



Yarriambiack
SHIRE COUNCIL

Minutes

Ordinary Meeting of Council

30 September 2026

COUNCIL CHAMBERS

34 Lyle Street, Warracknabeal

MEETING OF COUNCIL TO COMMENCE AT 9.30am

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

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OUR VISION

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

We will achieve this shared vision by:

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

CONTINUOUS IMPROVEMENT

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

RECORDING AND MINUTES

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

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

1 WELCOME

2 RECORDING PREAMBLE

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

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

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

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

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

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

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

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

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

3 ACKNOWLEDGEMENT AND PRAYER

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

3.1 ACKNOWLEDGING TRADITIONAL OWNERS OF THE LAND

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

3.2 PRAYER

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

Amen

4 PRESENT

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

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

5 APOLOGIES

Name / Role	Description of Leave / Absence

6 CONFIRMATION OF MINUTES

6.1 MINUTES 26 AUGUST 2026 – ORDINARY MEETING

Minutes of the Ordinary meeting of Council held on 26 August 2026 be taken as an accurate record and confirmed.

Resolution:

That the minutes of the Ordinary Meeting of Council held on 26 August 2026, as circulated be taken as read and confirmed.

Moved Cr Kirk

Seconded Cr Keel

That the recommendation be adopted.

Carried Unanimously

6.2 MINUTES 26 AUGUST 2026 – CLOSED (CONFIDENTIAL) MEETING

Minutes of the Closed (Confidential) meeting of Council held on 26 August 2026 be taken as an accurate record and confirmed.

Resolution:

That the minutes of the Closed (Confidential) Meeting of Council held on 26 August 2026, as circulated be taken as read and confirmed.

Moved Cr Zanker

Seconded Cr Heintze

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

As per ongoing and pending actions list, Item 8.2.

8.2 ONGOING AND PENDING ACTIONS

Council Meeting	Recommendation Action	Action Taken
30 June 2025 Item 15.5	Enter into an agreement with the Rupanyup Recreation Reserve outlining that the funds received from the NBN Tower rental must be utilised towards infrastructure upgrades and/or ground and building maintenance at the Rupanyup Recreation Reserve.	Not yet commenced. Agreement to be developed.
29 October 2025 Item 15.8	Provide a report back to Council in 12 months' time, outlining the progress of sourcing alternative grants and/or revenue streams to fund the Automated Weather Station maintenance. Report due by 29 October 2026.	Report to be provided in October 2026.
26 November 2025 Item 14.3	Ensure that sanitary bins are available in Council's public toilets, wherever female disposal facilities exist.	Sanitary bin now available in Warracknabeal male toilets.
10 December 2025 Item 15.1	Land transfer of land, Wheatlands Agriculture Museum, to the Warracknabeal and District Historical Society.	Transfer completed. Report update in this Agenda.
10 December 2025 Item 15.2	Transfer of land, 40 Anderson Street Warracknabeal, to E2E Growth.	This will occur once funding is secured to develop the site.
28 January 2026 Item 15.4	Sell the former depot sites in Hopetoun known as: 92 Cummings Street, Hopetoun (Lot 9 LP26623, Lot 10 LP26623, and Lot 11 LP26623), comprising a total area of 3,036 square metres; and 74-76 Cummings Street, Hopetoun (Lot 2 LP147375), comprising a total area of 1,543 square metres.	CLOSED Sale of 74-76 Cumming Street Hopetoun processed and completed. 92 Cumming Street Hopetoun still on the market.
28 January 2026 Item 15.5	Gift 2 Wood Street, Rupanyup to the Victorian State Emergency Services (VICSES).	All Agreements executed and awaiting transfer to be scheduled and S173 Agreement to be lodged against title.
26 August 2026 Item 15.2	Transfer of Electricity and Water Accounts for the Beulah Memorial Hall to from Beulah Memorial Hall Committee of Management to Yarriambiack Shire Council.	
26 August 2026 Item 15.4	Transfer of 1993 Henty Highway Brim (Crown Allotment 6, Section 10 Township of Brim, Plan TP547068A, Volume 2594, Folio 751) to Council for the purposes of supporting the town drainage function in Brim.	LawyersAU engaged to process this decision.

Council Meeting	Recommendation Action	Action Taken
26 August 2026 Item 15.8	Enact the Deed of Variation to the Lease between Yarriambiack Shire Council and Emerge Early Years Services in regards to Hopetoun Kindergarten Services.	CLOSED Enacted 26 August 2026.

9 PETITIONS

No petitions received.

10 MINISTERIAL AND GOVERNMENT CORRESPONDENCE TO COUNCILLORS ONLY

Outgoing		
Date	Recipient	Details
31/08/2026	Department of Transport and Planning; and Department of Education	Email – Yarriambiack Shire Council LGA - VET Students Council raised concerns about lengthy and unsafe public transport wait times for VET students travelling from Horsham to Warracknabeal and Hopetoun, requesting assistance from the relevant departments to resolve the issue.
04/09/2026	The Hon. Gabrielle Williams Minister for Education	Letter - Urgent Intervention Required Hopetoun Early Years

Incoming		
Date	Sender	Details
02/09/2026	The Hon Lizzie Blandthorn MP Minister for Disability, and Children	Email - The Minister was unable to accept Council's invitation to meet and referred the matter concerning the Hopetoun Early Years building to the Department of Families, Fairness and Housing for follow-up.
10/09/2026	Emma Kealy MP	Email - Emma Kealy MP invited local youth council members to attend a student leadership forum in Horsham with former Prime Minister Tony Abbott AC, focused on public service, democracy, Parliament and leadership pathways. This correspondence was forwarded to the Western Bulldogs Community Foundation, which delivers Council's youth services.

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
09 November 2026	Ordinary Meeting
08 February 2027	Ordinary Meeting
10 May 2027	Ordinary Meeting

11.2 SPECIAL AUDIT AND RISK COMMITTEE MEETING MINUTES – 24 SEPTEMBER 2026

The Special Audit and Risk Committee Meeting to consider the financial statements and performance report was held on 24 September 2026.

[Attachment: Special Audit and Risk Committee Meeting Minutes – 24 September 2026](#)

Resolution:

That the Minutes of the Special Audit and Risk Committee Meeting, to consider the financial statements and performance report, held on 24 September 2026 be taken as read and confirmed.

Moved Cr Zanker

Seconded Cr Heintze

That the recommendation be adopted.

Carried Unanimously

12 ACTIVITY REPORTS

12.1 MAYOR ACTIVITY REPORT

Mayor Andrew McLean (September)		
Date	Activity	Location
26/08/26	Photocall Wheatlands Museum regarding Land Transfer	Warracknabeal
26/08/26	Citizenship Ceremony	Warracknabeal
28/08/26	Monthly Meeting with West Wind Warracknabeal Energy Park	Warracknabeal
01/09/26	Meeting with Emma Kealy regarding Murtoa Recreation Reserve Community Centre*	Horsham
02/09/26	Minyip Probus Meeting with CEO	Minyip
07/09/26	CEO, Mayor and Deputy Mayor Catch Up	Online
09/09/26	Council Forum	Online
10/09/26	WSMCA Mayors Lunch	Horsham
10/09/26	WSMCA CEO's and Mayor's Meeting	Horsham
14/09/26	Dunmunkle Land Protection Group Inc Community Meeting	Murtoa
16/09/26	Meeting with Community Member	Hopetoun
16/09/26	Beulah Progress meeting	Beulah
18/09/26	CEO, Mayor and Deputy Mayor Catch Up	Online
18/09/26	Opened the Southern Mallee Co-Operative Parish Art Exhibition	Hopetoun
21/09/26	Radio Interview with ABC Radio	Phone
22/09/26	Woomelang DDA Meeting	Woomelang
24/09/26	Audit and Risk Committee Meeting	Online
24/09/26	Warracknabeal Community Garden Sculpture Unveiling	Warracknabeal
24/09/26	Radio Interview	Phone
24/09/26	Grand Opening Q&A Hay	Warracknabeal
24/09/26	CEO, Mayor and Deputy Mayor Catch Up	Warracknabeal
29/09/26	Wimmera Mallee Recreation Lakes Alliance Meeting	Birchip

Mayor Andrew McLean (September)		
29/09/26	Radio Interview	Phone

**Represent advocacy meetings*

12.2 COUNCILLOR ACTIVITY REPORTS

Deputy Mayor Corinne Heintze – Dunmunkle Ward (September)		
Date	Activity	Location
01/09/26	Meeting with Emma Kealy regarding Murtoa Recreation Reserve Community Centre	Horsham
01/09/26	Minyip Progress Meeting	Minyip
07/09/26	CEO, Mayor and Deputy Mayor Catch Up	Online
09/09/26	Council Forum	Warracknabeal
18/09/26	CEO, Mayor and Deputy Mayor Catch Up	Online
24/09/26	Warracknabeal Community Garden Sculpture Unveiling	Warracknabeal
24/09/26	Grand Opening Q&A Hay	Warracknabeal
24/09/26	CEO, Mayor and Deputy Mayor Catch Up	Warracknabeal

Cr Melinda Keel – Dunmunkle Ward (September)		
Date	Activity	Location
09/09/26	Council Forum	Warracknabeal
14/09/26	Dunmunkle Land Protection Community Meeting	Murtoa
15/09/26	Murtoa Progress Association Annual General Meeting	Murtoa
24/09/26	Grand Opening Q&A Hay	Warracknabeal

Cr Chris Lehmann – Hopetoun Ward (September)		
Date	Activity	Location
09/09/26	Council Forum	Warracknabeal
14/09/26	Dunmunkle Land Protection Community Meeting	Murtoa
24/09/26	Grand Opening Q&A Hay	Warracknabeal

Cr Karly Kirk – Warracknabeal Ward (September)		
Date	Activity	Location
03/09/26	Rural Councils Victoria Forum	Swan Hill

Cr Karly Kirk – Warracknabeal Ward (September)		
Date	Activity	Location
04/09/26	Rural Councils Victoria Forum	Swan Hill
09/09/26	Council Forum	Warracknabeal

Cr Kylie Zanker – Warracknabeal Ward (September)		
Date	Activity	Location
27/08/26	Rural Business and Community Pty Ltd Meeting	Online
09/09/26	Council Forum	Warracknabeal
14/09/26	Dunmunkle Land Protection Meeting	Murtoa
24/09/26	Audit and Risk Committee Meeting	Online
24/09/26	Grand Opening Q&A Hay	Warracknabeal

12.3 CHIEF EXECUTIVE OFFICER ACTIVITY REPORT

Tammy Smith (September)		
Date	Activity	Location
26/08/26	Photocall Wheatlands Agricultural Museum with Mayor	Warracknabeal
26/08/26	Citizenship Ceremony	Warracknabeal
27/08/26	Wimmera Southern Mallee Regional Partnership Meeting	Horsham
27/08/26	Rural Councils Victoria Committee Meeting	Online
28/08/26	Monthly Meeting with West Wind Warracknabeal Energy Park	Online
28/08/26	Meeting with Regional Development Victoria, and Department Transport and Planning regarding Resource Ready Funding	Online
31/08/26	Municipal Association Victoria CEO Working Group Meeting regarding Maternal Child Health Funding	Online
31/08/26	Meeting with a Developer regarding opportunities to invest in Housing in Yarriambiack	Warracknabeal
02/09/26	Meeting Minyip Probus with Mayor	Minyip
03/09/26	Rural Councils Victoria Forum	Swan Hill
04/09/26	Rural Councils Victoria Forum	Swan Hill
07/09/26	Meeting with Vic Grid Representatives	Warracknabeal
08/09/26	Meeting with St Marys Primary School representatives regarding pedestrian safety	Warracknabeal
09/09/26	Council Forum	Warracknabeal
10/09/26	Rural Councils Victoria Executive Meeting	Online
10/09/26	Wimmera Southern Mallee Councils Alliance Mayor and CEO's Meeting	Horsham
10/09/26	Meeting regarding The Donald Project	Online
14/09/26	Meeting Warracknabeal Secondary College Year 11 Students	Warracknabeal
14/09/26	Meeting with Dr Sarah Mansfield MP on behalf of Rural Councils Victoria*	Online
14/09/26	Dunmunkle Land Protection Group Inc meeting in Murtoa regarding mining exploration licences	Murtoa
15/09/26	Murtoa Progress Association Annual General Meeting	Murtoa

Tammy Smith (September)		
16/09/26	Restoration Working Group Meeting	Online
16/09/26	Municipal Association Victoria CEO Working Group Meeting regarding Maternal Child Health Funding	Online
17/09/26	Rural Councils Victoria Committee Meeting	Online
18/09/26	Mayor, Deputy Mayor, CEO and Governance Support Officer Meeting	Online
21/09/26	MAV Connect CEO's Meeting	Online
22/09/26	Meeting with Dunmunkle Lodge CEO	Minyip
22/09/26	Meeting with Woomelang and District Development Association and Wayne Street to discuss housing initiatives	Woomelang
23/09/26	Meeting with Department of Education and Emerge Early Years Services to discuss Hopetoun Kindergarten	Online
24/09/26	Meeting with representatives from Qube	Warracknabeal
24/09/26	Audit and Risk Committee Special Meeting	Online
24/09/26	Garden Club Warracknabeal Sculpture Unveiling	Warracknabeal
24/09/26	Grand Opening Q&A Hay	Warracknabeal
24/09/26	Mayor, Deputy Mayor, CEO and Governance Support Officer Meeting	Warracknabeal

**Represent advocacy meetings*

13 PUBLIC QUESTIONS

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

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

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

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

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

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

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

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

The question will not be allowed if:

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

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

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

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

13.1 QUESTIONS SUBMITTED

Name:	Town:
Question:	
Respondent:	
Response:	

14 COUNCILLOR REPORTS AND NOTICE OF MOTIONS

14.1 MAYORS REPORT

Over the past month, we have actively promoted our priority projects through social media and radio interviews.

Our key priority projects we are taking to the State Government election is as follows:

**ANZAC Park Redevelopment
Warracknabeal**

Secure investment to renew ageing and inaccessible sporting, recreation, community event and memorial facilities serving more than 10 user groups.

**Murtoa Community Hub and
Sports Pavilion**

Deliver the community-led master plan for a new hub, modern changerooms, female-friendly amenities and facilities supporting sport, events and regional growth.

**Hopetoun Former School Site
Redevelopment**

Transform the underutilised site into a mixed community asset incorporating housing, visitor accommodation, education and leadership programs, heritage experiences and economic development opportunities.

**Hopetoun Integrated Early
Years Facility**

Urgently secure a fit-for-purpose kindergarten and childcare solution. The Council-owned centre is closed because of significant water and structural damage, kindergarten is temporarily relocated, childcare remains unavailable and the existing building may be unavailable for up to two years.

Beulah Supermarket

Support delivery of a purpose-built supermarket precinct to restore a permanent essential service, strengthen local employment and support community sustainability.

**Housing Enabling
Infrastructure**

Fund power, water, sewer, roads and drainage needed to unlock priority housing projects in Warracknabeal, Murtoa and Hopetoun, including worker, affordable and independent-living accommodation.

**Roads, Freight Routes and
Bridges**

Increase investment in safer rural roads, stronger freight routes, critical bridge upgrades and network capacity required for larger agricultural machinery, growing freight demand and emerging industries.

Council welcomes the Coalition's election commitment of \$1.5 million annually for four years, providing Yarriambiack Shire Council with \$6 million through the Country Roads and Bridges Program to repair and maintain regional transport infrastructure. We encourage the Labor Government to match or exceed this commitment.

As part of its ongoing advocacy, Council is supporting Rural Councils Victoria's election campaign, which calls for urgent investment in rural communities and infrastructure. Campaign signs are displayed across the Shire, and residents are encouraged to show their support.

Over the past month, I have attended several community events. I was honoured to open the Southern Mallee Co-operative Parish Art Exhibition in Hopetoun, attend the Wimmera Mallee Recreation Lakes Alliance Meeting and the Dunmunkle Land Protection

Group community meeting in Murtoa, speak at the Warracknabeal Community Garden Sculpture Unveiling, and attend the Q&A Hay grand opening.

As warmer weather arrives, we look forward to the many events planned across our Shire in October and hope the favourable conditions continue.

15 REPORTS FOR DECISION

15.1 FINANCIAL AND PERFORMANCE STATEMENTS 2025/26

Prepared by Anita McFarlane, Chief Financial Officer

SUMMARY

In accordance with section 98 and 99 of the *Local Government Act 2020*, that came into effect on 24 October 2020, Council is required to approve a set of financial statements in principle and submit the resolution with the Financial Statements to the Victorian Auditor General Office (VAGO).

The Audit and Risk Committee is scheduled to consider the Annual Financial Accounts and Performance Statement at its meeting scheduled for the 24 September 2026. It is recommended that the Committee move a recommendation that Council approve the Annual Financial Statements and Performance Statement in principle, subject to no material change as a result of the Victorian Audit General's Office (VAGO) review.

Resolution:

That Council:

- a) Approves "in principle" subject to no material changes as a result of the Victorian Auditor General Office review, the draft Annual Financial Report (attachment 1) for the year ended 30 June 2026 and the draft Performance Statement year ended 30 June 2026 (attachment 2); and
- b) Nominates Councillor Kylie Zanker and Councillor Karly Kirk to be authorised to sign the Annual Financial Report (attachment 1) for the year ended 30 June 2026 and the draft Performance Statement year ended 30 June 2026 (attachment 2) in their final form after any changes recommended, or agreed to, by the external auditor have been made.

Moved Cr Zanker

Seconded Cr Kirk

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Attachment: Draft Financial Statements 2025/26](#)

[Attachment: Draft Performance Report 2025/26](#)

[Attachment: Draft Management and Governance Checklist 2026](#)

DISCUSSION

Financial Report

Key financial data for the 2025-2026 financial year includes:

Financial Overview	2025 \$'000	2026 \$'000
Total Income	33,599	35,864
Total Expenses	(35,032)	(36,350)
Surplus/Deficit	(1,432)	(487)
Comprehensive result	(1,210)	(487)

Cash balance	10,946	8,323
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- The 2026 total income of \$35.864 million is more than 2025 due to the early payment of 80% of the 2026/27 Federal Assistance Grant.
- Total expenses for 2026 of \$36.350 million is \$1.381 million more than the prior year mainly due to increase in depreciation.
- The comprehensive result is a \$486,547 deficit for the 2025/26 year.
- Total cash and cash equivalents include cash on hand and cash at bank \$6.506m and short-term deposits \$1.816m totalling \$8.323m. Other financial assets included long term deposits \$5.689m. Total cash and cash equivalents and other financial assets is \$14.012m. The total cash balance of \$14.012m is \$2.599m more than the prior year of \$11.413m mainly due to the timing of grants being received in advance. An early payment of 80% of the 2026/27 Federal Assistance Grant was received in advance prior to 30 June 2026.
- Total equity has decreased from \$224.170m to \$223.933m.
- Capital spending of \$6.191m was under budget during 2025/26 by \$2.460m due to the Glenorchy Road project being delayed until 2026/27 and the Hopetoun Swimming Pool project will be completed in 2026/27 financial year.

Performance Statement

- The draft Performance Statement 2025/26 is in the eleventh year of reporting against the auditable measures of the Local Government Performance Reporting Framework (LGPRF).
- Reporting has been prepared in accordance with relevant Local Government Better Practice Guides - Performance Reporting Framework Indicator Workbook.
- Comments have been provided for all performance measures, and where possible comment on trend over time and any material variations (+/- 10%) for current year versus prior year results. Variations of +/- have occurred in a significant number of performance measures.
- Financial Performance Measures are identified by the following LGPRF broad classifications:
 - Liquidity – Council is able to meet its liabilities when they fall due.
 - Obligations – including the ability to fund asset renewal while maintaining loan borrowing within prudent limits.
 - Stability – a measure of rate concentration and rate effort. The stability measure assesses the total of rate revenue relative to total revenue and relative to property values.
 - Underlying surplus – Council's ability to generate a surplus from day-to-day activities.

RELEVANT LAW

Local Government Act 2020 - Division 3 Reporting

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. • Advocate for continued and enhanced funding to enable strategic investment in our roads, footpaths, and associated assets to support tourism, economic development and social inclusion and connection across our Shire.

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Healthy and Inclusive Community	Advocate, prioritise, and invest in infrastructure that supports an accessible, inclusive, and socially connected community to improve liveability.
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.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Asset Lifecycle Policy
	Asset Management Policy
	Finance and Payroll Management Manual
	Investment Policy
Procedure	WorkflowMax Project and Financial Management Manual
Plan	Council Plan
	Revenue and Rating Plan
	Road Management Plan
	Asset Management Plan
	Long Term Financial Plan
Framework	Budget Framework and Guidelines Manual
	Performance Reporting Framework
	Service Level Planning Framework
Other	Audit and Risk Committee Charter

OVERARCHING GOVERNANCE PRINCIPLES

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

RELATED COUNCIL DECISIONS

30 June 2025 – Ordinary Council Meeting Minutes - Item 15.3 Adoption of 2025/26 Budget

OPTIONS

Council must comply with its obligations under Section 98 and 99 of the *Local Government Act 2020* (the Act) by passing a resolution giving its approval in principle to the performance statement and financial statements.

Council has the option of either:

- a) Nominating two Councillors to certify the Financial Statements and the Performance Statements; or
- b) Appointing any other persons prescribed by the regulations for the purposes of Section 99 sub-section 3(b) of the Act;

to sign the certified statements.

Once all certifications are received, the Annual Report must be adopted by the 31 October 2026 and made available in accordance with our Public Transparency Policy.

SUSTAINABILITY IMPLICATIONS

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

The subject matter of the report does not raise any sustainability implications.

COMMUNITY ENGAGEMENT

The development of the draft Annual Financial Report and Performance Statement has been undertaken in consultation with Council's external auditors on behalf of the Victorian Auditor General, and the Audit and Risk Committee.

GENDER IMPACT ASSESSMENT

A Gender Impact Assessment is not required for this report.

RISK

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

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	The Financial and Performance Statements do not identify any risks that would increase Council's financial strategic risk levels.	Maintains Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	The preparation of the Annual Report and adhering to the legislation requirements ensure good corporate governance is being achieved.	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.

Did you use AI in the development of this report?	☐ YES	☒ NO
Have you reviewed the AI generated content to ensure accuracy?	☐ YES	☒ NO
How did you use AI in the development of this report? Answer below.		
Not applicable.		

15.2 DISSOLUTION OF WOOMELANG COMMUNITY ASSET COMMITTEE AND ENDORSEMENT OF DEED OF VARIATION

Presented by Jo White, Governance Officer

SUMMARY

The Woomelang Retirement Units were originally managed by a Committee of Management under the Woomelang and District Development Association. Following the introduction of the *Local Government Act 2020*, they transitioned to the Woomelang Retirement Units Community Asset Committee of Council.

At its Annual General Meeting on 24 June 2026, the Committee was unable to appoint an Executive, with no nominations received for any positions. The Committee has therefore entered a four-month recess.

Following earlier and recent discussions, Dunmunkle Lodge Inc. has formally expressed interest in managing the Woomelang Retirement Units, building on its existing role managing seven Council-owned houses.

On 22 July 2026 during the Ordinary Meeting of Council, Councillors endorsed in accordance with section 115 of the *Local Government Act 2020* and Council's Community Engagement Policy and Procedure, to prepare a Public Notice and undertake a 28-day community consultation process to extend Council's existing 50-year lease with Dunmunkle Lodge Inc, by Deed of Variation, to include the management and control of the Woomelang Retirement Units located at 24 Gloucester Avenue and 2 Dettman Lane Woomelang.

After undertaking the community consultation process, this paper seeks endorsement from Council for Dunmunkle Lodge Inc. to assume management of the Woomelang Retirement Units, and for the Woomelang Retirement Units Community Asset Committee of Council to be dissolved.

Resolution

That Council after undertaking the community engagement process in accordance with section 115 of the *Local Government Act 2020* and Council's Community Engagement Policy and Procedure:

- a) Endorse that the Woomelang Retirement Units Community Asset Committee of Council, effective 26 August 2020 and Committee membership endorsed 27 March 2025, be revoked and dissolved as of 30 September 2026.
- b) Endorse the Deed of Variation (as attached including dwellings and their management) to the amended Lease (as attached) between Yarriambiack Shire Council and Dunmunkle Lodge Inc that includes the following additions:
 - i. Units 1-5, 24 Gloucester Steet, Woomelang Vic 3485 Certificate of Title SPI PC356501; and
 - ii. Units 1 and 2, 2 Dettman Lane, Woomelang Vic 3485 at Certificate of Title Volume 3416 Folio 129.
- c) Endorse the Chief Executive Officer to make any administrative changes required for the Deed to be executed, providing the intent of the lease is not altered;
- d) Endorse the affixing of the Common Seal to the Deed of Variation in accordance with Council's Common Seal and Conduct at Meetings Local Law 2024.

Moved Cr Lehmann

Seconded Cr Keel

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

The attachments are confidential information for the purpose of section 3(1) of the *Local Government Act 2020*, specifically s3(1)(f), s3(1)(g).

[Attachment: Deed of Variation – Lease – Dunmunkle Lodge Inc](#)

[Attachment: Amended Lease – Dunmunkle Lodge Inc](#)

DISCUSSION

1. Background and Community Value

The Woomelang Retirement Units have been a valued community asset for almost 40 years. Community advocacy for the units began in 1989, with the aim of providing local residents with retirement accommodation options that allowed them to age in place and remain connected to the Woomelang community.

Two additional units were completed in 2024, bringing the total number of units to seven. Council recognises the importance of the units and acknowledges the longstanding contribution and stewardship of the Committee of Management, and later the Community Asset Committee over many years. Council and the Committee take pride in continuing to provide affordable housing for the Woomelang community.

2. Governance Changes

In 2020, legislative changes led to the phasing out of Section 86 Sub-Committees established under the *Local Government Act 1989*. This was the structure under which the Committee of Management had previously operated through the Woomelang and District Development Association.

In 2024, the Committee transitioned from the Woomelang and District Development Association to become a Community Asset Committee of Council. Under this arrangement, the Committee operates under an adopted Charter and is required to meet defined compliance obligations in accordance with Council policies and guidelines.

3. Committee Status

A key requirement of the Community Asset Committee structure is the establishment and ongoing operation of an Executive. At the Annual General Meeting (AGM) held on 24 June 2026, no nominations were received for the positions of President, Vice President, Secretary or Treasurer.

As the Committee cannot operate without an Executive, it has been placed into recess for four months to allow alternative management options to be explored.

Before the AGM, several Executive members indicated they would not renominate. Subsequent discussions with Committee members and community advertising confirmed limited community interest in forming a new Executive Committee, making its reconstitution unlikely.

4. Dunmunkle Lodge Inc

Council currently holds a 50-year lease agreement with Dunmunkle Lodge Inc., an experienced aged care provider that manages nursing homes and independent living facilities in the Wimmera. Council's 50-year lease agreement enables Dunmunkle Lodge Inc. to assume management and control of Council's Murtoa, Rupanyup, Warracknabeal, and Hopetoun units.

Council has been particularly impressed with the organisation's governance and management model, including its operation of the Murtoa units, which are comparable to the Woomelang Retirement Units. Dunmunkle Lodge Inc. is a not-for-profit entity governed by a volunteer, skills-based Board of Management.

5. Exploration of Alternative Management Arrangements

In response to the current circumstances, Council approached Dunmunkle Lodge Inc. to explore its interest in potentially assuming management of the Woomelang Retirement Units if the Committee could not be re-established.

On 12 June 2026, Dunmunkle Lodge Inc's Chief Executive Officer and two Board members visited Woomelang to inspect the units and tour one of the residences. Following the visit, Dunmunkle Lodge Inc. indicated a willingness to further consider the opportunity.

6. Community Engagement

Following the AGM, Council re-engaged with Dunmunkle Lodge Inc., which formally confirmed its interest in including the Woomelang Retirement Units in its management arrangements.

On Friday 17 July 2026, the Chief Executive Officer met with residents of the Woomelang Retirement Units to discuss the proposed transition to Dunmunkle Lodge Inc. management. Residents were invited to ask questions, provide feedback and were given a letter outlining the process.

At the Ordinary Meeting of Council on 22 July 2026, Councillors endorsed the preparation of a Public Notice and a 28-day community consultation process, in accordance with section 115 of the *Local Government Act 2020* and Council's Community Engagement Policy and Procedure. The consultation related to extending Council's existing 50-year lease with Dunmunkle Lodge Inc., by Deed of Variation, to include management and control of the Woomelang Retirement Units at 24 Gloucester Avenue and 2 Dettman Lane, Woomelang.

7. Operational Continuity

The proposed change is expected to have minimal impact on day-to-day operations. The health and wellbeing of residents will remain the highest priority, and the following arrangements will continue:

- The current fee structure will remain unchanged with increases applied periodically and consistent with current practices;
- Funds held for the Woomelang Retirement Units will continue to be managed by Council for the benefit of the units; and
- The selection process for future residents will remain unchanged, however will be governed by Dunmunkle Lodge Inc.

Dunmunkle Lodge Inc. has committed to establishing an Advisory Committee to support ongoing communication between residents and Dunmunkle Lodge Inc.

8. Public Notice Responses

Council undertook a 28-day community consultation process from 22 July to 21 August 2026 through a "Have Your Say" Public Notice published on Council's website, Facebook page, Yarri Yarns and in local newspapers. Four responses were received: two in support of the proposal and two opposed, as outlined below:

Please note all responses are verbatim of submissions received.

Respondent 1 Murtoa	<i>Submission Response:</i> Yes, I support the proposal, a great initiative – No acknowledgement or response required.
Respondent 2 Minyip	<i>Submission Response:</i> No, I don't support the proposal – the units you are proposing will not last 50 years, I think it's absolutely horrible to get some prefab home dumped on some vacant land with some white stones and yucca plants and call it retirement living – No acknowledgement or response required. <i>Council Officer Response:</i> The Woomelang Retirement Units are established homes in excellent to very good condition in accordance with their condition reports. They are well maintained. The units are not planted with yucca plants and the residents and community are extremely proud of the legacy they have built for their community.

Respondent 3 Hopetoun	<i>Submission Response:</i> The shire council is the second level of governance in Victoria Public Housing under the funding Act by the Government and for the community services funding. I do appreciate the shire wanting a vibrant organisation like Dunmunkle Lodge the Shire approaching which is Federally Funded under the Aged Care Act of Australia and is Federally Funded Community Public Housing being under the State of Victoria currently guidelines and the current Victoria Act for Public Housing Demographically and due to the cost of Maintaining these into the future it is a shire responsibility as part of Community Services which the current labour government have set down in the Act as to who should be administering them, maintaining them. doing the unit inspections as to compliance by the tenant in a liveable state ie no animal. ie dogs. cats living inside with tier droppings etc into the carpet etc causing a complete rebuild internally of the unit Working in community Health I certainly saw it all So the contract needs to be and I do not use this word very often bloody good because I am a ratepayer in this shire and I do like everyone in Australia keep on seeing our rates go up by seeing in 10 to 15 years time a complete refit internally of the said properties as they have fallen internally into disrepair – Acknowledgement or response requested. <i>Council Officer Response:</i> The Woomelang Retirement Units have been built based on Government funding and the Woomelang communities own source funding either via fund raising and/or revenue generated from units income. The units are in excellent to very good condition as outlined in the condition reports, and the Woomelang Retirement Units Community Asset Committee of Council are in support of this transition. The lease requires income to be reinvested into the units and/or to build further housing in the Shire. Council will also hold the existing funds of the Asset Committee for future investment into the units, therefore mitigating the risk of the units falling into disrepair.
Respondent 4 Woomelang	<i>Submission Response:</i> Yes, I support the proposal – As the current Secretary of the Woomelang Retirement Units Committee we are in full support of the transition to Dunmunkle Lodge. Woomelang Retirement Units Committee met with representatives from Dunmunkle Lodge and were very impressed with the care and commitment they showed towards affordable living in the YSC. Our biggest consideration has always been the care, safety and happiness of our residents and we believe moving forward the transition to Dunmunkle Lodge is the best outcome for everyone. No acknowledgement or response required.

9. Council Officer Recommendation

It is recommended that Council transfer management of the Woomelang Retirement Units to Dunmunkle Lodge Inc.

The Community Asset Committee supports the recommendation, and residents have raised no further questions or concerns since meeting with the Chief Executive Officer. As a specialist aged care provider, Dunmunkle Lodge Inc. is expected to offer residents more integrated care and support.

RELEVANT LAW

- *Local Government Act 2020*
- *Residential Tenancies Act 1997*

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

OVERARCHING GOVERNANCE PRINCIPLES

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

RELATED COUNCIL DECISIONS

- a) 22 July 2026 – Ordinary Meeting of Council Minutes – Item 15.8 Proposal for Dunmunkle Lodge Inc to assume Management of the Woomelang Retirement Units
- b) 27 March 2025 - Ordinary Meeting of Council Minutes – Item 15.5 Appointment of Community Asset Committee of Council – Woomelang Retirement Units
- c) 28 February 2024 - Ordinary Meeting of Council Minutes – Item 15.3 Dissolution Murtoa Housing Units Community Asset Committee of Council
- d) 22 November 2023 - Ordinary Meeting of Council Minutes – Item 16.2 Dunmunkle Lodge Housing Lease

OPTIONS

- a) Council could assume the management of Woomelang Retirement Units, however, Council would need to increase its resources up to an additional full time equivalent staff member to ensure the units were appropriately managed and maintained.
- b) Council could approach other Aged Care Providers in the region, however, Dunmunkle Lodge Inc. are considered an experienced, established, well-resourced and respected provider in this field. The existing Committee were impressed with their Board Structure and felt a strong alignment with their values and purpose.

SUSTAINABILITY IMPLICATIONS

Economic	Housing is an important asset to support economic development and growth across the Shire. Supporting a local not-for-profit entity to expand and provide housing opportunities to its clientele, enhances economic prosperity within the Shire.
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Social	The residents will notice little change in the day-to-day operation of the units. Both this and the ongoing availability of affordable retirement accommodation in Woomelang will be of great health and wellbeing benefit to the residents and local community.
Financial	Outsourcing management of the units is financially sustainable, as Council does not have the specialist skills or expertise required to manage aged care facilities, residential properties or tenancy arrangements.

COMMUNITY ENGAGEMENT

Community engagement has been undertaken directly with the Woomelang Retirement Units Community Asset Committee of Council.

The Annual General Meeting held on 24 June 2026 was open to the public and included discussion about the future management of the Woomelang Retirement Units.

On 17 July 2026, Chief Executive Officer Tammy Smith met with all residents of the Woomelang Retirement Units to discuss the proposal for Dunmunkle Lodge Inc. to assume management of the units.

Council also conducted a "Have Your Say" public notification process on the proposal for Dunmunkle Lodge Inc. to enter into a Deed of Variation to Council's existing 50-year lease, in accordance with Council's Community Engagement Policy. The notice was available on Council's website from 22 July to 21 August 2026. Feedback received on whether the Deed was supported or opposed is addressed earlier in this report.

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	Outsourcing the management of the units to an organisation that is experienced meeting the Residential Tenancies Act requirements reduces Council's compliance risk.	Reduces Residual Risk Level
Reputational Risk - Residual Risk Level Low	Outsourcing the management of the Retirement Units by adding them to the existing 50-year lease will ensure the long term health and wellbeing of current and future residents.	Reduces Residual Risk Level
Strategic Execution and Change Management Risk – Residual Risk Level Medium	The management of Retirement Units is not Council's core business, and engaging a business that is skilled and experienced in residential unit management would ensure Council's strategic vision is fulfilled, without having to manage the compliance obligations in relation the Residential Tenancies Act.	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.

15.3 FINAL REPORT - GIFTING OF 34 HENTY HIGHWAY, WARRACKNABEAL TO WARRACKNABEAL AND DISTRICT HISTORICAL SOCIETY INCORPORATED

Prepared by Jo White, Governance Officer

SUMMARY

On 10 December 2025, Council resolved to gift the land known as the Wheatlands Agriculture Museum at 34 Henty Highway Warracknabeal, to the Warracknabeal and District Historical Society Incorporated (Historical Society). Council also endorsed a Section 173 Agreement to be enacted, that is a legally binding contract made between a landowner and a responsible authority (usually the local council) under *the Planning and Environment Act 1987*. The section 173 Agreement placed obligations on the Historical Society regarding the future use and disposal of the land.

This report updates Council on the successful transfer of the land and associated buildings to the Historical Society, execution of the Section 173 Agreement, transfer of titles, and registration of the Section 173 Agreement on the titles.

Resolution:

PART A

That Council:

- a) Note the outcomes of the Gifting and Transfer of Land known as 34 Henty Highway, Warracknabeal Lot 1 and 2\LP68688, Lot 2\LP23940 and Lot 1\LP86032 to Warracknabeal and District Historical Society Incorporated; and
- b) Note that R1\LP8688 is a small 10sqm triangle of land on the corner of Lot 1 and is deemed a "Road" in the Land Registry and as such must be discontinued before ownership of that piece of land can be transferred to the Historical Society. Therefore, this section of land was excluded from the "gift". Council will not pursue the discontinuation of this section of road as it forms part of the State road network.

PART B

That Council:

- a) Endorse that the lease between Council and the Warracknabeal and District Historical Society Inc that expired 01 February 2025 then reverted to 'overholding status' whilst the Planning Scheme Amendment, Land Transfer and S173 Agreement processes were worked through be rescinded;
- b) Endorse that the gifted land parcels at 34 Henty Highway, Warracknabeal — Lot 1 and 2\LP68688, Lot 2\LP23940 and Lot 1\LP86032 — be deemed non-rateable under section 154(2)(c) of the *Local Government Act 1989*, on the basis that the land is used exclusively for charitable purposes. This recognises that the Warracknabeal and District Historical Society Incorporated has been accepted as a charitable organisation, as evidenced by the State Revenue Office granting exemptions from stamp duty and GST on the land transfer; and
- c) Endorse that the gifted land parcels at 34 Henty Highway, Warracknabeal — Lot 1 and 2\LP68688, Lot 2\LP23940 and Lot 1\LP86032 still be subject to the Emergency Services and Volunteer Fund or equivalent State Government charges.

Moved Cr Zanker

Seconded Cr Heintze

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

The attachments are confidential information for the purpose of section 3(1) of the *Local Government Act 2020*, specifically s3(1)(f), s3(1)(g).

[Confidential Attachment: Gifting and Transfer of Land Agreement - 34 Henty Highway, Warracknabeal VERSION 2 - Fully Executed](#)

[Confidential Attachment: S173 Agreement - 34 Henty Highway, Warracknabeal VERSION 2 - Fully Executed](#)

[Confidential Attachment: SRO - Duty Liability Statement](#)

[Confidential Attachment: VIC Certificate - Register Search Statement - Volume 7869 Folio 057](#)

[Confidential Attachment: 34 Henty Highway--Title 2-- Search Statement - Volume 8814 Folio 662 & Plan\(341662288.1\)](#)

[Confidential Attachment: 34 Henty Highway--Title 3--Search Statement - Volume 8414 Folio 077 & Plan\(341662297.1\)](#)

DISCUSSION

1. Background

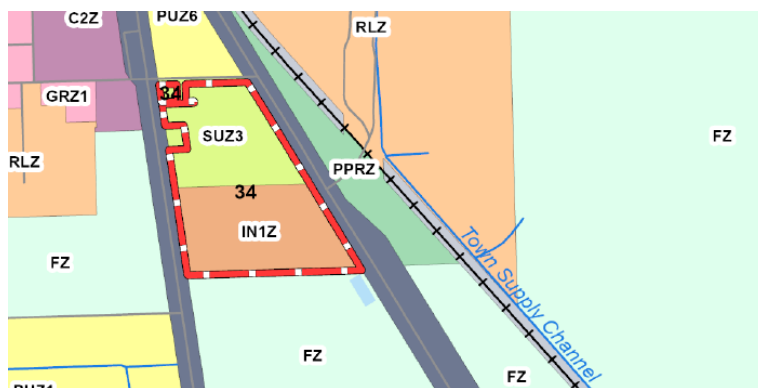
The former Warracknabeal Shire acquired the land for use as a museum in 1968. In 1970, the Council appointed a museum planning committee and obtained funding through community donations and grants to construct the octagon building on the site. The first machinery display was installed at the museum in 1972. In 1975, the museum did not generate a profit and the Council considered transferring its operations to the Government. In 1981, the Historical Society assumed management of the Wheatlands Agricultural Machinery Museum and has overseen the building and land since then. Volunteers have introduced various changes to develop the site for tourism and historical purposes.

In the report endorsed by Council on 10 December 2025, attached was a letter outlining the Historical Society's involvement and management of the site over the years.

Site Location

The site incorporates Lot 1 and 2\LP68688, R1\LP8688, Lot 2\LP23940 and Lot 1\LP86032 and is referred to as 34 Henty Highway Warracknabeal. It covers an area of 15.9 hectares and incorporates two Planning Zones, public use and industrial.

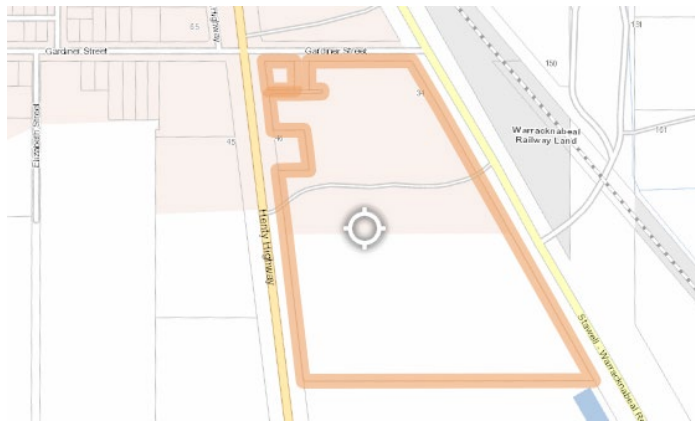
Figure 1: Planning Property Report extract



SUZ3 – Special Use

IN1Z – Industrial 1

Figure 2: Location of Site on Henty Hwy Warracknabeal



Gifting of Land

The gifting of the land discussion has been ongoing since as far back as 2020 between Council and the Historical Society, with Council discussions supporting a planning scheme amendment C25yari which was endorsed on 24 November 2021.

The Warracknabeal Agriculture Museum amendment proposes to rezone a portion of land from Industrial 1 Zone to Farming Zone and to change some areas from Farming Zone to Special Use Zone 3, which pertains to the Agriculture Museum. The amendment also seeks to update the schedule for the site to comply with the current format requirements set by the Department of Environment, Land, Water and Planning (now Department of Transport and Planning). Additionally, a boundary adjustment was proposed to align the land allocation with the museum's operational needs.

At the time, Council did not begin the process of gifting the land because it planned to complete the planning scheme amendment before starting the next phase.

The planning scheme amendment has taken significantly longer than anticipated, and the Historical Society was growing weary of the process.

To address this, Council proposed undertaking the community engagement process and gifting the land first, while the planning scheme amendment continues separately to support the Historical Society's activities.

Why Gift the Land

According to "A Municipal History", the origins of the site are rooted in the vision promoted by representatives from the Historical Society, who advocated for the establishment of an agricultural museum. The majority of co-contributory funding for the museum's development was supplied by the local community.

In approximately September 1981, the Historical Society assumed management of the Museum, following the Council's decision to return oversight to the Government due to issues related to profitability. The facility, originally opened in May 1972 to showcase machinery, encountered challenges attracting visitors under the direction of the Shire management committee. As a result, the committee considered transferring control to the Government. Ultimately, the Historical Society accepted responsibility for both the land and museum administration.

The Council implemented a lease on 05 September 2000, initially for 20 years. In 2020, an additional five-year lease commenced, and as of 01 February 2025, the Council adopted a month-to-month arrangement in anticipation of a planning scheme amendment and potential gifting of the land.

Although the Council was the legal landowner, it did not participate in daily operations or site developments. With the Historical Society expressing interest in managing, maintaining, and owning the property, it was proposed that the Council transfer ownership to the Historical Society and establish a Section 173 Agreement on the land to restrict its sale for private benefit or profit.

Gifting of the Land

On 10 December 2025, Council endorsed to gift the land to the Historical Society, after undertaking a community consultation process in accordance with section 114 of the *Local Government Act 2020*.

Section 173 Agreement

As a condition of the gift, Council endorsed to impose obligations on the gift via a Section 173 Agreement enabled via the *Planning and Environment Act 1987*.

The conditions and obligations imposed are:

- i. Not using the land for any other purpose than the intended one (agricultural museum) without Council's consent;
- ii. Returning the land to Council (at Council's option) for nominal consideration in the event the land is not developed and used for the intended purpose; and/or
- iii. Compensating Council for any loss Council may suffer as a consequence of a breach of such obligations.

Land Valuation

A land valuation has been completed by a certified valuer, as required in accordance with the *Local Government Act 2020* requirements. This valuation was completed on 16 October 2025, and identified that the current market value, as is \$900,000 (nine hundred thousand dollars) exclusive of GST and subject to vacant possession.

The valuation was reviewed and issued on 02 April 2026 with no change to value recorded.

Although the land has a valuation of \$900,000, it is currently zoned for a combination of special use and industrial purposes, with plans to rezone the entire site as special use and consolidate it in the near future. These zoning restrictions limit potential uses for the property. It is therefore recommended that Council transfer ownership of the land to the Historical Society at less than market value (\$0 value). The decision to gift the land was based on several considerations:

- a) The Historical Society has served as custodian and operator of the property for over 50 years;
- b) The intent was to transfer the land to the Society prior to amalgamation; and
- c) The limited utility of the land due to current zoning.

Furthermore, a Section 173 Agreement has been implemented to mitigate Council's risk regarding the possible sale of the land and the realisation of profits by the Historical Society or its members.

Property Rates and Charges

Currently the land is not subject to property rates, and it is recommended that on transfer of the land to the Historical Society, in accordance with the *Local Government Act 1989*, the land remains exempt from rates. However, the land will still be the subject of the Emergency Services and Volunteer Fund, along with waste and recycling charges.

Gifting of Land

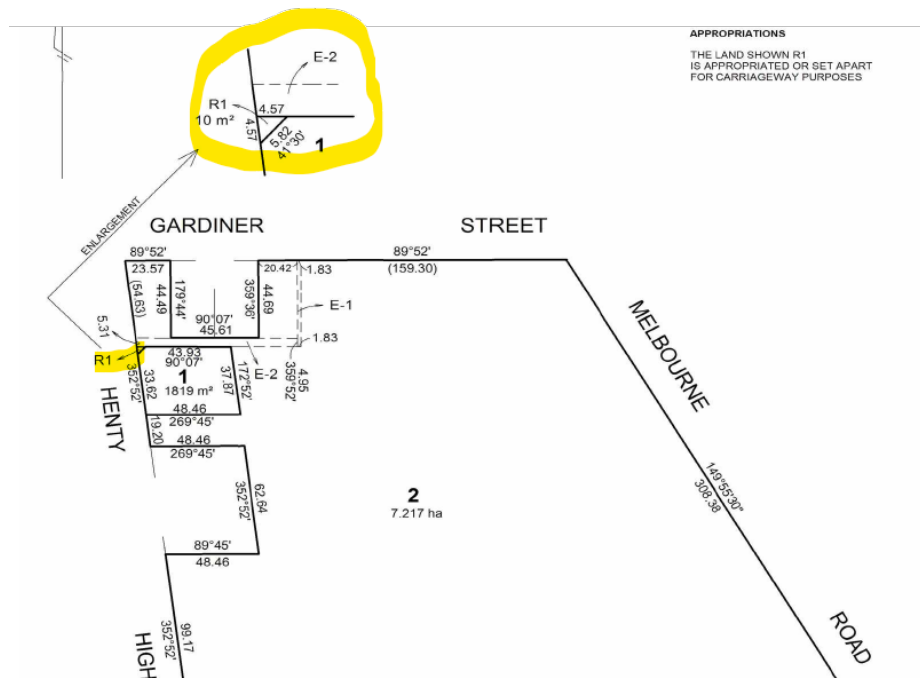
On 29 October 2025 Council resolved to commence Community consultation in accordance with Section 114 of the *Local Government Act 2020* via a public notice period in accordance with Council's Community Engagement Policy and Procedure to gift the land known as Wheatlands Agricultural Machinery Museum to the Warracknabeal and District Historical Society Incorporated. Subject to their being no objections to the proposal, Council further resolved to impose obligations on Warracknabeal and District Historical Society Incorporated via an S173 Agreement (*Planning and Environment Act 1987*)

On 10 December 2025 Council resolved to gift the land known as Wheatland Agriculture Museum at 34 Henty Highway to the Historical Society.

2. Transfer of Land

Land Parcel R1\LP8688

On the 20 April 2026 it was identified through Council's lawyers that R1\LP8688 the diagram on that Plan shows R1 as a small 10sqm triangle of land on the corner of Lot 1 (where it abuts the Henty Highway and the extinguished carriageway easement) is appropriated as a "Road". As it is classified as a "Road" in the Land Registry and as such must be discontinued before ownership of that piece of land can be transferred to the Historical Society. Therefore, the R1 triangle of land's current status necessitated it being excluded from the "gift" until such time as Council discontinued its road status. At this point in time Council would not prioritise the discontinuation of this parcel of land as a road, due to other competing priorities.



GST and Stamp Duty Implications

Council's initial legal advice identified that the Historical Society would be required to pay GST on the land transfer and potentially was required to pay Stamp Duty.

Further legal advice was obtained, and Lawyers acting on behalf of both Council and the Historical Society applied for an exemption in July 2026 based on the Historical Society's Not for Profit and Charitable Status. The exemption from the payment of GST and Stamp Duty was granted in August 2026.

Land Transfer

On 21 August 2026 the three land parcels and buildings (excluding the road parcel) were officially transferred to the Historical Society. The S173 Agreement was registered on the Titles on the 27 August 2026.

RELEVANT LAW

- *Local Government Act 2020*
- *Local Government Act 1989*
- *Planning and Environment Act 1987*

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
An Innovative and Diversified Economy	Advocate and support agriculture, economic development and investment in our region.
A Healthy and Inclusive Community	- Develop and/or maintain strong partnerships to deliver high quality services and sustainable infrastructure to enhance the social health and wellbeing outcomes for all our residents. - Advocate, prioritise, and invest in infrastructure that supports an accessible, inclusive, and socially connected community to improve liveability.
A Council that serves its Community	- 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.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Community Engagement Policy and Procedure

OVERARCHING GOVERNANCE PRINCIPLES

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

RELATED COUNCIL DECISIONS

- a) 11 December 2019 – Council Minutes Ordinary Meeting Minutes – Item 13.4 Wheatlands Museum Lease
- b) 24 November 2021 – Council Minutes Ordinary Meeting Minutes – Item 14.2 Planning Scheme Amendment C25yari
- c) 26 October 2025 – Council Minutes Ordinary Meeting Minutes - Item 15.6 Proposal to Gift Wheatlands Agricultural Museum to Warracknabeal and District Historical Society Inc
- d) 10 December 2025 – Council Minutes Ordinary Meeting Minutes – Item 15.1 Gifting of Wheatlands Ag Museum to WDHS

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

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

Sustainability Implications were addressed in CEO Tammy Smith's Council Report endorsed at the Council Meeting 10 December 2025 (attached for your reference)

There are no further sustainability implications identified in this report.

COMMUNITY ENGAGEMENT

Community engagement was undertaken in accordance with Section 114 of the *Local Government Act 2020* and in accordance with Councils Community Engagement Policy and Procedure. The process is outlined in preceding Council reports.

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
Financial Risk - Residual Risk Level Medium	Transferring land helps Council achieve long-term financial sustainability by lowering asset holdings and reducing safety compliance obligations.	Reduces Residual Risk Level
Innovation Risk - Residual Risk Level Low	Carrying out the transfer eases committee frustration and safeguards Council's reputation with members.	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.

15.4 MOTOR VEHICLE MANUAL REVISION

Prepared by Tammy Smith, Chief Executive Officer

SUMMARY

Council has a comprehensive Motor Vehicle Manual, which incorporates the policy and operating procedures that governs Council's motor vehicle fleet.

This report outlines updates to the manual and presents the document to Council for adoption.

Resolution:

That Council:

- a) Rescind the Motor Vehicle Manual as adopted by Council 22 April 2026; and
- b) Adopt the revision of the Motor Vehicle Manual as attached to this report.

Moved Cr Kirk

Seconded Cr Keel

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Attachment: Motor Vehicle Manual Revision](#)

DISCUSSION

The Motor Vehicle Manual has been updated following a review with Council's lawyers relating to Senior Executive Officer contracts.

The revised Motor Vehicle Manual includes the following amendments:

- a) Clause 13.3.8 Servicing and Maintenance: This new section states that, where a private use motor vehicle is provided, the accountable officer is responsible for ensuring the vehicle is serviced, maintained and repaired as required.
- b) Clause 13.3.9 Plant Checklist: This confirms that the plant checklist is not required, as the accountable officer is responsible for the upkeep and management of the assigned private use vehicle.
- c) Clause 13.4 Employee Contribution and/or Benefit: This section has been revised to allow the Chief Executive Officer and/or Councillors to treat a motor vehicle as a non-cash benefit, while retaining the option of a motor vehicle contribution. This provides flexibility during contract negotiations.
- d) Clause 16.1.3 Base Attributes: This section has been updated to remove base attributes already included in the Approved Vehicle Listing on Buying for Victoria.

This report presents the revised Motor Vehicle Manual to Councillors for adoption.

RELEVANT LAW

- *Occupational Health and Safety Act (2004)*
- *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. • 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.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Motor Vehicle Manual
	Council Expense Policy and Procedure
Other	Employee Code of Conduct
	Model Councillor Code of Conduct

OVERARCHING GOVERNANCE PRINCIPLES

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

RELATED COUNCIL DECISIONS

- 27 May 2020 – Ordinary Council Meeting Minutes – Item 13.12 Motor Vehicle Policy
- 24 August 2022 – Ordinary Council Meeting Minutes – Item 14.2 Motor Vehicle Policy, Fleet Ownership Procedure, Operating Use Procedure, Private Use Procedure
- 29 January 2025 – Ordinary Council Meeting Minutes – Item 15.6 Motor Vehicle Manual
- 22 April 2026 - Ordinary Council Meeting Minutes – Item 15.9 Motor Vehicle Manual

OPTIONS

Councillors could choose not to support the strategic vision changes as outlined in the discussion of this report and not endorse the adoption of the manual.

SUSTAINABILITY IMPLICATIONS

Environmental	The Manual incorporates the assessment of environmental factors when purchasing a vehicle.
Financial	Currently, Council is paying a supplier for the privilege of utilising their vehicles under a hire arrangement. This is a more costly model to that of leasing and/or owning vehicles. A 10-year replacement plan scenario modelling has been completed, with the option to hire, lease or own operational vehicles outright considered. The ownership model is the most viable option. This is the model that management will continue to put forward annually as part of the budget process. The Manual also facilitates the transition to remunerating management for the use of their personal vehicles instead of providing vehicles. The aim is to lessen the number of privately used and provided vehicles, however recognising that it is a retention strategy for key roles, recognising our Council is limited on the remuneration it can pay to staff. Therefore, some roles will still be provided with personal use vehicles.

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
Reputational Risk - Residual Risk Level Low	The Manual creates a clear process for decision making, which is readily available to community members, Councillors and staff.	Maintains Residual Risk Level
Financial Risk - Residual Risk Level Medium	The Manual aims to ensure that Council motor vehicles are owned and used in the most cost-effective manner possible.	Maintains Residual Risk Level
Environmental Sustainability Risk - Residual Risk Level Medium	The Manual aims to reduce the level of greenhouse gas emissions generated by Council motor vehicles.	Maintains Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	The Manual aims to manage compliance and risks relating to the ownership and use of Council motor vehicles.	Maintains Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Victorian Public Sector Motor Vehicle Policy

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 ASSET LIFECYCLE POLICY AND PROCEDURE

Prepared by Tammy Smith, Chief Executive Officer

SUMMARY

The Asset Lifecycle Policy and Procedure has been updated to establish an internal process for managing the sale of Council-owned assets. It also provides clearer guidance on managing conflicts of interest throughout the process.

Resolution:

That Council:

- a) Rescind the Asset Lifecycle Policy adopted by Council on 23 July 2025; and
- b) Adopt the revised Asset Lifecycle Policy and Procedure as attached to this report.

Moved Cr Keel

Seconded Cr Heintze

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Attachment: Asset Lifecycle Policy and Procedure](#)

DISCUSSION

The Asset Lifecycle Policy and Procedure has been reviewed and updated to include a more comprehensive process for selling Council assets.

The following additions have been made:

- a) Clause 14.3 Sale of Assets to Employees: This section allows employees to submit a tender or expression of interest for Council-owned assets. Any submission will be subject to the conflict of interest provisions under the *Local Government Act 2020*. Each submission will be assessed and may be excluded at the Chief Executive Officer's discretion if a conflict of interest cannot be appropriately managed, represents a material or general conflict, or does not satisfy the "reasonable person test".
- b) Appendix B – Sale of Assets Process: This appendix outlines the process Council will follow when administering the sale of Council assets, excluding land, buildings and motor vehicles, which are managed under separate processes.

To support this process, Council has also developed an Expression of Interest Conflict of Interest Declaration Form. The form requires declarations from all staff involved in the process, including compliance and evaluation activities. It also includes assessment by the Chief Financial Officer and review and approval by the Chief Executive Officer. This ensures all conflicts of interest are disclosed and considered before the evaluation process begins.

This document is now being presented to Councillors for adoption.

RELEVANT LAW

The below standards and regulations were reviewed together with their related guidelines and manuals:

- *Local Government Act 1989*
- *Local Government Act 2020*
- *Road Management Act 2004*
- *Valuation of Land Act 1960*

- *Subdivision Act 1988*
- *Goods and Services Tax Act 1999*
- *Planning Environment Act 1987*
- Australian Accounting Standards (AASBs 13,108,116,136,138,140,1051,1058)
- Financial Reporting Directions 103 – Non-financial physical assets

COUNCIL PLANS AND POLICIES

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

RELATED COUNCIL DECISIONS

- 24 October 2020 – Ordinary Meeting of Council Minutes – Item 12.7 Asset Lifecycle Policy Draft
- 24 May 2023 – Ordinary Meeting of Council Minutes – Item 15.3 Asset Lifecycle Policy
- 23 July 2025 - Ordinary Meeting of Council Minutes – Item 15.5 Asset Lifecycle Policy and Procedure

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

Economic	The Asset Lifecycle Policy and Procedure addresses economic sustainability throughout, ensuring asset records accurately reflect long term management.
Social	The Asset Lifecycle Policy and Procedure considers that assets are held to enable the delivery of services to the community.

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
Reputational Risk - Residual Risk Level Low	It is important for Council to manage its assets to a standard expected by the community. This Asset Lifecycle Policy and Procedure outlines requirements to ensure the community are served as expected.	Reduces Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	This policy aligns with the applicable legislative requirements.	Reduces Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

CONFLICTS OF INTEREST

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

15.6 2026 AFL VICTORIA COMMUNITY FOOTBALL FACILITY OF THE YEAR AWARD NOMINATION – MINYIP-MURTOA FOOTBALL NETBALL CLUB INC

Prepared by Rebecca Botheras, Coordinator Recreation and Community Development

SUMMARY

This report seeks Council endorsement to apply to the 2026 AFL Victoria Community Football Facility of the Year Award, nominating the Minyip-Murtoa Football Netball Club Inc for the Minyip Recreation Reserve Redevelopment Project completed during 2026. The redevelopment has transformed the Minyip Recreation Reserve through the delivery of new football and netball changerooms and amenities, a new netball court, and upgraded oval lighting, creating a modern, accessible and inclusive sporting precinct for the community.

The AFL Victoria Community Football Facility of the Year Award recognises outstanding community football facility developments that support participation, inclusion and the long-term sustainability of Australian Rules Football across Victoria. Given the scale of investment, strong community benefit and positive outcomes achieved through the Minyip Recreation Reserve Redevelopment Project, the Minyip-Murtoa Football Netball Club Inc and above-mentioned project is considered a worthy candidate for state-wide recognition.

Resolution:

That Council:

- a) Endorses the submission of an application to the 2026 AFL Victoria Community Football Facility of the Year Award, nominating the Minyip-Murtoa Football Netball Club Inc for the completion of the Minyip Recreation Reserve Redevelopment Project; and
- b) Endorses the Mayor and Chief Executive Officer to provide a Letter of Support to accompany the nomination application.

Moved Cr Keel

Seconded Cr Heintze

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Attachement: 2026 AFL Victoria Community Facility of the Year Award Submission Guidelines](#)

DISCUSSION

The 2026 AFL Victoria Community Football Facility of the Year Award recognises outstanding community football facility developments that demonstrate best practice in planning, design, accessibility, inclusion and long-term support for Australian Rules Football. Applications are open to local governments, affiliated AFL Victoria football leagues and educational institutions for projects completed and utilised during 2026.

The Minyip Recreation Reserve has undergone a significant transformation through the delivery of several major infrastructure projects, including the construction of new football and netball change rooms and amenities, a new netball court, and upgraded oval lighting. Collectively, these projects led by the Minyip-Murtoa Football Netball Club Inc have created a modern, accessible and inclusive sporting precinct that better supports players, officials, volunteers and spectators, while enhancing opportunities for participation in football and netball.

A standout feature of the project has been the extraordinary commitment shown by the Minyip-Murtoa Football Netball Club Inc and the wider community. The redevelopment

has attracted a total investment of \$2,490,667, including \$233,974 in community contributions, of which \$123,974 was contributed directly by the Minyip-Murtoa Football Netball Club. This level of local investment and support is a remarkable achievement for a small rural community and reflects the dedication, advocacy, fundraising efforts and countless volunteer hours that have been contributed to improving local sporting facilities. The project demonstrates what can be achieved when a community, sporting clubs, Council and funding partners work together towards a shared vision.

Beyond the physical infrastructure delivered, the redevelopment has strengthened the long-term future of the Minyip-Murtoa Football Netball Club and community sport within the region. The upgraded facilities provide a welcoming and inclusive environment for people of all ages and abilities, support the increasing participation of women and girls, and ensure the reserve is well positioned to meet the needs of current and future generations.

As such, Officers consider the Minyip-Murtoa Football Netball Club Inc through the Minyip Recreation Reserve Redevelopment Project, to be an outstanding example of a community-led facility development and a worthy nominee for the 2026 AFL Victoria Community Football Facility of the Year Award. The scale of investment, strong community contribution, quality of infrastructure delivered and positive outcomes achieved for local sport and recreation make the club and project highly deserving of state-wide recognition.

RELEVANT LAW

Local Government Act 2020

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Healthy and Inclusive Community	- Develop and/or maintain strong partnerships to deliver high quality services and sustainable infrastructure to enhance the social health and wellbeing outcomes for all our residents. - Advocate, prioritise, and invest in infrastructure that supports an accessible, inclusive, and socially connected community to improve liveability. - Promote and support volunteerism throughout our Shire, recognising that collaborative efforts can lead to enhanced outcomes for our communities.
A 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	Build trust through engaging with our community, delivering quality services and outcomes.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Strategy	Sport and Recreation Strategy

OVERARCHING GOVERNANCE PRINCIPLES

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

RELATED COUNCIL DECISIONS

Not applicable.

OPTIONS

- a) That Council does not endorse the nomination of the Minyip-Murtoa Football Netball Club Inc for the 2026 AFL Victoria Community Football Facility of the Year Award and determines that no nomination be submitted.

SUSTAINABILITY IMPLICATIONS

Economic	The nomination supports recognition of a significant investment in community infrastructure, with the Minyip Recreation Reserve attracting \$2.49 million in project funding, including substantial financial contributions from the Minyip-Murtoa Football Netball Club and the wider community. The redevelopment strengthens the long-term viability of local sporting facilities and maximises the value of investment made by Council, funding partners and the community.
Social	The nomination recognises a project that has strengthened community connections and enhanced opportunities for participation in football and netball. The upgraded facilities provide a more inclusive, accessible and welcoming environment for players, volunteers, officials and spectators, supporting the long-term social wellbeing of the Minyip community.
Financial	The nomination can be prepared and submitted using existing Council resources and does not commit Council to any additional expenditure.

COMMUNITY ENGAGEMENT

The Minyip Recreation Reserve Redevelopment Project was informed by extensive consultation and ongoing engagement with the Minyip-Murtoa Football Netball Club, user groups, community representatives and funding partners throughout the planning and delivery of the project.

Council officers have discussed the AFL Victoria Community Football Facility of the Year Award with the President of the Minyip-Murtoa Football Netball Club and advised that Council is considering submitting a nomination on the Club's behalf.

The nomination recognises the strong community support and local contribution that helped make the project a success.

GENDER IMPACT ASSESSMENT

Not applicable.

RISK

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

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Reputational Risk - Residual Risk Level Low	Endorsing the nomination provides Council with an opportunity to recognise and celebrate the successful delivery of the Minyip Recreation Reserve Redevelopment Project and the strong partnership between the Minyip-Murtoa Football Netball Club, Council, funding partners and the community. Submission of the nomination may enhance Council's reputation as a supporter of community-led infrastructure development and investment in local sport and recreation.	Reduces Residual Risk Level

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

- Growing the Heartland Strategy (2022-2027)
- Active Victoria 2022-2026

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.

Although Cr Corinne Heintze is a member of the Minyip Recreation Reserve Committee, this does not give rise to a conflict of interest. The award relates to the Minyip-Murtoa Football Netball Club, which uses the reserve but is not associated with the Committee. For governance and transparency purposes, this has been noted in the Minutes.

Did you use AI in the development of this report?	☐ YES	☒ NO
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15.7 HOPETOUN SWIMMING POOL COMMUNITY ASSET COMMITTEE – ADOPTION OF COMMITTEE MEMBERS

Prepared by Jo White, Governance Officer

SUMMARY

The Hopetoun Swimming Pool Community Asset Committee of Council became effective on 01 September 2020 in accordance with Section 65 of the *Local Government Act 2020*.

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

The former committee was endorsed at the Committee's Annual General Meeting on 22 November 2023. At the most recent Annual General Meeting held 19 August 2026 there were changes to the Committee.

This report is aimed at endorsing the changes in membership.

Resolution:

That Council:

Endorse the membership of the Hopetoun Swimming Pool Community Asset Committee of Council, as included in the Annual General Meeting Minutes held on the 19 August 2026 as follows:

- President: Patti Thomas
- Vice President: Cherie Hallam
- Secretary/Treasurer: Lisa Magee
- General Committee Members: Trudi Cook, Dannielle Burzacott, Courtney Jones, Pauline Robins, Joan Solly
- Council Representative: Cr Chris Lehmann (as determined at Council's Statutory Meeting on 12 November 2025)

Moved Cr Lehmann

Seconded Cr Kirk

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Attachment: Hopetoun Swimming Pool Community Asset Committee - Annual General Meeting Minutes - 19 August 2026](#)

DISCUSSION

To ensure compliance with the *Local Government Act 2020* and support good governance practices, appointments to a Community Asset Committee must be formally approved by Council resolution.

The Hopetoun Swimming Pool Community Asset Committee of Council held its Annual General Meeting on 19 August 2026, where the following members were nominated:

- President: Patti Thomas
- Vice President: Cherie Hallam
- Secretary/Treasurer: Lisa Magee
- General Committee Members: Trudi Cook, Dannielle Burzacott, Courtney Jones, Pauline Robins, Joan Solly
- Council Representative: Cr Chris Lehmann (as determined at Council's Statutory Meeting on 12 November 2025)

This membership now requires formal Council endorsement. Accordingly, the matter is being presented to Council at the earliest practicable opportunity following the Committee's Annual General Meeting.

RELEVANT LAW

Section 47 and 65 of the *Local Government Act 2020*

COUNCIL PLANS AND POLICIES

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

OVERARCHING GOVERNANCE PRINCIPLES

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

RELATED COUNCIL DECISIONS

- 26 August 2020 – Ordinary Council Meeting Minutes – Item 12.11 Appointment of Hopetoun Swimming Pool Committee as a Community Asset Committee
- 22 November 2023 – Ordinary Council Meeting Minutes – Item 15.3 Hopetoun Swimming Pool Community Asset Committee Membership Endorsement

OPTIONS

Council could choose to abolish the Community Asset Committee, however Council would be required to ensure adequate resources were allocated to ensuring the effective management of the swimming pool

SUSTAINABILITY IMPLICATIONS

Economic	It is important that Council can ensure the longevity of Council owned assets where possible, and partner with volunteer groups to ensure services and facilities are maintained.
Social	Providing this asset allows for residents to enhance their liveability, social connection, health and wellbeing.
Financial	Council is heavily reliant on volunteerism across the Shire. Without volunteer groups such as the Hopetoun Swimming Pool Community Asset Committee of Council, Council would be unable to provide the level of services currently on offer. There are significant benefits to not only Council, but the community, supporting Community Asset Committees to function and thrive across our Shire.

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
Strategy Execution and Change Management Risk - Residual Risk Level Medium	The establishment and support of the Community Asset Committee of Council, aligns with Council Plan 2025-2029, Strategic Objective 2: A Healthy and Inclusive Community.	Maintains Residual Risk Level
Corporate Governance, Compliance and Liability Risk - Residual Risk Level Low	Endorsing the membership of the Community Asset Committee supports good governance practices.	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.

Did you use AI in the development of this report?	☒ YES	☐ NO
Have you reviewed the AI generated content to ensure accuracy?	☒ YES	☐ NO
How did you use AI in the development of this report? Answer below.		
A rewrite of the Discussion section for clarity and conciseness while preserving the original meaning.		

16 COUNCIL REPORTS FOR NOTING

16.1 CRM QUARTERLY REPORT

Prepared by Daniel Brandon, Manager Business Systems

SUMMARY

This report provides an overview of Council's Customer Request Management (CRM) activities from 01 July 2025 to 31 August 2026, with a focus on the June to August 2026 quarter. The report outlines CRM volumes, service demand trends, and the status of customer requests, including on hold and overdue items.

The report also highlights key service areas contributing to customer requests and summarises operational factors impacting delivery, including resourcing constraints, weather impacts and scheduling requirements. Additionally, the report highlights overdue and on hold CRMs including insight into the reasons for their delays and when they are expected to be resolved.

Resolution:

That Council:

- a) Note the report attached and presented.

Moved Cr Heintze

Seconded Cr Zanker

That the recommendation be adopted.

Carried Unanimously

ATTACHMENTS

[Attachment: Quarterly CRM Reporting June 2026 - August 2026](#)

DISCUSSION

Community Engagement

Council continues to support a range of engagement channels to ensure accessibility for community reporting. Customer requests are received through:

- Customer Service team (phone, email and visitors);
- Snap Send Solve application;
- Councils' website; and
- Council's Community Engagement van

Customer Request Summary and Actions

Since 01 July 2025, Council has received 2,775 customer requests, including 591 requests raised during the June to August 2026 quarter. During the quarter, 556 requests were closed.

The highest request categories for the quarter were:

- Planning and Building (57)
- Gravel Road (55)
- Waste, Rubbish and Bins (51)

A total of 13 CRMs are currently on hold, primarily because further information or resources are required, or the work has been scheduled for later resolution.

There are 117 overdue CRMs, with the highest volumes relating to:

- Drainage, Guttering and Kerbing (16)
- Gravel Road (15)

- Planning and Building (12)

While overall throughput remains consistent, these areas highlight ongoing pressure points requiring continued prioritisation and resource allocation.

Roads Summary

Council manages approximately 4,603 km of roads across the municipality.

Quarterly Road Maintenance Summary (June 2026 - August 2026)

Kilometres of Road Maintenance Completed – 383.7km

Central - 112.62km

Northern - 138.9km

Southern - 132.18km

These activities have supported the ongoing resolution of road related CRMs, although demand for grading and maintenance continues to impact overdue tickets.

RELEVANT LAW

Not applicable.

COUNCIL PLANS AND POLICIES

Council Plan 2025 – 2029 Strategic Objectives	Priorities
A Council that serves its Community	Build trust through engaging with our community, delivering quality services and outcomes.
Policies, Procedures, Guidelines, Plans, Strategies and Frameworks	
Policy	Community Engagement Policy and Procedure
Other	Customer Service Charter

OVERARCHING GOVERNANCE PRINCIPLES

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

RELATED COUNCIL DECISIONS

Financial Year 2025/26 as follows:

- 24 June 2026 – Ordinary Council Meeting Minutes – Item 16.1 Customer Request Management Quarterly Report
- 25 March 2026 – Ordinary Council Meeting Minutes – Item 16.1 Customer Request Management Quarterly Report
- 10 December 2025 – Ordinary Council Meeting Minutes – Item 16.1 Customer Request Management Quarterly Report
- 24 September 2025 – Ordinary Council Meeting Minutes – Item 16.1 Customer Request Management Quarterly Report

OPTIONS

Not applicable.

SUSTAINABILITY IMPLICATIONS

Financial	Council continues to manage competing priorities and limited resources across service areas. Customer requests are prioritised based on risk, location and efficiency, with planned works and grouped delivery approaches used to maximise value for money and improve service outcomes.
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COMMUNITY ENGAGEMENT

Council continues to:

- Promote CRM reporting via the website and Snap Send Solve;
- Provide updates on road maintenance activities through Yarri Yarns and Council communications; and
- Maintain direct communication with community through CRM notifications.

GENDER IMPACT ASSESSMENT

Not required for this report.

RISK

Strategic Risk Description and Residual Risk Level	Action to Mitigate/Reduce Risk	Does Action maintain or reduce Residual Risk Level
Reputational Risk - Residual Risk Level Low	Ongoing communication with customers, improves notification processes and prioritisation of high-risk requests. In addition, the review of customer requests ensures strategic oversight of resource allocation and enables scheduling improvements.	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.

Did you use AI in the development of this report?	☒ YES	☐ NO
Have you reviewed the AI generated content to ensure accuracy?	☒ YES	☐ NO
How did you use AI in the development of this report? Answer below.		
Used AI to generate a first draft of wording, which was verified against source information before finalising.		

17 PERMITS ISSUED

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

Resolution:

That Council:

Note the permits issued by Council between 01 August 2026 to 31 August 2026.

Moved Cr Kirk

Seconded Cr Keel

That the recommendation be adopted.

Carried Unanimously

Reference No	Description	Address	Date of Issue
Local Law Permits			
06/26	Roadside Trading Permit – Fundraising on behalf of The Peter Mac Foundation	Warracknabeal	06/08/2026
07/26	Roadside Trading Permit – Warrack Hot Bread – Outdoor Dining	Warracknabeal	11/08/2026
06/26	Roadside Trading Permit – Fundraising on behalf of The Peter Mac Foundation	Warracknabeal	06/08/2026
RRWP & APP Permits			
2026-11	Construction of single story dwelling	Warracknabeal	31/08/2026
2026-12	Subdivision Works	Rupanyup	31/08/2026
Planning Permits			
PA20260103	Use and development of the land for farm machinery (Store)	Beulah	21/08/2026
PA20260102	Construction of a verandah and gabion wall associated with an existing building and carry out buildings and works to provide an additional six powered sites in the caravan park.	Hopetoun	06/08/2026
PA20260110	Construction of a carport	Warracknabeal	06/08/2026

18 CLOSED DECISIONS TO BE RECORDED IN OPEN COUNCIL MEETING AGENDA

The following Council decisions have been made in a Closed Confidential Council Meeting and are being recorded, where appropriate, in the Agenda of an open Council meeting for public transparency.

Resolution:

That Council:

- a) Determines, pursuant to section 125(2) of the *Local Government Act 2020*, that the Resolution(s) made and outlined in the table below, while a meeting was closed to the public be made publicly available; and recorded in the public Minutes of this meeting.

Moved Cr Zanker

Seconded Cr Heintze

That the recommendation be adopted.

Carried Unanimously

Date	Item Number and Title	Decision
26 August 2026	Item 4.1 C368-2026 – Chief Executive Officer Key Performance Indicators	Resolution: That Council: a) Endorse the Key Performance Indicators of the Chief Executive Officer as attached to this report for the 2026/27 Financial Year. b) Revoke the prior year Key Performance Indicators acknowledging the attached is the revised and updated version. c) Acknowledge that the CEO has been consulted and has approved the Key Performance Indicator changes and that a copy will be obtained by the Mayor and provided to the Chief People and Culture Officer for record keeping purposes. Moved Cr Kirk Seconded Cr Zanker That the recommendation be adopted. <u>Carried Unanimously</u>
26 August 2026	Item 4.3 Hopetoun and District Neighbourhood House Inc Service Agreement and Lease Update	Resolution: That Council: a) Endorses the extension of the Lease Agreement for 75 Lascelles Street, Hopetoun, between Yarriambiack Shire Council and Hopetoun and District Neighbourhood House, until 06 March 2027, to align with the expiry date of the Service Agreement; and

		b) Endorses that the existing terms and conditions of the current lease remain in place until the revised expiry date of 06 March 2027. Moved Cr Zanker Seconded Cr Kirk That the recommendation be adopted. <u>Carried Unanimously</u>
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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 28 October 2026.

21 CLOSED

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

Resolution:

That the Ordinary Meeting of Council is now closed at 10.15am.

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

Moved Cr Keel

Seconded Cr Kirk

That the recommendation be adopted.

Carried Unanimously

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. C370-2026 – Tree Trimming, Maintenance & Removal (Arboriculture Services) – Panel of Suppliers

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.

2. C356-2026 Panel of Preferred Suppliers – Green Waste Shredding

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.

3. Local Law Permit Application to Keep Extra Animals – For Residential Property in Warracknabeal

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

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

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