbel Lane".	Community consultation completed on Thursday 24 April 2025. The naming process has commenced. The laneway has completed all the necessary steps except for the gazette advertising. The advertisement will be published in the government gazette for 28 days.
26 February 2025 Item 15.5	Make a financial contribution to the University of Melbourne to fund a Scholarship for a Masters research student for the primary purpose of conducting a social benefit cost analysis on mining within our Shire, to determine if mining will benefit or harm societal welfare.	CLOSED A report for noting is being presented in this meeting regarding this matter.
26 February 2025 Item 15.6	Advocate to the State Government to amend the Rabl Park project scope of the election promise funding.	CLOSED Advocacy and consultation with Minister Ermacora's office and Sport and Recreation Victoria has been ongoing. The Rabl Park project scope has been revised internally and is to be delivered prior to October 2026.
30 June 2025 Item 15.5	Enter into an agreement with the Rupanyup Recreation Reserve outlining that the funds received from the NBN Tower rental must be utilised towards infrastructure upgrades and/or ground and building maintenance at the Rupanyup Recreation Reserve.	Not yet commenced.

Council Meeting	Recommendation Action	Action Taken
30 June 2025 Item 15.6	Enact License Agreements between Yarriambiack Shire Council and: - Woomelang & District Bush Nursing Centre Incorporated – for the use of part of building at 16 Proctor Street, Woomelang VIC 3485 - Patchewollock Incorporated – for the use of part of building at 58 Federation Street, Patchewollock VIC 3491 - Murtoa and District Neighbourhood House Incorporated - for the use of part of building at 36 McDonald Street, Murtoa VIC 3390 - Minyip Progress Association Incorporated - for the use of part of building at 78 Main Street, Minyip VIC 3392 - Beulah Historic, Learning and Progress Association Incorporated - for the use of part of building at 77 Philips Street, Beulah VIC 3395	CLOSED All license agreements, except for Patchewollock Incorporated, were executed on 30 June 2025. License agreement for Patchewollock Incorporated executed on 15 August 2025.
30 June 2025 Item 19 - Urgent Business	A report to be presented to Councillors with a recommendation from Officers regarding Councils membership status with Wimmera Southern Mallee Development.	CLOSED The report will be presented during this meeting.
23 July 2025 Item 15.1	Enact the Lease between Yarriambiack Shire Council and Warracknabeal Action Group Inc for the building known as Warracknabeal Tourist Information Centre, located at 119 Scott Street, Warracknabeal 3393.	CLOSED Lease fully executed 23 July 2025.
23 July 2025 Item 15.8	Advise Planning Panels Victoria that a panel will not be required for C34yari Planning Scheme Review Amendment. Forward the amendment to the Minister for Planning for approval.	C34yari has been forwarded to the Minister for approval, it is currently listed as "under consideration".

9 PETITIONS

No petitions received.

10 MINISTERIAL AND GOVERNMENT CORRESPONDENCE TO COUNCILLORS ONLY

Outgoing		
Date	Recipient	Details
27/07/2025	Department of Transport and Planning	Letter - Bus and Truck Accident Minyip

Incoming		
Date	Sender	Details
31/07/2025	Danny Pearson MP Victoria State Government	Email - Correspondence from the Minister for Finance

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
22 September 2025	Special Financial Statements and Performance Report Meeting
10 November 2025	Ordinary Meeting
09 February 2026	Ordinary Meeting
11 May 2026	Ordinary Meeting
10 August 2026	Ordinary Meeting
21 September 2026	Special Financial Statements and Performance Report Meeting

11.2 COMMUNITY ASSET COMMITTEE - WOOMELANG RETIREMENT UNITS

On Friday 25 July 2025, the Chief Executive Officer and the members of the Woomelang Retirement Units Asset Committee of Management received notice of Joe Collins' resignation as the Committee's President. We extend our heartfelt thanks to Joe for his valuable contribution to the Committee.

Woomelang Retirement Units Asset Committee of Management held a General Meeting on 28 July 2025.

In accordance with the requirements of the *Local Government Act 2020*, the Council must endorse the appointment of members to the Community Asset Committee.

Resolution:

That:

- a) Councillors note the Minutes of the Woomelang Retirement Units Community Asset Committee held 28 July 2025 have been received by the CEO; and
- b) The Councillors endorse Jason Collins as the Interim President of the Woomelang Retirement Units Asset Committee of Management until the next Annual General Meeting in February 2026, as determined by the Committee and documented in the Minutes.

Moved Cr McLean

Seconded Cr Lehmann

That the recommendation be adopted.

Carried Unanimously

12 ACTIVITY REPORTS

12.1 MAYOR ACTIVITY REPORT

Mayor Kylie Zanker – Warracknabeal Ward (August)		
Date	Activity	Location
25/07/25	Wimmera Highway Action Committee Meeting	Online
29/07/25	Photo for Yarriambiack Shire Animal Management Plan with my GAP program greyhound	Warracknabeal
30/07/25	Department of Transport Meeting	Warracknabeal
31/07/25-01/08/25	Rural Councils Victoria Annual Forum	Yarrawonga
06/08/25	Speed Field Days	Speed
06/08/25	Waste and Recycling Business Case Meeting	Online
08/08/25	Mayor, Deputy Mayor and CEO Catch Up	Online
11/08/25	Murtoa Lions Club Meeting – Guest speaker	Murtoa
12/08/25	Warracknabeal Action Group Meeting	Warracknabeal
13/08/25	Council Forum	Warracknabeal
13/08/25	Citizenship Ceremony	Warracknabeal
14/08/25	Wimmera Regional Mayor and CEO Meeting	Horsham
19/08/25	CEO KPI's 2025/26 Review	Online
20/08/25	Councillor Professional Development Day	Warracknabeal
20/08/25	Meeting with ANZAC Park Trustees	Warracknabeal
22/08/25	Mayor, Deputy Mayor and CEO Catch Up	Online
22/08/25	Official Opening of Hopetoun Patchwork Exhibition – Opened and attended	Hopetoun
26/08/25	Warracknabeal Scouts Annual General Meeting and Awards Night	Warracknabeal

12.2 COUNCILLOR ACTIVITY REPORTS

Deputy Mayor Andrew McLean – Hopetoun Ward (August)		
Date	Activity	Location
01/08/25	Rail Freight Alliance Meeting	Docklands
05/08/25	Waste and Recycling Business Case Meeting	Online
08/08/25	Mayor, Deputy Mayor and CEO Catch Up	Online
13/08/25	Council Forum	Warracknabeal
13/08/25	Citizenship Ceremony	Warracknabeal
15/08/25	Draft Right to Farm Policy Briefing	Online
20/08/25	Councillor Professional Development Day	Warracknabeal
20/08/25	Meeting with ANZAC Park Trustees	Warracknabeal
22/08/25	Mayor, Deputy Mayor and CEO Catch Up	Online
26/08/25	Rail Freight Alliance Special Meeting	Online
26/08/25	Woomelang Progress Meeting	Woomelang

Cr Corinne Heintze – Dunmunkle Ward (August)		
Date	Activity	Location
31/07/25-01/08/25	Rural Councils Victoria Annual Forum	Yarrawonga
04/08/25	Waste and Recycling Business Case Meeting	Online
06/08/25	Wimmera Southern Malle Development Meeting	Online
13/08/25	Council Forum	Warracknabeal
15/08/25	Draft Right to Farm Policy Briefing	Online
17/08/25	Yarrilinks Tree Planting	Minyip
20/08/25	Councillor Professional Development Day	Warracknabeal
22/08/25	Wimmera Southern Mallee Transport Group	Horsham
26/08/25	Wimmera Southern Malle Development Board Meeting	Horsham

Cr Melinda Keel – Dunmunkle Ward (August)

Date	Activity	Location
06/08/25	Waste and Recycling Business Case Meeting	Online
13/08/25	Council Forum	Warracknabeal
19/08/25	Murtoa Progress Association Meeting	Murtoa
20/08/25	Councillor Professional Development Day	Warracknabeal

Cr Chris Lehmann – Hopetoun Ward (August)

Date	Activity	Location
30/07/25	Beulah Progress Meeting	Beulah
01/08/25	Women's Restroom Annual General Meeting	Warracknabeal
05/08/25	Waste and Recycling Business Case Meeting	Online
13/08/25	Council Forum	Warracknabeal
20/08/25	Councillor Professional Development Day	Warracknabeal
20/08/25	Hopetoun Swimming Pool Annual General Meeting	Hopetoun

Cr Karly Kirk – Warracknabeal Ward (August)

Date	Activity	Location
31/07/25- 01/08/25	Rural Councils Victoria Annual Forum	Yarrawonga
06/08/25	Speed Field Days	Speed
06/08/25	Waste and Recycling Business Case Meeting	Online
13/08/25	Council Forum	Warracknabeal
15/08/25	Draft Right to Farm Policy Briefing	Online
20/08/25	Councillor Professional Development Day	Warracknabeal
20/08/25	Meeting with ANZAC Park Trustees	Warracknabeal

12.3 CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

Tammy Smith (August)		
Date	Activity	Location
24/07/25	Roads Focus Group	Hopetoun
25/07/25	Rural Councils Victoria Committee Meeting	Online
28/07/25	Warracknabeal Kindergarten Information Session – Transition to Emerge Early Years Services	Warracknabeal
29/07/25	Rupanyup and Minyip Kindergarten Information Session – Transition to Emerge Early Years Services	Rupanyup
30/07/25	Warracknabeal Caravan Park Discussion with Community Representatives	Warracknabeal
30/07/25	Department of Transport and Planning Quarterly Meeting	Warracknabeal
31/07/25	Rural Councils Victoria Dinner	Yarrawonga
01/08/25	Rural Councils Victoria Forum	Yarrawonga
04/08/25	Rural Councils Victoria – Briefing with Horsham Rural City Council	Horsham
04/08/25	ByFive Steering Committee Meeting	Online
06/08/25	Wimmera Southern Mallee Regional Partnership Briefing	Online
06/08/25	State and Local Government Monthly CEO Forum	Online
06/08/25	Meeting with Community Member regarding Drainage	Warracknabeal
08/08/25	Mayor, Deputy Mayor and CEO Meeting	Hybrid
11/08/25	Joint Regional Partnership Meeting – Wimmera Southern Mallee and Loddon Mallee	Hopetoun
12/08/25 – 15/08/25	Personal Leave	
18/08/25	MAV Connect	Online
18/08/25	Meeting with Chair of Minyip Progress Association	Warracknabeal
19/08/25	Meeting with Vic Grid	Horsham
20/08/25	Councillor Professional Development Day – Compulsory Training with Hindmarsh Shire Council	Warracknabeal
20/08/25	ANZAC Park Representatives Meeting	Warracknabeal

Tammy Smith (August)		
21/08/25	Wimmera Southern Mallee Regional Partnership Members Session with Energy Infrastructure Commissioner	Longerenong
21/08/25	Meeting with Warracknabeal Resident – Turning Lane Hazards Department of Transport and Planning Roads	Warracknabeal
22/08/25	Meeting with Wimmera Mallee Environmental & Agricultural Protection Association Inc. President	Warracknabeal
22/08/25	Mayor, Deputy Mayor and CEO Meeting	Hybrid
22/08/25	QA Hay and Vissy Signing	Warracknabeal

13 PUBLIC QUESTIONS

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

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

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

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

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

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

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

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

The question will not be allowed if:

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

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

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

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

13.1 QUESTIONS SUBMITTED

Name:	Town:
Question:	
Respondent:	
Response:	

14 COUNCILLOR REPORTS

14.1 MAYORS REPORT

Victorian Transmission Plan

On 17 August 2025, the Victorian Transmission Plan (VTP) was released, detailing changes to the Renewable Energy Zones (REZs) affecting Yarriambiack Shire. The update consolidates the previously proposed Grampians Wimmera and Wimmera Southern Mallee renewable energy zones into a single Western REZ with two sections. As a result, the area previously identified as the Wimmera Southern Mallee portion of the REZ has seen a significant expansion.

Vic Grid noted in the VTP that the expanded Western REZ area was not covered in the draft 2025 VTP consultation. Feedback on this area will be sought during the REZ declaration process, which offers another chance to adjust the boundaries, and for communities to provide feedback.

As Councillors, we are outraged at the REZ expansion which now sees the footprint expanded, and no clear picture regarding the gigawatt capacity.

Vic Grid's VTP proposes setting access limits based on the maximum capacity the transmission network can handle in each zone.

As a community, we feel completely blindsided by this change.

It is important to emphasise that our Council does not oppose renewable energy, as outlined in our Position Statement. We respect the rights of landholders to engage in negotiations with companies regarding land use, and we encourage our community to recognise and respect the decisions made by these landholders. We are extremely disappointed with both the consultation process and the major changes included in the revised VTP.

In the meetings with the Minister and Vic Grid, assurances were provided regarding the development of the Draft VTP, which we were advised, followed comprehensive capacity assessments and identification of specific energy requirements. When released, it was noted that the Draft had a smaller footprint and reduced megawatt (MW) capacity compared to current proposals for the Shire.

The Curyo Windfarm (up to 1000 MW), Wilkur Energy Park (up to 776 MW), Campbells Bridge (up to 1000 MW), and Warracknabeal Energy Park (up to 1650 MW) are proposed developments that will affect Yarriambiack Shire. In the Draft VTP, the Grampians Wimmera and Wimmera Southern Mallee Renewable Energy Zones (REZs) each targeted the addition of 320–480 megawatts of new wind generation. Notably, both the Curyo and Wilkur projects were located outside the boundaries of these proposed REZs.

Vic Grid and the Government were fully aware of the projects planned across our Shire and their capacity when the draft VTP was released.

Our assessment indicated that the draft VTP was developed with capacity demands in mind. We were confident that the extent of prospecting within our Shire substantially surpassed anticipated needs, acknowledging that certain planned projects might ultimately not proceed.

As a Council, we have noted the significant anxiety and concern these proposed projects have generated within our community. The resulting uncertainty has been widespread.

As a Council we have taken the high ground, been respectful, we have reached out and consulted and tried to get the Government to understand the impact that both mining and renewable energy is having on our Shire, our respectful engagement has got us nowhere.

I feel broken and extremely disheartened, and feel for my fellow Councillors, who have also consoled many residents, believing that our region was oversubscribed with prospectors, which was reflected in the draft VTP.

We want to know, how did Vic Grid get it so wrong? Why did they consult, release a map then change it up so significantly. Why do they pretend to care what we think when their actions clearly show the opposite.

This Government is about taking from our communities and giving nothing in return.

Where is the Government's commitment to funding? Our Local Government Funding is reduced, our buildings and roads are deteriorating, we have no funds to build further connecting infrastructure to support our ageing residents, our housing stock is decimated, and the Government have put nothing on the table to bring our community on a journey.

We hear everything about this supposed community benefit – well where is it?

The Government gave us a false sense of security and then threw us a hand grenade. We are the people on the ground, having to pick up the pieces of a broken community.

We deserve better, our rural communities are the backbone of this State, and this is how we are repaid.

Other Matters

On a more positive note, I was honoured to open the Hopetoun Patchwork Group Exhibition on Friday 22 August 2025. It was a brilliant display of talent and art.

The Mallee Machinery Field Days, organised by the Speed Lions Club, experienced another successful year with strong attendance. I extend my congratulations to all individuals involved in this achievement.

15 REPORTS FOR DECISION

15.1 GROUND LEASE ENDORSEMENT – WOOMELANG CARAVAN PARK

Prepared by Jo White, Governance Officer

SUMMARY

The Lions Club of Woomelang Inc have been managing and operating the small but well-functioning Woomelang Caravan Park for some time.

In line with changes in legislation, best practice advice and to align with Council's Leases and Licencing Policy, this arrangement requires formalisation.

Since the Lions Club of Woomelang Inc serves as the operating tenant, it is necessary to establish a formal lease agreement.

Resolution:

That Council:

- a) Endorse the Lease (as attached) between Yarriambiack Shire Council and the Lions Club of Woomelang Inc for the land and amenities block known as Woomelang Caravan Park located at 16 Gloucester Avenue, Woomelang Vic 3485.
- b) Endorse for the Lease to be a peppercorn lease in accordance with the Leases and Licensing Policy, Schedule 1 – Category A, with a rental fee of \$1.00 (one dollar) + GST per year, deemed paid, and for a term of seven years.
- c) Endorse the Chief Executive Officer to make any administrative changes required for the Lease to be executed, providing the intent of the Lease is not altered.
- d) Endorse the affixing of the Common Seal to the Lease in accordance with Council's Common Seal and Conduct at Meetings Local Law 2024.

Moved Cr McLean

Seconded Cr Kirk

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Attachment: Lease – The Lions Club of Woomelang Inc – Woomelang Caravan Park](#)

DISCUSSION

The Lions Club of Woomelang Inc has been a cornerstone of the community for many years, operated by a dedicated, knowledgeable, and passionate committee of volunteers. These volunteers generously devote countless hours to managing the Caravan Park.

Woomelang is a favoured destination for tourists exploring the Wimmera and Mallee regions. It offers easy access to attractions such as the Silo Art Trail, local Mobile Silo Art, historical buildings, and scenic walking tracks. The Caravan Park itself provides both powered and unpowered sites, along with excellent bathroom facilities. It boasts an impressive 4.7 out of 5 rating on Wikicamps.

The Caravan Park is well-frequented by visitors. Although there are no site fees, many patrons choose to make donations to the Lions Club of Woomelang Inc. These contributions are reinvested into the club's various community projects.

Council supports the Lions Club of Woomelang Inc by ensuring the amenities block at the Caravan Park is regularly cleaned, contributing to the park's high standards and visitor satisfaction.

RELEVANT LAW

Local Government Act 2020.

COUNCIL PLANS AND POLICIES

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

OPTIONS

Council could choose to undertake a public advertisement of the Lions Club of Woomelang Inc Lease, however, it should be noted that community consultation is not required under Section 115 of the *Local Government Act 2020*.

SUSTAINABILITY IMPLICATIONS

Social	The Lions Club of Woomelang Inc manage and operate the Caravan Park. A dedicated group of volunteers are ensuring this tourist and community precinct are maintained at a high standard. The hard work of their volunteers ensures a great and safe location for visitors who enjoy making connections in this great Mallee town.
Financial	Visitors to the Caravan Park contribute to the town's economy through the donations made to the Lions Club in lieu of site fees. This in turn is invested in Community Projects. The local economy also receives a boost from travellers making purchases at local businesses.

COMMUNITY ENGAGEMENT

Not applicable.

GENDER IMPACT ASSESSMENT

Not applicable.

RISK

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

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	The Lease enables Council to meet its corporate governance and compliance obligations and reduces its liability risk.	Reduces Residual Risk Level
Reputational Risk - Residual Risk Level Low	The Lease will ensure that the Lions Club of Woomelang Inc will continue to operate and manage the Caravan Park minimising reputational risk, as the lease outlines clear expectations on both parties.	Reduces Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

CONFLICTS OF INTEREST

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

15.2 MODIFIED FINANCIAL AND NON-FINANCIAL PERFORMANCE REPORT – QUARTER 4 – 2024/25

Prepared by Anita McFarlane, Chief Financial Officer and Joel Turner, Chief Engineering Officer

SUMMARY

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

This is the June modified version which presents both Financial and Non-Financial Performance indicators in accordance with Council's Performance Reporting Framework. The Profit and Loss, Balance Sheet, and Financial Indicators will be finalised as part of the annual financial reporting process, that must be completed by 30 September 2025.

Resolution:

That Council:

- a) Adopt the quarterly Financial and Non-Financial Performance Report (modified version) as at 30 June 2025 as attached to this report.

Moved Cr Heintze

Seconded Cr Keel

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Attachment: Modified Financial and Non-Financial Performance Reporting Report - Quarter 4](#)

DISCUSSION

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

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

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

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

The 4th quarter report is a draft ahead of the year-end financial report. Capital works figures are preliminary. Final project results and carry-over budgets will be presented at the September Council Meeting.

For this quarter, the report was presented to the Leadership Team and the Council Forum on 23 July 2025, as well as to the Audit and Risk Committee on 15 July 2025.

RELEVANT LAW

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

COUNCIL PLANS AND POLICIES

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

RELATED COUNCIL DECISIONS

- 26 June 2024 – Ordinary Meeting of Council Minutes - Adoption of the Annual Budget 2024-2025
- 26 February 2025 – Ordinary Meeting of Council Minutes - Financial and Non-Financial Performance Report - Quarter 2 2024-25
- 28 May 2025 – Ordinary Meeting of Council Minutes - Financial and Non-Financial Performance Report – Quarter 3 2024-25

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:

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

SUSTAINABILITY IMPLICATIONS

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

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.

GENDER IMPACT ASSESSMENT

Not applicable.

RISK

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

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	The quarterly report incorporates the reporting requirements as outlined in the Local Government (Planning and Reporting) Regulations 2020 Schedule 1.	Maintains Residual Risk Level
Financial Risk - Residual Risk Level Medium	The quarterly report includes Budget vs 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.

15.3 STATUTORY MEETING ENDORSEMENT

Prepared by Monique Metlika, Governance Support Officer

SUMMARY

In accordance with section 26(4) of the *Local Government Act 2020*, if the Mayor is elected for a 1 year term, the next election of the Mayor must be held on a day to be determined by the Council that is as close to the end of the 1 year term as is reasonably practicable.

Resolution:

That Council:

- a) Endorse for the Statutory Meeting to be held on Wednesday 12 November 2025 commencing at 9.30am.

Moved Cr Kirk

Seconded Cr Keel

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

Nil.

DISCUSSION

On Wednesday 20 November 2024, the Council convened its Statutory Meeting to elect the Mayor and Deputy Mayor and to determine the duration of their terms. The Councillors decided that the term period would be one year.

In accordance with section 26(4) of the *Local Government Act 2020*, if the Mayor is elected for a one year term, the next election of the Mayor must be held on a day to be determined by the Council that is as close to the end of the one year term as is reasonably practicable.

Therefore, it has been recommended for the Statutory Meeting to be held on Wednesday 12 November 2025. The purpose of the Statutory Meeting is to determine the following:

- Fixing of Mayor Term
- Determining Upon a Deputy Mayor
- Election of Mayor
- Election of Deputy Mayor
- Notice of Meetings 2025/2026
- Councillor Delegations 2025-2026

RELEVANT LAW

Local Government Act 2020.

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Council that serves its Community	• Embed good governance practices into all decision making.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Governance Rules

	Model Councillor Code of Conduct
	Public Transparency Policy

RELATED COUNCIL DECISIONS

- 28 November 2018 – Statutory Meeting
- 27 November 2019 – Statutory Meeting
- 18 November 2020 – Statutory Meeting
- 24 November 2021 – Statutory Meeting
- 23 November 2022 – Statutory Meeting
- 22 November 2023 – Statutory Meeting
- 20 November 2024 – Statutory Meeting

OPTIONS

- a) Councillors could opt to hold the Statutory Meeting on 26 November 2025, coinciding with the Council Meeting. However, this schedule does not provide sufficient time for the newly elected Mayor and Deputy Mayor to acclimate to their roles.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

Not applicable.

GENDER IMPACT ASSESSMENT

Not required for this report.

RISK

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

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	The Statutory Meeting ensures that Council adheres to the requirements outlines in section 26(4) of the <i>Local Government Act 2020</i> .	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

CONFLICTS OF INTEREST

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

15.4 GENDER EQUALITY POLICY AND GUIDELINES

Prepared by Bernardine Schilling, Chief People and Culture Officer and Monique Metlika, Governance Support Officer

SUMMARY

The *Gender Equality Act 2020* (the Act) was enacted on 25 February 2020. The Act aims to improve workplace gender equality across the Victorian public sector, universities and local councils.

To comply with the requirements of the *Gender Equality Act 2020*, Council must take positive action towards achieving workplace gender equality and promote gender equality in their policies, programs and services.

Resolution:

That Council:

- a) Rescind the Gender Equality Policy and Guidelines adopted by Council on 21 October 2020; and
- b) Adopt the revised Gender Equality Policy and Guidelines as attached to this report.

Moved Cr McLean

Seconded Cr Kirk

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Attachment: Gender Equality Policy and Guidelines](#)

DISCUSSION

The *Gender Equality Act 2020* was enacted on 25 February 2020.

In order to comply with the *Gender Equality Act 2020*, Council developed a Gender Equality Policy and Guidelines to assist Council in the process and the implementation of gender equality within Council, its Councillors, Delegated and Asset Committees. Through these procedures and guidelines, Council has established a Gender Equality Action Plan to enhance gender equality throughout the Yarriambiack Shire Council and its community.

To assist in meeting the requirements of the *Gender Equality Act 2020*, Council is to undertake the following steps to ensure compliance:

- Yarriambiack Shire Council is to undertake a gender impact assessment when developing or reviewing any policy, program or service that has a direct impact on the public;
- Undertake a workplace gender audit before developing a Gender Equality Action Plan;
- On completion of a Gender Equality Action Plan, Council must submit to the Commissioner; and
- Submit progress reports to the Commissioner in every second year after submission of the Gender Equality Action Plan.

The Gender Equality Policy and Guidelines are reviewed every four years to ensure that updates to progress, reporting, and the Gender Equality Action Plan are made in accordance with established timelines.

While there were no significant changes, the following updates have been made to the revised policy and guidelines:

- Sections 11, 12, and 13 have been added.

- Chapters are now distinguished as Chapter 1: Gender Equality Policy and Chapter 2: Gender Equality Guidelines.
- The order of the policy and guidelines has been rearranged.
- The timeline in Section 18 has been updated to reflect the new dates.
- Additional information has been included to align with the *Gender Equality Act 2020*.
- Position titles have been updated to reflect the new titles.

RELEVANT LAW

Section 7 of the *Gender Equality Act 2020* mandates that Council, when developing policies and programs or delivering services that directly and significantly impact the public, must consider and promote gender equality and take necessary and proportionate actions to achieve it.

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Healthy and Inclusive Community	• Develop and/or maintain strong partnerships to deliver high quality services and sustainable infrastructure to enhance the social health and wellbeing outcomes for all our residents. • Advocate, prioritise, and invest in infrastructure that supports an accessible, inclusive, and socially connected community to improve liveability. • Advocate and support community safety initiatives, that enhance community safety and the liveability of our communities.
A Council that serves its Community	• Undertake robust and transparent planning and risk management to ensure our organisation is sustainable now and into the future. • Embed good governance practices into all decision making. • Advocate for our community, on matters that are important to the entire municipal district. • Build trust through engaging with our community, delivering quality services and outcomes. • Promote initiatives ensuring safety, respect, and equal opportunities for all genders, aiming to end family violence.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Public Transparency Policy
	Family Violence Management Policy
Plan	Council Plan
	Access and Inclusion Plan
	Gender Equality Action Plan
	Workforce Plan
Other	Freedom of Information Part II Statement
	ICARE Values

RELATED COUNCIL DECISIONS

- 21 October 2020 – Ordinary Council Meeting Minutes – Item 12.9 Gender Equality Policy and Guidelines.

OPTIONS

- a) Council could choose to release the updated version of the Gender Equality Policy and Guidelines for public consultation. However, as there are no major changes it would be deemed unnecessary.

SUSTAINABILITY IMPLICATIONS

Economic	The implementation of the Gender Equality Policy and Guidelines is expected to enhance workplace productivity and economic growth by promoting equal opportunities and reducing gender disparities.
Social	The policy aims to foster a more inclusive and equitable community, improving social cohesion and overall well-being.
Environmental	The guidelines include measures to ensure that gender equality considerations are integrated into environmental sustainability initiatives.
Climate Change	The policy promotes gender-responsive approaches to climate change mitigation and adaptation, ensuring that the impacts of climate change are addressed equitably.
Financial	The adoption of the Gender Equality Policy and Guidelines is anticipated to result in long-term financial benefits by reducing costs associated with gender inequality and enhancing organisational efficiency.

COMMUNITY ENGAGEMENT

The Gender Equality Policy and Guidelines will be accessible to the public on the Council's website - [Policies and Publications - Yarriambiack Shire Council](#)

GENDER IMPACT ASSESSMENT

Not required for this report.

RISK

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

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	The <i>Gender Equality Act 2020</i> , enacted on 25 February 2020, requires Council to meet its stipulations and execute actions within the specified timeframes to maintain compliance. Regular reviews of the Gender Equality Policy and Guidelines ensure that the document remains updated and in alignment with current laws and regulations.	Maintains Residual Risk Level
Reputational Risk - Residual Risk Level Low	Transparent communication, consistent implementation, regular reviews, and community involvement are emphasised to mitigate reputational risks and enhance the Council's public image and credibility.	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Australian Government - National Strategy to Achieve Gender Equality.

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 WIMMERA SOUTHERN MALLEE DEVELOPMENT MEMBERSHIP

Prepared by Tammy Smith, Chief Executive Officer

SUMMARY

On 30 June 2025, Yarriambiack Shire Councillors resolved that a report for decision be presented at the upcoming Council Meeting on 23 July 2025. The purpose of the report was to detail the proposed approach for Yarriambiack Shire's continued involvement with Wimmera Southern Mallee Development (WSMD), in light of Horsham Rural City Council's withdrawal.

This report serves to provide an update on the status of Council's membership and to formally endorse the Council's position moving forward.

Resolution:

That Council formally acknowledges and supports the actions undertaken by Cr Corinne Heintze in her role as Wimmera Southern Mallee Development Board Director, serving as the Municipal Member representative for Yarriambiack Shire Council, as detailed below:

- a) Convening a Special General Meeting of Wimmera Southern Mallee Development to consider approval of a revised Constitution.
- b) Signing the Wimmera Southern Mallee Development Deed Poll, which concludes the Memorandum of Understanding dated 01 December 2021.
- c) Submitting a resignation letter to Wimmera Southern Mallee Development to formally resign membership.

These actions resulted in the cessation of Council's municipal membership with Wimmera Southern Mallee Development as from 26 August 2025.

Moved Cr Kirk

Seconded Cr Lehmann

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Link: About Us - Wimmera Southern Mallee Development](#)

DISCUSSION

Background

On 30 June 2025, the Yarriambiack Shire Council, Councillors endorsed the following motion:

That Council:

- a) *Request a Council Report for Decision be presented at the next Council Meeting, scheduled for 23 July 2025 which is to include:*
 - i. *The benefits of Wimmera Southern Mallee Development (WSMD) Membership for Yarriambiack Shire;*
 - ii. *The WSMD fees for the 2025/26 financial year and if there is an opportunity to renegotiate the fee;*
 - iii. *Implications if there are only two Councils to remain as members post 30 June 2026; and*
 - iv. *The Officers recommendation of membership status post 30 June 2026, acknowledging that Yarriambiack Shire Council must provide 12 months' notice to withdraw as a WSMD member.*

Discussion

Following the approval of the aforementioned motion, several subsequent developments have taken place.

It is acknowledged that the economic, political, and social environment in which WSMD operates has changed over time. In the current context, the structure of WSMD may affect its ability to pursue its objectives and implement its Strategic Plan.

The Council recognises that the Strategic Objectives of WSMD and those of the member Councils may not always be aligned, which can create differing interests among Councillor members.

Yarriambiack Shire Council is a Municipal Member of WSMD, and appointed Cr Corinne Heintze as the Board Director representative.

On 03 August 2025, Councillor Corinne Heintze, with the endorsement of her fellow Councillors, requested the convening of a Special General Meeting of WSMD. The primary objective of this meeting was to consider a proposal for WSMD to transition into an independent entity, operating separately from Council membership. Should the relevant resolutions receive approval and support from the member Councils at the Special General Meeting, this change would be implemented. This strategic step is intended to position WSMD to more effectively pursue the goals set forth in its Strategic Plan.

Special General Meeting

A Special General Meeting for Wimmera Southern Mallee Development will be held on 26 August 2025 (a day prior to Councils scheduled meeting). Municipal Members will vote to amend the WSMD constitution, removing municipality members and ending Council-appointed directorships. The Memorandum of Understanding with Municipal Councils will be cancelled, and the 2025-26 financial contribution will be waived.

Benefits of Wimmera Southern Mallee Development

Yarriambiack Shire has maintained a longstanding and valued relationship with WSMD and recognises the significant contributions made by the organisation. These efforts have resulted in tangible benefits for our Shire, including but not limited to the following:

Wimmera Southern Mallee By Five: WSMD supports By Five, fostering its growth for regional benefit and improved outcomes for young children. Previously, local children were 40% more likely to face developmental vulnerability and preventable hospitalisations than the state average. Three of the five covered areas ranked among Victoria's ten most disadvantaged, including Yarriambiack. However, recent census data shows a notable decline in developmental vulnerability in the region, which is credited to By Five's efforts.

Housing Initiatives: WSMD has implemented several housing initiatives to encourage development within the Shire. These include developing the former primary school site in Murtoa, collaborating with the Minyip Progress Association and private industry on housing projects, and investigating potential housing opportunities in Warracknabeal and Hopetoun.

Economic Development: WSMD will facilitate the Regional Precincts and Partnerships Program – Stream 2 application for the Beulah precinct project. Planned initiatives include the development of a new supermarket, implementation of an energy project, renovation of the roundabout building, and enhancement of the recreation reserve clubrooms to create a “tavern” environment.

WSMD is also actively collaborating with several key businesses within the Shire to identify and pursue business growth opportunities.

Drought Resilience: WSMD has implemented several projects to help Yarriambiack communities prepare for drought, including a drought-ready think tank held on 03 July 2025.

Cabins Projects: WSMD partnered with its member Councils to implement tourism cabin developments throughout the region. Yarriambiack Shire successfully delivered two cabins in Minyip as part of this initiative.

Leadership Wimmera: WSMD provides the Leadership Wimmera Program, which receives ongoing support from Yarriambiack Shire Council. Several Council Officers have participated in this program to enhance their leadership capabilities.

Murra Warra Grant Funding: They administer the grant funding process on behalf of Yarriambiack and Horsham Rural City Councils.

Settlement Services: WSMD offers comprehensive programs designed to support individuals and families from migrant and refugee backgrounds as they integrate into communities throughout the Wimmera region, including Yarriambiack.

Workforce: WSMD and Federation University have partnered on a project aimed at reducing obstacles to study for individuals pursuing careers in childcare and health care.

Publications: WSMD has supported a range of publications designed to assist Councils in their advocacy efforts, highlighting challenges faced across our region. These publications include but are not limited to: "Understanding and Addressing Digital Disadvantage in the Wimmera Southern Mallee," "The Housing Blueprint," "Ground Truthing Population Growth in Wimmera Southern Mallee," and "Small Business Resilience."

Opportunity Going Forward with Wimmera Southern Mallee Development Engagement

Yarriambiack Shire Council may choose to become a general member of WSMD. Alternatively, they have the option to obtain services from WSMD through a fee for service arrangement. Once the new structure is confirmed, and membership fees and services are defined, Council can consider if it wishes to be a general member going forward.

RELEVANT LAW

Local Government Act 2020.

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
An Innovative and Diversified Economy	- Advocate and support agriculture, economic development and investment in our region. - Proactively communicate and advocate to Government bodies, to deliver positive tourism outcomes for our community, capitalising on opportunities as they arise. - Understand, support and advocate for services and associated skilled workforces to unlock economic and community development opportunities across our Shire.
A Healthy and Inclusive Community	- Develop and/or maintain strong partnerships to deliver high quality services and sustainable infrastructure to enhance the social health and wellbeing outcomes for all our residents. - Advocate, prioritise, and invest in infrastructure that supports an accessible, inclusive, and socially connected community to improve liveability. - Plan for and support diverse housing options to meet community needs now and into the future.
A Resilient and Sustainable Natural Environment	- Advocate for responsible land use, with consideration for the natural environment. - Embed climate change action into everything we do with a focus on decreased emissions, heat reduction and emergency management preparedness.

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Council that serves its Community	- Undertake robust and transparent planning and risk management to ensure our organisation is sustainable now and into the future. - Embed good governance practices into all decision making. - Advocate for our community, on matters that are important to the entire municipal district. - Build trust through engaging with our community, delivering quality services and outcomes.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Strategy	Economic Development Strategy
	Tourism Strategy

RELATED COUNCIL DECISIONS

30 June 2025 – Ordinary Council Meeting Minutes - Item 19 Urgent Business

OPTIONS

Council could choose not to support WSMD becoming independent of Council Members, however, they would need to consider how to mitigate the conflict of interest and competing priorities risks.

SUSTAINABILITY IMPLICATIONS

Economic	There is a possibility that Council may not be able to fully support or meet the economic needs of the region. Currently, WSMD provides this support for Yarriambiack Shire. The Council may need to continue acquiring services from WSMD through a fee-for-service arrangement, which could increase in cost over time.
Financial	Whilst Council will save on the annual fee for WSMD, this funding should be quarantined for economic development initiatives and support into the future.

COMMUNITY ENGAGEMENT

Not applicable.

GENDER IMPACT ASSESSMENT

Not applicable.

RISK

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Strategy Execution and Change Management Risk - Residual Risk Level Medium	Council divesting its interest in WSMD enables Council and WSMD to deliver on their strategic objectives without conflicts of interest and competing interests arising.	Maintains Residual Risk Level
Reputational Risk - Residual Risk Level Low	The separation of Councils from WSMD allows for the resolution of conflicts of interest and competing interests and maintains clear distinctions between the roles of each party.	Reduces Residual Risk Level
Political Risk - Residual Risk Level Low	WSMD receives State Government funding to run regional projects, which can create the impression of supporting a pro-government agenda. When councils divest from WSMD, potential conflicts of interest are avoided.	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

- [Strategic Plan - Wimmera Southern Mallee Development](#)
- [Regional Economic Development Strategies \(REDS\) - Regional Development Victoria](#)
– Wimmera Southern Mallee

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 TRANSFER OF MINYIP, RUPANYUP AND WARRACKNABEAL KINDERGARTEN SERVICES

Prepared by Tammy Smith, Chief Executive Officer

SUMMARY

On 28 July 2025, Yarriambiack Shire Council began community consultation on transferring its remaining kindergarten services in Warracknabeal, Rupanyup, and Minyip to Emerge Early Years Services. Consultation ran until 5pm, 25 August 2025. This report seeks approval for the transfer.

Resolution:

That Council:

- a) Approves notifying the Department of Education that it no longer intends to provide Kindergarten Services within Yarriambiack Shire and recommends that Emerge Early Years Services be appointed as the licensee for Early Years Services at Warracknabeal, Rupanyup, and Minyip.
- b) Supports that the transition away from direct delivery of early years' service provision is completed prior to 31 December 2025.

Moved Cr Kirk

Seconded Cr Heintze

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Attachment: Early Years Transition Information Session Flyer](#)

[Attachment: Inviting Feedback – Transition of Kindergartens to Emerge Early Years Services Flyer](#)

DISCUSSION

Background

On 24 July 2024, the Yarriambiack Shire Council resolved that the Chief Executive Officer (CEO) may initiate the formal Community Engagement process, as outlined in the Council's Community Engagement Policy, regarding the proposed transfer of the Hopetoun and Beulah Kindergarten Services to Emerge Early Years Services (Emerge). Furthermore, should there be no formal objections from the community to this proposal, the CEO was authorised to proceed with the transfer process.

The community engagement process was conducted in relation to the transfer of Hopetoun and Beulah Kindergarten services to Emerge, with only one submission received. That submission was not against the proposal, it outlined concerns in relation to consultation with the Beulah community.

At the conclusion of the consultation period, as there were no objections received to the transfer, the CEO proceeded forward with the process.

At the same time, the Councillors endorsed that the CEO may formally begin to explore the potential transfer of the remaining Council Early Years Services to Emerge.

Vision for Early Years Services in the Region

Yarriambiack Shire Council sits within the Wimmera Southern Mallee By Five (By Five) footprint, which incorporates Hindmarsh, West Wimmera, Horsham, Yarriambiack, Northern Grampians and Buloke Shire Councils.

Until recently, the By Five region had some of the poorest childhood outcomes in the State.

Childcare (long daycare) is a significant issue across the Wimmera Southern Mallee, and it is acknowledged that the lack of high-quality early childhood education, care centres and providers impacts outcomes for children, and future generations.

In 2023, Regional Development Australia (RDA), Grampians and Loddon Mallee regions produced an Early Childhood Education and Care (ECEC) report with key recommendations. The short-term recommendations were as follows:

- a) Integrate long day care and kindergarten under a single service provider;
- b) Identify and sustain local leadership;
- c) Ensure strong service provider partnerships; and
- d) Establish a collective regional commitment to comprehensive ECEC services.

Yarriambiack Shire as of August 2025, only operates three kindergarten services, with Murtoa Kindergarten closing at the end of 2024, due to the opening of the Early Learning Victoria Bani Walup Childcare and Kindergarten Service in Murtoa. The minimum number of Kindergartens to be part of a cluster is three.

With Beulah and Hopetoun transitioned to Emerge and plans underway to re-establish long day care services in Hopetoun, an opportunity has arisen to review Councils approach to service delivery. This includes evaluating whether Council remains the most suitable lead agency for delivering these services, or if another organisation, such as Emerge, is better positioned to provide high-quality education and care within the community.

Achieving Recommendations

Yarriambiack Shire Council acknowledges the recommendations of RDA and recognises their alignment with the By Five vision. In pursuit of sustainable early years resourcing, the Council supports a single service provider model throughout Yarriambiack Shire that offers both childcare and kindergarten through an integrated service under one licence. The Council cites the implementation of this model in Hopetoun, as well as its demonstrated success in Dimboola and Nhill within Hindmarsh Shire and proposes consideration of this approach for adoption in additional communities. The Council recognises that expanding childcare depends on facilities and staff, but securing a capable provider is the initial step toward this goal.

Council also supports Emerge as a prospective local leader for early years services in the Wimmera Southern Mallee. This approach has the backing of the Wimmera Southern Mallee State Government Regional Partnerships, reflecting a regional commitment. Emerge is a local organisation established in Horsham Rural City Council, with activities extended into Hindmarsh and Northern Grampians Shires.

Through this model, Yarriambiack Shire intends to support Emerge as a service provider, including provision of buildings, grant support, and advocacy within the region.

Benefits of Emerge being the Single Service Provider

There are numerous benefits to Emerge being the service provider across the Yarriambiack Shire community, opposed to Council. The benefits include:

- A single, local provider with knowledge of the community and region, as well as an understanding of regional challenges, delivers services across multiple rural Local Government areas to create economies of scale.
- Centralised enrolments, payroll, financial, human resources (including recruitment) that enables funds to be directed back into improving the quality of services, pedagogical leadership, professional development and specialised service support in classroom.
- Focus on quality service provision, with early years being their only service focus, opposed to Local Government, where early years sit within a portfolio of numerous service delivery provisions, all competing for funds and resourcing.

Community Feedback and Service Agreement

To maintain consistent service provision and delivery across the Shire, Council requires a clearly defined service agreement with Emerge. The service agreement should include key performance indicators to be reported annually to Council. This establishes an accountability framework for both Council and the community and supports transparency in service delivery.

Although community feedback was predominantly positive, the consultation identified concerns regarding the need to preserve rural services rather than reallocating resources to larger centres such as Horsham or Warracknabeal. This concern is especially pertinent in the context of current skills shortages within the early childhood education and care sector.

Based on feedback from community consultation and concerns regarding the individuality of services being maintained, along with service provisions, the key performance indicators will include (but are not limited to) the following:

- Number of unplanned closure days throughout the year and what contributed to those closure days.
- Data regarding the redeployment of staff from Yarriambiack Shire centres to larger facilities, which has led to the discontinuation of services in smaller rural townships. It is important to note that this percentage should be zero, as Emerge has formally committed to preventing such occurrences.
- Investment in developing and maintaining the workforce, including strategies and measures regarding staff attraction, development and retention.

In addition, concerns were raised regarding Working with Children Checks, and ensuring Emerge has the same or enhanced processes to that of Local Government.

Emerge is required to ensure compliance with the Child Safe Standards and Working with Children Check provisions.

Questions were also raised during the face to face information sessions regarding the individuality of services, including uniform, hours and staff.

Emerge confirmed that there are no planned changes to staff or hours for 2026, and the individuality of each service, including their uniforms would remain the same. Emerge confirmed that their aim is to make the transition as seamless as possible.

Yarriambiack Shire Council has partnered with Emerge since October 2024 to oversee Council's early years management. Council and Emerge policies, practices and processes have been aligned, and both adhere to the highest standards for ensuring compliance with legislative frameworks.

Recommendation

Since October 2024, Council has partnered with Emerge, resulting in positive outcomes for staff and families. Emerge efficiently managed Yarriambiack Shire Council enrolments for 2026, releasing them earlier than previous years. The Manager Early Years and Transition, employed by Emerge and working across local centres, has fostered strong relationships with staff, families, and parent advisory groups.

Council recommends notifying the Department of Education that it will no longer be the early years provider in Yarriambiack Shire and recommends that Emerge Early Years Services be appointed as the licensee for the Warracknabeal, Rupanyup, and Minyip kindergarten services.

Council will no longer be funded by the Department of Education to provide Early Years Services from the commencement of 2026 Kindergarten year. The funding will be reassigned to the endorsed early years provider from 2026.

It is envisaged that the transition would occur in a staged approach, with Rupanyup and Minyip being the first two centres to transition, followed by Warracknabeal. The aim will be for all centres to be transitioned by the end of 2025.

RELEVANT LAW

Local Government Act 2020.

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
An Innovative and Diversified Economy	Understand, support and advocate for services and associated skilled workforces to unlock economic and community development opportunities across our Shire.
A Healthy and Inclusive Community	Develop and/or maintain strong partnerships to deliver high quality services and sustainable infrastructure to enhance the social health and wellbeing outcomes for all our residents.
A Council that serves its Community	- Undertake robust and transparent planning and risk management to ensure our organisation is sustainable now and into the future. - Embed good governance practices into all decision making. - Advocate for our community, on matters that are important to the entire municipal district. - Build trust through engaging with our community, delivering quality services and outcomes.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Community Engagement Policy
Plan	Municipal Early Years Plan

RELATED COUNCIL DECISIONS

- 24 July 2024 – Confidential Meeting of Council Minutes - Item 4.4. Future Direction Early Childhood Services
- 27 November 2024 - Confidential Meeting of Council Minutes - Item 4.3 Future Direction of Early Childhood Services Part 2

OPTIONS

Councillors could choose to remain the deliverer of Early Years Services in Warracknabeal, Rupanyup and Minyip; however, this would not provide the greatest value for money to our municipal district.

SUSTAINABILITY IMPLICATIONS

Economic	Economies of scale offer cost-effectiveness and support long-term, sustainable services in rural communities. A Wimmera Southern Mallee based early years provider combines a local approach with these economies, ensuring a sustainable model that promotes regional economic growth.
Financial	A localised provider promotes cost-effectiveness and establishes a financially sustainable framework for service delivery, both presently and in the long term.

COMMUNITY ENGAGEMENT

Community engagement commenced on 28 July 2025, with an information session for current and prospective families in 2026 held in Warracknabeal, and a session held in Rupanyup on 29 July 2025.

Additional drop in sessions were also provided for families to meet with and discuss the transition with the Manager Early Years and Transition.

As at 22 August 2025 Council received four Have Your Say submissions. A summary is as follows:

Rupanyup	<i>"This will be a positive move forward for the communities and their kindergarten children and families. The knowledge and expertise that Emerge can offer will support staff, children and families in positive and productive ways."</i>
Rupanyup	<i>"Emerge is run poorly by people who do not have the children or staffs best interest at heart. I had a horrible experience with them at a centre [REDACTED] and many parents I know aren't happy with the management of the [REDACTED] or the treatment of their staff."</i>
Minyip	<i>"I prefer how it is with the council operating the show. Gives the council and the kindergarten a relationship to work together in the community. Building stronger bonds. My child knows all the council staff by name even the garden workers. You wouldn't have that in a big city."</i>
Hopetoun	<i>"Can you provide assurances that Emerge has rigorous child safety standards? Will YSC have any ongoing oversight of these standards?"</i>

GENDER IMPACT ASSESSMENT

Not applicable.

RISK

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Strategy Execution and Change Management Risk - Residual Risk Level Medium	Supporting a localised, champion provider supports the Regional Partnership and Wimmera Southern Mallee By Five vision for our region. With a focus on changing outcomes for our youngest residents.	Reduces Residual Risk Level
Reputational Risk - Residual Risk Level Low	Supporting a reputable, localised provider, committed to improving early child education and care outcomes across the region with a reflective service agreement mitigates reputational risk on Council.	Reduces Residual Risk Level
Financial Risk - Residual Risk Level Medium	Given the considerable developments within the early childhood education and care sector, a provider that specialises exclusively in early childhood education and care is optimally positioned to deliver services that offer enhanced value for investment.	Reduces Residual Risk Level
Talent Management Risk - Residual Risk Level Low	There is a current skills shortage in the early childhood education and care sector. Supporting a local provider allows for a regional, collective approach to investment in workforce attraction and retention.	Reduces Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

- [A dynamic, long-term strategy for early childhood infrastructure | vic.gov.au](#)
- [The Best Start, Best Life reforms | vic.gov.au](#)
- [Early Years Strategy 2024-2034 | Department of Social Services](#)

CONFLICTS OF INTEREST

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

15.7 ADOPTION OF REVISED PROCUREMENT POLICY (VERSION 6.1)

Prepared by Helen Pollard, Procurement and Contracts Officer

SUMMARY

In accordance with section 108 of the *Local Government Act 2020*, Council is required to prepare and adopt a Procurement Policy, which specifies the principles, processes and procedures applying in respect of the purchase of goods, services and works.

Council adopted Version 6.0 of the Procurement Policy in August 2024.

As part of a governance process, Council Officers recently tested the compliance of the Procurement Policy with the *Local Government Act 2020* and supporting regulations. During this review, it was noted that some of the Procurement Policy requirements were detailed in Council's Procurement Management Manual, rather than the Procurement Policy.

Resolution:

That Council:

- a) Revoke the Procurement Policy (Version 6) adopted 28 August 2024; and
- b) Adopt the revised Procurement Policy (Version 6.1) as attached.

Moved Cr Heintze

Seconded Cr Keel

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Attachment: Procurement Policy](#)

[Attachment: Victorian Local Government Best Practice Procurement Guidelines 2024](#)

DISCUSSION

In accordance with section 108 of the *Local Government Act 2020*, Council is required to prepare and adopt a Procurement Policy. Council adopted Version 6 of the Procurement Policy in August 2024.

As part of a governance process, Council Officers recently tested the compliance of the Procurement Policy with the *Local Government Act 2020* and supporting regulations. During this review, it was noted that some of the Procurement Policy requirements were detailed in Council's Procurement Management Manual, rather than the Procurement Policy.

Council's Procurement Management Manual was developed in May 2020 to provide guidance to Council Officers on the operational aspects of procurement and contains checklists and forms required as part of Council's procurement process. The Procurement Management Manual is regularly reviewed and updated to address and consider sections 108 and 109 of the *Local Government Act 2020* (the Act). It also aligns with the 'Best Practice Procurement Guidelines for Victorian Local Government 2024' developed by the Municipal Association of Victoria.

To ensure compliance with the Act, it was decided that the Procurement Policy should be reviewed and that some details currently in the Procurement Management Manual should be more comprehensively included in the Council's Procurement Policy.

The adoption of Version 6.1 of the Procurement Policy will address the compliance matters raised by Council Officers. In accordance with the Act, the following amendments have been made to the Procurement Policy:

Act Section	Requirement
108(3)	A Procurement Policy must include the following – b) a description of the criteria to be used by the Council to evaluate whether a proposed contract provides value for money.
	Explanation / Amendment Made
	While the Evaluation Criteria was referenced in Version 6 of the Procurement Policy, it was not detailed and referred to the Procurement Management Manual (where it is highly detailed). Version 6.1 of the Procurement Policy now clearly details Council's Evaluation Criteria in Section 8 of the Policy. It is also noted, all publicly advertised RFX documentation provides a detailed explanation of Council's Evaluation Criteria in the Conditions of Participation.
Act Section	Requirement
108(3)	A Procurement Policy must include the following – e) a description of the process to be undertaken in inviting a public tender or expression of interest.
	Explanation / Amendment Made
	While Section 7.8 of Version 6 indicated "Public tenders shall be called by public notice and via Council's e-tendering Portal.", this has now been further detailed, with the information contained within Council's Procurement Management Manual now being included in full in Section 7.8 of the Procurement Policy.

The following administrative changes were also made to the Policy:

Policy Section	Amendment
6.3	Amended 'Manager Corporate Services' to 'Chief Financial Officer' to reflect title changes within the organisation.
6.4.2	Updated table 'Panel Supply Contracts'.
13	Positions of Chief Engineering Officer, Chief Financial Officer, Chief People and Culture and Business Leads added to the Parties Listing.
Annexure A	Positions of Chief Financial Officer and Chief People and Culture Officer were added to the Authorised Delegations listing (to reflect title changes within the organisation) thus giving them a Delegation Limit of \$100,000 (as a Manager, the delegation limit was \$80,000). Position of Business Leads now added to Authorised Delegations listing (alongside Managers), to reflect title changes within the organisation.
Annexure D	New Annexure added to the Procurement Policy – Yarriambiack Shire Council Panel Suppliers "Preferred Suppliers" Purchasing Thresholds. This table is included in Council's Procurement Management Manual and

	has now been added to Version 6.1 of the Procurement Policy.
Footer	Responsible Officer – Amended from Manager Corporate Services to Chief Financial Officer to reflect title changes within the organisational.

RELEVANT LAW

Section 108 of the *Local Government Act 2020*.

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Council that serves its Community	- Embed good governance practices into all decision making. - Build trust through engaging with our community, delivering quality services and outcomes. - Consider a broad base of evidence before making decisions, ensuring value for money and responsive, innovative services and solutions are provided.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Procurement Policy

RELATED COUNCIL DECISIONS

- 28 August 2024 – Ordinary Council Meeting Minutes - 15.4 Procurement Policy Revision – adoption of Version 6 of the policy
- 23 August 2023 – Ordinary Council Meeting Minutes - 14.4 Procurement Policy Revision – adoption of Version 5 of the policy (noting Version 4 of the policy dated 13 December 2022 was an administrative update only, in accordance with the CEO delegation)
- 23 November 2022 – Ordinary Council Meeting Minutes - 14.1 Procurement Policy Revision – adoption of Version 3 of the policy
- 23 February 2022 – Ordinary Council Meeting Minutes - 13.1 Procurement Policy – adoption of Version 2 of the policy
- 25 August 2021 – Ordinary Council Meeting Minutes - 13.3 Procurement Policy – adoption of first version of Procurement Policy to comply with the Local Government Act 2020.

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

Economic	Economic viability of businesses within the municipality and the importance of supporting local supply (where possible) to encourage growth and prosperity within the Shire. Supporting local supply assists with the maintenance and creation of jobs and promotes regional prosperity.
Financial	Value for Money The Victorian Auditor General's Office defines value for money as "the optimum combination of quality, quantity, risk, timeliness and cost on a whole-of-contract and whole-of-asset-life basis." The Victorian Government Procurement Board defines the concept of 'value for money' as taking into account both monetary costs and non-cost factors (that promote/support the strategic direction of a council) including, but not limited to: Advancing the council's priorities;

	• Fitness for purpose; • Quality; • Service and support; • Whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of goods, services or works; and • Support for the strategic direction of a council, including environmental sustainability, local and social procurement, opportunities for Aboriginal and Torres Strait Islander businesses and circular economy.
--	---

COMMUNITY ENGAGEMENT

While no community engagement is undertaken in the development of Council's Procurement Policy, publishing Council's Procurement Policy assists in informing suppliers about Council's processes, increases confidence in Council's procurement activities and thereby improves the relationship between Council and their current and prospective suppliers.

A copy of the approved Procurement Policy is available on Council's website.

GENDER IMPACT ASSESSMENT

Not applicable for this report.

RISK

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

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	The review and adoption of the policy ensures Council's compliance with the requirements of the <i>Local Government Act 2020</i> . The policy also provides an overarching framework which Council must undertake to procure goods, services and works.	Maintains Residual Risk Level
Reputational Risk - Residual Risk Level Low	A robust Procurement Policy and supporting procedures and processes ensures a transparent, accountable, and ethical system that provides value for money to our community.	Reduces Residual Risk Level
Financial Risk - Residual Risk Level Medium	Robust procurement processes ensure value for money is achieved, thereby mitigating risks of financial losses and/or excess charges.	Reduces Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

CONFLICTS OF INTEREST

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

15.8 S11A APPOINTMENT AND AUTHORISATION (PLANNING AND ENVIRONMENT ACT 1987)

Prepared by Jo White, Governance Officer

SUMMARY

As best practice, the Instruments of Delegation and Authorisation are reviewed bi-annually to ensure consistency with legislative requirements and also to ensure roles and responsibilities are delegated correctly, and/or updated.

Council has reviewed the S11A Appointment and Authorisation (*Planning and Environment Act 1987*) using the Maddocks Lawyers subscription and their bi-annual markups. These markups, which include amendments and additions to the relevant Acts from the past six months, were issued in July 2025.

Resolution:

In the exercise of the power conferred by s 11(1)(b) of the *Local Government Act 2020 (the Act)*, Yarriambiack Shire Council (**Council**) **RESOLVES THAT** –

- a) There be delegated to the members of Council staff, holding, acting in or performing the duties of the offices or position referred to in the attached S11A Appointment and Authorisation (*Planning and Environment Act 1987*), the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
- b) The instrument comes into force immediately the common seal of Council is affixed to the instrument.
- c) The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.
- d) That the previous S11A Appointment and Authorisation (*Planning and Environment Act 1987*) that was adopted 26 March 2025 be revoked.

Moved Cr Heintze

Seconded Cr Lehmann

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Attachment: S11A Appointment and Authorisation \(Planning and Environment Act 1987\)](#)

DISCUSSION

During the bi-annual review of the S11A Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*) the Chief Operating Officer (COO) was added as an additional delegate.

The original and 'only' Delegate, (Manager Development and Environmental Services (Planning Officer)) (MDES) has four weeks leave pending. To ensure Council is adequately equipped for matters under s147(4) of the *Planning and Environment Act 1987* and s313 of the *Local Government Act 2020*, whilst that original Officer is on leave, it is required for a second delegate to be appointed – in this case the Chief Operating Officer (COO). This will serve purpose in this instance and into the future.

RELEVANT LAW

- *Planning and Environment Act 1987*
- *Local Government Act 2020*

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Council that serves its Community	- Undertake robust and transparent planning and risk management to ensure our organisation is sustainable now and into the future. - Embed good governance practices into all decision making.

RELATED COUNCIL DECISIONS

26 March 2025 - Ordinary Meeting of Council Minutes – Item 15.6 S11A Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

OPTIONS

- That Council does not approve the S11A Appointment and Authorisation (*Planning and Environment Act 1987*) bringing in to question the legality of decision making by Council Staff.
- That Council approve the S11A Appointment and Authorisation (*Planning and Environment Act 1987*) with additional modified conditions and limitations.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

There has been no specific community engagement in relation to the review, as this is a governance review and practice.

GENDER IMPACT ASSESSMENT

Not required for this report.

RISK

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

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	Review of the S11A Instrument of Appointment and Authorisation (<i>Planning and Environment Act 1987</i>) ensures Council is operating within an authorised legislative framework.	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

CONFLICTS OF INTEREST

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

15.9 S6 INSTRUMENT OF DELEGATION TO MEMBERS OF COUNCIL STAFF

Prepared by Jo White, Governance Officer

SUMMARY

As per the *Local Government Act 2020*, the S6 Delegation from Council to Members of Council Staff was reviewed and adopted on 26 March 2025.

As best practice the S6 Instrument of Delegation is reviewed biannually to ensure consistency with legislative requirements.

Resolution:

In the exercise of the powers conferred by the legislation referred to in the attached instrument of delegation, Yarriambiack Shire Council (Council) **RESOLVES THAT –**

- a) There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached *S6 Instrument of Delegation to Members of Council Staff*, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
- b) The instrument comes into force immediately the Common Seal of Council is affixed to the instrument.
- c) On the coming into force of the instrument all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked.
- d) The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.
- e) That the previous S6 Instrument of Delegation to Members of Council Staff that was adopted 26 March 2025 be revoked.

Moved Cr Lehmann

Seconded Cr McLean

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Attachment: S6 Instrument of Delegation from Council to Members of Council Staff](#)

DISCUSSION

Council is conferred with the power to delegate certain powers, duties and functions directly to Council Staff.

This enables the effective day-to-day operations and administration of the Council and places conditions and limitations on provisions to ensure Council continues to make key strategic decisions.

Council has reviewed it's the S6 Delegation from Council to Members of Council Staff using the Maddocks Lawyers subscription and their bi-annual markups. These markups, which include amendments and additions to the relevant Acts from the past six months, were issued in July 2025.

Updates have been made as follows:

- Section s201(3) of the *Planning and Environment Act 1987*:
 - Additional three items regarding Powers of Decision in Planning Scheme/Permits.
 - One amended item.

- Both Chief Operating Officer and Manager Development and Environmental Services are delegated to all four items.

RELEVANT LAW

This instrument can be used by a Council to delegate to members of its staff those powers that are contained in legislation which have their own power of delegation (but no express power of sub-delegation). If it is intended that the Chief Executive Officer (CEO) is also to exercise these powers, then the CEO must be named in this instrument as a delegate (notwithstanding any other delegation to the CEO).

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Council that serves its Community	• Undertake robust and transparent planning and risk management to ensure our organisation is sustainable now and into the future. • Embed good governance practices into all decision making.

RELATED COUNCIL DECISIONS

26 March, 2025 - Ordinary Meeting of Council Minutes – Item 15.8 S6 Instrument of Delegation to Members of Council Staff

OPTIONS

- That Council does not approve the S6 Instrument of Delegation to Members of Council Staff bringing in to question the legality of decision making by Council Staff.
- That Council approve the S6 Instrument of Delegation to Members of Council Staff with additional modified conditions and limitations.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

There has been no specific community engagement in relation to the review, as this is a governance review and practice.

GENDER IMPACT ASSESSMENT

Not required for this report.

RISK

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

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	Review of the S6 Instrument of Delegation to Members of Council Staff ensures Council is operating within an authorised legislative framework.	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.

15.10 S5 INSTRUMENT OF DELEGATION TO CHIEF EXECUTIVE OFFICER

Prepared by Jo White, Governance Officer

SUMMARY

To comply with the *Local Government Act 2020* and to support good governance and efficient business operations, Council may delegate specific power, duties or functions to the Chief Executive Officer or to Council Staff by way of an Instrument of Delegation.

This bi-annual review includes updates to legislation and any organisational changes made since the previous review and update.

Resolution:

In the exercise of the power conferred by s 11(1)(b) of the *Local Government Act 2020 (the Act)*, Yarriambiack Shire Council (**Council**) **RESOLVES THAT –**

- a) There be delegated to the person holding the position, or acting in or performing the duties, of Chief Executive Officer the powers, duties and functions set out in the attached *S5 Instrument of Delegation to the Chief Executive Officer*, subject to the conditions and limitations specified in that Instrument.
- b) The instrument comes into force immediately the common seal of Council is affixed to the instrument.
- c) On the coming into force of the instrument all previous delegations to the Chief Executive Officer are revoked.
- d) The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.
- e) That the previous S5 Instrument of Delegation to Chief Executive Officer that was adopted 26 March 2025 be revoked.

Moved Cr Kirk

Seconded Cr Heintze

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Attachment: S5 Instrument of Delegation to Chief Executive Officer](#)

DISCUSSION

In exercising the powers conferred by section 11(1) of the *Local Government Act 2020* and other legislation referred to in the attached instrument of delegation, Yarriambiack Shire Council delegates certain power, duties and functions to the Chief Executive Officer and Council Staff.

This enables for the effective day-to-day operations and administration of the Council and places conditions and limitations to ensure Council continues to make key strategic decisions.

Council has reviewed the S5 Instrument of Delegation to the Chief Executive Officer using the Maddocks Lawyers subscription and their bi-annual markups. These markups, which include amendments and additions to the relevant Acts from the past six months, were issued in July 2025.

Minor changes were made as follows:

- Point 2.1 was amended to include 'or when being signed by the Chief Executive and Mayor'.

- In the Schedule Point 1.3 was amended from Fire Services Property Levy to Emergency Services and Volunteers Funding Levy.

RELEVANT LAW

Section 11 of the *Local Government Act 2020* stipulates that a Council may by instrument of delegation, delegate specific powers, duties or functions of a Council to the Chief Executive Officer.

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Council that serves its Community	• Undertake robust and transparent planning and risk management to ensure our organisation is sustainable now and into the future. • Embed good governance practices into all decision making.

RELATED COUNCIL DECISIONS

26 March 2025 - Ordinary Meeting of Council Minutes – Item 15.7 S5 Instrument of Delegation to Chief Executive Officer

OPTIONS

- That Council does not approve the S5 Instrument of Delegation to Chief Executive Officer bringing in to question the legality of decision making by the Chief Executive Officer.
- That Council approve the S5 Instrument of Delegation to Chief Executive Officer with modified conditions and limitations.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

There has been no specific community engagement in relation to the review, as this is a governance review and practice.

GENDER IMPACT ASSESSMENT

Not required for this report.

RISK

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

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	Review of the S5 Instrument of Delegation to Chief Executive Officer ensures Council is operating within an authorised legislative framework.	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.

15.11 S18 INSTRUMENT OF SUB DELEGATION TO MEMBERS OF COUNCIL STAFF

Prepared by Jo White, Governance Officer

SUMMARY

To comply with the *Local Government Act 2020* and to support good governance and efficient business operations, Council may delegate specific power, duties or functions to the Chief Executive Officer or to Council Staff by way of an Instrument of Delegation.

This bi-annual review includes updates to legislation and any organisational changes made since the previous review and update.

Resolution:

In the exercise of the power conferred by s 11(1)(b) of the *Local Government Act 2020 (the Act)*, Yarriambiack Shire Council (**Council**) **RESOLVES THAT –**

- a) There be delegated to the members of Council staff, holding, acting in or performing the duties of the offices or position referred to in the attached *S18 Instrument of Sub-Delegation to Members of Council Staff*, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
- b) The instrument comes into force immediately the common seal of Council is affixed to the instrument.
- c) On the coming into force of the instrument all previous delegations to members of Council Staff are revoked.
- d) The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.
- e) That the previous S18 Instrument of Sub Delegation to Members of Council Staff that was adopted 26 March 2025 be revoked.

Moved Cr McLean

Seconded Cr Keel

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Attachment: S18 Instrument of Sub-Delegation to Members of Council Staff](#)

DISCUSSION

In exercising the powers conferred by section 11(1) of the *Local Government Act 2020* and other legislation referred to in the attached instrument of delegation, Yarriambiack Shire Council delegates certain power, duties and functions to the Chief Executive Officer and Council Staff.

This enables for the effective day-to-day operations and administration of the Council and places conditions and limitations to ensure Council continues to make key strategic decisions.

Council has reviewed the S18 Instrument of Sub Delegation to Member of Council Staff using the Maddocks Lawyers subscription and their bi-annual markups. These markups, which include amendments and additions to the relevant Acts from the past six months, were issued in July 2025.

Minor amendments were made providing an updated format and naming the Manager Community Health (MCH).

RELEVANT LAW

Section 11 of the *Local Government Act 2020* stipulates that a Council may by instrument of delegation, delegate specific powers, duties or functions of a Council to the Chief Executive Officer.

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Council that serves its Community	- Undertake robust and transparent planning and risk management to ensure our organisation is sustainable now and into the future. - Embed good governance practices into all decision making.

RELATED COUNCIL DECISIONS

26 March 2025 - Ordinary Meeting of Council Minutes – Item 15.9 S18 Instrument of Sub Delegation to Members of Council Staff

OPTIONS

- That Council does not approve the S18 Instrument of Sub Delegation to Members of Council Staff bringing in to question the legality of decision making by Council Staff.
- That Council approve the S18 Instrument of Sub Delegation to Members of Council Staff with additional modified conditions and limitations.

SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

There has been no specific community engagement in relation to the review, as this is a governance review and practice.

GENDER IMPACT ASSESSMENT

Not required for this report.

RISK

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

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	Review of the S18 Instrument of Sub-Delegation to Members of Council Staff ensures Council is operating within an authorised legislative framework.	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 COUNCIL REPORTS FOR NOTING

16.1 INVESTMENT IN SOCIAL BENEFIT COST ANALYSIS RESEARCH ON MINING

Prepared by Tammy Smith, Chief Executive Officer

SUMMARY

On 26 February 2025, the Yarriambiack Shire Councillors approved a financial contribution to the University of Melbourne to fund a scholarship for a Masters research student. The primary objective was to conduct a social benefit cost analysis on mining within the Shire to assess its effects on societal welfare. Council approved an annual allocation for two years for this project. This report provides Councillors and the community with an update on the progress of the project.

Resolution:

That Council:

- a) Notes the update regarding the Investment in a Social Benefit Cost Analysis Research Project on Mining in the Yarriambiack Shire; and
- b) Further notes that Council will no longer be required to provide funding for this project, as it will now proceed as an independent initiative led by the University of Melbourne.

Moved Cr Heintze

Seconded Cr Kirk

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

Not applicable.

DISCUSSION

On Friday 24 January 2025, Councillors, the Manager of Development and Environmental Services, and Tammy Smith, CEO met with a leading Agriculture Economics Professor from Melbourne University. In the context of mining in our region, we discussed the role of Social Benefit Cost Analysis (SBCA), the standard public policy tool for assessing the effects of changes in economic activities in an economy. SBCA estimates the effects on social welfare across the whole economy and population and is far more comprehensive and inclusive than the commonly used technically based Environmental Effects Statements (EES) which are done as part of the EES process.

Given that Yarriambiack Shire Council is covered by exploration, retention, or mining licences, the imperative of a SBCA to inform policy became evident. It is the only method of evaluation that will determine if mining benefits or harms societal welfare, and thus it is essential that a SBCA of mining in the region be done. Currently, whether mining will make society better off or worse off is unknown: a SBCA is needed to determine whether it is beneficial or not.

On 26 February 2025, Councillors endorsed a report recommending Yarriambiack Shire Council fund a two-year Masters scholarship at Melbourne University to conduct an SBCA on Wimmera mineral sands mining.

This decision also supported Council's Position Statement on Mining, Renewable Energy and Transmission Lines, which outlines a key advocacy piece as follows:

The Environmental Effects Statement (EES) process to ensure it utilises the Social Benefit Cost Analysis (SBCA) model, to weigh both tangible and intangible costs against the benefits. An SBCA is critical in accounting for non-market impacts like environmental

degradation and social displacement. The failure to utilise the SBCA model ignores long-term sustainable impacts on regional industries like agriculture.

Update: On 28 July 2025, Council received formal notification from a Professor at the University of Melbourne regarding the funding proposal for a two-year Masters research study. The aim was to conduct a SBCA of the Donald Mineral Sands project and provide training to an emerging professional in this area. However, it became apparent that the arrangement would fall under the University's Consultancy Contract Rules, resulting in an Overheads Multiplier Charge of 2.5. Consequently, from the Council's \$75,000 commitment, only \$30,000 would be available for the Master's student stipend and operating expenses, rendering the project unfeasible under these conditions.

Given these circumstances, several academics specialising in agricultural economics have agreed to undertake the Social Benefit Cost Analysis as part of their regular research activities. The department is highly supportive of this approach and shares the interest in determining whether the Donald Mineral Sands Mining Project delivers a net benefit to society.

Additionally, recognising the importance of Social Benefit Cost Analysis and the Council's willingness to support professional development in this field, the department will feature the Donald Mineral Sands Mining Project as a case study in its final year undergraduate subject, Resource Management Economics. This initiative will ensure students gain understanding and analytical experience with real-world issues related to the project.

Conclusion: Whilst it has taken almost six months to ascertain this position, this is a positive result for our Council and Community, and we look forward to the outcome of this research.

RELEVANT LAW

- *Mineral Resources Sustainable Development Act 1990*
- *Local Government Act 2020*
- *Environmental Effects Act 1978*

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
An Innovative and Diversified Economy	• Advocate and support agriculture, economic development and investment in our region.
A Healthy and Inclusive Community	• Develop and/or maintain strong partnerships to deliver high quality services and sustainable infrastructure to enhance the social health and wellbeing outcomes for all our residents.
A Resilient and Sustainable Natural Environment	• Advocate for responsible land use, with consideration for the natural environment.
A Council that serves its Community	• Undertake robust and transparent planning and risk management to ensure our organisation is sustainable now and into the future. • Advocate for our community, on matters that are important to the entire municipal district.

RELATED COUNCIL DECISIONS

- Minutes – 26 February 2025, 15.5 Investment in Social Benefit Cost Analysis Research on Mining

OPTIONS

Councillors may opt to appoint an independent consultant to carry out the work; however, Melbourne University has now confirmed that it will conduct this research independently as a distinct academic activity.

SUSTAINABILITY IMPLICATIONS

Economic and Social	The SBCA is vital to assessing the social, environmental and economic impacts of mining on our Shire, and region. Until this piece of work is undertaken, it is difficult for Council to make informed decisions in regard to the benefits of mining.
Financial	Council does not receive royalties or rates from mining projects. Council is strongly advocating, via its position statement, for funding derived from the mining activities within our Shire be returned to the Shire and region, via significant, enduring investment into improving the social health and wellbeing of our residents.

COMMUNITY ENGAGEMENT

The Yarriambiack Shire Councillors have developed their position statement based on community engagement and feedback. This paper is supporting an action outlined within the position statement.

GENDER IMPACT ASSESSMENT

Not applicable.

RISK

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Strategy Execution and Change Management Risk - Residual Risk Level Medium	The SBCA is vital in informing strategic direction and advocacy for our Councillors, and residents. It is also required to assist and work alongside our communities to manage change in land use across our Shire and region.	Maintains Residual Risk Level
Reputational Risk - Residual Risk Level Low	If Councillors endorse the investment in a research student, it will positively impact our Council reputation, as it will send a clear message to the municipal residents that Council wishes to understand the impacts and benefits that mining may have on our Shire and Region.	Reduces Residual Risk Level
Political Risk - Residual Risk Level Low	Council's Position Statement has been developed to acknowledge the State Governments agenda and strongly advocate for any financial benefits derived from our region to be invested back into the region in which it is extracted. Council funding a SBCA and outlining the inadequacy of the Computable General Equilibrium Model may strain relations with the current Victoria Government.	Maintains Residual Risk Level
Financial Risk - Residual Risk Level Medium	Currently Council does not receive rates or royalties from mining activities. Council may endure additional maintenance costs associated with increased road movements from mining activities. This will place further pressure on our financial resources, with Council already recognised as unsustainable.	Increases Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

[Victorian Critical Minerals Roadmap - Resources Victoria](#)

[Critical Minerals Strategy 2023–2030 | Department of Industry Science and Resources](#)
[Environment effects statements in Victoria](#) and [Understanding the assessment process](#)

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 2025-26 COMMUNITY SHARE GRANT OUTCOME

Prepared by Sarah Collins, Manager Community Strengthening and Engagement

SUMMARY

Yarriambiack Shire Council is committed to working in partnership with the community to encourage, develop, support, and sustain a wide range of local recreational, cultural, social, community support and business group initiatives that make:

- A positive contribution to the Yarriambiack Shire community; and
- Strengthen the development of strong local communities.

Each financial year, Council provides financial assistance to community groups and businesses to support the provision of events and services which respond to identified community need, contribute to the building of stronger communities and are in accordance with Council's strategic outcomes.

ATTACHMENTS

Resolution:

That Council:

- a) Note the SHARE Grants Outcome for the 2025-26 financial year as outlined in the body of this report.

Moved Cr Keel

Seconded Cr Kirk

That the recommendation be adopted.

Carried Unanimously

[Confidential attachment: SHARE Grants - Evaluation Report 2025-26](#)

DISCUSSION

The 2025-26 SHARE Grant applications were opened Monday 30 June 2025 at 8:00am; and closed Monday 21 July at 12:00pm. These timelines were administered as per the Community Share Grants Program Policy.

The program was advertised via the Council newsletter (Yarri Yarns), Shire-wide local newspaper, community newsletter ads, social media and on Council's website. A list of previous applicants, community groups and progress associations were also emailed with information on the program.

Two applications were received outside of this time. One applicant notified Council of technical issues and communicated their application prior to the closure time and was deemed eligible when the correct form was received. One application was deemed ineligible due to submission being received after the closure time and no correspondence with Council justifying the late submission.

Applications were received via an online form, asking qualitative questions of applicants that directly related to the scoring matrix included in the program guidelines provided to the Councillors. Other questions related to assessing eligibility in line with the guidelines.

Evaluation Panel

In accordance with Council's Community Share Grants Program Policy, the evaluation team were selected from within Council's employees. All officers involved in the administration process were required to complete a Conflict of Interest declaration.

Evaluation Criteria

Applications were evaluated in accordance with the qualitative criteria. Funding streams are as follows:

Community Events	Up to \$1,500 with no matching funding
Business and Streetscape	Up to \$2,000 with 1:1 funding
Community Building - Minor	Up to \$3,000 with no matching funding
Community Building - Major	Up to \$10,000 with 3:1 matching funding

Evaluations were conducted independently through an online link to the submissions and scorecard. Scores from the three evaluations were totalled and the final score is identified in the evaluation spread sheet provided to Councillors. A maximum score of 105 was possible, while a minimum score of 52.5 was required to be funded as per the 50% threshold required in the Community Share Grant Program Policy. It is also noted in the policy that a total of 50% of available funds can be allocated to Community Building – Major applicants.

Summary of Evaluations

There were 31 submissions requesting a total of \$115,836 of the Share Grant program. Applications were of a high quality with all eligible applications scoring above the minimum score required.

A summary of the applications to each stream is as follows:

Community Events	10
Business and Streetscape	1
Community Building - Minor	11
Community Building - Major	9

20 applications are recommended for funding under the program, including 14 applicants receiving conditional agreements upon providing further information.

Reasons for applicants being given conditional approval include applications with missing information relating to eligibility such as:

- Attached proof of a current Public Liability Certificate of Currency.
- Stated Australian Business Number (ABN) registered to the organisation to distribute funds.
- Proof of event registration for an event occurring outside of 8-12 weeks of application.
- Allowances for any technical issues applicants may have experienced while submitting application.

The Community Strengthening Team continue to offer opportunities to upskill grant writing of community groups to try and address this gap in competency. At the conclusion of the SHARE Grant administration process, the Community Strengthening Team collate feedback gathered from the application and eligibility process to identify improvements that can be applied the following year.

Our aim is to reduce the number of conditional agreements administered, noting that if the conditions are not met, then the money is withheld, and other projects miss out on funding.

Three applications were assessed as ineligible for grant funding:

- 1x application was submitted after the application close date/time.
- 1x application was classified as a sole trader (via ABN) and applied in a grant stream restricted to only not-for-profit organisations.

- 1x application was not the owner/operator of the building/organisation and ineligible to apply on the organisation's behalf nor to oversee the delivery works to the building.

Four of the recommended applications are to receive partial funding:

- The *Community Works – Major* grant stream is limited to awarding funds to eligible applications until the funding limit (\$30,000.00) is reached (as per *Community Share Grants Program – Program Guidelines*). The final two eligible applications recommended for funding in this stream (due to overall evaluation ranking) received an equal evaluation score; both applications cannot receive full project funding from the remaining available funds. One of these two applications indicated that partial funding would allow the project to proceed, as such, this application is recommended to receive partial funding from the remaining available funds, while the other application is recommended to receive full funding.
- 2x applications eligible to be recommended funding (due to their overall evaluation score) are to receive funding equal to the funds justified in their applications (via submitted budget information/documents), which is less than the requested funding amounts.
- The final application to be recommended for funding (due to overall evaluation ranking) is to receive partial funding from the remaining available funds.

In total, it is recommended that \$60,000 be awarded to applicants, supporting a total project spend of \$477,632 across Yarriambiack Shire Council. This is the largest project spend recorded to date, with one project contributing to 50% of this project spend.

2025-26 SHARE Grant Successful Applicants	Community Events	Community Works Major	Community Works Minor	Business Works	Total Project Cost
Minyip Show & Shine Committee Minyip Show & Shine Event Weekend 2025	\$1,500				\$1,870
Warracknabeal Christmas Festival Xmas Festival Gamin for Youth	\$1,500				\$2,500
The Stick Shed Stick Shed - Precinct Upgrade		\$10,000			\$22,400
Minyip Murtoa Football Netball Club Minyip Oval Lighting Project		\$10,000			\$295,345
Rupanyup VFF Landcare Group Old Rupanyup Reservoir Restoration Project		\$5,005			\$7,005
Beulah Memorial Hall CoM Upgrade Hall Facilities		\$4,995			\$8,000
Murtoa Events A Day By The Lake - New Year's Eve	\$1,500				\$5,300
Rupanyup Progress Association Street Signs			\$1,820		\$1,820
Warracknabeal Events Committee Events Shipping Container			\$3,000		\$5,885
Murtoa Events - Murtoa's Big Weekend Murtoa's Big Weekend 2025	\$1,500				\$1,500
Warracknabeal & District Historical Society BBQ Shelter Completion			\$1,000		\$1,000
Hopetoun Tennis Club Clubrooms Painting			\$2,675		\$2,675
Hopetoun Patchwork Group Inc. Hopetoun Patchwork Group Exhibition 2026	\$910				\$910
Yaapeet Community Club Kitchen Flooring			\$3,000		\$7,296
BHL&P Association Inc. Wide Open Spaces Festival	\$1,500				\$12,000
Hopetoun & District N'hood House HDNH New Website			\$3,000		\$3,000
Patchewollock Music Festival 2025 Ag Tech Patchewollock Music Festival	\$1,500				\$82,000
Warracknabeal A& P Society 2025 137 th Warracknabeal Show	\$1,500				\$2,400
Woomelang & District Bush Nursing Centre Playground Update				\$2,000	\$4,782
Hopetoun & District Historical Society Showcasing Our History			\$2,095		\$2,122

RELEVANT LAW

Not applicable.

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
An Innovative and Diversified Economy	Advocate and support agriculture, economic development and investment in our region.
A Healthy and Inclusive Community	- Develop and/or maintain strong partnerships to deliver high quality services and sustainable infrastructure to enhance the social health and wellbeing outcomes for all our residents. - Advocate, prioritise, and invest in infrastructure that supports an accessible, inclusive, and socially connected community to improve liveability. - Advocate and support community safety initiatives, that enhance community safety and the liveability of our communities. - Promote and support volunteerism throughout our Shire, recognising that collaborative efforts can lead to enhanced outcomes for our communities.
A Resilient and Sustainable Natural Environment	Support community groups to deliver on the Sport and Recreation Strategy and Recreation Reserve Master Plan initiatives, in alignment with Council's policies
A Council that serves its Community	- Embed good governance practices into all decision making. - Advocate for our community, on matters that are important to the entire municipal district. - Build trust through engaging with our community, delivering quality services and outcomes. - Consider a broad base of evidence before making decisions, ensuring value for money and responsive, innovative services and solutions are provided. - Promote initiatives ensuring safety, respect, and equal opportunities for all genders, aiming to end family violence.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Community Assistance and Fee Waiver Policy
	Community Engagement Policy
	Community Share Grants Program Policy
Procedure	Information Management Procedure
	Incoming Correspondence Procedure
Guideline	Community Share Grant Guidelines – Events and Sponsorship
	Community Share Grant Guidelines – Business and Streetscapes
	Community Share Grant Guidelines – Community Building Major
	Community Share Grant Guidelines – Community Building Minor
Plan	Council Plan

Council Plan 2025 – 2029 Strategic Objectives	Priorities
Strategy	Economic Development Strategy
	Tourism Strategy
Framework	Budget Framework and Guidelines Manual
Other	Conflict of Interest Manual

RELATED COUNCIL DECISIONS

- 27 April 2022 – Ordinary Meeting of Council Minutes – Item 13.4 Community Share Grants Program Policy and Guidelines
- 23 August 2023 – Council Forum Minutes – Delegation of approval of SHARE Grant allocation to Chief Executive Officer

OPTIONS

As this paper is only for noting, no options have been put forward to Council for consideration.

SUSTAINABILITY IMPLICATIONS

Economic	Offers support to local community groups and businesses to support larger projects that provide economic benefit directly to our communities.
Social	Offers support to local community groups and businesses to undertake projects, initiatives, and/or events that benefit the social wellbeing of our communities.
Financial	Provides financial support to local community groups and businesses to assist with their projects, initiatives, and/or events.

COMMUNITY ENGAGEMENT

The program was advertised via the Council newsletter (Yarri Yarns), Shire-wide local newspaper, community newsletter ads, social media and on Council's website. A list of previous applicants, community groups and progress associations were also emailed with information on the program.

GENDER IMPACT ASSESSMENT

Not required for this report.

RISK

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

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	Robust policy and procedures that ensure the SHARE Grant funding program is administered within the governance principles outlined in the <i>Local Government Act 2020</i> . A robust process results in this initiative to remain available to our community.	Reduces Residual Risk Level
Program and Project Risk - Residual Risk Level Medium	Embedded project planning required of applicants to demonstrate ability to deliver on funded activities. Acquittal reporting to ensure project is completed within timeframes stated in the funding program.	Reduces Residual Risk Level

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Financial Risk - Residual Risk Level Medium	Council to endorse the amount of funding allocated to the Community SHARE Grant program each year during the Budget adoption process. This means that Council can ensure that the amount of funding available through this program is in line with available Council resources.	Reduces Residual Risk Level
Reputational Risk - Residual Risk Level Low	A clear and transparent application and scoring process that is followed for all applicants received to ensure that all applications are treated equally and funds are distributed through merit. Conditional agreements can be issued to applications that are worthy projects, needing to submit a small amount of additional information.	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

CONFLICTS OF INTEREST

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

17 PERMITS ISSUED

List of permits issued in July 2025 is listed below for noting.

Resolution:

That Council:

Note the permits issued by Council between 01 July 2025 to 31 July 2025.

Moved Cr Kirk

Seconded Cr Keel

That the recommendation be adopted.

Carried

Reference No	Description	Address	Date of Issue
Local Law Permits			
11-25	Keeping more than the allowed number of animals	Murtoa	11/07/2025
RRWP & APP Permits			
2025-7	Double Vehicle Crossover	Nyallo Road	23/07/2025
2025-8	Ecology Surveys	Longerenong-Warracknabeal Road	18/07/2025
2025-9	Water Pipeline Installation	Minyip-Banyena Road & Gun Club Road	29/07/25

18 CLOSED DECISIONS TO BE RECORDED IN OPEN COUNCIL MEETING AGENDA

Nil.

19 URGENT BUSINESS

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

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

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

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

20 NEXT MEETING

Wednesday 24 September 2025

21 CLOSED

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

Resolution:

That the Ordinary Meeting of Council is now closed at 10.29am.

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

Moved Cr Heintze

Seconded Cr Kirk

That the recommendation be adopted.

Carried

SUMMARY CLOSED (CONFIDENTIAL) MEETING AGENDA

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

1. CHIEF EXECUTIVE OFFICER ANNUAL REVIEW

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

- a) Because it is personal information, being information which if released would result in unreasonable disclosure of information about any person (section 3(1)(f)); and
- b) This ground applies because the Agenda Item concerns human resource information about the Chief Executive Officer, that would, if prematurely released, compromise Council's position in relation to the requirement to comply with the *Privacy and Data Protection Act 2014*.

2. VARIATION TO C331-2023 COLLECTION OF KERBSIDE AND BULK BINS, BULK TRANSPORT AND DISPOSAL OF GENERAL WASTE AND BULK TRANSPORT AND PROCESSING OF RECYCLABLES

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

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