

SOUTH GIPPSLAND SHIRE COUNCIL

Council Meeting Agenda

Wednesday 17 September 2025



Council Chambers, Leongatha
Commencing at 2:00 PM



*South Gippsland
Shire Council*



OUR COUNCIL PLAN VISION STATEMENT

Our South Gippsland community is connected, resilient and empowered. We value our unique townships, our rural and coastal landscapes, while balancing growth.

A prosperous region, we draw strength from: visitor experience, emerging and creative industries, our agricultural sector and natural environment. We lead with purpose, are forward thinking, and deliver consolidated and sustainable services for our community.

The Council Agenda relates to the following Strategic Objectives of the Council Plan 2025-2029.



Leading with Integrity



Developing a Sustainable Future



Empowering Communities

SOUTH GIPPSLAND SHIRE COUNCIL

Notice is hereby given that Council Meeting of the
South Gippsland Shire Council will be held on Wednesday 17 September 2025
in the Council Chambers, Leongatha, commencing at 2:00pm

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Allison Jones
Chief Executive Officer

Privacy Statement

Council is required to keep minutes of each Council meeting. The minutes contain details of proceedings which may include personal information about community members disclosed as part of presentations, submissions and questions. The minutes of Council meetings are a public record and can be inspected by members of the public.

1. PRELIMINARY MATTERS

1.1. LIVE-STREAMING COUNCIL MEETING DISCLAIMER

This Council Meeting is being streamed live, recorded and published in accordance with Council's *Live Streaming in Council Meetings Policy*.

Access to the live stream through Council's Internet is an option to view the 'open' component of a Council Meeting. Link to the Live Stream on Council's website: [Live Streaming | Live Streaming | South Gippsland Shire Council](#)

The Chair and/or the CEO have the discretion and authority at any time to direct the termination or interruption of live streaming. 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.

Today's Meeting is being streamed live as well as recorded and published on Council's website.

Thank you

1.2. WELCOME TO THE COUNCIL MEETING

Public Questions

In accordance with *Governance Rules (C82)*, clause 56.4(d) the placement of public questions has now closed. Questions must be received prior to the commencement of the Council Meeting and placed in the receptacle at Governance Officers table. Questions received after the commencement of the Meeting will be considered at the next Council Meeting.

1.3. OPENING PRAYER

As we gather here from diverse backgrounds and beliefs, may we hold privilege with good care and trust. As we deliberate and discuss, may we be wise in our discernment, fair in our decisions and visionary in our planning. May we be guided by our common goal of a strong and united South Gippsland.

1.4. ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS

We acknowledge the Bunurong and Gunaikurnai people as the Traditional Custodians of South Gippsland and pay respect to their Elders, past, present, and future, for they hold the memories, traditions, culture, and hopes of Aboriginal and Torres Strait Islander people of Australia.

1.5. APOLOGIES

1.6. CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the South Gippsland Shire Council Meeting held on 20 August 2025 in the Council Chambers, Leongatha be confirmed.

1.7. DECLARATION OF CONFLICTS OF INTEREST FOR COUNCILLORS

The *Local Government Act 2020* (the Act), Division 2 sets out the requirements relating to Conflict of Interest. Disclosure of a conflict of interest in respect of a matter to be considered at a Council Meeting is required under section 130(1)(a) and specifically applies to a relevant person being a Councillor, member of a delegated committee who is not a Councillor and a member of Council staff.

Council's *Governance Rules (C82)* (the Rules), clause 3.0 Disclosure of a Conflict of Interest at a Council Meeting sets out the prescribed manner required to disclose a conflict of interest at South Gippsland Shire Council.

The Rules require a Councillor and/ or staff member who has a conflict of interest in a matter being considered at a Council Meeting to announce before the matter is considered and disclose this in a written notice to the Chief Executive Officer. The details included in the disclosure, explain the nature conflict of interest, whether it is classified as general or material (s.127 and s.128), the name of the relevant person(s) and their relationship to them.

Failure to comply with disclosures of conflict of interest (s.130) may be subject to penalty points and/ or other disciplinary measures depending on the nature of the conflict.

The *Local Government Act 2020* can be accessed from the Victorian Legislation and Parliamentary documents website at www.legislation.vic.gov.au.

Council's *Governance Rules (C82)* can be accessed from [Council's Policies](#) webpage.

1.8. DECLARATION OF CONFLICTS OF INTEREST FOR STAFF

The *Local Government Act 2020* (the Act), Division 2 sets out the requirements relating to Conflict of Interest. Disclosure of a conflict of interest in respect of a matter to be considered at a Council Meeting is required under section 130(1)(a) and specifically applies to a relevant person being a Councillor, member of a delegated committee who is not a Councillor and a member of Council staff.

Council's *Governance Rules (C82) (the Rules)*, Chapter 5, clause 7, 8 and 9 sets the prescribed manner required for staff to disclose a conflict of interest when:

- Preparing Reports for Meetings
- Exercise of Delegated Power
- Exercise of a Statutory Function

Council staff must immediately upon becoming aware of a conflict of interest provide a written notice to the Chief Executive Officer disclosing the conflict of interest, explain the nature of the conflict and how it will be managed. Upon becoming aware and declaring a conflict of interest, a staff member may not exercise a power or perform a function in the matter. All prepared reports will record that staff member(s) have considered a conflict of interest and include if any, the details of a disclosure.

Failure to comply with disclosures of conflict of interest (s.130) may be subject to penalty points and/ or other disciplinary measures depending on the nature of the conflict.

The *Local Government Act 2020* can be accessed from the Victorian Legislation and Parliamentary documents website at www.legislation.vic.gov.au.

Council's *Governance Rules (C82)* can be accessed from [Council's Policies](#) webpage.

1.9. PETITIONS AND JOINT LETTERS

Petitions and Joint Letters are written requests that have been signed by a number of community members. According to the *Governance Rules (C82)*, *clause 57*, members of the community may submit a valid petition or joint letter to a Councillor or to Council addressed to the Chief Executive Officer.

At the Meeting a petition or joint letter is presented, Council will consider a motion to receive it, the matter itself will not be considered unless determined as urgent business.

The Councillor presenting the petition or joint letter is responsible for ensuring that they are familiar with the contents and purpose of the petition or joint letter and that it does not contain language disrespectful to Council.

The requirements of the lead petitioner are detailed in the *Governance Rules (C82)*, *clause 57*.

Source: [Governance Rules \(C82\)](#) – adopted 19 October 2022.

One petition has been received relating to the Korumburra Senior Citizens Building at 14-16 Radovick Street, Korumburra.

2. COUNCIL REPORTS

2.1. 2024/25 FINANCIAL REPORT AND PERFORMANCE STATEMENT - AUTHORISATION OF CERTIFICATION

Directorate:	Strategy & Partnerships
Department:	Governance and Integrity

Council Plan

Theme - Leading with Integrity

The 2024/25 Financial Statements and Performance Statement provides an overview of Council's performance for the 2024/25 financial year to the community and aligns with the Local Government Act 2020.

EXECUTIVE SUMMARY

The purpose of this report is to present the 2024/25 Financial Statement and Performance Statement (Statements) to Council for consideration.

It is recommended that Council provide in-principle approval to the Statements and authorise two Councillors to certify the Statements in their final form on behalf of Council for the year ended 30 June 2025, in accordance with the requirements of the *Local Government Act 2020*.

RECOMMENDATION

That Council:

- 1. Provides "in principle" approval to the Financial Statement (Attachment [2.1.1]) and Performance Statement (Attachment [2.1.2]) for the year ended 30 June 2025;**
- 2. Authorises the Mayor - Councillor John Schelling, Councillor Sarah Gilligan as member of Council's Audit and Risk Committee, Council's Chief Executive Officer, Allison Jones and Principal Accounting Officer, Taryn Macfarlane to certify the Financial and Performance Statements on behalf of Council for the year ended 30 June 2025;**
- 3. Authorises the Mayor - Councillor John Schelling and Council's Chief Executive Officer, Allison Jones to certify the 2024/25 Governance and Management Checklist (Attachment [2.1.3]), on behalf of Council;**
- 4. Sends the Annual Performance and Financial Statements for the year ended 30 June 2025 to the Victorian Auditor-General's Office (VAGO) for certification;**

5. **Authorises the Chief Executive Officer to make any administrative and non-material changes to the Statements as recommended by the Victorian Auditor-General's Office (VAGO); and**
6. **Upon receipt of the Independent Auditor's Report, include this with the Financial Statement and Performance Statements, combine these documents with the Report of Operations to be endorsed by Council on 15 October 2025, to form the full 2024/25 Annual Report and publish on Council's website.**

REPORT

As per s.99 of the *Local Government Act 2020* (the Act), and in order for the Victorian Auditor General's Office (VAGO) to provide an audit report certifying Council's 2024/25 Financial and Performance Statements, Council must first provide in-principle approval of the Statements and authorise two Councillors to certify the Statements in their final form.

The Draft Statements were presented to Council's Audit and Risk Committee on 19 August 2025.

VAGO representatives were in attendance and tabled a closing Audit report. The annual accounts and financial statements are a key transparency and public assurance measure, providing information to the community about Council's financial position.

Under the provisions of the Act, a Council cannot submit its Financial and Performance Statements to the Auditor-General or the Minister for Local Government (the Minister) unless a resolution has been passed by Council, authorising two Councillors to certify the Financial and Performance Statements in their final form (s.99(3) of the Act).

Once the Auditor's reports on the Financial and Performance Statements have been received by Council, they will be incorporated into the full 2024/25 Annual Report. This Annual Report must then be presented at a Council Meeting open to the public within four-months of the end of the financial year; therefore, no later than 31 October 2025.

The table below sets out the process:

Process	Date
Draft Audited Financial and Performance Statements presented to Audit and Risk Committee	19 August 2025
Council approval for two Councillors to certify the Financial and Performance Statements in their final form	17 September 2025
Certifications signed by the two nominated Councillors, following the Council meeting	17 September 2025
Auditor General issues audit reports	Upon receipt of signed certifications

Process	Date
Council Meeting to consider 2024/25 Annual Report in full	15 October 2025

Governance and Management Checklist

The Governance and Management Checklist (**Attachment [2.1.3]**) is consistent with the *Local Government (Planning and Reporting) Regulations 2020* and the Act, and requires certification by the Mayor and the CEO.

It is recommended these certifications are made at the same time as the Financial and Performance Statements so it can be included in the full 2024/25 Annual Report, which will be presented at the 15 October 2025 Council Meeting.

CONSULTATION / COMMUNITY ENGAGEMENT

The draft audited Financial and Performance Statements were presented to the Audit and Risk Committee on 19 August 2025.

RESOURCES / FINANCIAL VIABILITY

Nil

RISKS

The recommendations in this report comply with the statutory requirements of the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

STAFF DISCLOSURE

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

ATTACHMENTS

Attachments are available on Council's website at the following [LINK](#).

1. 2024/25 Financial Statements [**2.1.1** - 62 pages]
2. 2024/25 Performance Statement [**2.1.2** - 17 pages]
3. 2024/25 Government Management Checklist [**2.1.3** - 6 pages]

REFERENCE DOCUMENTS

Council's Good Governance Framework

Pillar 8. Monitoring & Performance Review

Council Policy / Strategy / Plans

Documents are available on Council's website at the following [LINK](#).

Long-Term Financial Strategies

Annual Budget

Long Term Financial Plan

Legislative Provisions

Local Government (Governance and Integrity) Regulations 2020

Local Government Act 2020

Regional, State and National Plan and Policies

Nil

South Gippsland Shire Council

ANNUAL FINANCIAL REPORT for the year ended 30 June 2025



South Gippsland Shire Council

2024-25 Financial Report

Annual Financial Report

for the year ended 30 June 2025

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South Gippsland Shire Council

2024-25 Financial Report

Annual Financial Report
for the year ended 30 June 2025

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Content Overview

These financial statements are General Purpose Financial Statements for South Gippsland Shire Council.

All figures presented in these financial statements are presented in Australian Currency.

These financial statements were authorised for issue by the Council on dd MMMM yyyy.
Council has the power to amend and reissue these financial statements.

South Gippsland Shire Council

2024-25 Financial Report

Annual Financial Report

for the year ended 30 June 2025

Certification of the Financial Statements

In my opinion, the accompanying financial statements have been prepared in accordance with the *Local Government Act 2020*, the *Local Government (Planning and Reporting) Regulations 2020*, the Australian Accounting Standards and other mandatory professional reporting requirements.

Taryn Macfarlane, CPA

Responsible Accounting Officer

Dated: 17 September 2025

In our opinion, the accompanying financial statements present fairly the financial transactions of South Gippsland Shire Council for the year ended 30 June 2025 and the financial position of the Council as at that date.

At the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the *Local Government (Planning and Reporting) Regulations 2020* to certify the financial statements in their final form.

Cr John Schelling

Mayor

Dated: 17 September 2025

Cr Sarah Gilligan

Councillor (Audit and Risk Committee Member)

Dated: 17 September 2025

Allison Jones

Chief Executive Officer

Dated: 17 September 2025

South Gippsland Shire Council

2024-25 Financial Report

Annual Financial Report

for the year ended 30 June 2025

Victorian Auditor-General's Office Report

Insert VAGO Report here

South Gippsland Shire Council

2024-25 Financial Report

Annual Financial Report

for the year ended 30 June 2025

Victorian Auditor-General's Office Report (continued)

Insert VAGO Report here

South Gippsland Shire Council

2024-25 Financial Report

Comprehensive Income Statement

for the year ended 30 June 2025

	Note	2025 \$ '000	2024 \$ '000
Income / Revenue			
Rates and charges	3.1	52,539	50,776
Statutory fees and fines	3.2	977	1,002
User fees	3.3	4,731	4,385
Grants - operating	3.4	27,615	5,968
Grants - capital	3.4	9,956	10,955
Contributions - monetary	3.5	630	118
Contributions - non monetary	3.5	6,689	2,487
Net gain on disposal of property, infrastructure, plant and equipment	3.6	11	633
Fair value increment on investment properties	6.2	—	37
Other income	3.7	2,067	2,881
Found assets	3.8	1,423	772
Total income / revenue		106,638	80,014
Expenses			
Employee costs	4.1	30,987	29,915
Materials and services	4.2	31,517	39,185
Depreciation	6.1	13,723	13,197
Depreciation - Right of use assets		92	92
Allowance for expected credit losses		(13)	(11)
Borrowing costs		161	143
Finance Costs - Leases		4	5
Other expenses	4.3	9,557	7,322
Total expenses		86,028	89,848
Surplus/(deficit) for the year		20,610	(9,834)
Other comprehensive income:			
Items that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation gain/(loss)	6.1	18,339	66,531
Total items which will not be reclassified subsequently to the operating result		18,339	66,531
Total other comprehensive income		18,339	66,531
Total comprehensive result		38,949	56,697

The above comprehensive income statement should be read in conjunction with the accompanying notes.

South Gippsland Shire Council

2024-25 Financial Report

Balance Sheet

as at 30 June 2025

	Note	2025 \$ '000	2024 \$ '000
Assets			
Current assets			
Cash and cash equivalents	5.1	6,869	8,671
Trade and other receivables	5.1	10,257	7,662
Other financial assets	5.1	13,322	16,326
Inventories		208	296
Prepayments		673	582
Total current assets		31,329	33,537
Non-current assets			
Property, infrastructure, plant and equipment	6.1	883,617	843,214
Investment property	6.2	857	857
Right-of-use assets		177	269
Total non-current assets		884,651	844,340
Total assets		915,980	877,877
Liabilities			
Current liabilities			
Trade and other payables	5.2	3,159	5,623
Trust funds and deposits	5.2	2,821	2,434
Contract and other liabilities	5.2	1,170	1,709
Provisions	5.4	7,511	7,045
Interest-bearing liabilities	5.3	1,236	965
Lease liabilities		94	92
Total current liabilities		15,991	17,868
Non-current liabilities			
Provisions	5.4	6,406	7,020
Interest-bearing liabilities	5.3	9,063	7,324
Lease liabilities		87	181
Total non-current liabilities		15,556	14,525
Total liabilities		31,547	32,393
Net assets		884,433	845,484
Equity			
Accumulated surplus		271,898	261,785
Reserves	9.1	612,535	583,699
Total Equity		884,433	845,484

The above balance sheet should be read in conjunction with the accompanying notes.

South Gippsland Shire Council

2024-25 Financial Report

Statement of Changes in Equity

for the year ended 30 June 2025

	Note	Total \$ '000	Accumulated Surplus \$ '000	Revaluation Reserves \$ '000	Other Reserves \$ '000
2025					
Balance at beginning of the financial year		845,484	261,785	582,144	1,555
Surplus/(deficit) for the year		20,610	20,610	–	–
Other comprehensive income					
Net asset revaluation gain/(loss)	6.1	18,339	–	18,339	–
Other comprehensive income		18,339	–	18,339	–
Total comprehensive income		38,949	20,610	18,339	–
Transfers to other reserves	9.1	–	(10,519)	–	10,519
Transfers from other reserves	9.1	–	22	–	(22)
Balance at end of the financial year		884,433	271,898	600,483	12,052
2024					
Balance at beginning of the financial year		788,787	272,278	515,613	896
Surplus/(deficit) for the year		(9,834)	(9,834)	–	–
Other comprehensive income					
Net asset revaluation gain/(loss)	6.1	66,531	–	66,531	–
Other comprehensive income		66,531	–	66,531	–
Total comprehensive income		56,697	(9,834)	66,531	–
Transfers to other reserves	9.1	–	(835)	–	835
Transfers from other reserves	9.1	–	176	–	(176)
Balance at end of the financial year		845,484	261,785	582,144	1,555

The above statement of changes in equity should be read in conjunction with the accompanying notes.

South Gippsland Shire Council

2024-25 Financial Report

Statement of Cash Flows

for the year ended 30 June 2025

	Note	2025 Inflows/ (Outflows) \$ '000	2024 Inflows/ (Outflows) \$ '000
Cash flows from operating activities			
Rates and charges		51,306	49,527
Statutory fees and fines		977	1,102
User fees		5,204	4,799
Grants - operating		27,497	5,234
Grants - capital		9,594	10,225
Contributions - monetary		630	118
Interest received		608	1,609
Trust funds and deposits taken		805	1,136
Other receipts		154	1,525
Net GST refund		6,118	5,696
Employee costs		(31,164)	(29,840)
Materials and services		(40,448)	(44,254)
Trust funds and deposits repaid		(418)	(388)
Other payments		(3,494)	(3,263)
Net cash provided by/(used in) operating activities	9.2	27,369	3,226
Cash flows from investing activities			
Payments for property, infrastructure, plant and equipment	6.1	(34,685)	(27,605)
Proceeds from sale of property, infrastructure, plant and equipment		757	1,502
Payments for term deposits		(42,655)	(55,836)
Redemption of term deposits		45,659	70,781
Net cash provided by/(used in) investing activities		(30,924)	(11,158)
Cash flows from financing activities			
Finance costs		(161)	(143)
Proceeds from borrowings		3,022	—
Repayment of borrowings		(1,012)	(940)
Interest paid - lease liability		(4)	(5)
Repayment of lease liabilities		(92)	(91)
Net cash flow provided by/(used in) financing activities		1,753	(1,179)
Net Increase (decrease) in cash and cash equivalents		(1,802)	(9,111)
Cash and cash equivalents at the beginning of the financial year		8,671	17,782
Cash and cash equivalents at the end of the financial year		6,869	8,671

The above statement of cash flows should be read in conjunction with the accompanying notes.

South Gippsland Shire Council

2024-25 Financial Report

Statement of Capital Works

for the year ended 30 June 2025

	Note	2025 \$ '000	2024 \$ '000
Property			
Land		–	225
Total land		–	225
Buildings		2,746	3,624
Heritage buildings		(2)	82
Total buildings		2,744	3,706
Total property		2,744	3,931
Plant and equipment			
Plant, machinery and equipment		3,037	3,795
Computers and telecommunications		494	240
Total plant and equipment		3,531	4,035
Infrastructure			
Roads		17,355	11,129
Bridges		244	211
Major culverts		105	250
Footpaths and cycleways		624	752
Drainage		333	204
Kerb & channel		390	444
Recreational, leisure and community facilities		760	111
Car parks		15	299
Waste management		2,102	3,229
Parks, open space and streetscapes		6,266	2,146
Waterway infrastructure		24	–
Other infrastructure		192	864
Total infrastructure		28,410	19,639
Total capital works expenditure	6.1	34,685	27,605
Represented by:			
New asset expenditure		54	465
Asset renewal expenditure		33,017	20,573
Asset expansion expenditure		1,497	720
Asset upgrade expenditure		117	5,847
Total capital works expenditure		34,685	27,605

The above statement of capital works should be read in conjunction with the accompanying notes.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 1. Overview

Introduction

The South Gippsland Shire Council was established by an Order of the Governor in Council on 2 December 1994 and is a body corporate. The Council's main office is located at 9 Smith Street, Leongatha.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 2020*, and the *Local Government (Planning and Reporting) Regulations 2020*.

The Council is a not-for-profit entity and therefore applies the additional AUS paragraphs applicable to a not-for-profit entity under the Australian Accounting Standards.

Accounting policy information

1.1 Basis of accounting

Accounting policies are selected and applied in a manner which ensures that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported. Specific accounting policies applied are disclosed in sections where the related balance or financial statement matter is disclosed.

The accrual basis of accounting has been used in the preparation of these financial statements, except for the cash flow information, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The financial statements are based on the historical cost convention unless a different measurement basis is specifically disclosed in the notes to the financial statements.

The financial statements have been prepared on a going concern basis. The financial statements are in Australian dollars. The amounts presented in the financial statements have been rounded to the nearest thousand dollars unless otherwise specified. Minor discrepancies in tables between totals and the sum of components are due to rounding.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the fair value of land, buildings, infrastructure, plant and equipment (refer to Note 6.1.)
- the determination of depreciation for buildings, infrastructure, plant and equipment (refer to Note 6.1.).
- the determination of employee provisions (refer to Note 5.5.).
- the determination of landfill provisions (refer to Note 5.5.)
- the determination of whether performance obligations are sufficiently specific so as to determine whether an arrangement is within the scope of *AASB 15 Revenue from Contracts with Customers* or *AASB 1058 Income of Not-for-Profit Entities* (refer to Note 3)
- the determination, in accordance with *AASB 16 Leases*, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value (refer to Note 5.8)
- other areas requiring judgements

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 1. Overview (continued)

Goods and Services Tax (GST)

Income and expenses are recognised net of the amount of associated GST. Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the balance sheet.

1.2 Impact of emergencies and natural disasters

During 2024/25 emergencies or natural disasters impacted Council's operations. Council has noted the following significant impacts on its financial operations:

- Additional revenue – \$5.48M in operating grants were received in 2024/25 from disaster recovery funding arrangements for costs incurred in 2024/25 and prior and \$1.54M in capital grants were received in 2024/25 for reconstruction of essential public assets for costs incurred prior to 2024/25.
- Additional costs – \$3.03M additional costs were incurred in materials and services and \$0.13M in employee costs in relation to emergencies or natural disasters. \$7.6M of capital works were incurred for reconstruction of essential public assets.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 2. Analysis of our results

Note 2.1 Performance against budget

The performance against budget notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 5 percent and \$100,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

These notes are prepared to meet the requirements of the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

2.1.1 Income / Revenue and expenditure

	Budget 2025 \$ '000	Actual 2025 \$ '000	Variance \$ '000	Variance %	Ref
Income / Revenue					
Rates and charges	52,178	52,539	361	1%	
Statutory fees and fines	1,015	977	(38)	(4)%	
User fees	4,293	4,731	438	10%	1
Grants - operating	13,868	27,615	13,747	99%	2
Grants - capital	19,134	9,956	(9,178)	(48)%	3
Contributions - monetary	1,146	630	(516)	(45)%	4
Contributions - non monetary	441	6,689	6,248	1,417%	5
Net gain on disposal of property, infrastructure, plant and equipment	83	11	(72)	(87)%	
Other income	2,165	2,067	(98)	(5)%	
Found assets	—	1,423	1,423	100%	6
Total income / revenue	94,323	106,638	12,315	13%	
Expenses					
Employee costs	31,127	30,987	140	0%	
Materials and services	25,341	31,517	(6,176)	(24)%	7
Depreciation	12,699	13,723	(1,024)	(8)%	8
Depreciation - right of use assets	93	92	1	1%	
Allowance for impairment losses	—	(13)	13	(100)%	
Borrowing costs	164	161	3	2%	
Finance costs - leases	4	4	—	0%	
Other expenses	3,251	9,557	(6,306)	(194)%	9
Total expenses	72,679	86,028	(13,349)	(18)%	
Surplus/(deficit) for the year	21,644	20,610	(1,034)	(5)%	

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 2.1 Performance against budget (continued)

(i) Explanation of material variations

Variance Ref	Explanation
1.	Increase in user fees compared to budget is primarily due to an increase in waste management fees as a result of a significant increase in waste volumes.
2.	Operating grants received are higher than budgeted due to the Victorian Grants Commission providing 50% of the 2025/26 Financial Assistance Grant allocation in advance in 2024/25 (\$6.6M), as well as \$5.5M received relating to disaster relief funding.
3.	Capital grants received are lower than budgeted due to the budget including \$8.5M funding expected to be received for works done on landslips from the August 2022 storm event that were not received. These grants are still expected to be received in the future.
4.	Monetary contributions received are lower than budgeted due to delays in contributions for developments in Korumburra and Nyora that are out of Council's control.
5.	Non-monetary contributions include assets gifted on the completion of 6 different developments, as well as the recognising the handover of parts of the Great Southern Rail Trail. Council takes a conservative approach when budgeting for these contributions.
6.	Found assets largely relates to the recognition of the Mirboo North Shire Hall, which was identified to not be in the register. Due to the nature of found assets, they are not budgeted for.
7.	Higher materials and services costs are largely due to unbudgeted costs of \$3M related to storm events. Additional unbudgeted material and services include higher costs in infrastructure maintenance, largely offset by lower employee costs due to restructure and use of contractors instead of employees. As well as a 23% increase in insurance premiums and higher costs in roadside vegetation maintenance contractors due to staff shortages during the peak period.
8.	Higher depreciation than budgeted is due to an increase in property and infrastructure values subsequent to the original budget being prepared due to indexation applied as of 30 June 2024.
9.	Other expenses includes infrastructure asset disposals of \$6.3M prior as a result of renewing or upgrading \$12.1M worth of property and infrastructure, these are not included in the original budget.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 2.1 Performance against budget (continued)

2.1.2 Capital works

	Budget 2025 \$ '000	Actual 2025 \$ '000	Variance \$ '000	Variance %	Ref
Property					
Land	—	—	—	100%	
Total land	—	—	—	100%	
Buildings	2,706	2,746	40	1%	
Heritage buildings	20	(2)	(22)	(110)%	
Total buildings	2,726	2,744	18	1%	
Total property	2,726	2,744	18	1%	
Plant and equipment					
Plant, machinery and equipment	3,123	3,037	(86)	(3)%	
Computers and telecommunications	702	494	(208)	(30)%	1
Total plant and equipment	3,825	3,531	(294)	(8)%	
Infrastructure					
Roads	19,891	17,355	(2,536)	(13)%	2
Bridges	1,031	244	(787)	(76)%	3
Major culverts	104	105	1	1%	
Footpaths and cycleways	767	624	(143)	(19)%	4
Drainage	450	333	(117)	(26)%	5
Kerb & channel	300	390	90	30%	6
Recreational, leisure and community facilities	915	760	(155)	(17)%	7
Car parks	130	15	(115)	(88)%	8
Waste management	919	2,102	1,183	129%	9
Parks, open space and streetscapes	5,150	6,266	1,116	22%	10
Waterway infrastructure	—	24	24	100%	
Other infrastructure	120	192	72	60%	
Total infrastructure	29,777	28,410	(1,367)	(5)%	
Total capital works expenditure	36,328	34,685	(1,643)	(5)%	
Represented by:					
New asset expenditure	—	54	54	100%	
Asset renewal expenditure	31,076	33,017	1,941	6%	
Asset expansion expenditure	146	1,497	1,351	925%	
Asset upgrade expenditure	5,106	117	(4,989)	(98)%	
Total capital works expenditure	36,328	34,685	(1,643)	(5)%	

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 2.1 Performance against budget (continued)

(i) Explanation of material variations

Variance Explanation

Ref

1. Lower spend on computers and telecommunications than budget is due to a delay in the recruitment of two fixed-term project management roles as well as a pause on the tender process of the finance system to allow for probity and risk mitigation to be factored into the project timelines. Unspent amounts are to be added to the Carry Forward Projects reserve in 2025/26.
2. Capital works on roads are under budget due to \$1.3M works on landslips to be carried forward to 2025/26 and \$0.8M funded by Local Roads and Community Infrastructure transferred to the Leongatha & Korumburra Railway Station Precincts project in parks, openspace and streetscapes.
3. Original budget of \$758K for the renewal program carried forward to 2025/26 for the Bass Valley Road Bridges project.
4. Due to works on signage on the Great Southern Rail Trail still to be completed in 2025/26.
5. Capital works on the drainage rehabilitation program are under budget due to unavailability of contractors, works are expected to continue in 2025/26.
6. Higher costs on kerb & channel compared to budget due to original budget not being sufficient to complete full scope of work. Increase in works was offset by savings in buildings.
7. Due to delays in the Aquatic/Recreational Leisure Renewal Program (Non-Building) and amounts not spent in the playground renewal program. Unspent amounts are to be added to the Carry Forward Projects reserve in 2025/26.
8. Due to works not completed on the lighting renewal program and to be carried forward to 2025/26.
9. Works on Koonwarra Landfill Cell 5 were higher than originally budgeted due to \$0.85M carried forward from 2023/24 and an additional \$0.7M required to be spent on rectification works following weather damage.
10. Due to continued works on Leongatha and Korumburra Railway Station Precincts carried forward from 2023/24.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 2.2 Analysis of Council results by program

2.2.1 Analysis of Council results by program

Council delivers its functions and activities through the following programs.

CEO Directorate

Chief Executive Office

The Office of the Chief Executive Officer builds strong and productive relationships with government and key regional agencies to strengthen the performance of Council.

Regional Partnerships

The Regional Partnerships Department leads the development and implementation of key Council Strategies and Policies related to Economic Development and Communications and Advocacy service areas while connecting and engaging with key stakeholders across the community, business and government.

Performance & Innovation Directorate

Performance & Innovation Management

The Performance & Innovation Directorate provides services to the organisation, including:

- Financial Strategy;
- Digital & Technology;
- People & Culture; and
- Governance

The Director of Performance & Innovation is also a Library Board liaison and the budget for Performance & Innovation Management includes Council's annual contribution.

Financial Strategy

The Financial Strategy Department is dedicated to delivering comprehensive financial planning and effective budget management, ensures accurate rates and valuation services, oversees insurance, coordinates disaster funding arrangements and manages procurement and tendering processes. It's commitment extends to coordinating internal audits and the Audit and Risk Committee, ensuring regulatory and legislative compliance, and providing robust financial support to all departments, teams, and individuals within the organisation. The Department is driven by two key teams being the Finance and Revenue team and the Procurement and Assurance team.

Digital & Technology

The Digital & Technology Department work across all areas of Council to provide cost-effective technology and services. It aims to deliver the best quality services to the Community and provide contemporary tools for staff to operate efficiently. The team consists of Business Improvement including Privacy, Corporate Information Management, and Information Technology.

People & Culture

The People & Culture Department strive for a safe, healthy and high performing workplace, in which our people can grow both personally and professionally. It manages recruitment, workplace relations and industrial relations, gender equity & diversity and inclusion, organisational learning & development, occupational health, safety & wellbeing, human resources & performance management, workers compensation and return to work management and payroll.

Governance

The Governance Department delivers services from the Council Business team to the community, Councillors and staff. It provides support for Council meetings, briefings and hearings, corporate planning, monitoring and reporting, including development of the Council Plan and Annual Report. It leads policy review and provides reform support including the Local Government Act. Additionally, the Governance Department coordinate the handling of freedom of information requests, risk management and road naming.

Sustainable Infrastructure Directorate

Sustainable Infrastructure Management

The Infrastructure Services Development Directorate provides services including:

- Infrastructure Delivery;
- Infrastructure Maintenance;

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 2.2 Analysis of Council results by program (continued)

- Infrastructure Planning; and
- Open Space & Environment

Infrastructure Delivery

The Infrastructure Delivery Department delivers Council's civil and building capital works program, building maintenance programs, and community infrastructure works. This includes the delivery of associated services such as civil design, building maintenance, and oversight of engineering for developments in accordance with the service levels for development referrals.

Infrastructure Maintenance

The Infrastructure Maintenance Department provides a safe and trafficable road network by maintaining Council and associated gravel and sealed roads, and road infrastructure assets including roads, drainage, bridges, culverts, footpaths, and waterway assets. It delivers construction projects and provides a rapid response and afterhours call out service to maintain Council's roads and associated road infrastructure assets.

Infrastructure Planning

The Infrastructure Planning Department is responsible for the planning and managing of Council Assets to enable Council services to be delivered in an effective and efficient manner. This also encompasses waste management services, sustainability services, and sport and recreation.

Open Space & Environment

The Open Space & Environment Department manages recreational and public areas in the form of open space, natural and foreshore bush reserves, and parks and gardens. It includes grass mowing, garden maintenance and planting, urban / rural tree maintenance, public amenities and BBQ cleaning, playground replacement, landscape structure maintenance, rural roadside vegetation maintenance, urban fire hazard slashing, Great Southern Rail Trail maintenance, and control of roadside weeds to improve biodiversity outcomes.

Future Communities Directorate

Future Communities Management

The Future Communities Directorate provides services including:

- Community, Customer and Visitor;
- Planning & Building Services; and
- Community Health & Safety

Community, Customer and Visitor

The Visitor, Community & Culture Department provides a wide variety of community-focused services that lead Council's functions in community strengthening, tourism, events, advocacy, arts and culture, social planning and emergency management.

Planning & Building Services

The Planning Services Department undertakes strategic planning to prepare long-term landuse planning policies and planning schemes, aligned to State Government requirements, to address a range of environments, economic and social matters. It supports community members to ensure their development needs align with these policies and planning schemes through their planning permits.

Community Health & Safety

The Community Health & Safety Department provides services to the community including animal management, building/planning enforcement, fire prevention, local laws development/ enforcement, litter prevention, permits for places of public entertainment, parking control, registration of food, health and accommodation premises, report and consent applications for new buildings, school crossings and wastewater. It also supports, connects, engages and advocates for communities, children and families and individuals in South Gippsland with Children and Family Services, Community Strengthening, Regional Assessment Service and Social Planning.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 2.2 Analysis of Council results by program (continued)

2.2.2 Summary of income / revenue, expenses, assets and capital expenses by program

Functions/activities	Income / Revenue \$ '000	Expenses \$ '000	Surplus / (Deficit) \$ '000	Grants included in income / revenue \$ '000	Total assets \$ '000
2025					
Performance & Innovation Management	—	1,939	(1,939)	—	—
Financial Strategy	69,549	29,870	39,679	13,851	31,329
Digital & Technology	—	3,244	(3,244)	—	876
People & Culture	135	2,074	(1,939)	—	—
Governance	23	1,365	(1,342)	—	—
Future Communities Management	—	322	(322)	—	—
Community, Customer & Visitor	8,238	6,803	1,435	8,118	—
Planning & Building Services	1,492	2,072	(580)	245	—
Community Health & Safety	2,028	3,160	(1,132)	1,161	—
Chief Executive Office	—	307	(307)	—	—
Regional Partnerships	261	1,458	(1,197)	259	—
Sustainable Infrastructure Management	—	333	(333)	—	—
Infrastructure Delivery	6,795	4,159	2,636	6,377	—
Infrastructure Maintenance	8,422	11,518	(3,096)	7,358	11,706
Infrastructure Planning	9,533	12,501	(2,968)	77	872,069
Open Space & Environment	162	4,903	(4,741)	125	—
Total functions and activities	106,638	86,028	20,610	37,571	915,980
2024					
Performance & Innovation Management	—	1,948	(1,948)	—	—
Financial Strategy	51,978	28,695	23,283	1,908	33,806
Digital & Technology	—	3,173	(3,173)	—	1,101
People & Culture	122	1,913	(1,791)	—	—
Governance	40	894	(854)	—	—
Future Communities Management	—	359	(359)	—	—
Community, Customer & Visitor	1,420	4,600	(3,180)	1,337	—
Planning & Building Services	910	2,348	(1,438)	230	—
Community Health & Safety	2,453	3,610	(1,157)	1,558	—
Chief Executive Office	—	300	(300)	—	—
Regional Partnerships	239	1,414	(1,175)	214	—
Sustainable Infrastructure Management	29	937	(908)	29	—
Infrastructure Delivery	8,073	5,599	2,474	7,642	—
Infrastructure Maintenance	3,838	11,326	(7,488)	2,893	10,970
Infrastructure Planning	10,175	12,041	(1,866)	417	832,000
Open Space & Environment	737	10,691	(9,954)	695	—
Total functions and activities	80,014	89,848	(9,834)	16,923	877,877

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 3. Funding for the delivery of our services

	2025 \$ '000	2024 \$ '000
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3.1 Rates and charges

Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is the land value plus buildings and other improvements.

The valuation base used to calculate general rates for 2024/25 was \$17,583 million (2023/24: \$17,375 million).

General rates	46,578	45,084
Waste management charge	5,100	4,905
Supplementary rates and rate adjustments	242	213
Interest on rates and charges	341	286
Revenue in lieu of rates	278	288
Total rates and charges	52,539	50,776

The date of the general revaluation of land for rating purposes within the municipal district was 1 January 2024 and the valuation was first applied in the rating year commencing 1 July 2024.

Annual rates and charges are recognised as income when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

3.2 Statutory fees and fines

Land information certificates	42	33
Local laws	46	80
Building and planning compliance	222	199
Statutory planning	476	447
Supervision fees	54	183
Waste water	94	–
Other	43	60
Total statutory fees and fines	977	1,002

Statutory fees and fines (including parking fees and fines) are recognised as income when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

3.3 User fees

Aged and health services	204	301
Local Laws	484	467
Waste management services	3,878	3,493
Electric vehicle chargers	45	–
Other fees and charges	120	124
Total user fees	4,731	4,385

User fees by timing of revenue recognition

User fees recognised at a point in time	4,731	4,385
Total user fees	4,731	4,385

User fees are recognised as revenue at a point in time, or over time, when (or as) the performance obligation is satisfied. Recognition is based on the underlying contractual terms.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 3. Funding for the delivery of our services (continued)

	2025 \$ '000	2024 \$ '000
3.4 Funding from other levels of government		
Grants were received in respect of the following:		
Summary of grants		
Commonwealth funded grants	26,946	8,015
State funded grants	10,625	8,908
Total grants received	37,571	16,923
(a) Operating Grants		
Recurrent - Commonwealth Government		
Financial Assistance Grants ¹	19,185	475
Immunisation	1	3
Home & Community Care	—	273
Recurrent - State Government		
Family and children	458	380
Home & Community Care	—	54
School crossing supervisors	86	84
Community building	—	3
Community health	9	20
Immunisation	11	14
Maternal and child health	597	671
Other	32	26
Total recurrent operating grants	20,379	2,003
Non-recurrent - Commonwealth Government		
Natural Disasters	35	—
Other	10	35
Non-recurrent - State Government		
Youth Services	60	121
Fire Services Levy Administration	57	55
Sustainability	244	409
Community Building	168	213
Natural Disasters	6,195	1,447
Recreation & Leisure	256	1,259
Strategic Planning	175	—
Community Safety	15	89
Other	21	337
Total non-recurrent operating grants	7,236	3,965
Total operating grants	27,615	5,968

(1) 100% of the 2024/25 Financial Assistance Grants were received in 2024/25 in addition to 50% of the estimated 2025/26 Financial Assistance Grants. 100% of the estimated 2023/24 Financial Assistance Grants allocation was paid in advance in the previous year. An additional \$475K was paid and recognised in 2023/24 after the final allocation was determined.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 3. Funding for the delivery of our services (continued)

	2025 \$ '000	2024 \$ '000
(b) Capital Grants		
<i>Recurrent - Commonwealth Government</i>		
Roads to recovery	3,100	2,385
Total recurrent capital grants	3,100	2,385
<i>Non-recurrent - Commonwealth Government</i>		
Roads	3,649	4,310
Other Structures	966	534
<i>Non-recurrent - State Government</i>		
Roads	1,544	2,490
Buildings	—	238
Footpaths	—	425
Other Structures	448	573
Plant and equipment	249	—
Total non-recurrent capital grants	6,856	8,570
Total capital grants	9,956	10,955

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 3. Funding for the delivery of our services (continued)

	2025 \$ '000	2024 \$ '000
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(c) Recognition of grant income

Before recognising funding from government grants as revenue the Council assesses whether there is a contract that is enforceable and has sufficiently specific performance obligations in accordance with AASB 15 Revenue from Contracts with Customers. When both these conditions are satisfied, the Council:

- identifies each performance obligation relating to revenue under the contract/agreement
- determines the transaction price
- recognises a contract liability for its obligations under the agreement
- recognises revenue as it satisfies its performance obligations, at the point in time or over time when services are rendered.

Where the contract is not enforceable and/or does not have sufficiently specific performance obligations, the Council applies *AASB 1058 Income for Not-for-Profit Entities*.

Where performance obligations are not sufficiently specific, grants are recognised on the earlier of receipt or when an unconditional right to receipt has been established. Grants relating to capital projects are generally recognised progressively as the capital project is completed. The following table provides a summary of the accounting framework under which grants are recognised.

Income recognised under AASB 1058 Income of Not-for-Profit Entities

General purpose	19,185	475
Specific purpose grants to acquire non-financial assets	10,205	10,955
Other specific purpose grants	8,081	4,286

Revenue recognised under AASB 15 Revenue from Contracts with Customers

Specific purpose grants to fund major projects	100	1,207
	37,571	16,923

(d) Unspent grants received on condition that they be spent in a specific manner:**Operating**

Balance at start of year	936	1,198
Received during the financial year and remained unspent at balance date	1,272	930
Received in prior years and spent during the financial year	(467)	(1,192)
Balance at year end	1,741	936

Capital

Balance at start of year	1,142	—
Received during the financial year and remained unspent at balance date	344	1,142
Received in prior years and spent during the financial year	(1,142)	—
Balance at year end	344	1,142

Unspent grants are determined and disclosed on a cash basis.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 3. Funding for the delivery of our services (continued)

	2025 \$ '000	2024 \$ '000
3.5 Contributions		
Monetary contributions		
Monetary	630	118
Total monetary contributions	630	118
Non-monetary contributions		
Non-monetary	6,689	2,487
Total non-monetary contributions	6,689	2,487
Total contributions	7,319	2,605

Contributions of non monetary assets were received in relation to the following asset classes.

Roads	693	858
Bridges	262	19
Footpaths ¹	4,400	255
Drainage	935	1,113
Kerb & channels	303	191
Other infrastructure	96	51
Total non-monetary contributions	6,689	2,487

Monetary and non monetary contributions are recognised as income at their fair value when Council obtains control over the contributed asset.

(1) Contributed footpaths includes the sections of the Great Southern Rail Trail from Welshpool to Leongatha. These sections were constructed by the State, and assigned to the Council by appointment as committee of management in 2021. However the amount has been recognised during the current reporting period as the Council did not obtain the necessary data to determine the value of those assets until May 2025. Information to determine the value of these assets in prior periods is not available.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 3. Funding for the delivery of our services (continued)

	2025 \$ '000	2024 \$ '000
3.6 Net gain/(loss) on disposal of property, infrastructure, plant and equipment		
Property, infrastructure, plant and equipment		
Proceeds of sale	757	1,502
Written down value of assets disposed	(746)	(869)
Total net gain/(loss) on disposal of property, infrastructure, plant and equipment	11	633
Total net gain/(loss) on disposal of property, infrastructure, plant and equipment	11	633

The profit or loss on sale of an asset is determined when control of the asset has passed to the buyer.

3.7 Other income

Interest	792	1,609
Investment property rental	170	223
Other rent	109	113
Fuel tax credits	151	134
Workcover reimbursements	135	122
Other reimbursements	464	453
Other	246	227
Total other income	2,067	2,881

Interest is recognised as it is earned.

Other income is measured at the fair value of the consideration received or receivable and is recognised when Council gains control over the right to receive the income.

3.8 Found Assets

Found assets were recorded in the following asset classes.

Kerb & channels	—	129
Footpaths	—	107
Drainage	—	339
Off street car parks	—	197
Property ¹	1,423	—
Total found assets	1,423	772

Found assets are recorded when discovered by Council during maintenance, capital works or as part of the valuation process.

(1) Found property includes the Mirboo North Shire Hall building that was identified as not being on the asset register as part of the collection of condition data on buildings during the year. The amount has been recognised during the current reporting period as the Council did not have the necessary data to determine the value of the asset until the condition data was obtained in June 2025. Information to determine the value of the asset in prior periods is not available.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 4. The cost of delivering services

	2025 \$ '000	2024 \$ '000
4.1 Employee costs		
(a) Employee costs		
Wages and salaries	27,401	26,409
WorkCover	532	611
Superannuation	3,015	2,867
Fringe benefits tax	39	28
Total employee costs	30,987	29,915
(b) Superannuation		
Council made contributions to the following funds:		
Defined benefit fund		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	46	51
	46	51
Accumulation funds		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	1,202	1,288
Employer contributions - other funds	1,767	1,528
	2,969	2,816
Total superannuation costs	3,015	2,867

Contributions made exclude amounts accrued at balance date.

Accumulation

Contributions to the Fund's accumulation category are paid at the Superannuation Guarantee (SG) rate.

Defined Benefit

Council makes employer contributions to the Fund's Defined Benefit category for 3 employees consistent with the SG rate.

In the event the Fund Actuary determines there is a shortfall in the financial position, Council will be required to make an employer contribution to cover the shortfall. There is no call expected as of 30 June 2025.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 4. The cost of delivering services (continued)

	2025 \$ '000	2024 \$ '000
4.2 Materials and services		
Materials General	6,163	6,114
Waste Management	5,459	5,357
Contractors General	5,259	4,946
Natural disasters	3,011	6,993
State levies	1,921	1,788
Software Maintenance	1,422	1,538
Leisure Centre Operations	1,415	1,492
Insurance Premiums	1,375	1,108
Consultancies and projects	1,441	1,359
Utilities	864	794
Fuel & Oils	840	1,152
Training expenses	512	601
Major project - Korumburra Showgrounds Changerooms	423	1,491
Legal Fees	312	424
Advertising & Promotion Costs	298	384
Subscriptions, affiliations and conferences	257	243
Gippsland Group Training / Labour Hire	184	176
Plant & Equipment Registrations	162	129
Other Major Projects	136	573
Leases & Rentals	87	66
Landfill Rehabilitation	(24)	2,457
Total materials and services	31,517	39,185

Expenses are recognised as they are incurred and reported in the financial year to which they relate.

4.3 Other expenses

Disposal of infrastructure assets	6,267	4,059
Library contributions	1,617	1,573
Community & Sporting grants	960	973
Bank Fees & Charges	142	136
Councillors' allowances	363	386
Auditors' remuneration - VAGO - audit of the financial statements, performance statement and grant acquittals	106	88
Auditors' remuneration - Internal Audit	81	93
Other	21	14
Total other expenses	9,557	7,322

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 5. Investing in and financing our operations

	2025 \$ '000	2024 \$ '000
5.1 Financial assets		
(a) Cash and cash equivalents		
Current		
Cash at bank and on hand	2,531	6,590
Money market call accounts	4,338	2,081
Total current cash and cash equivalents	6,869	8,671
Total cash and cash equivalents	6,869	8,671
(b) Other financial assets		
Current		
Term deposits	13,322	16,326
Total current other financial assets	13,322	16,326
Total other financial assets	13,322	16,326
Total cash and cash equivalents and other financial assets	20,191	24,997

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of three months or less, net of outstanding bank overdrafts.

Other financial assets are valued at fair value, at balance date. Term deposits are measured at original cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

Other financial assets include term deposits and those with original maturity dates of three to 12 months are classified as current, whilst term deposits with maturity dates greater than 12 months are classified as non-current.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 5. Investing in and financing our operations (continued)

	2025 \$ '000	2024 \$ '000
(c) Trade & Other Receivables		
Current		
<i>Statutory receivables</i>		
Rates debtors	6,103	4,870
Net GST receivable	636	383
<i>Non-statutory receivables</i>		
Other debtors	3,520	2,433
Allowance for expected credit loss - other debtors	(2)	(24)
Total current trade and other receivables	10,257	7,662
Total trade and other receivables	10,257	7,662

Short term receivables are carried at invoice amount. An allowance for expected credit losses is recognised based on past experience and other objective evidence of expected losses. Long term receivables are carried at amortised cost using the effective interest rate method.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 5. Investing in and financing our operations (continued)

	2025 \$ '000	2024 \$ '000
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5.2 Payables, trust funds and deposits and contract and other liabilities

(a) Trade and other payables

Current

Non-statutory payables

Trade payables	749	1,756
Accrued expenses	2,410	3,867
Total current trade and other payables	3,159	5,623

(b) Trust funds and deposits

Current

Refundable deposits from tender contracts	717	856
Fire services levy	1,194	852
Retention amounts	461	273
Other refundable deposits	449	453
Total current trust funds and deposits	2,821	2,434

(c) Contract and other liabilities

Contract liabilities

Current

Grants received in advance:

Grants received in advance - operating	–	177
Total grants received in advance	–	177

Total current contract liabilities

–	177
---	-----

Other liabilities

Current

Deferred capital grants	1,170	1,532
Total current other liabilities	1,170	1,532

Total current contract and other liabilities

1,170	1,709
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Trust funds and deposits

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. Trust funds that are forfeited, resulting in Council gaining control of the funds, are to be recognised as revenue at the time of forfeit.

Contract liabilities

Contract liabilities reflect consideration received in advance from customers in respect of major projects. Contract liabilities are derecognised and recorded as revenue when promised goods and services are transferred to the customer. Refer to Note 3.

Other liabilities

Grant funding was received from various funding bodies to support the construction of various building and infrastructure assets. Grant funding is recognised as income following specific guidance under AASB 1058 as the asset is constructed. Income is recognised to the extent of costs incurred-to-date because the costs of construction most closely reflect the stage of completion of the assets. As such, Council has deferred recognition of a portion of the grant funding received as a liability for outstanding obligations.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 5. Investing in and financing our operations (continued)

Purpose and nature of items

Fire Service Levy - Council is the collection agent for fire services levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with that process.

Retention Amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or a related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Council's contractual obligations.

Other refundable deposits - Other deposits held in trust.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 5. Investing in and financing our operations (continued)

	2025 \$ '000	2024 \$ '000
5.3 Interest-bearing liabilities		
Current		
Treasury Corporation of Victoria borrowings - secured	1,236	965
Total current interest-bearing liabilities	1,236	965
Non-current		
Treasury Corporation of Victoria borrowings - secured	9,063	7,324
Total non-current interest-bearing liabilities	9,063	7,324
Total	10,299	8,289

Borrowings are secured against rate income.

a) The maturity profile for Council's borrowings is:

Not later than one year	1,236	965
Later than one year and not later than five years	5,353	4,137
Later than five years	3,710	3,187
	10,299	8,289

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

The classification depends on the nature and purpose of the interest bearing liabilities. The Council determines the classification of its interest bearing liabilities at initial recognition.

In classifying borrowings as current or non-current Council considers whether at balance date it has the right to defer settlement of the liability for at least twelve months after the reporting period. Council's loan arrangements include covenants based on Council's financial performance and position at the end of the reporting period. These covenants are assessed for compliance after the reporting period based on specified financial ratios.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 5. Investing in and financing our operations (continued)

	Employee provisions \$ '000	Landfill restoration \$ '000	Total \$ '000
5.4 Provisions			
2025			
Balance at the beginning of the financial year	8,074	5,991	14,065
Additional provisions	2,270	55	2,325
Amounts used	(2,421)	(119)	(2,540)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	24	41	65
Balance at the end of the financial year	7,947	5,968	13,915
Provisions			
Provisions - current	7,324	187	7,511
Provisions - non-current	625	5,781	6,406
Total Provisions	7,949	5,968	13,917
2024			
Balance at the beginning of the financial year	7,999	3,534	11,533
Additional provisions	2,919	2,376	5,295
Amounts used	(2,782)	(80)	(2,862)
Change in the discounted amount arising because of time and the effect of any change in the discount rate	(62)	161	99
Balance at the end of the financial year	8,074	5,991	14,065
Provisions			
Provisions - current	6,887	158	7,045
Provisions - non-current	1,187	5,833	7,020
Total Provisions	8,074	5,991	14,065

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 5. Investing in and financing our operations (continued)

	2025 \$ '000	2024 \$ '000
(a) Employee provisions		
Current provisions expected to be wholly settled within 12 months		
Annual leave	1,899	1,959
Purchased leave	192	188
Rostered days	281	305
Long service leave	815	721
	3,187	3,173
Current provisions expected to be wholly settled after 12 months		
Annual leave	932	1,056
Long service leave	3,205	2,658
	4,137	3,714
Total current employee provisions	7,324	6,887
Non-Current		
Long service leave	625	1,187
Total Non-Current Employee Provisions	625	1,187
Aggregate Carrying Amount of Employee Provisions:		
Current	7,324	6,887
Non-current	625	1,187
Total Aggregate Carrying Amount of Employee Provisions	7,949	8,074

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Annual leave

A liability for annual leave is recognised in the provision for employee benefits as a current liability because the Council does not have an unconditional right to defer settlement of the liability. Liabilities for annual leave are measured at:

- nominal value if the Council expects to wholly settle the liability within 12 months
- present value if the Council does not expect to wholly settle within 12 months.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. Unconditional LSL is disclosed as a current liability as the Council does not have an unconditional right to defer settlement. Unconditional LSL is measured at nominal value if expected to be settled within 12 months or at present value if not expected to be settled within 12 months. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability and measured at present value.

Key assumptions:

- discount rate	4.30%	4.46%
- index rate	3.30%	3.10%

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 5. Investing in and financing our operations (continued)

	2025 \$ '000	2024 \$ '000
(b) Landfill restoration		
Current		
Current	187	158
Total current	187	158
Non-current		
Non-current	5,781	5,833
Total non-current	5,781	5,833
Total	5,968	5,991

Council is obligated to restore Koonwarra and Foster landfill sites to a particular standard. The forecast life of the site is based on current estimates of remaining capacity and the forecast rate of infill. The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstate the site to a suitable standard. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

Council reviews the landfill restoration provision on an annual basis, including the key assumptions listed below.

Key assumptions:

- discount rate	4.70%	5.03%
- index rate	3.40%	3.59%

5.5 Financing arrangements

The Council has the following funding arrangements in place as at 30 June 2025.

Bank overdraft	500	500
Credit card facilities	350	350
Treasury Corporation of Victoria facilities	10,299	11,439
Total Facilities	11,149	12,289
Used facilities	10,352	8,345
Used facilities	10,352	8,345
Unused facilities	797	3,944

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 5. Investing in and financing our operations (continued)

5.6 Commitments

The Council has entered into the following commitments. Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value and presented inclusive of the GST payable.

(a) Commitments for expenditure

	Not later than 1 year \$ '000	Later than 1 year and not later than 2 years \$ '000	Later than 2 years and not later than 5 years \$ '000	Later than 5 years \$ '000	Total \$ '000
2025					
Operating					
Transfer Stations	725	725	1,147	—	2,597
Kerbside Garbage	1,946	—	—	—	1,946
General Materials & Services	5,880	108	50	—	6,038
Equipment Hire	—	—	—	—	—
Maintenance Contracts	38	—	—	—	38
Construction Contracts	—	—	—	—	—
Workcover	8	—	—	—	8
Natural disasters	—	—	—	—	—
Software	457	—	—	—	457
Total	9,054	833	1,197	—	11,084
Capital					
Buildings	646	—	—	—	646
Roads	3,836	—	—	—	3,836
Other	106	—	—	—	106
Computers and telecomms	90	—	—	—	90
Plant, machinery and equipment	690	—	—	—	690
Footpaths	—	—	—	—	—
Kerb & channel	2	—	—	—	2
Parks, open space & streetscapes	1,395	—	—	—	1,395
Waste management	327	—	—	—	327
Recreation & leisure	430	—	—	—	430
Total	7,522	—	—	—	7,522

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 5. Investing in and financing our operations (continued)

	Not later than 1 year \$ '000	Later than 1 year and not later than 2 years \$ '000	Later than 2 years and not later than 5 years \$ '000	Later than 5 years \$ '000	Total \$ '000
2024					
Operating					
Transfer Stations	729	725	1,872	—	3,326
Kerbside Garbage	1,784	—	—	—	1,784
General Materials & Services	3,336	1,691	—	—	5,027
Equipment Hire	4	—	—	—	4
Maintenance Contracts	374	—	—	—	374
Construction Contracts	957	—	—	—	957
Workcover	5	—	—	—	5
Natural disasters	95	—	—	—	95
Software	557	22	—	—	579
Total	7,841	2,438	1,872	—	12,151
Capital					
Buildings	2,557	—	—	—	2,557
Roads	12,002	—	—	—	12,002
Other	159	—	—	—	159
Computers and telecomms	66	—	—	—	66
Plant, machinery and equipment	613	—	—	—	613
Footpaths	158	—	—	—	158
Kerb & channel	11	—	—	—	11
Parks, open space & streetscapes	4,909	—	—	—	4,909
Waste management	1,087	—	—	—	1,087
Recreation & leisure	103	—	—	—	103
Total	21,665	—	—	—	21,665
				2025	2024
				\$ '000	\$ '000

(b) Operating lease receivables

Operating lease receivables

The Council has entered into commercial property leases on its investment property, consisting of surplus property. These properties held under operating leases have remaining non-cancellable lease terms of between 1 and 15 years. All leases include a CPI based revision of the rental charge annually.

Future undiscounted minimum rentals receivable under non-cancellable operating leases are as follows:

Not later than one year	190	205
Later than one year and not later than five years	535	595
Later than five years	535	624
	1,260	1,424

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 6. Assets we manage

6.1 Property, infrastructure, plant and equipment

Summary of property, infrastructure, plant and equipment	Carrying amount 30 June 2024 \$ '000	Additions \$ '000	Found Assets \$ '000	Contributions \$ '000	Revaluation \$ '000	Depreciation \$ '000	Disposal \$ '000	Write-off \$ '000	Transfers \$ '000	Carrying amount 30 June 2025 \$ '000
Property	228,248	–	1,424	–	2,582	(2,911)	(1,911)	–	3,434	230,866
Plant and equipment	12,070	–	–	–	–	(2,184)	(748)	–	3,444	12,582
Infrastructure	573,437	–	–	6,689	15,757	(8,629)	(3,208)	–	17,080	601,126
Work in progress	29,459	34,685	–	–	–	–	–	(1,143)	(23,958)	39,043
Total	843,214	34,685	1,424	6,689	18,339	(13,724)	(5,867)	(1,143)	–	883,617

Summary of Work in Progress	Opening WIP \$ '000	Additions \$ '000	Write-off \$ '000	Transfers \$ '000	Closing WIP \$ '000
Property	3,354	2,745	–	(2,408)	3,691
Plant and equipment	1	3,531	–	(3,444)	88
Infrastructure	26,104	28,409	(1,143)	(18,106)	35,264
Total	29,459	34,685	(1,143)	(23,958)	39,043

South Gippsland Shire Council

Notes to the Financial Statements
for the year ended 30 June 2025

Note 6. Assets we manage (continued)

	Land specialised \$ '000	Land under roads \$ '000	Land non specialised \$ '000	Total land and land improve- ments \$ '000	Heritage buildings \$ '000	Buildings non specialised \$ '000	Total buildings \$ '000	Work in progress \$ '000	Total property \$ '000
Property									
At fair value 1 July 2024	85,406	32,346	5,192	122,944	7,858	142,110	149,968	3,354	276,266
Accumulated depreciation at 1 July 2024	—	—	—	—	(3,183)	(41,481)	(44,664)	—	(44,664)
	85,406	32,346	5,192	122,944	4,675	100,629	105,304	3,354	231,602
Movements in fair value									
Additions	—	—	—	—	—	—	—	2,745	2,745
Contributions	—	—	—	—	—	—	—	—	—
Revaluation	(8,420)	—	(371)	(8,791)	838	15,702	16,540	—	7,749
Disposal	—	—	—	—	—	(2,589)	(2,589)	—	(2,589)
Write-off	—	—	—	—	—	—	—	—	—
Transfers	—	—	—	—	—	3,434	3,434	(2,408)	1,026
Impairment losses recognised in operating result	—	—	—	—	—	—	—	—	—
Found assets	—	—	130	130	—	2,874	2,874	—	3,004
	(8,420)	—	(241)	(8,661)	838	19,421	20,259	337	11,935
Movements in accumulated depreciation									
Depreciation and amortisation	—	—	—	—	(149)	(2,762)	(2,911)	—	(2,911)
Accumulated depreciation of disposals	—	—	—	—	—	678	678	—	678
Accumulated depreciation on revaluation	—	—	—	—	(355)	(4,812)	(5,167)	—	(5,167)
Impairment losses recognised in operating result	—	—	—	—	—	—	—	—	—
Transfers	—	—	—	—	—	—	—	—	—
Accumulated depreciation on found assets	—	—	—	—	—	(1,580)	(1,580)	—	(1,580)
	—	—	—	—	(504)	(8,476)	(8,980)	—	(8,980)
At fair value 30 June 2025	76,986	32,346	4,951	114,283	8,696	161,531	170,227	3,691	288,201
Accumulated depreciation at 30 June 2025	—	—	—	—	(3,687)	(49,957)	(53,644)	—	(53,644)
Carrying amount	76,986	32,346	4,951	114,283	5,009	111,574	116,583	3,691	234,557

South Gippsland Shire Council

Notes to the Financial Statements
for the year ended 30 June 2025

Note 6. Assets we manage (continued)

	Plant machinery and equipment \$ '000	Fixtures fittings and furniture \$ '000	Computers and telecomms \$ '000	Total \$ '000	Work in progress \$ '000	Total plant and equipment \$ '000
Plant and Equipment						
At cost 1 July 2024	18,698	204	6,038	24,940	1	24,941
Accumulated depreciation at 1 July 2024	(7,728)	(194)	(4,948)	(12,870)	–	(12,870)
	10,970	10	1,090	12,070	1	12,071
Movements in cost						
Additions	–	–	–	–	3,531	3,531
Contributions	–	–	–	–	–	–
Revaluation	–	–	–	–	–	–
Disposal	(2,330)	(42)	–	(2,372)	–	(2,372)
Write-off	–	–	–	–	–	–
Transfers	3,034	–	410	3,444	(3,444)	–
Impairment losses recognised in operating result	–	–	–	–	–	–
	704	(42)	410	1,072	87	1,159
Movements in accumulated depreciation						
Depreciation and amortisation	(1,560)	–	(624)	(2,184)	–	(2,184)
Accumulated depreciation of disposals	1,592	32	–	1,624	–	1,624
Impairment losses recognised in operating result	–	–	–	–	–	–
	32	32	(624)	(560)	–	(560)
At cost 30 June 2025	19,402	162	6,448	26,012	88	26,100
Accumulated depreciation at 30 June 2025	(7,696)	(162)	(5,572)	(13,430)	–	(13,430)
Carrying amount	11,706	–	876	12,582	88	12,670

South Gippsland Shire Council

Notes to the Financial Statements for the year ended 30 June 2025

Note 6. Assets we manage (continued)

	Roads \$ '000	Bridges \$ '000	Major culverts \$ '000	Footpaths and cycleways \$ '000	Kerb & channel \$ '000	Off street car parks \$ '000	Drainage \$ '000	Waterway infra- structure \$ '000	Land Stabilisation \$ '000	Waste management \$ '000	Recreation \$ '000	Other infra- structure \$ '000	Total \$ '000	Work in progress \$ '000	Total infra- structure \$ '000
Infrastructure															
At fair value 1 July 2024	458,488	81,687	22,138	26,111	33,331	10,783	60,119	11,363	5,372	4,425	36,125	24,836	774,778	26,104	800,882
Accumulated depreciation at 1 July 2024	(68,018)	(28,381)	(6,735)	(3,889)	(6,388)	(6,132)	(26,765)	(6,657)	(1,587)	(3,642)	(30,475)	(12,672)	(201,341)	–	(201,341)
	390,470	53,306	15,403	22,222	26,943	4,651	33,354	4,706	3,785	783	5,650	12,164	573,437	26,104	599,541
Movements in fair value															
Additions	–	–	–	–	–	–	–	–	–	–	–	–	–	28,409	28,409
Contributions	693	262	–	4,400	303	–	935	–	–	–	–	96	6,689	–	6,689
Revaluation	25,077	8,060	2,194	(467)	4,529	616	4,808	1,119	359	–	3,251	2,202	51,748	–	51,748
Disposal	(2,884)	(1,762)	(105)	(77)	(48)	(19)	(44)	(2)	(2)	–	–	(281)	(5,224)	–	(5,224)
Write-off	–	–	–	–	–	–	–	–	–	–	–	–	–	(1,143)	(1,143)
Transfers	9,991	1,635	244	4,224	582	63	379	–	146	–	–	(184)	17,080	(18,106)	(1,026)
Impairment losses recognised in operating result	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Found assets	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
	32,877	8,195	2,333	8,080	5,366	660	6,078	1,117	503	–	3,251	1,833	70,293	9,160	79,453
Movements in accumulated depreciation															
Depreciation and amortisation	(4,528)	(746)	(190)	(604)	(284)	(666)	(513)	(101)	(114)	(64)	278	(1,097)	(8,629)	–	(8,629)
Accumulated depreciation of disposals	898	785	46	18	13	11	25	–	1	–	–	219	2,016	–	2,016
Accumulated depreciation on revaluation	(20,835)	(2,792)	(677)	(4,287)	(3,707)	3,097	(2,096)	(665)	(110)	–	(2,718)	(1,201)	(35,991)	–	(35,991)
Impairment losses recognised in operating result	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Transfers	–	–	–	(201)	–	–	–	–	–	–	–	201	–	–	–
Accumulated depreciation on found Assets	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
	(24,465)	(2,753)	(821)	(5,074)	(3,978)	2,442	(2,584)	(766)	(223)	(64)	(2,440)	(1,878)	(42,604)	–	(42,604)
At fair value 30 June 2025	491,365	89,882	24,471	34,191	38,697	11,443	66,197	12,480	5,875	4,424	39,376	26,669	845,070	35,264	880,334
Accumulated depreciation at 30 June 2025	(92,483)	(31,134)	(7,556)	(8,963)	(10,366)	(3,690)	(29,349)	(7,423)	(1,810)	(3,705)	(32,915)	(14,550)	(243,944)	–	(243,944)
Carrying amount	398,882	58,748	16,915	25,228	28,331	7,753	36,848	5,057	4,065	719	6,461	12,119	601,126	35,264	636,390

South Gippsland Shire Council

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Notes to the Financial Statements

for the year ended 30 June 2025

Note 6. Assets we manage (continued)

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. Refer also to Note 8.4 for further disclosure regarding fair value measurement.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

In accordance with Council's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

	Depreciation Period years	Threshold Limit \$ '000
Asset recognition thresholds and depreciation periods		
Land and land improvements		
Land	-	-
Land improvements	-	10
Buildings		
Heritage buildings	100 years	15
Buildings	20 to 50 years	15
Building and leasehold improvements	20 to 50 years	15
Plant and Equipment		
Plant, machinery and equipment	1 to 25 years	-
Fixtures, fittings and furniture	1 to 5 years	15
Computers, software and telecommunications	1 to 5 years	15
Infrastructure		
Roads - pavements and substructure	130 years	-
Roads - seals	15 to 25 years	-
Roads - formation and earthworks	0	-
Roads - kerb and channel	120 years	15
Bridges	100 years	15
Major culverts	120 years	15
Footpath and cycleways	90 years	15
Off street car parks pavement	130 years	15
Off street car parks seal	20 years	15
Drainage	120 years	15
Waterway infrastructure	60 to 120 years	15
Land stabilisation	60 years	15
Waste management	4 to 50 years	15
Other structures	10 to 40 years	15
Recreation	25 to 75 years	-
Intangible assets		
Landfill air space	Useful life of the landfill cell	-
Right-of-use assets		
Building	3 years	10

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 6. Assets we manage (continued)

Land under roads

Council recognises land under roads it controls at fair value.

Depreciation and amortisation

Buildings, land improvements, plant and equipment, infrastructure, and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Road earthworks are not depreciated on the basis that they are assessed as not having a limited useful life.

Straight line depreciation is charged based on the residual useful life as determined each year.

Depreciation periods used are listed above and are consistent with the prior year unless otherwise stated.

Repairs and maintenance

Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

Valuation of land and buildings

Valuation of land was undertaken by a qualified independent valuer Josh Kilgour, FAPI Member No. 62746. Valuation of buildings was undertaken by a qualified independent valuer Assetic Pty Ltd MIE(Aust) CPEng, NPER : Membership 1102199. The valuation of land and buildings is at fair value, being market value based on highest and best use, where current use is assumed to be the highest and best use. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserved) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets.

The date and type of the current valuation is detailed in the following table. An indexed based valuation on buildings was based on Rawlinson's Australian Construction Handbook. A full revaluation of these assets will be conducted in 2026/27.

Details of the Council's land and buildings and information about the fair value hierarchy (Note 8.4) as at 30 June 2025 are as follows:

	Level 1	Level 2	Level 3	Date of last revaluation	Type of Current Valuation
Land	–	4,951	–	Dec/24	Revaluation
Specialised land	–	–	76,986	Dec/24	Revaluation
Land Under Roads	–	–	32,346	Jun/23	Revaluation
Heritage buildings	–	–	5,009	Jun/22	Indexed Jun/25
Buildings	–	–	111,574	Jun/22	Indexed Jun/25
Total	–	4,951	225,915		

Valuation of Infrastructure

The fair value of infrastructure assets that have been revalued, other than recreation assets, has been determined in accordance with a revaluation undertaken by independent valuer Ashay Prabhu of Modelve MIE(Aust) CPEng, NPER: Membership 1102199. The most recent full revaluation for recreation assets was conducted by Tony Peterson, BE Civil Engineering (Council employee) in June 2021.

South Gippsland Shire Council

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Notes to the Financial Statements

for the year ended 30 June 2025

Note 6. Assets we manage (continued)

The date and type of the current valuation is detailed in the following table. An index based revaluation was conducted in the current year, this valuation was based on Rawlinson's Australian Construction Handbook.

The valuation is at fair value based on current replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure and information about the fair value hierarchy (Note 8.4) as at 30 June 2025 are as follows:

	Level 1	Level 2	Level 3	Date of last revaluation	Type of Current Valuation
Roads	—	—	398,882	Jun/25	Revaluation
Bridges	—	—	58,748	Jun/23	Indexed Jun/25
Major culverts	—	—	16,915	Jun/23	Indexed Jun/25
Footpaths and cycleways	—	—	25,228	Jun/25	Revaluation
Kerb & channel	—	—	28,331	Jun/25	Revaluation
Drainage	—	—	36,848	Jun/21	Indexed Jun/25
Waterway Infrastructure	—	—	5,057	Jun/23	Indexed Jun/25
Off street car parks	—	—	7,753	Jun/25	Revaluation
Land stabilisation	—	—	4,065	Jun/23	Indexed Jun/25
Waste management	—	—	719	N/A	
Recreation	—	—	6,461	Jun/21	Indexed Jun/25
Other Infrastructure	—	—	12,119	Jun/23	Indexed Jun/25
Total	—	—	601,126		

Description of significant unobservable inputs into level 3 valuations

Specialised land and land under roads is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 0% and 95%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$1 and \$749 per square metre.

Specialised buildings are valued using a current replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs are calculated on a square metre basis and ranges from \$109 to \$15,217 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 20 years to 100 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

Infrastructure assets are valued based on the current replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 4 years to 130 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

	2025 \$ '000	2024 \$ '000
Reconciliation of specialised land		
Land under roads	32,346	32,346
Parks and reserves	76,986	85,637
Total specialised land	109,332	117,983

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements
for the year ended 30 June 2025

Note 6. Assets we manage (continued)

6.2 Investment property

	2025 \$ '000	2024 \$ '000
Balance at beginning of financial year	857	820
Fair value increment	–	37
Balance at end of financial year	857	857

Investment property is held to generate long-term rental yields. Investment property is measured initially at cost, including transaction costs. Costs incurred subsequent to initial acquisition are capitalised when it is probable that future economic benefit in excess of the originally assessed performance of the asset will flow to the Council. Subsequent to initial recognition at cost, investment property is carried at fair value, determined annually by independent valuers. Changes to fair value are recorded in the comprehensive income statement in the period that they arise.

Valuation of investment property

Valuation of investment property has been determined as of 31 December 2024 in accordance with an independent valuation by Joshua Kilgour, FAPI: Member No. 62746 who has recent experience in the location and category of the property being valued. The valuation is at fair value, based on the current market value for the property.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 7. People and relationships

7.1 Council and key management remuneration

(a) Key Management Personnel

Key management personnel (KMP) are those people with the authority and responsibility for planning, directing and controlling the activities of South Gippsland Shire Council. The Councillors, Chief Executive Officer and Directors are deemed KMP.

Details of KMP at any time during the year are:

Councillors	Councillor John Schelling (Mayor from 20 November 2024)
	Councillor Sarah Gilligan (Deputy Mayor from 20 November 2024)
	Councillor Clare Williams (Mayor to 25 October 2024)
	Councillor Nathan Hersey (Deputy Mayor to 25 October 2024)
	Councillor Adrian Darakai (to 25 October 2024)
	Councillor Brad Snell (from 8 November 2024)
	Councillor Bron Beach (from 8 November 2024)
	Councillor Jenni Keerie (to 25 October 2024)
	Councillor John Kennedy (from 8 November 2024)
	Councillor Mick Felton (to 25 October 2024)
	Councillor Mohya Davies (to 25 October 2024)
	Councillor Scott Rae
	Councillor Steve Finlay (from 8 November 2024)
Chief Executive Officer and other Key Management Personnel	Chief Executive Officer - Kerry Ellis (to 7 February 2025)
	Acting Chief Executive Officer - Allison Jones (from 8 February 2025 to 4 May 2025)
	Acting Chief Executive Officer - Tony Peterson (from 5 May 2025 to 1 June 2025)
	Chief Executive Officer - Allison Jones (from 2 June 2025)
	Director Performance & Innovation - Allison Jones (to 7 February 2025)
	Acting Director Performance & Innovation - Michelle Jorgensen (from 8 February 2025)
	Director Future Communities - Renae Littlejohn (to 6 November 2024)
	Director Future Communities - Lucas Gardiner (from 28 October 2024)
	Director Sustainable Infrastructure - Tony Peterson
	Director Strategy & Partnerships - Christian Stefani (from 8 February 2025)

	2025 No.	2024 No.
Total Number of Councillors	13	9
Total of Chief Executive Officer and other Key Management Personnel	7	5
Total Number of Key Management Personnel	20	14

South Gippsland Shire Council

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Notes to the Financial Statements

for the year ended 30 June 2025

Note 7. People and relationships (continued)

(c) Remuneration of Key Management Personnel

Remuneration comprises employee benefits including all forms of consideration paid, payable or provided by Council, or on behalf of the Council, in exchange for services rendered. Remuneration of Key Management Personnel and Other senior staff is disclosed in the following categories.

Short-term employee benefits include amounts such as wages, salaries, annual leave or sick leave that are usually paid or payable on a regular basis, as well as non-monetary benefits such as allowances and free or subsidised goods or services.

Other long-term employee benefits include long service leave, other long service benefits or deferred compensation.

Post-employment benefits include pensions, and other retirement benefits paid or payable on a discrete basis when employment has ceased.

Termination benefits include termination of employment payments, such as severance packages.

	2025 \$ '000	2024 \$ '000
Total remuneration of key management personnel was as follows:		
Short-term employee benefits	1,412	1,347
Other long-term employee benefits	26	28
Post-employment benefits	160	151
Termination benefits	—	317
Total	1,598	1,843

	2025 No.	2024 No.
The numbers of key management personnel whose total remuneration from Council and any related entities, fall within the following bands:		
\$1 - \$9,999	4	—
\$20,000 - \$29,999	4	—
\$30,000 - \$39,999	2	7
\$40,000 - \$49,999	2	—
\$60,000 - \$69,999	—	1
\$70,000 - \$79,999	1	—
\$80,000 - \$89,999	2	1
\$100,000 - \$109,999	1	—
\$170,000 - \$179,999	1	—
\$220,000 - \$229,999	1	—
\$240,000 - \$249,999	—	1
\$260,000 - \$269,999	—	2
\$270,000 - \$279,999	2	—
\$330,000 - \$339,999	—	1
\$340,000 - \$349,999	—	1
	20	14

South Gippsland Shire Council

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Notes to the Financial Statements

for the year ended 30 June 2025

Note 7. People and relationships (continued)

	2025 No.	2024 No.
The number of other senior staff are shown below in their relevant income bands:		
Income Range:		
\$180,000 - \$189,999	1	5
\$190,000 - \$199,999	5	3
\$200,000 - \$209,999	1	1
	<u>7</u>	<u>9</u>

(d) Remuneration of other senior staff

Other senior staff are officers of Council, other than Key Management Personnel, whose total remuneration exceeds \$170,000 and who report directly to a member of the KMP.

	2025 \$ '000	2024 \$ '000
Total remuneration of other senior staff was as follows:		
Short-term employee benefits	1,191	1,515
Other long-term employee benefits	31	38
Post-employment benefits	143	166
Termination benefits	—	—
Total	<u>1,365</u>	<u>1,719</u>

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 7. People and relationships (continued)

	2025	2024
	\$ '000	\$ '000

7.2 Related party disclosure

(a) Transactions with related parties

During the period Council entered into the following transactions with related parties:

Employee remuneration under normal employment terms	34	—
Total paid for sales of goods & services from BJ's Earthmoving	2,976	3,768

A Councillor has disclosed a business interest with BJ's Earthmoving, of which there were 36 transactions during the current period for contractor services.
All transactions are in line with normal commercial practice.
Transactions were made on standard terms through an open tender process. The Councillor with the business interest in the related party was not present during meetings and did not vote during the open tender process.

(b) Outstanding balances with related parties

Included in trade and other payables is \$Nil (2024 - \$56K) owing to related parties for purchase of goods & services.

(c) Loans to/from related parties

There were no loans in existence at balance date that have been made, guaranteed or secured by the Council to a related party.

(d) Commitments to/from related parties

The aggregate amount of commitments in existence at balance date that have been made, guaranteed or secured by the Council to a related party was \$1.0M (2024 - \$2.4M) in relation to BJ's Earthmoving.

South Gippsland Shire Council

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Notes to the Financial Statements

for the year ended 30 June 2025

Note 8. Managing uncertainties

8.1 Contingent assets and liabilities

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed and if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable, respectively.

(a) Contingent assets

Contingent assets are possible assets that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council.

At balance date Council was impacted by five significant storms in June 2022, August 2023, December 2023, February 2024 and August 2024. These storms led to clean-up and recovery activities costing council \$20.6M. Council has lodged claims with the Victorian State Government for assessment in line with the Disaster Recovery Funding Arrangements 2018. At June 2025 seven claims across three of the five events totalling \$2,683,803 are undergoing formal assessment. The amount repayable will not be known until later in the 2025/26 financial year.

A further \$9.1M costs across four of the five events have not yet been submitted for assessment. The amount repayable will not be known until the 2025/26 financial year or later.

(b) Contingent liabilities

Contingent liabilities are:

- possible obligations that arise from past events, whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Council; or
- present obligations that arise from past events but are not recognised because:
- it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation; or
- the amount of the obligation cannot be measured with sufficient reliability.

Superannuation

Council has obligations under a defined benefit superannuation scheme for employees within the defined benefit category of the Local Authorities Superannuation Fund (the Fund) that may result in the need to make additional contributions to the scheme.

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 98% from 26 July 2024.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Council) are required to make an employer contribution to cover the shortfall.

As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

(c) Performance Guarantees

Council has the following bank guarantees with Commonwealth Bank of Australia for contract performance and security deposits.

Description	Favouree	Amount
Security Deposit Guarantee	Environment Protection Authority	\$451,296
Total		\$451,296

8.2 Change in accounting standards

Certain new Australian Accounting Standards and interpretations have been published that are not mandatory for the 30 June 2025 reporting period. Council assesses the impact of these new standards. As at 30 June 2025 there were no new accounting

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 8. Managing uncertainties (continued)

standards or interpretations issued by the AASB which are applicable for the year ending 30 June 2025 that are expected to impact Council.

In September 2024 the Australian Accounting Standards Board (AASB) issued two Australian Sustainability Reporting Standards (ASRS). This followed Commonwealth legislation establishing Australia's sustainability reporting framework. Relevant entities will be required to undertake mandatory reporting of climate-related disclosures in future financial years. Public sector application issues remain under consideration and Council will continue to monitor developments and potential implications for future financial years.

South Gippsland Shire Council

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Notes to the Financial Statements

for the year ended 30 June 2025

Note 8. Managing uncertainties (continued)

8.3 Financial instruments

(a) Objectives and policies

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and TCV borrowings. Details of the material accounting policy information and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the notes of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of Council financial instruments will fluctuate because of changes in market prices. The Council's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 2020*. Council manages interest rate risk by adopting an investment policy that ensures:

- diversification of investment product;
- monitoring of return on investment; and
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have an impact on the Council's year end result.

(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause Council to make a financial loss. Council has exposure to credit risk on some financial assets included in the balance sheet. Particularly significant areas of credit risk exist in relation to outstanding fees and fines as well as loans and receivables from sporting clubs and associations. To help manage this risk:

- Council has a policy for establishing credit limits for the entities Council deals with;
- Council may require collateral where appropriate; and
- Council only invests surplus funds with financial institutions which have a recognised credit rating specified in Council's investment policy.

Receivables consist of a large number of customers, spread across the ratepayer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the main debtor is secured by a charge over the rateable property.

There are no material financial assets which are individually determined to be impaired.

Council may also be subject to credit risk for transactions which are not included in the balance sheet, such as when Council provides a guarantee for another party. Details of our contingent liabilities are disclosed in Note 8.1(b).

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 8. Managing uncertainties (continued)

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any allowance for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of Council's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks Council:

- has a liquidity policy which targets a minimum and average level of cash and cash equivalents to be maintained;
- has readily accessible standby facilities and other funding arrangements in place;
- has a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitors budget to actual performance on a regular basis; and
- sets limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

The Council's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the balance sheet and the amounts related to financial guarantees disclosed in Note 8.1(c), and is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 5.4.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, Council believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of + 1% and -1% in market interest rates (AUD) from year-end rates of 4.4%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

8.4 Fair value measurement

Fair Value Hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy, Council's financial assets and liabilities are measured at amortised cost.

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

Council has considered the amendments to AASB 13 Fair Value Measurement that apply for the 2024-25 financial year as a result of AASB 2022-10 Amendments to Australian Accounting Standards - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities. For assets, where the Council adopts a current replacement cost approach to determine fair value, the Council now considers the inclusion of site preparation costs, disruption costs and costs to restore another entity's assets in the underlying valuation.

The AASB 13 amendments apply prospectively, comparative figures have not been restated.

The AASB 13 amendments have not resulted in any material impacts to Council's financial statements.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 8. Managing uncertainties (continued)

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

- Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities
- Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and
- Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above. In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

Revaluation

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, are measured at their fair value, being the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date. (For plant and equipment carrying amount is considered to approximate fair value given short useful lives). At balance date, the Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date, the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use of an asset result in changes to the permissible or practical highest and best use of the asset. In addition, Council undertakes a formal revaluation of land, buildings, and infrastructure assets on a regular basis ranging from 1 to 5 years. The valuation is performed either by experienced council officers or independent experts. The following table sets out the frequency of revaluations by asset class.

Asset Class	Revaluation frequency
Land	1 to 5 years
Buildings	1 to 5 years
Roads	1 to 5 years
Bridges	1 to 5 years
Major culverts	1 to 5 years
Footpaths and cycleways	1 to 5 years
Kerb & channel	1 to 5 years
Off street car parks	1 to 5 years
Drainage	1 to 5 years
Waterway infrastructure	1 to 5 years
Land stabilisation	1 to 5 years
Recreation	1 to 5 years
Other infrastructure	1 to 5 years

Where the assets are revalued, the revaluation increases are credited directly to the asset revaluation reserve except to the extent that an increase reverses a prior year decrease for that class of asset that had been recognised as an expense in which case the increase is recognised as revenue up to the amount of the expense. Revaluation decreases are recognised as an expense except where prior increases are included in the asset revaluation reserve for that class of asset in which case the decrease is taken to the reserve to the extent of the remaining increases. Within the same class of assets, revaluation increases and decreases within the year are offset.

Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets, other than property and infrastructure assets measured at fair value, to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs of disposal and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 8. Managing uncertainties (continued)

is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 8. Managing uncertainties (continued)

8.5 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 9. Other matters

	Balance at beginning of reporting period \$ '000	Increase (decrease) \$ '000	Balance at end of reporting period \$ '000
9.1 Reserves			
(a) Asset revaluation reserves			
2025			
Property			
Land and land improvements	78,200	(8,791)	69,409
Land under roads	15,722	–	15,722
Heritage buildings	4,508	483	4,991
Buildings	69,274	–	69,274
Buildings - non specialised	14,304	10,890	25,194
	182,008	2,582	184,590
Plant and equipment			
Plant machinery and equipment	386	–	386
	386	–	386
Infrastructure			
Roads	294,763	4,242	299,005
Bridges	40,163	5,268	45,431
Footpaths and cycleways	8,267	(4,754)	3,513
Drainage	15,320	2,712	18,032
Recreational, leisure and community facilities	1,048	533	1,581
Offstreet car parks	2,530	3,713	6,243
Major culverts	12,238	1,517	13,755
Kerb & channel	19,993	822	20,815
Waterway Infrastructure	1,069	454	1,523
Land Stabilisation	284	249	533
Other infrastructure	4,075	1,001	5,076
	399,750	15,757	415,507
Total asset revaluation reserves	582,144	18,339	600,483

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 9. Other matters (continued)

	Balance at beginning of reporting period \$ '000	Increase (decrease) \$ '000	Balance at end of reporting period \$ '000
2024			
Property			
Land and land improvements	69,984	8,216	78,200
Land under roads	15,722	–	15,722
Heritage buildings	3,844	664	4,508
Buildings	69,274	–	69,274
Buildings - non specialised	–	14,304	14,304
	158,824	23,184	182,008
Plant and equipment			
Plant machinery and equipment	386	–	386
	386	–	386
Infrastructure			
Roads	270,085	24,678	294,763
Bridges	36,159	4,004	40,163
Footpaths and cycleways	5,283	2,984	8,267
Drainage	12,462	2,858	15,320
Recreational, leisure and community facilities	–	1,048	1,048
Offstreet car parks	1,809	721	2,530
Major culverts	11,082	1,156	12,238
Kerb & channel	16,989	3,004	19,993
Waterway Infrastructure	714	355	1,069
Land Stabilisation	–	284	284
Other infrastructure	1,820	2,255	4,075
	356,403	43,347	399,750
Total asset revaluation reserves	515,613	66,531	582,144

The asset revaluation reserve is used to record the increased (net) value of Council's assets over time.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 9. Other matters (continued)

	Balance at beginning of reporting period \$ '000	Transfer from Accumulated Surplus \$ '000	Transfer to Accumulated Surplus \$ '000	Balance at end of reporting period \$ '000
(b) Other reserves				
2025				
Restricted reserves				
Public Open Space	624	244	—	868
Development Contributions	355	238	—	593
Total restricted reserves	979	482	—	1,461
Discretionary reserves				
Corner Inlet Reserve	6	—	—	6
Venus Bay Surf Life Saving Club	150	—	—	150
Carry Forward Projects	420	3,082	—	3,502
Unexpended Grants	—	6,618	—	6,618
Asset Development	—	325	(22)	303
Renewable Energy	—	12	—	12
Total discretionary reserves	576	10,037	(22)	10,591
Total Other reserves	1,555	10,519	(22)	12,052
2024				
Restricted reserves				
Public Open Space	735	60	(171)	624
Development Contributions	—	355	—	355
Total restricted reserves	735	415	(171)	979
Discretionary reserves				
Corner Inlet Reserve	11	—	(5)	6
Venus Bay Surf Life Saving Club	150	—	—	150
Carry Forward Projects	—	420	—	420
Total discretionary reserves	161	420	(5)	576
Total Other reserves	896	835	(176)	1,555

Public Open Space

Statutory reserve to be used for the future development of land for public purposes.

Development Contributions

Funds held from the collection of development contribution levy income to be expended on infrastructure projects in line with the requirements of the Development Contribution Plan.

Caravan Parks Reserve

Reserve created for future funding of Caravan Parks projects

Corner Inlet Reserve

Reserve for maintenance of a seawall to protect private lands from flooding.

Venus Bay Surf Life Saving Club

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 9. Other matters (continued)

Reserve to hold funds from a community capital works allocation to allow the club time to attract further funding from other agencies

Carry Forward Projects

Funds held from unexpended projects at the completion of a financial year. Reserve funds are to be applied to carried forward projects expected to be completed in a future financial year.

Unexpended Grants

Funds held from grant monies, to be expended in future financial years, and not recognised in the Balance Sheet as 'Grants in Advance' at the end of each financial year. External restrictions may or may not apply in line with individual funding agreements.

Asset Development

Funds set aside for contingency planning purposes as well as for contribution to future major projects.

Renewable Energy

Funds held to develop, support and maintain sustainable energy programs.

South Gippsland Shire Council

2024-25 Financial Report

Notes to the Financial Statements

for the year ended 30 June 2025

Note 9. Other matters (continued)

	2025 \$ '000	2024 \$ '000
9.2 Reconciliation of cash flows from operating activities to surplus/(deficit)		
Surplus/(deficit) for the year	20,610	(9,834)
Non-cash adjustments:		
Depreciation/amortisation	13,815	13,289
(Profit)/loss on disposal of property, infrastructure, plant and equipment	(11)	(633)
Fair value adjustments for investment property	–	(37)
Contributions - Non-monetary assets	(6,689)	(2,487)
Amounts disclosed in financing activities	165	148
Found assets	(1,423)	(771)
Disposal of infrastructure assets	6,265	4,059
Change in assets and liabilities:		
(Increase)/decrease in trade and other receivables	(2,595)	(1,008)
(Increase)/decrease in inventories	88	(137)
(Increase)/decrease in prepayments	(91)	5
Increase/(decrease) in trade and other payables	(2,464)	(1,015)
Increase/(decrease) in employee entitlements	(125)	75
Increase/(decrease) in trust funds and deposits	387	748
(Decrease)/increase in contract and other liabilities	(539)	(1,633)
Increase/(decrease) in landfill provision	(24)	2,457
Net cash provided by/(used in) operating activities	27,369	3,226

Note 10. Changes in accounting policies

10.1 Changes in accounting policies due to adoption of new accounting standards – not retrospective

Council has adopted *AASB 2022-10 Amendments to Australian Accounting Standards - Fair Value Fair Value Measurement of Non-Financial Assets of Not-for-Profit Sector Entities* to modify *AASB 13 Fair Value Measurement* and *AASB 2022-6 Amendments to Australian Accounting Standards - Non-current Liabilities with Covenants*, from 1 July 2024.

a) *AASB 2022-10* amends *AASB 13 Fair Value Measurement* for fair value measurement of non-financial assets of not-for-profit public sector entities not held primarily for their ability to generate net cash flows. There was no material impact on the financial statements from the adoption.

AASB 2022-6 amends *AASB 101 Presentation of Financial Statements* to improve the information an entity provides in its financial statements about long-term liabilities with covenants where the entity's right to defer settlement of those liabilities for at least twelve months after the reporting period is subject to the entity complying with conditions specified in the loan arrangements. There was no impact on the financial statements from the adoption.

SOUTH GIPPSLAND SHIRE COUNCIL

PERFORMANCE STATEMENT

FOR THE YEAR ENDED 30 JUNE 2025



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Certification of the Performance Statement

for the year ended 30 June 2025

In my opinion, the accompanying Performance Statement has been prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

Taryn Macfarlane CPA
Principal Accounting Officer CPA
Date: 17 September 2025

In our opinion, the accompanying Performance Statement of the South Gippsland Shire Council for the year ended 30 June 2025 presents fairly the results of Council's performance in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

The Performance Statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the Performance Statement to be misleading or inaccurate.

We have been authorised by the Council and the *Local Government (Planning and Reporting) Regulations 2020* to certify this Performance Statement in its final form.

John Schelling
Mayor
Date: 17 September 2025

Sarah Gilligan
Councillor (Audit and Risk Committee Member)
Date: 17 September 2025

Allison Jones
Chief Executive Officer
Date: 17 September 2025

VAGO Certification to be applied here

VAGO Certification to be applied here

Section 1. Description of Municipality

South Gippsland Shire Council is located in coastal south eastern Victoria, approximately 100 kilometres south-east of Melbourne. It is comprised of three wards: Tarwin Valley, Strzelecki and Coastal Promontory.

South Gippsland spans 3,308 square kilometres of agriculturally rich land which is used for dairy, beef, sheep and vegetable production. Viticulture, fishing and tourism also contribute significantly to the local economy.

Key attractions include the Port Welshpool Long Jetty, Cape Liptrap Coastal Park, Coal Creek Community Park and Museum, the Great Southern Rall Trail, the Grand Ridge Rall Trail, beaches, villages and, of course, the iconic Wilsons Promontory National Park.

Section 2. Service performance indicators

for the year ended 30 June 2025

Service	Results					Comments
	2022	2023	2024	2025		
	Actual	Actual	Actual	Target as per budget	Actual	
Aquatic Facilities Utilisation <i>Utilisation of aquatic facilities</i> [Number of visits to aquatic facilities / Municipal population]	3.62	4.85	4.47	4 to 10 visits	4.61	Overall attendance at Council's aquatic facilities increased by approximately 5,200 visits compared to last year. While visits to outdoor pools declined by around 700, attendance at the leisure centre rose by 5,900.
Animal Management Health and safety <i>Animal management prosecutions</i> [Number of successful animal management prosecutions / Number of animal management prosecutions] x 100	100%	67%	100%	100%	100%	There were two animal management prosecutions finalised during this period. Council plays a proactive role directly resolving animal-related issues with the involved parties.
Food Safety Health and safety <i>Critical and major non-compliance outcome notifications</i> [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x 100	100%	98.51%	78.26%	100%	100%	Critical and major non-compliance follow-ups have returned to 100 per cent after the implementation of a robust review and procedure change. Result is within expected range of 60 to 100 per cent.

Service	Results					Comments
	2022	2023	2024	2025		
	Actual	Actual	Actual	Target as per budget	Actual	
Governance Satisfaction <i>Satisfaction with community consultation and engagement</i> [Community satisfaction rating out of 100 with how Council has performed in making decisions in the interest of the community]	44	50	47	46	46	Council's score in the Community Satisfaction Survey declined by one point compared to the previous year, despite increased community consultation. Between late January and the end of February 2025, Council conducted an extensive engagement campaign to help shape the 2025–2029 Council Plan. This included 23 in-person events across 17 townships, resulting in 946 completed surveys and 1,241 suggestions for the Council Plan. Council conducts quarterly surveys, which may explain why the engagement score does not fully reflect the breadth of recent consultation activities.
Libraries Participation <i>Library membership</i> [Number of registered library members / Population] x 100	N/A	N/A	34.63%	35.00%	35.96%	New measure in 2023/24. The expected range is 20 to 40 per cent and the result was above Council's annual budget target of 35 per cent.
Maternal and Child Health (MCH) Participation <i>Participation in the MCH service</i> [Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x 100	71.87%	73.13%	71.40%	70.00%	71.97%	This result remains within the expected range. There was a slight increase compared to the 2023/24 financial year but the result is still above Council's annual budget target of 70 per cent.
Participation <i>Participation in the MCH service by Aboriginal children</i> [Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x 100	72.73%	45.45%	77.36%	65.00%	84.13%	Council continues to maintain strong engagement with First Nations families with young children. A 6.77 per cent increase in participation is attributed to an ongoing focus on cultural safety, awareness, and inclusive practices. Through its partnership with the Best Start initiative, Council is working to create culturally safe environments that acknowledge and respect Aboriginal and Torres Strait Islander cultures. In addition, Council collaborates with the Aboriginal Network and various support agencies to strengthen referral pathways and further support engagement with First Nations families.

Service	Results					Comments
	2022	2023	2024	2025		
	Actual	Actual	Actual	Target as per budget	Actual	
Roads Condition <i>Sealed local roads below the the intervention level</i> (Percentage of sealed local roads that are below the renewal intervention level set by Council and not requiring renewal)	99.88%	99.95%	99.83%	95.00%	99.95%	Council's funding levels for the renewal of sealed local roads has allowed Council to be consistently above the target standard for local sealed roads.
Statutory Planning Service standard <i>Planning applications decided within the relevant required time</i> (Percentage of planning application decisions made within the relevant required time)	39.93%	25.27%	32.24%	42.00%	53.27%	Council has achieved a significant improvement in the number of applications determined within required timeframes. Allocating additional resources reflects the improvement of internal efficiencies and a stronger commitment to service delivery.
Waste Management Waste diversion <i>Kerbside collection waste diverted from landfill</i> [Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x 100	51.93%	53.61%	52.55%	50.00%	50.00%	Waste diversion from kerbside collection services was slightly lower than previous years. Due to the introduction of the Container Deposit Scheme reducing recycling tonnages collected and dry weather conditions have led to reduced kerbside green waste tonnages.

Section 3. Financial performance indicators

for the year ended 30 June 2025

Service	2022	2023	2024	Results		2026	2027	2028	2029	Comments
				Target as per budget	Actual					
	Actual	Actual	Actual			Forecasts	Forecasts	Forecasts	Forecasts	
Efficiency										
Expenditure Level										
<i>Expenses per property assessment</i>	\$4,035.55	\$3,636.38	\$4,400.65	\$3,560.00	\$4,193.83	\$3,614.82	\$3,649.57	\$3,711.73	\$3,793.63	The increase compared to target is primarily due to one-off unbudgeted expenses due to natural disasters and the disposal of infrastructure assets. Future forecasts are still valid.
[Total expenses / Number of property assessments]										
Revenue Level										
<i>Average rate per property assessment</i>	\$2,124.70	\$2,073.71	\$2,218.59	N/A	\$2,282.46	\$2,354.56	\$2,402.68	\$2,451.80	\$2,501.91	Variation not greater or less than 10 per cent.
[Sum of all general rates and municipal charges / Number of property assessments]										
Liquidity										
Working capital										
<i>Current assets compared to current liabilities</i>	263.15%	291.57%	187.69%	172.46%	195.92%	158.13%	164.38%	194.33%	211.75%	Result is higher than target due to increased investments in the year.
[Current assets / Current liabilities] x 100										
Unrestricted cash										
<i>Unrestricted cash compared to current liabilities</i>	-99.31%	6.31%	-42.56%	N/A	-46.24%	2.22%	-0.84%	12.03%	11.81%	The amount of cash held in cash and cash equivalents in 2022/23 was high as a result of receiving 100 per cent of the 2023/24 financial assistance grant prior to the end of the year. Cash held in cash and cash equivalents in 2023/24 and 2024/25 returned to historically normal levels.
[Unrestricted cash / Current liabilities] x 100										

Service	Results									Comments
	2022	2023	2024	2025		2026	2027	2028	2029	
	Actual	Actual	Actual	Target as per budget	Actual	Forecasts	Forecasts	Forecasts	Forecasts	
Obligations										
Loans and borrowings										
<i>Loans and borrowings compared to rates</i>	10.56%	19.16%	16.32%	N/A	19.60%	16.66%	13.86%	11.16%	8.53%	The increase in this measure compared to the previous year relates to new loan proceeds of \$3.02M.
[Interest bearing loans and borrowings / Rate revenue] x 100										
<i>Loans and borrowings repayments compared to rates</i>	0.82%	1.59%	2.13%	N/A	2.23%	2.79%	2.72%	2.65%	2.58%	The increase in 2023/24 related to a full year of repayments on loans for the Korumburra Community Hub and Korumburra streetscape, as the loan proceeds were received part way through 2023/23. This is consistent with 2024/25 levels.
[Interest and principal repayments on interest bearing loans and borrowings / rate revenue] x 100										
Indebtedness										
<i>Non-current liabilities compared to own source revenue</i>	20.11%	23.90%	24.01%	N/A	25.79%	23.61%	20.93%	18.35%	15.83%	Variation not greater or less than 10 per cent.
[Non-current liabilities /Own source revenue] x 100										
Asset renewal and upgrade										
<i>Asset renewal and upgrade compared to depreciation</i>	217.83%	255.90%	200.20%	284.92%	241.45%	146.24%	148.45%	127.29%	135.53%	The increase in this measure compared to 2023/24 relates to higher renewal and upgrade capital works completed in 2024/25. The variation compared to the target is due to both higher depreciation and various capital works budgeted in 2024/25 that were not completed and expected to be completed in 2025/26.
[Asset renewal and asset upgrade expense / Asset depreciation] x 100										

Service	Results									Comments
	2022	2023	2024	2025		2026	2027	2028	2029	
	Actual	Actual	Actual	Target as per budget	Actual	Forecasts	Forecasts	Forecasts	Forecasts	
Operating position Adjusted underlying result <i>Adjusted underlying surplus (or deficit)</i> [Adjusted underlying surplus (deficit) / Adjusted underlying revenue] x 100	-1.60%	3.22%	-30.25%	N/A	5.85%	8.52%	10.17%	10.47%	10.09%	The improvement in underlying result in 2024/25 relates to both a significant increase in revenue due to the timing of receipt of the Grants Commission Financial Assistance Grant funding, as well as a decrease in expenses due to the previous year including significant natural disaster costs relating to the February 2024 storm.
Stability Rates concentration <i>Rates compared to adjusted underlying revenue</i> [Rate revenue / Adjusted underlying revenue] x 100	58.85%	61.04%	73.61%	66.71%	57.50%	66.88%	66.37%	66.37%	66.53%	The decrease in this indicator is due to an increase in adjusted underlying revenue due to the timing of receipt of the Grants Commission Financial Assistance Grant funding.
Rates effort <i>Rates compared to property values</i> [Rate revenue / Capital improved value of rateable properties in the municipality] x 100	0.45%	0.27%	0.29%	N/A	0.30%	0.29%	0.31%	0.31%	0.32%	Variation not greater or less than 10 per cent.

Section 4. Sustainable capacity indicators

for the year ended 30 June 2025

Service	Results				Comments
	2022 Actual	2023 Actual	2024 Actual	2025 Actual	
Population					
<i>Expenses per head of municipal population</i> [Total expenses / Municipal population]	\$2,650.17	\$2,489.05	\$2,914.97	\$2,773.13	The decrease in expenses per head in 2024/25 is primarily due to a slight decrease in expenses related to natural disasters compared to 2023/24.
<i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population]	\$18,060.29	\$21,154.95	\$23,367.94	\$24,799.63	Asset unit rates have increased in value because of material and construction cost increases. Indexation and revaluations were performed across infrastructure asset classes as a result.
<i>Population density per length of road</i> [Municipal population / Kilometres of local roads]	14.52	14.62	14.76	14.68	Population growth was low for 2024/25.
Own-source revenue					
<i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]	\$1,769.73	\$1,831.49	\$1,962.37	\$1,944.59	Variation not greater or less than 10 per cent.
Recurrent grants					
<i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]	\$599.87	\$602.22	\$142.36	\$756.85	The increase in this indicator is due to an increase in adjusted underlying revenue due to receiving 100 per cent of the 2024/25 and 50 per cent of the 2025/26 Financial Assistance Grants allocation, while receiving no Financial Assistance Grants in 2023/24 due to receiving 100 per cent of the allocation in 2022/23.

Service	Results				Comments
	2022 Actual	2023 Actual	2024 Actual	2025 Actual	
Disadvantage <i>Relative Socio-Economic Disadvantage</i> [Index of Relative Socio-Economic Disadvantage by decile]	5.00	5.00	5.00	5.00	Variation not greater or less than 10 per cent.
Workforce turnover <i>Percentage of staff turnover</i> [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x 100	11.1%	9.6%	13.7%	16.5%	Increased turnover is the result of 16 terminations due to genuine redundancy, dismissal, deeds of release and death.

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Section 5. Notes to the accounts

5.1 Basis of preparation

South Gippsland Shire Council is required to prepare and include a Performance Statement within its annual report. The Performance Statement includes the results of the prescribed, service performance, financial performance and sustainable capacity indicators and measures together with a description of the municipal district, an explanation of material variations in the results and notes to the accounts. This Statement has been prepared to meet the requirements of the *Local Government Act 2020* and *Local Government (Planning and Reporting) Regulations 2020*.

Where applicable the results in the Performance Statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from Council information systems or from third parties (e.g., Australian Bureau of Statistics or the Council's satisfaction survey provider).

The Performance Statement presents the actual results for the current year and the previous three years, along with the current year's target, if mandated by the *Local Government (Planning and Reporting) Regulations 2020*. Additionally, for the prescribed financial performance indicators and measures, the Performance Statement includes the target budget for the current year and the results forecast for the period 2025/26 to 2028/29 by the Council's Financial Plan.

The *Local Government (Planning and Reporting) Regulations 2020* requires explanation of any material variations in the results contained in the Performance Statement. Council has adopted materiality thresholds relevant to each indicator and measure. Explanations have not been provided for variations below the materiality thresholds, unless the variance is considered to be material because of its nature.

5.2 Definitions

Key term	Definition
Aboriginal children	means a child who is an Aboriginal person
Aboriginal person	has the same meaning as in the <i>Aboriginal Heritage Act 2006</i>
adjusted underlying revenue	means total income other than: <ul style="list-style-type: none"> • non-recurrent grants used to fund capital expenditure; and • non-monetary asset contributions; and • contributions to fund capital expenditure from sources other than those referred to above
adjusted underlying surplus (or deficit)	means adjusted underlying revenue less total expenditure
annual report	means an annual report prepared by a Council under section 98 of the Act
asset renewal expenditure	means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original capability
asset upgrade expenditure	means expenditure that— (a) enhances an existing asset to provide a higher level of service; or (b) extends the life of the asset beyond its original life
critical non-compliance outcome notification	means a notification received by council under section 19N(3) or (4) of the <i>Food Act 1984</i> , or advice given to council by an authorized officer under that Act, of a deficiency that poses an immediate serious threat to public health
current assets	has the same meaning as in the Australian Accounting Standards
current liabilities	has the same meaning as in the Australian Accounting Standards
food premises	has the same meaning as in the <i>Food Act 1984</i>
intervention level	means the level set for the condition of a road beyond which a council will not allow the road to deteriorate and will need to intervene
local road	means a sealed or unsealed road for which the council is the responsible road authority under the <i>Road Management Act 2004</i>
major non-compliance outcome notification	means a notification received by a council under section 19N(3) or (4) of the <i>Food Act 1984</i> , or advice given to council by an authorized officer under that Act, of a deficiency that does not pose an immediate serious threat to public health but may do so if no remedial action is taken
MCH	means the Maternal and Child Health Service provided by a council to support the health and development of children within the municipality from birth until school age
non-current liabilities	means all liabilities other than current liabilities
own-source revenue	means adjusted underlying revenue other than revenue that is not under the control of council (including government grants)
population	means the resident population estimated by Council
rate revenue	means revenue from general rates, municipal charges, service rates and service charges
relative socio-economic disadvantage	in relation to a municipal district, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipal district is located according to the Index of Relative Socio-Economic Disadvantage of SEIFA
restricted cash	means cash, cash equivalents and financial assets, within the meaning of the Australian Accounting Standards, not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year
SEIFA	means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its Internet site
unrestricted cash	means all cash and cash equivalents other than restricted cash

SOUTH GIPPSLAND SHIRE COUNCIL

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Website: www.southgippsland.vic.gov.au
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GOVERNANCE AND MANAGEMENT CHECKLIST

FOR YEAR ENDED 30 JUNE 2025

Great Southern Rail Trail – Ruby

Governance and Management Checklist

The following are the results in the prescribed form of South Gippsland Shire Council's assessment against the prescribed Governance and Management Checklist. Unless otherwise stated 'the Act' refers to the *Local Government Act 2020*.

Item No.	Government and Management Items	Assessment
1	Community Engagement Policy Policy outlining Council's commitment to engaging with the community on matters of public interest.	Adopted in accordance with section 55 of the Act. Communication and Engagement Policy. Date of Adoption: 24 February 2021
2	Community Engagement Guidelines Guidelines to assist staff to determine when and how to engage with the community.	Community Engagement Strategy 2020-2024. Date of Adoption: 19 May 2021
3	Financial Plan Plan under section 91 of the Act outlining the financial and non-financial resources required for at least the next 10 financial years.	Adopted in accordance with section 91 of the Act. Long Term Financial Plan (10 Year Plan) Date of Adoption: 18 June 2025
4	Asset Plan Plan under section 92 of the Act setting out the asset maintenance and renewal needs for key infrastructure asset classes for at least the next 10 years.	Adopted in accordance with section 92 of the Act. Asset Plan 2025-2035. Date of Adoption: 18 June 2025
5	Revenue and Rating Plan Plan under section 93 of the Act setting out the rating structure of Council to levy rates and charges.	Adopted in accordance with section 93 of the Act. Revenue and Rating Plan 2025-2029. Date of Adoption: 18 June 2025
6	Annual Budget Plan under section 94 of the Act setting out the services to be provided and initiatives to be undertaken over the next 12 months and the funding and other resources required.	Adopted in accordance with section 94 of the Act. Annual Budget 2025/26 Date of Adoption: 18 June 2025
7	Risk Policy Policy outlining Council's commitment and approach to minimising the risks to Council's operations.	Risk Management Policy. Date of Adoption: 24 February 2021
8	Fraud Policy Policy outlining Council's commitment and approach to minimising the risk of fraud.	Fraud and Corrupt Conduct Policy. Date of Adoption: 19 May 2021
9	Municipal Emergency Management Planning Council's participation in meetings of the Municipal Emergency Management Planning Committee (MEMPC).	Municipal Emergency Management Planning meetings attended by one or more representatives of Council (other than the chairperson) during the financial year. Date of MEMPC meetings attended: <ul style="list-style-type: none"> • 27 August 2024 • 17 December 2024 • 25 February 2025 • 27 May 2025

Item No.	Government and Management Items	Assessment
10	Procurement Policy Policy under section 108 of the Act outlining the principles, processes and procedures that will apply to all purchases of goods and services by the Council.	Procurement Policy prepared and adopted in accordance with sections 108 and 109 of the Act. Date of Adoption: 20 July 2022.
11	Business Continuity Plan Plan setting out the actions that will be taken to ensure that key services continue to operate in the event of a disaster.	The Business Continuity Plans – Part A and Part B including Council's Business Continuity Management Policy were endorsed by the Audit and Risk Committee. Date of Endorsement: 13 December 2022.
12	Disaster Recovery Plan Plan setting out the actions that will be undertaken to recover and restore business capability in the event of a disaster.	Disaster Recovery Plan Date of Adoption: February 2019. Audit and Risk Committee: 5 December 2023.
13	Complaint Policy Policy under section 107 of the Act outlining Council's commitment and approach to managing complaints	Complaint Handling Policy developed in accordance with section 107 of the Act. Date of Commencement: 23 December 2021
14	Workforce Plan Plan outlining Council's commitment and approach to planning the current and future workforce requirements of the organisation.	Established in accordance with section 46 of the Act Workforce Management Strategy 2022 - 2026. Date of Commencement: March 2022
15	Payment of Rates and Charges Hardship Policy Policy outlining Council's commitment and approach to assisting ratepayers experiencing financial hardship or difficulty paying their rates.	Rates and Charges Hardship Policy Date of Adoption: 26 February 2020.
16	Risk Management Framework Framework outlining Council's approach to managing risks to Council's operations.	Risk Management Framework Developed in accordance with International Risk Management Standard AS/NZS ISO 31000: 2009 Date of Adoption: 24 February 2021
17	Audit and Risk Committee Advisory committee of Council under section 53 and section 54 of the Act	Audit and Risk Committee established in accordance with section 53 of the Act. Date of Establishment: 26 August 2020. South Gippsland Shire Council Audit and Risk Committee Charter was adopted by Council on 15 February 2023 in accordance with section 54 of the Act.
18	Internal Audit Independent accounting professionals engaged by the Council to provide analyses and recommendations aimed at improving Council's governance, risk and management controls.	Internal Auditor engaged. Council's internal audit function provides independent and objective assurance that the appropriate processes and controls are in place across Council. This function is outsourced to Crowe, who were appointed on 18 May 2022 following a public tender, for an initial term of four years, which concludes on 1 July 2026, with the option of a one year extension.

Item No.	Government and Management Items	Assessment
19	Performance Reporting Framework A set of indicators measuring financial and non-financial performance, including the performance indicators referred to in section 98 of the Act.	Performance Reporting Framework is set out in the Council Plan 2022-2026 and the 2024/25 Annual Budget. Date of framework: 26 June 2024.
20	Council Plan Reporting Report reviewing the performance of the Council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year.	Council Plan 2022-2026. Date of Adoption: 29 June 2022. Date of Framework: 26 June 2024. Council Plan and Annual Plan reporting is provided in Council's quarterly <i>Organisational Performance Reports</i> . Date of reports: <ul style="list-style-type: none"> › 11 December 2024 › 19 March 2025 › 21 May 2025
21	Quarterly Budget Reports Quarterly reports to Council under section 97 of the Act, comparing actual and budgeted results and an explanation of any material variation.	Reports presented to Council in accordance with section 97 of the Act. Financial reporting is provided in Council's quarterly <i>Organisational Performance Reports</i> . Date reports presented: <ul style="list-style-type: none"> • 2024/25 first quarter report: adopted 11 December 2024 • 2024/25 second quarter report: adopted 19 March 2025 • 2024/25 third quarter report: adopted 21 May 2025
22	Risk Reports Six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring and risk minimisation strategies.	Risk Management Reports presented to Audit and Risk Committee: <ul style="list-style-type: none"> • 20 August 2024 • 3 December 2024 • 11 March 2025 • 7 June 2025
23	Performance Reporting Six-monthly reports of indicators measuring the results against financial and non-financial performance, including performance indicators referred to in section 98 of the Act.	The Council Plan 2022-2026 including the 2024/25 Annual Initiatives, Budget and Strategic Objectives are reported in Council's quarterly <i>Organisational Performance Reports</i> as follows: <ul style="list-style-type: none"> • 2024/25 first quarter report: adopted 11 December 2024 • 2024/25 second quarter report: adopted 19 March 2025 • 2024/25 third quarter report: adopted 21 May 2025
24	Annual Report Annual report under sections 98, 99 and 100 of the Act 2020 containing a report of operations and audited financial and performance statements.	Presented at a meeting of the Council in accordance with section 100 of the Act. Date of presentation: 16 October 2024 <i>The Annual Financial and Performance Statements were endorsed at the 2 October 2024 Council Meeting. An unqualified opinion was received from the Victoria Auditor-General's Office and the certificate was included in the 2023/24 Annual Report and endorsed at the 16 October 2024 Council Meeting and published on Council's website.</i>

Item No.	Government and Management Items	Assessment
25	Councillor Code of Conduct Code under section 139 of the Act setting out the standards of conduct to be followed by Councillors and other matters.	Council abides by the Model Councillor Code of Conduct established under the <i>Local Government Act 2020</i> . Council also adopted its own Internal Resolution Procedure in accordance with section 140 of the <i>Local Government Act 2020</i> and <i>Regulations 12A of the Local Government (Governance and Integrity) Regulations 2020</i> . Internal Resolution Procedure: adopted 21 May 2025
26	Delegations Documents setting out the powers, duties and functions of Council and the Chief Executive Officer that have been delegated to members of staff, in accordance with sections 11 and 47 of the Act.	The delegations were reviewed in accordance with section 11(7) of the Act and a register kept in accordance with section 11(8) and 47(7) of the Act. The delegations were signed by the CEO on: <ul style="list-style-type: none"> • Council to CEO (S5) - 16 March 2022. • Council to Staff (S6) - 18 June 2025 • Sub-delegation by CEO to Staff (S7) – 10 April 2025 • Sub-delegation by CEO to Staff (S7A) – CEO to staff - Miscellaneous Delegations – 1 February 2024 • Municipal Building Surveyor to Staff (S12) - 5 September 2023 • CEO Powers, Duties and Functions to Staff (S13) - 10 April 2025 • Sub-delegation by CEO Powers, Duties and Functions to Staff (S13A) - 10 June 2020 • CEO to Staff (VICSmart Applications) under the <i>Planning and Environment Act 1987</i> (S14) - 24 December 2024 • CEO to Staff (Bushfire Reconstruction Application under the <i>Planning and Environment Act 1987</i>) (S16) - 24 December 2024 • CEO to Staff under the Child Wellbeing and Safety Act 2005 (S20a) – 21 July 2023
27	Meeting procedures Governance Rules under section 60 of the Act governing the conduct of meetings of Council and delegated committees.	Adopted in accordance with section 60 of the Act. Governance Rules (C82). Date of Adoption: 19 October 2022.

I certify that this information presents fairly the status of Council's governance and management arrangements.

 Allison Jones
Chief Executive Officer
Date:

 Cr John Schelling
Mayor
Date:

SOUTH GIPPSLAND SHIRE COUNCIL

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2.2. PLANNING SCHEME AMENDMENT C133SGIP – REZONE COUNCIL LAND

Directorate:	Future Communities
Department:	Planning and Building Services

Council Plan

Theme - Developing a Sustainable Future

The rezoning of surplus Council land contributes to the sustainable growth of the township and municipality by facilitating the attraction of services and employment opportunities for a growing population.

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider Amendment C133sgip which proposes to rezone Council-owned land at 14 Radovick Street, Korumburra, from Public Use Zone (PUZ) to Commercial 1 Zone (C1Z), and a portion of Victoria Street adjoining the subject site from PUZ to General Residential Zone 1 (GRZ1).

Council undertook public notice for Amendment C133sgip from 15 May 2025 to 17 June 2025. A total of 43 submissions were received, including a late petition containing 1,828 signatories. Submissions raised a range of concerns relating to the proposed rezoning, the adequacy of existing and alternative facilities for senior citizens, and the legal status of the land.

The submissions cannot be resolved by negotiation. Therefore, it is recommended that the amendment is referred to an independent Planning Panel for review, and the panel report received, prior to Council considering the Amendment's approval or abandonment.

RECOMMENDATION

That Council refer South Gippsland Planning Scheme Amendment C133sgip, and all submissions to the Amendment, to an independent Planning Panel for review.

REPORT

Amendment C133sgip proposes the rezoning of Council-owned land at 14 Radovick Street, Korumburra, from Public Use Zone (PUZ) to Commercial 1 Zone (C1Z), and a portion of Victoria Street adjoining the subject site from PUZ to General Residential Zone 1 (GRZ1). Refer to **Attachment [2.2.1]**.

Amendment C133sgip responds to the State Government's requirement that public land must be appropriately zoned prior to being sold for private development. The proposed application of the Commercial 1 Zone aligns with the zoning of surrounding land and is, along with neighbouring properties, identified in the *South Gippsland Planning Scheme's Clause 11.01-1L-04 Korumburra Town Centre* as being most suitable for use as 'Major Retail' in the future.

CONSULTATION / COMMUNITY ENGAGEMENT

Council undertook public notice for Amendment C133sgip from 15 May 2025 to 17 June 2025. A total of 43 submissions were received including a petition of 1,828 signatories. Submissions raised a range of concerns relating to the proposed rezoning, the adequacy of existing and alternative facilities for senior citizens and the legal status of the land. Key issues raised in submissions include:

- The subject site is considered more suitable for senior citizens' use than the new Korumburra Hub, due to its flat topography and the availability of purpose-built facilities such as a stage and kitchen.
- There is a perceived lack of need for additional commercially zoned land within Korumburra.
- Submitters contend that Council does not have the authority to rezone or sell the land due to the ongoing ownership dispute.
- The proposed amendment is not considered to reflect good town planning practice.

Refer to **Attachment [2.2.2]** for submission details

Council held a submission hearing on 6 August 2025, at which 10 submitters presented their views in person. A further petition was submitted to Council on 11 August 2025 and confirmed for inclusion in the amendment submissions report by Council on 20 August 2025.

Should Council request a review by Planning Panels Victoria, all submissions will be referred to the Panel for consideration and submitters will be given the opportunity to present their concerns to the panel in person if they request.

DISCUSSION

It is acknowledged that many of the matters raised in the submissions are legitimate planning matters relevant to the assessment of Amendment C133sgip. The full range of these issues were carefully considered in preparing the recommendation, having regard to the applicable planning controls, strategic policies, and decision-making framework of the *South Gippsland Planning Scheme*.

In assessing the amendment and providing a recommendation to Council, officers have sought to ensure that there is 'net community benefit' within a context of competing community needs and priorities for this land. The Town Centre Framework Plan adopted by Council at Clause 11.01-1L-04 of the South Gippsland Planning Scheme identifies the preferred future use of the land as "Major Retail". Policy in the same clause seeks to provide a Korumburra Hub for co-location of community services, including those for senior citizens.

The above-mentioned plan and policies are based on an estimated population reaching 4,550 by 2026 (*Korumburra Structure Plan 2010*). Korumburra has

experienced greater population growth than anticipated. At the last census in 2021, Korumburra's population was 4,749 persons. Looking forward to 2046, modelling indicates that population will likely increase to 5,511. This rezoning will facilitate some of the commercial activity in the town centre needed to support the expected population increase to date and into the future.

The size and configuration of the subject land also provide development benefits not present in most of the existing town centre, which is typified by smaller narrow buildings with limited opportunity for on-site parking. The subject land presents an opportunity to attract a larger commercial use that can benefit from the site features and broaden the commercial offer of the town centre.

The Korumburra Senior Citizens Club Inc (KSCC) previously occupied the subject site. Ownership of the land is currently the subject of a separate legal dispute initiated by the KSCC. This legal matter is being considered independent of the proposed rezoning. A resolution of the legal matter will inform Council's final decision on the rezoning of the land however it does not inhibit the amendment being referred to a Panel for consideration. The Panel will be informed of the legal matter when the Panel is initially requested.

Council is committed to providing adaptable community facilities that can be used by a range of user groups (*SG Planning Scheme Clause 19.02-4L*) and has offered alternative accommodation for the KSCC's activities within the new Korumburra Hub, located at 15 Little Commercial Street, Korumburra.

For more information on the planning merits of this amendment please refer to the exhibited *Explanatory Report* in **Attachment [2.2.3]**.

OPTIONS

To progress the planning scheme amendment, Council may:

1. Refer the amendment to an independent Planning Panel for review – (Recommended Option); or
2. Request an extension of time from the Minister for Planning to allow more time before referring submissions to a Planning Panel; or
3. Abandon the amendment and advise the Minister for Planning of this decision.

Should Council refer the amendment to a Planning Panel, the amendment and Planning Panel Report will be presented to a future Council meeting to consider its approval or abandonment.

Regarding the options, abandoning the amendment will, by default, result in the land remaining in the PUZ. If the legal proceedings find that the land is owned by a non-government entity, the land will not be classified as a public use and will necessitate a rezoning from the PUZ to a zone reflecting its private ownership. If the land is found to be owned by Council, the currently proposed amendment can continue. This point is highlighted to note that abandoning the amendment does not remove the need to rezone the land once its ownership is confirmed.

RESOURCES / FINANCIAL VIABILITY

It is anticipated the amendment will require one panel member and a two-day hearing, costing approximately \$15,000 to \$20,000.

RISKS

If Council resolves to abandon the amendment, this will result in continued cost to Council for maintaining the land and associated buildings without the ability to sell or lease the land for a private beneficial use.

STAFF DISCLOSURE

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

ATTACHMENTS

Attachments are available on Council's website at the following [LINK](#).

1. South Gippsland C 133 sgip 001 zn Map 14 Exhibition [2.2.1 - 1 page]
2. South Gippsland c 133 sgip Submissions Report Redacted [2.2.2 - 123 pages]
3. South Gippsland C 133 sgip Explanatory Report Exhibition [2.2.3 - 9 pages]

REFERENCE DOCUMENTS

Council's Good Governance Framework

Pillar 1. Direction & Leadership

Pillar 3. Decision Making

Council Policy / Strategy / Plans

Documents are available on Council's website at the following [LINK](#).

South Gippsland Planning Scheme

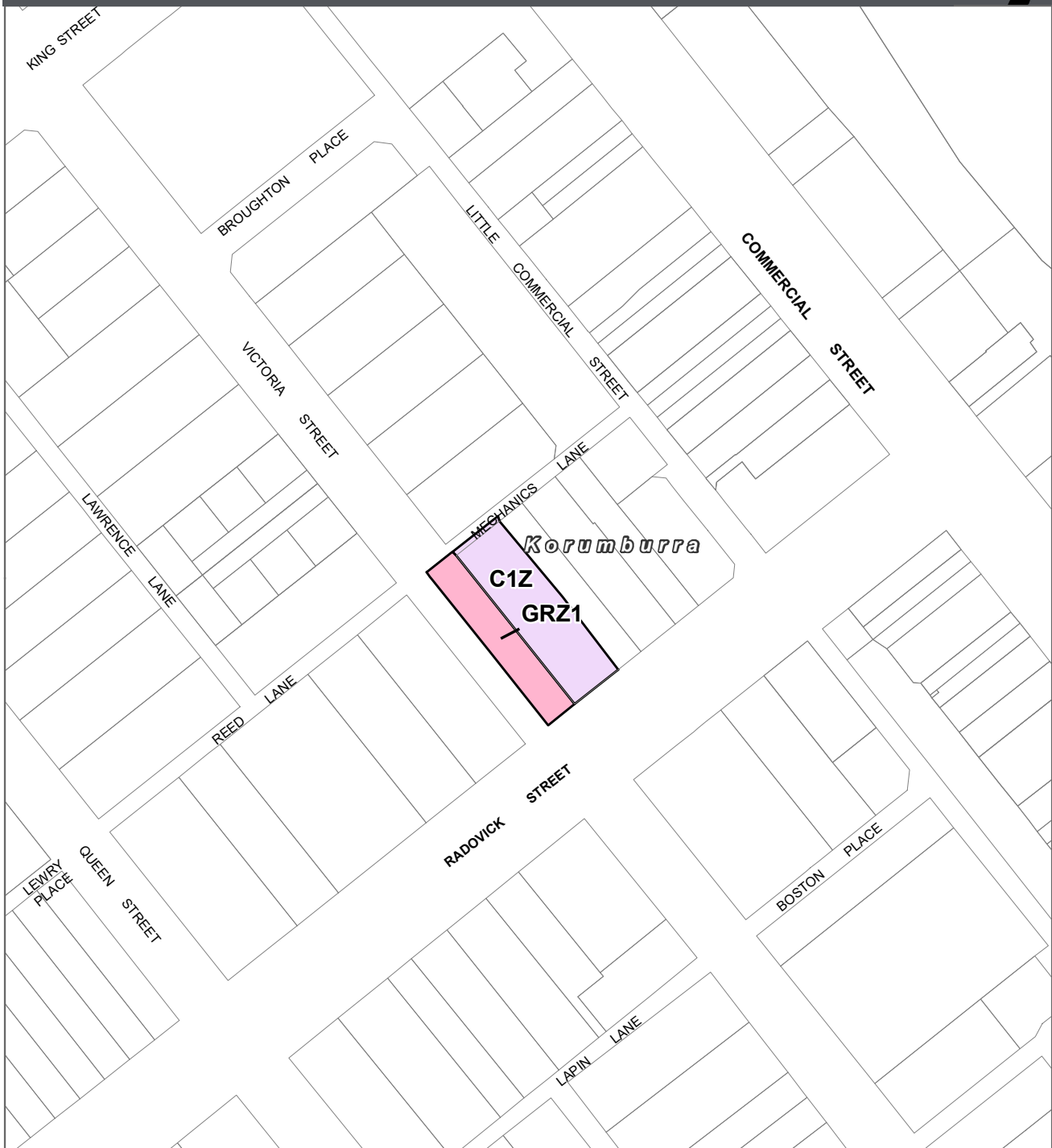
Legislative Provisions

Planning and Environment Act 1987

Regional, State and National Plan and Policies

Nil

SOUTH GIPPSLAND PLANNING SCHEME - LOCAL PROVISION **AMENDMENT C133sgip**



LEGEND

- C1Z - Commercial 1 Zone
- GRZ - General Residential Zone
- Local Government Area

Part of Planning Scheme Map 14

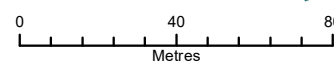


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Planning Group
 Print Date: 17/12/2024
 Amendment Version: 1



Department
 of Transport
 and Planning



Submissions Report

Report Date: 14 August 2025

Application: Planning Scheme Amendment C-133
Responsible Officer: Skye Radcliffe-Scott
Website: <https://yoursay.southgippsland.vic.gov.au/amendment-c133sgip-radovick-street-korumburra>

Exhibition Period: Thursday, 15 May 2025 to Tuesday, 17 June 2025

Submissions:	Support	0
	Objection	43 (including 1 late submission)
	TOTAL	43

Requested Change Summary:

Majority of submissions request that rezoning not take place and that it continues to be available for community use, in particular, that of the Korumburra Senior Citizens Club.

Officer Recommended Changes:

Changes are not recommended by the responsible officer.



SUBMISSIONS REPORT – C133**Supportive**

None received.

Objections

1. **Submitter:** [REDACTED]
Submission Date: 17 June 2025
Submission Type: Objection

Submission Summary:

I wish to formally register my strong opposition to the proposed rezoning of public land to commercial use at 14 Radovick Street, Korumburra.

The land in question remains essential for current and future public use and should be retained as a community asset. As an interested stakeholder there does need to be development of the shopping space at the lower end of Commercial Street. I don't see this needs to happen at the expense of losing a community hall asset for the town centre.

For over 60 years, this site has been actively used by senior citizens and a range of community groups. Until very recently, it continued to operate as a vital public centre—offering a safe, familiar, and inclusive space for older residents to meet, connect, and access services.

Furthermore there is a similar land parcel donated in deed to the community in the Shire of Yarra Ranges Council called Margaret Lewis reserve, maintained by a community group as a community asset. Yarra Ranges Council has many hireable Community Centres reminiscent of the Radovick site in Korumburra. Services such as Koha Community Cafe and multiple services for the over 50's run from Community Centre Halls as community assets such Korumburra could benefit from.

The 2021 Census results data show; over 4400 people were aged over 50 who could benefit from the space remaining with the Senior Citizens to use. Data shows over 5300 people incl. families and children that could benefit from improvements at this site. In Korumburra data shows almost 42% of people are not married, with 17% of people over 15yrs being separated, divorced or widowed being a high number of people who would benefit from community services and development at this site. The Health & Wellbeing report from Council has clear statistics showing mental health, family relationships & personal support services need investment, development and location to improve and develop from.

There is a significant shortage of appropriate public buildings in the area. The alternative premises offered by council are unsuitable, particularly for people with disabilities. The location and design of the alternative site presents serious access challenges, isn't an ideally

SUBMISSIONS REPORT – C133

suitable space for family group/children's events and creates unacceptable risks to the health and safety of vulnerable community members. This hall could be well renovated and utilised for many community services such as community meals, free second hand library exchange service, theatre & arts, clubs & group use plus public access hiring possibilities.

The area already has an oversupply of commercially zoned land, much of which remains underutilised and is in very much need of investment and allowed development while also maintaining upkeep and preservation of important Korumburra heritage in historical buildings and sites. Creating more commercial space, when current demand does not justify it, is not only unnecessary but also undermines public trust in the equitable management of community resources.

Public land and buildings exist to serve a vital social function. They are integral to community cohesion, accessibility, and wellbeing. Rezoning this land for commercial purposes erodes the social infrastructure of the area and prioritises short-term financial gain over long-term community benefit. I strongly urge the planning authority to this deny this proposal, and to maintain the land for public use, and to commit to preserving the spaces that support inclusion, dignity, and participation for all residents.

The purpose or goal of good town planning is to create well-organised, functional, and sustainable communities that enhance the quality of life for all residents—now and into the future. It involves balancing social, environmental, and economic needs through thoughtful design and policy.

Key goals include:

1. ****Livability**** – Ensuring people have access to housing, work, education, recreation, health care, and community services within a safe, healthy, and pleasant environment.
2. ****Accessibility and Inclusion**** – Providing equitable access to spaces and services for people of all ages, abilities, and incomes, including the elderly and those with disabilities.
3. ****Sustainability**** – Promoting efficient use of resources, protecting natural environments, and reducing the carbon footprint of development to support long-term environmental health.
4. ****Balanced Development**** – Integrating residential, commercial, industrial, and public spaces in a way that supports economic growth without compromising social or environmental values.
5. ****Community Wellbeing**** – Encouraging social interaction, public health, cultural expression, and a sense of belonging through the provision of parks, community centres, and public spaces.
6. ****Resilience**** – Designing places that can adapt to changing needs, including population growth, climate change, and economic shifts, while protecting heritage and character.

SUBMISSIONS REPORT – C133

In essence, good town planning is about creating places where people can live fulfilling lives—safely, affordably, and with dignity—within communities that are both vibrant and sustainable.

The council proposal in rezoning the land does not meet with any of the above criteria.

trim:///D3766325?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

2. Submitter:

[REDACTED]

Submission Date: 16 June 2025

Submission Type: Objection

Submission Summary:

No planning case has been put forward that has any evidence for the rezoning of the land. Rather than there being a net benefit for the community if the rezoning proceeded there would be a net loss for the community of a valuable building and a space for a range community services and facilities that are clearly needed. Rezoning would result in a loss that is clearly deeply affecting members of the Senior Citizens group and the wider community.

There is no evidence presented that there is a need for expansion of commercial zone space in the central Mainstreet precinct or indeed the cutting out of the available and usable space for community services and facilities. The rezoning would take away such space and cause a significant loss of strategic accessible land for community purposes.

Given the availability of eight thousand square metres of space and an underutilised existing building infrastructure, there is no net commercial gain or economic benefit as any foreseeable demand cannot be met (e.g., Supermarket).

Rezoning of the land is contrary to both the State Planning Scheme and Council's Planning Scheme and would represent a betrayal of community expectations, a loss of a valuable community asset and a net loss of space for appropriately zoned accessible and centrally located for community use.

The assertion that the Community Hub can provide not only for existing activities, but also for expansion of activities belies logic. The Senior Citizen Centre was offered four hours a week for very limited spaces that does not accommodate the range of activities that they

SUBMISSIONS REPORT – C133

undertake. The site barely caters for the library and cannot cater for the full range of activities of the Senior Citizen Centre let alone other activities.

There are many advantages of retaining the current zoning and building for the Senior Citizens Centre irrespective of the eventual determination of legal action. It would restore the accessibility for disabled and senior resident to a suitable site. It would restore the full range of activities for both the senior citizens, but also the wider range of community activities and allow for the particularly needed youth activities. It could cater for future needed community services and facilities.

The case put forward for rezoning by Council is shallow and the case for retaining the current zoning and senior citizens facilities and site should not be ignored. Rejecting the proposed rezoning would restore confidence of the community in the efficacy of the Planning Scheme and the planning system's driving objective of balancing in an integrated manner the economic, social and community needs in a sustainable manner.

Full submission at <trim:///D3691125?db=SG&view> and attached

Officer Recommended Changes:

Requested changes not supported.

- 3. Submitter:** [REDACTED]
- Submission Date:** 16 June 2025
- Submission Type:** Objection

Submission Summary:

I wish to formally register my opposition to the proposed rezoning of public land to commercial use at 14 Radovick Street, Korumburra. For over 60 years, this site has been actively used by senior citizens and a range of community groups. Until very recently, it continued to operate, offering a safe space for older residents to meet, connect, and access services.

The decision by council to remove its long-standing users and proceed with rezoning disregards the ongoing needs of the local population. There is a significant shortage of appropriate public buildings in the area. The alternative premises offered by council are unsuitable, particularly for people with impaired mobility and disabilities. The location and design of the alternative site present serious access challenges and creates unacceptable risks to the health and safety of vulnerable residents. The alternative Hub Centre is located on the side of a steep hill with limited access via steep roadways, with limited connecting public footpaths and minimal accessible parking.

SUBMISSIONS REPORT – C133

Furthermore, the rationale for rezoning appears to be financially motivated, with no demonstrable benefit to the community either now or in the future. The area already has an oversupply of commercially zoned land, much of which remains under-utilised and an eyesore upon entry to our town. Creating more commercial space, when current demand does not justify it, is not only unnecessary but also undermines public trust in the equitable management of community resources.

I strongly urge the planning authority to this deny this proposal, and to maintain the land for public use, and to commit to preserving the spaces that support inclusion, dignity, and participation for all residents, but particularly for our aged residents who are some of our most vulnerable in our community. Good town planning is about creating places where people can live fulfilling lives—safely, affordably, and with dignity—within communities that are both vibrant and sustainable. The building at 14 Radovick Street does just this for our aged community.

[trim://D3739025?db=SG&view](#)

Officer Recommended Changes:

Requested changes not supported.

- 4. Submitter:** [REDACTED]
- Submission Date:** 16 June 2025
- Submission Type:** Objection

Submission Summary:

I do NOT support re zoning or amendments to 14 - 16 Radovick st Korumburra known as the senior citizen's centre.

[trim://D3738725?db=SG&view](#)

Officer Recommended Changes:

Requested changes not supported.

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5. **Submitter:** [REDACTED]

Submission Date: 16 June 2025

Submission Type: Objection

Submission Summary:

I object to this submission The property is a community place for the seniors and residents. Changing zone will then be sold for redevelopment when the title and trust are in doubt.

trim://D3739325?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

6. **Submitter:** [REDACTED]

Submission Date: 13 June 2025

Submission Type: Objection

Submission Summary:

The proposed rezoning of the land including the Senior Citizen Centre fails to meet the hallmarks of good planning. It fails to balance social and community needs with economic considerations. Rather than concentrating activities on the Main Street, it adds commercial space to what is essentially a residential St that is not appropriate...

...The Community Hub is not suitable for purposes and full range of activities of the senior citizen centre. It does not physically have the space for a range of activities that were the normal recreational and social activities of the members of the senior citizen centre...

...Consultation was a joke! People were simply informed of the Council decision without consultation. There was no proper consultation or involvement or collaboration or empowerment of the Senior Citizen centre members. The senior citizen centre was informed that they would have to shift despite their objections. There was no agreement as evidenced by the existing legal dispute...

...Balancing competing demands is a key feature of exemplary planning and requires the ability to manage competing demands between economic, social and community needs. There is a clear need for the current Senior Citizen centre site to maintain its current zoning. It has been judged by both state and local government previously as the preferred option for an accessible senior citizen centre. While there are legitimate demands for commercial land there is an ample supply of commercial land available and has not been used for new facilities in over ten years...

SUBMISSIONS REPORT – C133

...The location on Victoria street, is primarily a residential as distinct from a commercial use. A low-key community use does not conflict with peaceful enjoyment and amenity of the local area. The proposed change for the Senior Citizen centre site for a commercial use is not appropriate community use in a primary residential Street. The rezoning would take away the only available suitable zoned land for any future community needs and hence runs counter to the structure plans objectives. Community service and facilities evolve through time with new service and facilities emerging. This is the only suitable site for future facilities including the Senior Citizen centre and youth activity centre...

...The proposed rezoning is not necessarily consistent, as parts of Victoria St on the northern side and the whole of the southern side are in fact residential and a commercial activity would conflict with their peaceful enjoyment and amenity of the area as distinct from a community use zone.

Full submission at <trim://D3671225?db=SG&view> and attached.

Officer Recommended Changes:

Requested changes not supported.

- 7. Submitter:** [REDACTED]
Submission Date: 12 June 2025
Submission Type: Objection

Submission Summary:

It is unacceptable to have more commercial businesses. There is no necessity to alter the existing way. Also this building is ...

<trim://D3620625?db=SG&view>

Officer Recommended Changes:

Requested changes not supported.

- 8. Submitter:** [REDACTED]
Submission Date: 12 June 2025
Submission Type: Objection
Submission Summary:

SUBMISSIONS REPORT – C133

To it being rezoned because the land was regifted to the people of Korumburra. No 14 Radovick St to be used as the senior citizens which is very much needed. Nothing else.

trim://D3621325?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

9. Submitter:

Submission Date: 12 June 2025

Submission Type: Objection

Submission Summary:

Seniors deserve to have a place to meet with flat parking. Feeling isolated [underline emphasis added] with no where to meet. I feel this is discriminatory against elderly.

trim://D3621625?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

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10. Submitter: [REDACTED]
Submission Date: 12 June 2025
Submission Type: Objection

Submission Summary:

I object to the rezoning of 14 Radovick St, Korumburra on the grounds of it belongs to the community and needs to be returned to the senior citizens as a purpose appropriate venue for people with mobility issues. It has accessible parking and easy entry and is in every way serviceable for their needs. Built by the community for the community. It is time for Council to Honour the intentions of the founders of this building.

trim://D3622025?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

11. Submitter: [REDACTED]
Submission Date: 12 June 2025
Submission Type: Objection

Submission Summary:

As I feel that the sight was gifted to the people of Korumburra. As I see that no authorisation to change that so no thank you.

trim://D3622225?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

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12. Submitter: [REDACTED]
Submission Date: 12 June 2025
Submission Type: Objection
Submission Summary:

I totally object to the rezoning of the land at 14-16 Radovick St, 100% fit for the purpose of a seniors and community venue for 60 yrs and held in a public trust for perpetuity, a fabulous community venue for all ages.

trim://D3622325?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

13. Submitter: [REDACTED]
Submission Date: 12 June 2025
Submission Type: Objection
Submission Summary:

This premises has been used in the past to the benefit of the community and should not be changed.

trim://D3622525?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

SUBMISSIONS REPORT – C133



14. Submitter: [REDACTED]
Submission Date: 12 June 2025
Submission Type: Objection
Submission Summary:
I object to rezoning of seniors building

trim://D3623225?db=SG&view
Officer Recommended Changes:
Requested changes not supported.

15. Submitter: [REDACTED]
Submission Date: 12 June 2025
Submission Type: Objection
Submission Summary:
Parking is convenient, spacious and easily accessible.
Very few halls so well suitable for young and elderly.

trim://D3623525?db=SG&view
Officer Recommended Changes:
Requested changes not supported.

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16. Submitter: [REDACTED]
Submission Date: 12 June 2025
Submission Type: Objection

Submission Summary:

There is no easily gotten to halls and flat land for parking - so I want it to be kept public for the public only, for Korumburra.

trim://D3623825?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

17. Submitter: [REDACTED]
Submission Date: 12 June 2025
Submission Type: Objection

Submission Summary:

I object because this is a fit for purpose site for access and parking for senior citizens and members of the public.

trim://D3621825?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

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18. Submitter: [REDACTED]
Submission Date: 12 June 2025
Submission Type: Objection
Submission Summary:
I object to rezoning of elder citizen building

trim://D3622925?db=SG&view

Officer Recommended Changes:
Requested changes not supported.

19. Submitter: [REDACTED]
Submission Date: 12 June 2025
Submission Type: Objection
Submission Summary:
The Senior Citz loved felt safe in the building. It's a beautiful hall. Flat parking for walking frames, sticks, motor scooters, slow walking oldies. Give the oldies their safe haven back.

trim://D3624025?db=SG&view

Officer Recommended Changes:
Requested changes not supported.

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20. Submitter: [REDACTED]
Submission Date: 12 June 2025
Submission Type: Objection

Submission Summary:

Radovick St is residential. There are enough areas available in the main street without spoiling Radovick St.
The Senior Citizens Building was designed to suit the abilities of both agile and disabled people.
Also there is a current dispute in action.

trim://D3623425?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

21. Submitter: [REDACTED]
Submission Date: 12 June 2025
Submission Type: Objection

Submission Summary:

This is the only flat, accessible land for parking and walking that has a community hall. This should be kept for public use as it is a public facility. And it has all the right facilities for community use. It has a stage, disabled facilities, a good kitchen and storage for community use. Please keep it public.

trim://D3624225?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

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22. Submitter: [REDACTED]

Submission Date: 12 June 2025

Submission Type: Objection

Submission Summary:

Strongly object. We all felt safe on being able to talk on flat ground as elder people like myself feel secure we have all locked after the hall we want to go back were we had fwa [word unclear]. Please think of the elderly.

trim://D3624425?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

23. Submitter: [REDACTED]

Submission Date: 12 June 2025

Submission Type: Objection

Submission Summary:

Please keep for public [Underlined] use. Close to town for old and young. I can walk into with ease and park easily.

trim://D3624525?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

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**24. Submitter:** [REDACTED]**Submission Date:** 12 June 2025**Submission Type:** Objection**Submission Summary:**

Currently fit for purpose for senior cits to use as needed - DOES NOT need to be rezoned commercial.

trim://D3624725?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

25. Submitter: [REDACTED]**Submission Date:** 12 June 2025**Submission Type:** Objection**Submission Summary:**

Does not need to be rezoned. It is just right for the seniors, as it was originally intended. I am totally against rezoning.

trim://D3624825?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

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26. Submitter: [REDACTED]

Submission Date: 12 June 2025

Submission Type: Objection

Submission Summary:

This land is for community purposes NOT commercial. There are empty shops in Korumburra. The Senior Cits is a necessary amenity and the Radovic site is the most suitable and WAS DONATED and the buildings erected by Public [underlined] donations!! Rezoning = land grab [underlined].

trim://D3625025?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

27. Submitter: [REDACTED]

Submission Date: 07 June 2025

Submission Type: Objection

Submission Summary:

I wish to formally register my strong opposition to the proposed rezoning of public land to commercial use at 14 Radovick Street, Korumburra. The land in question remains essential for current and future public use and should be retained as a community asset. For 65 years, this site has been actively used by senior citizens and a range of community groups.

Until very recently, it continued to operate as a vital public centre—offering a safe, familiar, and inclusive space for older residents to meet, connect, and access services. The decision by council to expel its long-standing users and proceed with rezoning disregards the enduring value of this facility and the ongoing needs of the local population. This public land was still in regular use by a Senior Citizens Centre and was well maintained by community charity and donations. The membership of which was of the order of 150 members but struggles due to the expulsion. The senior citizens are a vulnerable group, mostly in their 70's and 80's and even in the 90's. The callous decision of the South Gippsland Shire Council to expel them from 14 Radovick Street in order to prepare the site for a commercial sale after rezoning demonstrates a complete disregard for the needs of the community, particularly its senior citizens, and prioritises financial gain over social responsibility and public wellbeing.

There is a significant shortage of appropriate public buildings in the area. The alternative premises offered by council are unsuitable, particularly for people with disabilities. The location and design of the alternative site present serious access challenges and create

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unacceptable risks to the health and safety of vulnerable residents. The alternative Hub Centre is located on the side of a steep hill with limited access via steep roadways, exceeding safe gradients of access by significant amounts and extremely limited connecting public footpaths. This alternative site was rejected by the Victorian Health Department in 1958 as being unsafe for elderly citizens, forcing the then Korumburra Shire to find an appropriately flat and safe site at 14 Radovick Street.

Furthermore, the rationale for rezoning appears to be financially motivated, with no demonstrable benefit to the community either now or in the future. The area already has an oversupply of commercially zoned land, much of which remains underutilised. Creating more commercial space, when current demand does not justify it, is not only unnecessary but also undermines public trust in the equitable management of community resources. Public land and buildings exist to serve a vital social function. They are integral to community cohesion, accessibility, and wellbeing. Rezoning this land for commercial purposes erodes the social infrastructure of the area and prioritises short-term financial gain over long-term community benefit.

I strongly urge the planning authority to this deny this proposal, and to maintain the land for public use, and to commit to preserving the spaces that support inclusion, dignity, and participation for all residents. The purpose or goal of good town planning is to create well-organised, functional, and sustainable communities that enhance the quality of life for all residents—now and into the future. It involves balancing social, environmental, and economic needs through thoughtful design and policy. Key goals include:

1. ****Livability**** – Ensuring people have access to housing, work, education, recreation, health care, and community services within a safe, healthy, and pleasant environment.
2. ****Accessibility and Inclusion**** – Providing equitable access to spaces and services for people of all ages, abilities, and incomes, including the elderly and those with disabilities.
3. ****Sustainability**** – Promoting efficient use of resources, protecting natural environments, and reducing the carbon footprint of development to support long-term environmental health.
4. ****Balanced Development**** – Integrating residential, commercial, industrial, and public spaces in a way that supports economic growth without compromising social or environmental values.
5. ****Community Wellbeing**** – Encouraging social interaction, public health, cultural expression, and a sense of belonging through the provision of parks, community centres, and public spaces.
6. ****Resilience**** – Designing places that can adapt to changing needs, including population growth, climate change, and economic shifts, while protecting heritage and character.

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In essence, good town planning is about creating places where people can live fulfilling lives—safely, affordably, and with dignity—within communities that are both vibrant and sustainable.

The council proposal in rezoning the land does not meet with any of the above criteria and is purely proposed for financial gain to be used on other projects by a handful of shire councillors.

Sincerely, [REDACTED] Ordinary member of the Korumburra Senior Citizens Centre Inc. 14 Radovick Street, Korumburra.

trim://D3555725?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

28. Submitter:

[REDACTED]

Submission Date: 06 June 2025

Submission Type: Objection

Submission Summary:

I wish to formally register my strong opposition to the proposed rezoning of public land to commercial use at 14 Radovick Street, Korumburra. The land in question remains essential for current and future public use and should be retained as a community asset.

For over 60 years, this site has been actively used by senior citizens and a range of community groups. Until very recently, it continued to operate as a vital public centre—offering a safe, familiar, and inclusive space for older residents to meet, connect, and access services. The decision by council to expel its long-standing users and proceed with rezoning disregards the enduring value of this facility and the ongoing needs of the local population. This public land was still in regular use by a Senior Citizens Centre and was well maintained by community charity and donations.

There is a significant shortage of appropriate public buildings in the area. The alternative premises offered by council are unsuitable, particularly for people with disabilities. The location and design of the alternative site present serious access challenges and create unacceptable risks to the health and safety of vulnerable residents. The alternative Hub Centre is located on the side of a steep hill with limited access via steep roadways exceeding safe gradients of access by significant amounts and extremely limited connecting public footpaths.

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Furthermore, the rationale for rezoning appears to be financially motivated, with no demonstrable benefit to the community either now or in the future. The area already has an oversupply of commercially zoned land, much of which remains underutilised. Creating more commercial space, when current demand does not justify it, is not only unnecessary but also undermines public trust in the equitable management of community resources.

Public land and buildings exist to serve a vital social function. They are integral to community cohesion, accessibility, and wellbeing.

Rezoning this land for commercial purposes erodes the social infrastructure of the area and prioritises short-term financial gain over long-term community benefit.

I strongly urge the planning authority to this deny this proposal, and to maintain the land for public use, and to commit to preserving the spaces that support inclusion, dignity, and participation for all residents.

The purpose or goal of good town planning is to create well-organised, functional, and sustainable communities that enhance the quality of life for all residents—now and into the future. It involves balancing social, environmental, and economic needs through thoughtful design and policy.

Key goals include:

1. ****Livability**** – Ensuring people have access to housing, work, education, recreation, health care, and community services within a safe, healthy, and pleasant environment.
2. ****Accessibility and Inclusion**** – Providing equitable access to spaces and services for people of all ages, abilities, and incomes, including the elderly and those with disabilities.
3. ****Sustainability**** – Promoting efficient use of resources, protecting natural environments, and reducing the carbon footprint of development to support long-term environmental health.
4. ****Balanced Development**** – Integrating residential, commercial, industrial, and public spaces in a way that supports economic growth without compromising social or environmental values.
5. ****Community Wellbeing**** – Encouraging social interaction, public health, cultural expression, and a sense of belonging through the provision of parks, community centres, and public spaces.
6. ****Resilience**** – Designing places that can adapt to changing needs, including population growth, climate change, and economic shifts, while protecting heritage and character.

In essence, good town planning is about creating places where people can live fulfilling lives—safely, affordably, and with dignity—within communities that are both vibrant and sustainable.

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The council proposal in rezoning the land does not meet with any of the above criteria and is purely proposed for financial gain.

trim://D3502525?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

29. **Submitter:** [REDACTED]
Submission Date: 30 May 2025
Submission Type: Objection

Submission Summary:

This site was originally allocated to senior citizens of Korumburra. Why does Leongatha have a dedicated building for seniors but Korumburra doesn't? Stop selling off assets that were established by volunteer organisations and dismissing the elder population. It will be you one day.

trim://D3337525?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

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30. Submitter: [REDACTED]
Submission Date: 30 May 2025
Submission Type: Objection
Submission Summary:

I object to the rezoning of public to commercial, 14 Radovic St Korumburra. This is a public hall and for the use of citizens of Korumburra as a non-profit enterprise At present the hall and property is under legal scrutiny and until resolved should stay public.

trim://D3337825?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

31. Submitter: [REDACTED]
Submission Date: 29 May 2025
Submission Type: Objection
Submission Summary:

Return it to Senior Citizen

trim://D3337325?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

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**32. Submitter:** [REDACTED]**Submission Date:** 29 May 2025**Submission Type:** Objection**Submission Summary:**

I object to the rezoning of this land from public use to commercial use for several reasons.

The building and all surrounds have been utilised and maintained in a loving manner by all who entered the building and also families who were part of the process. this venue is a warm and inviting venue for all people, especially older residents. it is well maintained by them; the facilities have been upgraded by funds raised by the community, and it is just disgusting that the shire can consider selling it off. Too many facilities that have a community heart are being sold off to the highest bidder, and that is appalling.

This venue was perfect in so many ways, accessible for all abilities, able to provide a warm welcoming space and one that is close to services and the town. it cannot be all about money, it has to also be about community, community heart, this is a home away from home, a space to meet and to recreate, to feed people, care for people. Money cannot buy that, no amount of spin, will cut it.

This venue must be saved from the greed that is council.

trim://D3277625?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

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33. Submitter: [REDACTED]
Submission Date: 29 May 2025
Submission Type: Objection
Submission Summary:
No detail provided. SRS
trim://D3278125?db=SG&view
Officer Recommended Changes:
Requested changes not supported.

34. Submitter: [REDACTED]
Submission Date: 29 May 2025
Submission Type: Objection
Submission Summary:
I think that the planned rezoning neglects the care of our community's elderly citizens. The Hub is not suitable for their use and this building was purposely acquired/built to satisfy their needs.
trim://D3337025?db=SG&view
Officer Recommended Changes:
Requested changes not supported.

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35. Submitter: [REDACTED]
Submission Date: 29 May 2025
Submission Type: Objection

Submission Summary:

I do not agree with the re zoning as it does not need to be commercial to hold the senior citizens centre. The senior citizens centre is a good public use for the land and they own the building so it makes sense to leave it as is.

trim://D3337125?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

36. Submitter: [REDACTED]
Submission Date: 28-May-2025
Submission Type: Objection

Submission Summary:

I believe the zone should remain public use, and senior citizens centre is returned to the citizens of Korumburra, to whom it was given in good faith for community use.

trim://D3265125?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

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**37. Submitter:** [REDACTED]**Submission Date:** 28 May 2025**Submission Type:** Objection**Submission Summary:**

This address belongs to the Senior Citizens. It was granted to them. Hands off greedy Council.

trim:///D3269125?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

38. Submitter: [REDACTED]**Submission Date:** 22 May 2025**Submission Type:** Objection**Submission Summary:**

This submission for proposed rezoning goes against the wishes of the citizens of Korumburra and surrounds for many reasons - your complete mandate is to undertake activities that are for the betterment of the community.

At present there are limited spaces for community groups to operate, despite the construction of the Hub. The Hub does not provide sufficient facilities for disability parking, elderly parking (flat spaces) and is therefore not functional for some of our more disadvantaged community groups. The community currently feels disenfranchised by the council, having previously kicked the Senior Citizens Group out of this facility, and then left it unused for well over 12 months. The Senior Citizens have been unable to find a suitable location for their operations, and it has removed the group supports needed for the elderly in our area.

Additionally, prior to being removed from the facility, I have attended many functions in this space where the youth of our area were linked in with the elderly (musical concerts, etc) and this action has also removed a vital link for them. This attempt to rezone and remove the space from community use (a money-making exercise because Council is broke) is reminiscent of the removal of Rotary (and the Art Gallery building) from the bottom of the street with promises to provide suitable spaces of equal or better to that community group.

No appropriate facility was provided in that instance either to ensure that a valuable Community Art Collection could be stored and displayed, and now Rotary is back to meeting

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at the Pub because there is no suitable facility in which they can meet and have meals. Further the Council is now stating that the Art Collection must be removed from the temporary space, which means that it will have to be sold, rather than Council providing ongoing support as promised. The Rotary Art Show can no longer be held in Korumburra, the collection that was considered a community asset will be lost and another community group is disappointed. The Gallery/Council/Library/Historical Society building bottom of the street was also sold, with continual issues and an eye sore going on for significant time now, so that our town looks appalling as people enter.

Based on recent communications, we are all now aware that progress on the supermarket in this space will not progress very quickly either.

Again, the Council sale yards went through an additional similar practice upon sale of the land - and it still looks terrible. This has been well over a decade!

There has to be a better way to manage facilities - and returning this facility to the Senior Citizens, for the community to look after and upkeep. It would surely provide a better solution that will not antagonise the community further.

Then further to all of the above, there are so many abandoned/empty shops in the main street that converting this to a commercial zone so that someone can build another retail shop is not conducive to encouraging the use of the main street spaces that are already not filled. With a town that is always struggling to keep businesses, now has reduced parking with the loss of significant car spaces behind the street (no longer really an RV friendly town), you are proposing to remove a significant community building (that you have allowed to become derelict) and the significant parking spaces that go with it.

There is no model in which I would support a sale off to retail of this facility. This move does not support the improvement of Korumburra for it's citizens and ratepayers.

trim://D3110925?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

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**39. Submitter:** [REDACTED]**Submission Date:** 22 May 2025**Submission Type:** Objection**Submission Summary:**

The Senior Citizens Club is a very important part of a healthy community. It should NOT be taken away. Shame on you to call their property surplus land and try to sell it off.

trim:///D3111025?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

40. Submitter: [REDACTED]**Submission Date:** 21 May 2025**Submission Type:** Objection**Submission Summary:**

This is and has been the home of the senior citizens for many years and it is abhorrent that the Sth Gippsland Shire can just take it away from them.

The Hub is not appropriate for the senior citizens the parking situation is dangerous, and that's even if you can get a park. why didn't the past Shire listen to the needs of the Senior Citizens of this town.

trim:///D3076125?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

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41. Submitter: [REDACTED]
Submission Date: 20 May 2025
Submission Type: Objection
Submission Summary:

I object on this basis: Displacement of Existing Community Uses:

Rezoning means the closure or relocation of existing community facilities without sufficient consultation with the community, and suitable and safe solution for moving community facilities which are vital to the health and wellbeing of community members.

trim://D3076325?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

42. Submitter: [REDACTED]
Submission Date: 20 May 2025
Submission Type: Objection
Submission Summary:

No development of this site for commercial practices. Land should be preserved for community-based activities as flat land for these purposes are rare.

trim://D3076225?db=SG&view

Officer Recommended Changes:

Requested changes not supported.

SUBMISSIONS REPORT – C133**43. Submitter:****Submission Date:** 11 August 2025**Submission Type:** Objection**Submission Summary:**

Late submission.

Petition 1,828 names - "Built in 1961 by the Community for the Community originally called Carinya Club, happy Peaceful Home. Please sign this petition to save our Senior Citizens Hall from being sold by the Council, we the undersigned object to this..."

Officer Recommended Changes:

Requested changes not supported.



12. 6. 2025

Submission on behalf of the above



Committee Member



Everyone deserves to feel welcome and included in our public spaces, and it starts by making sure no one is left outside the door.




12/06/2025

Submission on South Gippsland Shire Planning Scheme Amendment C133sgip

"A key hallmark of good land use planning is its ability to balance competing demands for land while promoting sustainable development, community well-being, and environmental protection. This involves integrating economic, social, and environmental considerations to create a cohesive and resilient future for a community. Effective land use planning also emphasizes stakeholder engagement, transparency, and adaptability to evolving circumstances."

AI summary

Comments

The proposed rezoning of the land including the Senior Citizen Centre fails to meet the hallmarks of good planning. It fails to balance social and community needs with economic considerations. Rather than concentrating activities on the Main Street, it adds commercial space to what is essentially a residential St that is not appropriate. The proposal is riding roughshod over the needs and aspirations of the Senior Citizens. The community as a whole has made it quite clear that the current Community Hub is in effect inaccessible and does not provide for the range of uses that were central to the activities of the previous centre.

The proposed rezoning of the land, which includes the Senior Citizen Centre represents continued poor planning and siting decision by Council for the Korumburra Community Hub. A number of sites were put forward originally, two of which were on flat land (A site on the lower end of Victoria St and the railway yards) and would have been more accessible, have provided significantly more parking and the building itself would have cost substantially less.

The administrators appointed to run the Council in 2017 fast tracked the development of the Korumburra Community Hub. The preferred site on the railway station required VicTrack to approve the development as they have done in other equivalent areas. The initial refusal of VicTrack was not followed up with further discussion or with political lobbying. The VicTrack decision was used as an excuse to locate the proposed hub in a poor site with appalling access for less abled people on the assumption it would be quicker if a highly unsatisfactory one. The hub location on a steep gradient site was a significant factor in the cost overrun of some \$3 million, as was the requirement to buy land for more parking spaces. The supposed financial difficulties of Council are being used in this application arguing that the proposed Senior Citizen Centre was surplus to requirements because of poor

financial and construction costing and planning. The financial difficulties should not be used as an argument for rezoning.

The original planning brief for the Community Hub included significantly more space to include suitable and equivalent areas for the Senior Citizens club, community storage space, ancillary space for the library and the old art gallery. The reality is the community has only received a substandard building which is poorly located and inaccessible for anyone less able particularly people dependent on walking frames. There is inadequate disabled parking and what parking is available requires walking up or down significant gradients. The site itself does not have footpaths on the little commercial street and is dangerous to pedestrians with less agility.

The Community Hub is not suitable for purposes and full range of activities of the senior citizen centre. It does not physically have the space for a range of activities that were the normal recreational and social activities of the members of the senior citizen centre.

The Current senior citizen building has catered for a range of activities that the Korumburra Hub is not capable of providing. These uses include indoor recreational space, theatre and concert venue, space for art exhibitions, large meeting venue.

In terms of the international participation IPA2 spectrum (see appendix one). Consultation was a joke! People were simply informed of the Council decision without consultation. There was no proper consultation or involvement or collaboration or empowerment of the Senior Citizen centre members. The senior citizen centre was informed that they would have to shift despite their objections. There was no agreement as evidenced by the existing legal dispute.

There are significant legal and indeed moral arguments that the Senior Citizen centre cannot be rezoned. Council is in dispute with the Senior Citizen centre on the rightful ownership and trust arrangements for the senior citizen centre. When the original centre was planned the State Government in conjunction with the then Council and the senior citizens centre explored in 1958 a range of accessible sites that would be suitable for a senior citizen centre. The current Senior Citizen site was chosen because it was the only relatively flat land, centrally located and had the capacity to provide significant parking adjacent to the building on flat land.

The proposal rezoning breaches the hallmarks of good land use planning.

Balancing competing demands is a key feature of exemplary planning and requires the ability to manage competing demands between economic, social and community needs. There is a clear need for the current Senior Citizen centre site to maintain its current zoning. It has been judged by both state and local government previously as the preferred option for an accessible senior citizen centre. While there are legitimate demands for commercial land there is an ample supply of commercial land available and has not been used for new facilities in over ten years. The location on Victoria street, is primarily a residential as distinct from a commercial use. A low-key community use does not conflict with peaceful enjoyment and amenity of the local area. The proposed change for the Senior Citizen centre site for a commercial use is

not appropriate community use in a primary residential Street. The rezoning would take away the only available suitable zoned land for any future community needs and hence runs counter to the structure plans objectives. Community service and facilities evolve through time with new service and facilities emerging. This is the only suitable site for future facilities including the Senior Citizen centre and youth activity centre.

Element of exemplary planning	Description	Comment in regard to the application
Economic Development	Planning should support economic growth by identifying suitable locations for businesses and industries, while also considering the impact on other land uses.	Good economic planning should concentrate commercial development along the main street Commercial St. There is a large commercial site on the corner of commercial St and King Street that provides eight thousand square metres of space for expansion, as per the Council Framework Plan good planning is concentrated on the Main Street not in effect on the back street which is of significantly residential nature. There is no proven demand for additional space that this rezoning would provide, and it would undermine the good planning and concentration of commercial activity on the Mainstreet.
Social Needs:	It should ensure access to housing, education, healthcare, and recreational facilities for all residents, promoting social equity.	Residents aged sixty-five and over represent 22% of the population. There are according to ABS survey 52% of people of these ages that have some form of disability. Under the various disability legislation and Human Rights Act these residents should be able to access to accessible facilities for social and recreational activities. The proposed rezoning runs counter to good planning for an accessible location. It without justification takes away any

		future appropriately zoned land for community facilities without any justification.
Community Needs:	It should consider the preferences and priorities of the community through public consultation and engagement processes.	There has been a significant breach of faith in regard to public consultation on the administrator's decision to relocate the facility. In terms of IPA 2 public participation spectrum. Council made a perfunctory decision without proper community engagement and consultation. There is a clear need for retaining the site as the preferred site originally for a Senior Citizen centre or indeed for future community uses.
Open Space and Recreation	It should ensure access to parks, green spaces, and recreational facilities, providing opportunities for relaxation and leisure.	Good planning should provide for opportunities to access recreational facilities in appropriate locations that are accessible to all people. The Community Hub does not meet the requirements of the Senior Citizen Centre or future requirements for suitably zoned centrally located land for community use.

The Korumburra Community Hub Unfit for Senior Citizen Purpose.

The Korumburra Hub has been put forward as providing for a range of community uses and for potential expansion. The Korumburra Community Hub is arguably in breach of the various disability requirements and Human Right legislation, which require fair access to the site and the ability to use community facilities equitably. The Hub facility was intended to replace the pre-existing library, Council chambers, art gallery, community storage space and to replace the Senior Citizen centre. The centre was originally proposed for a site on Victoria street at the lower end towards King St on a flat Site. After evaluation of options the preferred site was on the railway site, which was easily accessible, had significant parking and was basically on a flat site.

For various reasons the Hub was designed without proper participation and consideration for the Senior Citizen centre. At no stage did the Senior Citizen group have input or agreed to being located in the current Hub. According to the ABS census 52% of

people over sixty-five suffer from a disability. Many members of the club that use walking frames are afraid to access the hub. 1032 residents in 2021 or 22% of the population were 65 year and older and according to ABS an estimated 537 of these with a disability.

Uses of Senior Citizen Centre 14-16 Radovick St	14-16 Radovick St	Community Hub
Indoor bowls/bingo	YES	NO
Large Social Spaces	YES	NO
Dinning/eating spaces	YES	NO
Large Commercial Kitchen	YES	NO
Concert space	YES	NO
Meeting room for 120 people	YES	YES maximum thirty
Theatre space with stage & green room	YES	NO
Office Space	YES	NO
Space for Art Exhibitions	YES	NO
Community Storage Space	YES	NO
Drop-in Centre 7 days a	YES	NO
Daily Access	YES	Offered 4 hrs / week

The hub does not have the capacity to meet the full range of social and healthy recreational options of older people. Good planning for future community service and facilities the highlights that the community hub does not meet current let alone future needs and is extremely limited as a less than accessible site that would be difficult to expand.

General comments on proposed amendment

Council may believe that the Senior Citizen Centre at 14-16 Radovick St is surplus to requirements for them, but this is in highly disputed by the Senior Citizens themselves and the wider community.

No substantive argument is put forward for why the current zoning should be changed, given the shortage of suitably zoned accessible land in the central core of Korumburra.

There is ongoing legal dispute over whether in fact the Senior Citizen centre is in the ownership of Council or is bound under trust arrangements.

Council has not provided a viable alternate location that meets the requirements currently provide by the existing senior citizen centre.

The proposed rezoning is not necessarily consistent, as parts of Victoria St on the northern side and the whole of the southern side are in fact residential and a commercial activity would conflict with their peaceful enjoyment and amenity of the area as distinct from a community use zone.

It is arguable (and currently in mediation with the Human Rights Commission) that the hubs location fails to meet the requirements of the Human Rights Act and various Disability Acts that require not only disability access to the building, but crucially to the site proper. The gradients, absence of sufficient disability parking and lack of footpaths prohibit proper access.

Section 4(1)(a) of the Planning Environment Act 1987 seeks “to provide for fair orderly, economic and sustainable use, and development of land.”

This proposed rezoning fragments the concentration of activities on the Mainstreet and undermines the concentration and development of the Mainstreet activities. There are more suitable large parcels of land available and has been now for a decade. The reality is that the precinct has been in the doldrums for some time and there has been no expansion of commercial facilities. New activities in retail have been accommodated by changing use of existing buildings rather than adding to the building infrastructure for additional commercial and retail activities.

Section 4(1)(c) says “to secure a pleasant, efficient, and safe working, living in recreational environment for Victorians and visitors to Victoria.”

It is arguable the commercial development on this site is not consistent with the essential residential nature of Victoria St in this precinct.

Section 4(1)(G) says “to balance the present and future interests of all Victorians.”

Clearly there is a conflict between the social needs of the senior citizens and disabled people within the community and the potential financial benefit to Council rezoning of in the short term. Without any justification of the demand for additional commercial space, let alone evidence for reducing the need for central space for community facilities in this location, it in effect for perpetuity would take out one of the few suitable sites for community activities in the Mainstreet precinct. A use which is consist with the objective for the central precinct which is meant to provide for both commercial land and community use. The rezoning would significantly reduce the centrally accessible land zoned for future community use.

In its comments on the “Social Effects” Council talks about the Senior Citizen Centre is underutilised.

This has only occurred because the Senior Citizens have been denied access. The previous centre was well used in comparison to other similar facilities. The committee was willing to consider opening up the facility for youth activities, as there is a current urgent need for such activities. This argument is fatuous as it could be used for any number of buildings community halls that are used periodically, but not on a continuous basis that tends to be the nature of community infrastructure.

Council argues that the Korumburra Community Hub houses a range of community services and provides an alternative location for the Senior Citizens centre. Leaving aside the fact that charges are made for such use, a number of activities that have a

central and vital part to play in healthy recreational and social interaction of senior citizens cannot operate and function in that Hub facility. If Council were sincere about this, it would have negotiated with the Senior Citizen centre regarding use and requirements which it failed to do. The Korumburra Community Hub has not provided space for the art gallery, for larger meetings, community storage space and for recreational activities.

Provide additional commercial land.

The submission by Council argues that the proposed zoning would provide additional commercial land for services needs of a growing population. However, there is a significant parcel of land already available for redevelopment that concentrates activity on the Mainstreet, as distinct from a back street which is of a residential nature. The provision of such land would conflict with the objective of providing appropriate zoned land for community use in the central precinct.

In regard to ministerial direction nineteen,

Council argues that there are no significant effects flowing from the application applying to rezoning. The reality is vastly different, as the proposal takes one of the few flat sites in the precinct for community activities. Further Council has taken the facility from the Senior Citizens group through an action that is in legal dispute.

Clause 11.01 settlement

Council's report suggests that the amendment responds appropriately to clause 11.01 settlement which states, *"Providing for appropriately located supplies of residential, commercial and industrial land across a region, sufficient to meet community needs in accordance with the relevant original growth plan and ensure retail office-based employment community facilities and services are concentrated in central locations."* The site proposed to be rezoned is an accessible and highly usable space for the Senior Citizen centre and for indeed other community services with a central location that meets all the requirements in the existing plan for centrally located spaces in core precinct for current and or future community uses.

Encouraging major retail office and redevelopment

Council's report says the amendment responds appropriately *"to encouraging major retail office and redevelopment to concentrate in Korumburra town centre retail core and focus activity retail uses on Korumburra town centre's main streets, being Commercial St, Radovick St and Bridge St."* While the site fronts Radovick St, its major orientation is fronting Victoria St which is clearly not on the main street and is residential in character.

An adequate supply of commercial located land

Clause 17.02 -1S business, talks about "having an adequate supply of commercial located land in appropriate locations". There is no evidence provided that there is an insufficient supply of commercially available land in the precinct. There is significant

land available on the Mainstreet on the corner of King Street, Commercial St and Victoria St and there is a large site on the highway on the old saleyard site. The removal of the Senior Citizen land from its current zoning would be of detriment to the community in future community facilities and would breach the planning objectives for centrally accessible land for community purposes.

Council's report on clause 19.02-4S social and cultural infrastructure

Their amendment says that *"South Gippsland Shire council continues to provide community infrastructure to meet the needs of established area and growth area within the municipality. The subject land is proposed for zoning as this site presents limited community service value due to the existing building age and ongoing maintenance requirements. A new Community Hub building has been designed to adapt to the changing needs of the community and support a range of user groups."*

The current Senior Citizen is structurally sound and only in need of minor repairs. The current Senior Citizen site is one of the few flat accessible sites for community services which is consistent with primary residential setting on Victoria St. It is not correct that the Community Hub has sufficient space and facilities for the Senior Citizen Centre nor is it able to adapt/expand for future needs. The Hub site is constrained. It does not provide the full range of spaces and activities. It has not been able to provide for an art gallery space, as was originally in the brief, let alone providing sufficient space for backroom functions for the library and the community storage space. There is no space for expanded services and facilities. Contrary to their assertion that the site provides limited community service value due to the age of the building, this assertion runs totally in conflict with the needs and aspirations of the Senior Citizen residents themselves. The age of the existing building and its condition, which is a responsibility of Council, is irrelevant to the proposed rezoning. There is nothing stopping renovating the building and seeking funding to upgrade the existing facilities. The flat and accessible space for expansion of community facilities is far more important for the balanced development of Korumburra in the future than simply providing a small addition to available commercial space that is marginal to demand.

Councils comment on Clause 19.02-4L community facilities.

Council incorrectly argues that *"the multipurpose facility at the Korumburra Hub allows for the collection of a range of activities, ages and council service centre and library providing a net community benefit for current and future residents."*

This is not the case as the Hub site is not accessible. Nor does it have the space and facilities to replace the Senior Citizen centre let alone provide for future expanded community services. The Hub has failed to provide an art gallery space or the community storage space. The Hub has in fact reduced the availability of community services and facilities, in effect is a net reduction in community benefit.

Commercial or community use?

Councils' submission argues that the amendment applies to commercial use which is consistent with the surrounding areas, and it is considered appropriate. This assertion runs counter to Council's own plan which wants to concentrate activities on the main

streets of Commercial St. In reality the current zoning is appropriate for a residential area. The real shortage is for community use zoned land that is flat and accessible. This is the only zone land for such purposes in the precinct.

Conclusion

The proposed zoning amendment appears to be more concerned with the financial predicament of Council than with the good proper planning that balances social, economic and community uses. There is no demand and supply analysis of the requirements for commercial and for land zone for community use. There is simply an assertion that the land is needed. There is no argument or consultation for the need to reduce land zoned for future community use. Council's argument that the inadequate less than accessible Korumburra Community Hub has the capacity to meet current and future community needs is flawed.

Having appropriate and accessible community zoned land in a central community place is consistent with the South Gippsland Planning Scheme and with exemplary planning principles. The current Senior Citizen site is one of the few sites that makes the requirements for accessible community space in an accessible central location.

The application to rezone the area fails on a number of grounds.

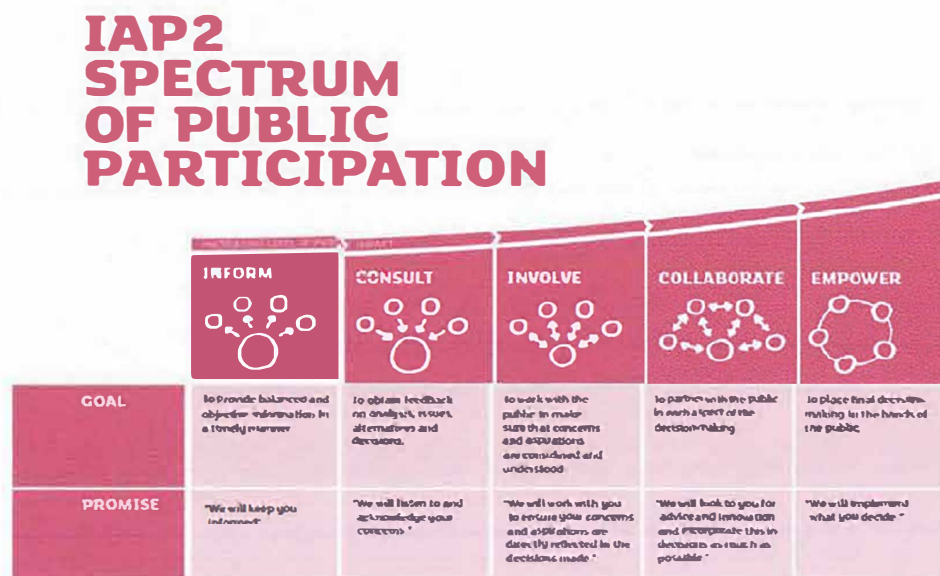
- It takes away one of the last suitable flat sites zoned for community service facilities.
- It would destroy an existing building that has a replacement value of \$3m that was paid for by both the State Government the former Council and the Senior Citizen Centre.
- It does not solve the impasse where the community strongly support the continuation of the Senior Citizen centre on the current location as evidenced by the overwhelming petition of two thousand residents or nearly more than half of the population.
- If there is a need for additional commercial space, the old Council chamber and library site provides eight thousand square metres site for expansion.
- It highlights Council's lack of consultation and engagement with the Senior Citizens centre.
- It leaves Korumburra without any accessible suitable venue for social and recreational activities for older residents.
- Is in conflict with the Korumburra 2013 Town Centre Framework Plan whose vision and direction around access and movement talks about improving pedestrian access amenity and legibility an equitable access for all towns centre and promote the identity of central meeting place for all residents.
- It is arguably in conflict with the intent and spirit of various discrimination Acts and Human Rights Acts, which seek equity and fair access to services and facilities of all people (See appendix two)

Given the inadequacies of the Community Hub and the limitations on expansion on that site a decision to rezone the lands for commercial activities is in conflict with

the requirements of the Structure Plan for suitable available community space in a central location that is accessible. There is no argument or evidence presented for the need for more commercial space, On the contrary, there is compelling evidence of the need to retain the existing function and site for community use. The current zoning of the land as public use zone for health and community and public use zone six local government is consistent with the current and future community service needs of the growing town. There is no evidence presented on a quantitative basis for the need for the expansion of commercially zoned land. There is evidence of the lack of appropriate accessible land for community facilities in a central location. This proposed alternative zoning unfairly and inappropriately prioritises financial considerations above the proper town and community planning and runs counter to the majority of opinion in the township.

Appendix One

The current level of satisfaction with engagement and consultation for the Shire is 47%. This is clearly unsatisfactory. Healthy democracies require high levels of trust and community participation. The following diagram from the International Public Participation Association identifies five levels of participation, ranging from simply informing to consulting, involving, to collaborating and to genuine empowerment. When governments retreat from broad collaboration, involvement, and empowerment of communities to simply informing and consulting them, the level of trust inevitably declines to the detriment on both Council and the community. The more that governments involve and collaborate and empower communities, the higher is the level of trust and government is better for the whole community.



Appendix Two

This report outlines the key laws and standards that protect the rights of people with disabilities when it comes to accessing buildings in Australia. It also highlights the importance of going beyond compliance to create environments that are welcoming, inclusive, and based on universal design principles.

The Disability Discrimination Act (DDA)

The Disability Discrimination Act 1992 (DDA) is a national law that makes it unlawful to treat people unfairly because of their disability—including when it comes to entering or using public buildings. Under the DDA, access to premises must not discriminate against people living with disability. This means people must be able to get into buildings, move around them, and use their facilities just like anyone else.

The DDA is enforced by the Australian Human Rights Commission and supported at a state level by organisations like the Victorian Building Authority (VBA). These bodies help ensure that buildings across Victoria and Australia meet their legal responsibilities for inclusive design. More info: Victorian Building Authority Australian Human Rights Commission

Premises Standards and the Building Code of Australia (BCA)

To support the DDA, the Disability (Access to Premises – Buildings) Standards 2010 were introduced. These are known as the Premises Standards, and they work hand-in-hand with the National Construction Code (NCC) and Building Code of Australia (BCA) to outline what is expected when constructing or modifying buildings. Since their introduction in 2010, the Premises Standards have ensured that new buildings and significant renovations must meet minimum access requirements.

According to the BCA (Table D3.1), Class 2 buildings—such as apartments or units—must provide access from an accessible entrance to at least one floor containing sole-occupancy units, and provide access to shared facilities like gyms, laundries, or pools on that level. BCA Table D3.1 Summary

Design Limitations and the Importance of Universal Design

While the Premises Standards create a strong legal baseline, they do not apply to all building types or every part of every building. Their focus is mainly on meeting the needs of people with disability, rather than fully embracing universal design—which aims to make spaces usable for everyone, regardless of age, background, or ability.

In practice, this means some external environments (like footpaths, playgrounds, or parking lots) may not be covered by current building regulations, even though they impact accessibility. That is why it is so important for planners, architects, and developers to go beyond compliance and embrace inclusive thinking from the start. As the Department of Jobs, Skills, Industry and Regions puts it, “It is imperative that

planners and designers...assume responsibility for fully and sensitively providing access to everyone.” Sport and Recreation Victoria – Access Principles

Other Relevant Legislation and Codes

In addition to the DDA and Premises Standards, several other laws and guidelines reinforce the need for accessible environments:

- Equal Opportunity Act 2010 (Victoria): Prevents discrimination in areas like employment, education, and services—including access to buildings.
- Australian Standards (AS 1428 series): These include technical design requirements for accessible building elements such as ramps, doors, signage, and toilets.
- National Disability Strategy & National Disability Insurance Scheme (NDIS) Quality and Safeguards Framework: These guide inclusive policymaking and service design across the country.
- Local Council Planning Schemes: Councils often include their own access policies and overlays to ensure buildings meet or exceed state standards.

Conclusion

Providing access to buildings is not just a legal requirement—it is a commitment to fairness, dignity, and inclusion. While laws like the DDA and Premises Standards set the foundation, true accessibility happens when we adopt universal design and put people at the heart of planning. Everyone deserves to feel welcome and included in our public spaces, and it starts by making sure no one is left outside the door.



Submission on South Gippsland Shire Planning Scheme Amendment C133sgip

The [REDACTED] Korumburra is the main town in the Ward and is therefore central to the wellbeing of citizens in the Ward. [REDACTED] is a forum for citizens to express their needs, priorities, concerns and aspirations. The rezoning of the Senior Citizen Centre would compound what we perceive as an unfair, unjustified grab by Council of the land for the purpose of profiting from the sale, even though its ownership is in dispute. The Trust document for the site agreed to in 1987 says that the land is held in trust by Council for the Senior Citizen Centre Inc. The argument that the C133sgip Amendment puts forward that the Centre is surplus to requirements is disputed by the Senior Citizen Centre or nor is it justified by any evidence. We strongly support the retention of the site which is the only centrally accessible land for community purposes in the Mainstreet precinct.

The Rezoning Proposal Breaches Objective Breaches the Stated Purpose of State Planning Scheme

The purpose of the Planning and Environment Act is to establish a framework for planning the use, development, and protection of land in Victoria in the present and long-term interests of all Victorians.

The proposed rezoning of the land would remove accessibility for disabled and residents who constitutes 24% of people in Australia, the 56% of resident over sixty-five. Both these community cohorts require the opportunity to have a site for accessible services and facilities in a central location as is the objective of the zone and the current use of the building. (ABS Data)

The Rezoning Proposal is in conflict with Key Objectives of the State Planning Scheme.

The two relevant objectives of planning in Victoria as set out in the Planning and Environment Act.

They are:

- a) to provide for the fair, orderly, economic, and sustainable use, and development of land*
- g) to balance the present and future interests of all Victorians*

The Rezoning Proposal Breaches Objective a

a) to provide for the fair, orderly, economic, and sustainable use, and development of land

The proposed Amendment is in direct conflict with the provision for fair land use as it prioritises the financial benefit from the sale of the site for Council, which is a conflict of duties of Council as the administrator of the Planning Scheme. The proposal is based on an unproven need for additional commercial zoned land over the current and future needs for appropriately zoned community land in the central precinct. And further the provision of space for facilities for Senior Citizens and the wider community uses as a community hall and cultural centre. It fails to secure appropriate zoned land for current and future expansion of community facilities.

The Rezoning Proposal Breaches Objective g

g) to balance the present and future interests of all Victorians

The rezoning of the land for commercial purposes without an evidence-based demand analysis clearly takes away the opportunity for centrally located land for any future community facilities that may emerge. (E.g. Youth drop-in centre, Art Gallery, cultural venue, Community Hall etc)

Breaches the stated purpose of South Gippsland Planning Scheme

PURPOSES OF THIS PLANNING SCHEME

- *To express state, regional, local and community expectations for areas and land uses.*

The structure plan for Korumburra clearly states that there is a priority to concentrate both commercial and community activities within the Mainstreet precinct in a central accessible location. The 2024-5 petition signed by 2089 locals in support of the retention of the Senior Citizen Centre or 75% of the local adult population clearly indicates local expectations are to retain of the land and strong objection to the proposed rezoning to a commercial use.

Breaches Council's Community infrastructure purpose

Due to the widespread distribution of the Shire's population, effective planning is needed to allow the community equitable access to a range of recreation, education and health services and facilities.

Council in arguing for removing the only accessible site for community purposes within the central Mainstreet Precinct breaches Council's own community infrastructure objectives. There is no evidence, but simply an assertion against the sites users, to support a case for the removal of the currently appropriately zoned land for community purposes now or indeed for any future community demands and needs.

Facilitate a range of services and facilities including recreation, education and health services that meet the needs of the community. (South Gippsland Planning Scheme)

Meeting the Needs for Evolving Community Services and Facilities

The proposed rezoning would take away the only suitable centrally placed and accessible land particularly for older or disabled people for community purposes. There is already a range of community activities that the current Senior Citizen Centre has provided but cannot be provide at the Korumburra Community Hub and will in the future, subject to legal determination be able to provide.

The range and complexity of community services has grown dramatically in the past 60 years. Neighbourhood houses, men's sheds, toy libraries, women's sheds, disability access centres, makerspaces, craft centres, community tool sheds and toy libraries are just a few of the services that have evolved. If Council is to meet its obligations to provide land for suitable centrally located and accessible sites for community purposes it should withdraw the proposed rezoning application. There has been no evaluation or social planning in terms of current or future needs for the site to be continued in its existing zoning. The assertion that the centre was underutilised is not incorrect as its level of use is similar to other community facilities that in most cases community facilities do not operate 24/7 but rather tend to have main use at nights and on weekends. Council offered the Senior Citizen Centre only two 2-hour slots at the Community Hub per week that would severely limit its activities and exclude the main activities. These very limited time slots (and space) greatly reduce the preexisting use of 3-4 days a week.

Council has provided no evidence about why the Senior Citizen land is not required for future community services and facilities in a central location.

Principles For Planning Decisions for Korumburra Mainstreet Precincts

- *Accessible*
- *Equitable access*
- *Meet the needs of the community.*
- *Concentrates activity in Mainstreet precinct.*

Evidence for proposed rezoning

To justify a the proposed re zoning based on the financial needs of Council is antithetical to the principles of the Planning Scheme and the obligations of Council.

Community expectations at the core of our Planning Scheme values and principles.

The overwhelming support for the continuation of the Senior Citizen Centre and its facilities for social and recreational activities, theatre/concerts, for office space, storage space and future venue for a range of youth activities contradict the amendments assertion that the site is surplus to requirements. It is the users of the Senior Citizen Centre who determine that it is surplus. The users in the wider community strongly endorse the site both as a Senior Citizen Centre and the centre for future youth activities and other activities. Clearly the Senior Citizen Centre with its advocacy and legal action is suffering a significant and heart felt loss of amenity and wishes to reinstate such activities which Council is currently denying its residents.

Availability of suitable land for community facilities in the central precinct

The subject land is the only site that's appropriately zone for community facilities and activities in the central core, which is a part of the structure plan's key objectives for the precinct.

Availability of suitable land for Commercial facilities in the central precinct

No evidence is presented of any demand for appropriate zone commercial space in the case for rezoning that is not met by the existing supply. An assertion that is needed by Council is not a planning case for rezoning. There are currently over eight thousand square metres of commercially zoned space on the corners of Commercial St, King Street, and Victoria St. In

the past 10 years there has been no need or indeed expansion of any commercial buildings within the precinct. The shopping precinct has for many years been in the doldrums and while there are signs of some turn around all of the new activities and businesses have been incorporated by change of use of existing buildings. Arguably there's more than sufficient land commercial zone for the next 15 years.

Inadequacies of Korumburra Community Hub

The thin and poorly argued case for rezoning hinges around arguing that the Korumburra Community Hub meets current and future community facility needs. The community hub was originally planned to incorporate the full range of activities of the Senior Citizen Centre, art gallery, and community storage space. The Hub was to be located on suitable flat sites with adequate parking on central locations. The shift of the site from a flat site with adequate parking to a poorly located and less assessable site requiring a two-story building has caused almost 90% escalation in the cost of the building and a significant reduction in the scope and capacity. Critically its current site has extremely poor accessibility given the gradients on access roads and paths of between 1:10-1:14 for people with a disability and senior citizens. The serious concern of the Senior Citizens centre about members being unwillingness to use such a site that was pressed with Council but fell on death ears. The Community Hub is constrained and unable to be expanded to cater for all current activities let alone future demand. The size of it is insufficient to cater for the full range of activities that were intended. It does not replace nor cater for the full range of Senior Citizen Centre activities or for community gallery, community hall and venue for concerts and recreational and youth activities.

The gradients on the Hubs' site and access roads and pathways appear to be in breach of the Human Rights Act and various Disability Acts requirements that indicate there has to be fair access not only to the building, but into the site and its facilities. There is legal disputation in regard to whether Council is the legal trustee on behalf of the Senior Citizen Centre Incorporated and whether Council had the right to restrict access to the Senior Citizen Centre. There is also apparently activity in the Human Rights Commission in regard to the inappropriateness of the Hub building. The case is yet to be heard and is a mediation stage.

Loss of community facilities and activities by re zoning

If the rezoning proceeds it would destroy the \$4 million building (replacement costs) community purposes. It is incorrect to say that it is surplus to requirements or in a state of disrepair. Minor repair work is needed. There is a range of community service functions which if access were allowed or directed by the Supreme Court would immediately be undertaken including expansion of activities for youth.

Current activities on 14-16 Radovick St Senior Citizen Centre

Social meals, bingo, and carpet bowls, concerts, plays, social space, storage, coop food distribution and office space.

Other

Central Community Hall, meetings, social activities, funerals, and request for various youth activities.

Korumburra Senior Citizens Centre History

The Senior Citizens Centre was locating on the 14-16 Radovick St based on an assessment by the Victorian Health Department and the then local Council in 1958 as the only suitable central venue for the Seniors Citizen Centre. The building was built in 1961 and is structurally sound with minor vandal damage internally. According to the Trust arrangements Council accepted the trusteeship on behalf of the Senior Citizens Centre in 1987. It provides that the

Senior Citizen Centre Inc. is the beneficiary and that the land and facilities are held in trust for their use.

Conclusion

No planning case has been put forward that has any evidence for the rezoning of the land. Rather than there being a net benefit for the community if the rezoning proceeded there would be a net loss for the community of a valuable building and a space for a range of community services and facilities that are clearly needed. Rezoning would result in a loss that is clearly deeply affecting members of the Senior Citizens group and the wider community.

There is no evidence presented that there is a need for expansion of commercial zone space in the central Mainstreet precinct or indeed the cutting out of the available and usable space for community services and facilities. The rezoning would take away such space and cause a significant loss of strategic accessible land for community purposes.

Given the availability of eight thousand square metres of space and an underutilised existing building infrastructure, there is no net commercial gain or economic benefit as any foreseeable demand cannot be met (e.g., Supermarket).

Rezoning of the land is contrary to both the State Planning Scheme and Council's Planning Scheme and would represent a betrayal of community expectations, a loss of a valuable community asset and a net loss of space for appropriately zoned accessible and centrally located for community use.

The assertion that the Community Hub can provide not only for existing activities, but also for expansion of activities belies logic. The Senior Citizen Centre was offered four hours a week for very limited spaces that does not accommodate the range of activities that they undertake. The site barely caters for the library and cannot cater for the full range of activities of the Senior Citizen Centre let alone other activities.

There are many advantages of retaining the current zoning and building for the Senior Citizens Centre irrespective of the eventual determination of legal action. It would restore the accessibility for disabled and senior residents to a suitable site. It would restore the full range of activities for both the senior citizens, but also the wider range of community activities and allow for the particularly needed youth activities. It could cater for future needed community services and facilities.

The case put forward for rezoning by Council is shallow and the case for retaining the current zoning and senior citizens facilities and site should not be ignored. Rejecting the proposed rezoning would restore confidence of the community in the efficacy of the Planning Scheme and the planning system's driving objective of balancing in an integrated manner the economic, social and community needs in a sustainable manner.



Built in 1961 by the Community for the Community
Originally called Carinya Club ' Happy Peaceful Home '



Please sign this petition to save our Senior Citizens Hall from being sold by the council, we the undersigned object to this .

Date	Name	Phone	Email
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28/11/23			
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This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.



Exterior view of the original building at 1111 S. Ocean Blvd.

Date	Name	Phone	Email
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Email

9/11/22

A photograph of a single-story, tan-colored building with a flat roof and a covered entrance area. The building is situated on a paved lot with a palm tree and other landscaping in the background. The address 11111 11th Ave, San Diego, CA 92126 is visible in the bottom right corner.

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28

Please sign this petition to save our Senior Citizens Hall
from being sold by the council, we the undersigned object to this .

24/11/23

Name _____

$\frac{28}{29} \approx \frac{11}{12}$

Built in 1961 by the Community for the Community
Originally called Carinya Club ' Happy Peaceful Home '

Please sign this petition to save our Senior Citizens Hall
from being sold by the council, we the undersigned object to this .

Phone

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Built in 1961 by the Community for the Community
Originally called Carinya Club ' Happy Peaceful Home '



Please sign this petition to save our Senior Citizens Hall
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**Please sign this petition to save our Senior Citizens Hall
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South Gippsland Shire Council Meeting - 17 September 2025

**Please sign this petition to save our Senior Citizens Hall
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**Please sign this petition to save our Senior Citizens Hall
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Built in 1961 by the Community for the Community that means YOU



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Built in 1961 by the Community for the Community that means YOU



**Please sign this petition to save our Senior Citizens Hall
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Built in 1961 by the Community for the Community that means YOU



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community that means YOU



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South Gippsland Shire Council Meeting - 17 September 2025

**Please sign this petition to save our Senior Citizens Hall
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**Please sign this petition to save our Senior Citizens Hall
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Built in 1961 by the Community for the Community that means YOU



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we the undersigned object to this. *BUILDING*

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Built in 1961 by the Community for the Community that means YOU



**Please sign this petition to save our Senior Citizens Hall
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**Please sign this petition to save our Senior Citizens Hall
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we the undersigned object to this .**

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23

Email

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Built in 1961 by the Community for the Community that means YOU



**Please sign this petition to save our Senior Citizens Hall
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8

**Please sign this petition to save our Senior Citizens Hall
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Original School Building

[illegible]



Support Korumburra Senior Citizens

Started 19 May 2024

505

Signatures

1,000

Next goal

 Support now

[Sign this petition](#)

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100

12

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4

Built in 1961 by the Community for the Community that means YOU



**Please sign this petition to save our Senior Citizens Hall
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Petition details

Comments



Support Korumburra Senior Citizens

Started

19 May 2024

458

Signatures

500

Next goal



Support now

501
11/1/25

Email

19

**Please sign this petition to save our Senior Citizens Hall
from being sold by the council,
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Built in 1961 by the Community for the Community that means YOU



**Please sign this petition to save our Senior Citizens Hall
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Built in 1961 by the Community for the Community that means YOU



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**Please sign this petition to save our Senior Citizens Hall
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Built in 1961 by the Community for the Community that means YOU



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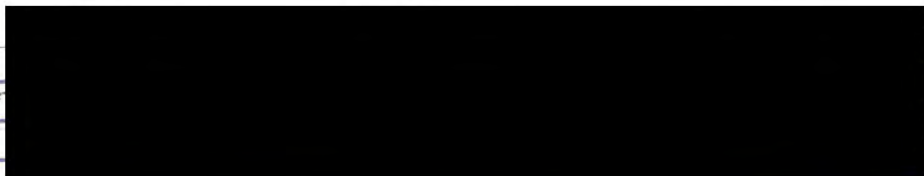
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Built in 1961 by the Community for the Community that means YOU



**Please sign this petition to save our Senior Citizens Hall
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Built in 1961 by the Community for the Community that means YOU



**Please sign this petition to save our Senior Citizens Hall
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**Please sign this petition to save our Senior Citizens Hall
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**Please sign this petition to save our Senior Citizens Hall
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**Please sign this petition to save our Senior Citizens Hall
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**Please sign this petition to save our Senior Citizens Hall
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**Please sign this petition to save our Senior Citizens Hall
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Planning and Environment Act 1987

South Gippsland Planning Scheme

Amendment C133sgip

Explanatory Report

Overview

The amendment proposes to rezone part of the land at 14 Radovick Street, Korumburra (1\TP535165, 2\TP535165) from the Public Use Zone to Commercial 1 Zone and part of the Victoria Street road reserve to General Residential Zone 1 and part of Mechanics Lane road reserve to Commercial 1 Zone. This is to facilitate the sale of Council owned surplus land and allow the land to be used for commercial uses.

Where you may inspect this amendment

The amendment can be inspected free of charge at the South Gippsland Shire Council website at <https://www.southgippsland.vic.gov.au/planning-scheme-amendments>

The amendment is available for public inspection, free of charge, during office hours at the following places:

- Leongatha Council Offices, [9 Smith Street, Leongatha](#), Monday and Wednesday 10.00am to 3.00pm
- Korumburra Hub, [15 Little Commercial Street, Korumburra](#), Tuesday and Thursday 10.00am to 3.00pm

The amendment can also be inspected free of charge at the Department of Transport and Planning website at <http://www.planning.vic.gov.au/public-inspection> or by contacting the office on 1800 789 386 to arrange a time to view the amendment documentation.

Submissions

Any person may make a submission to the planning authority about the amendment. Submissions about the amendment must be received by 2 June 2025.

A submission must be sent to: council@southgippsland.vic.gov.au or Private Bag 4, Leongatha VIC 3953.

Panel hearing dates

In accordance with clause 4(2) of Ministerial Direction No.15 the following panel hearing dates have been set for this amendment:

- Directions hearing: week beginning 3 November 2025.
- Panel hearing: week beginning 1 December 2025.

Details of the amendment

Who is the planning authority?

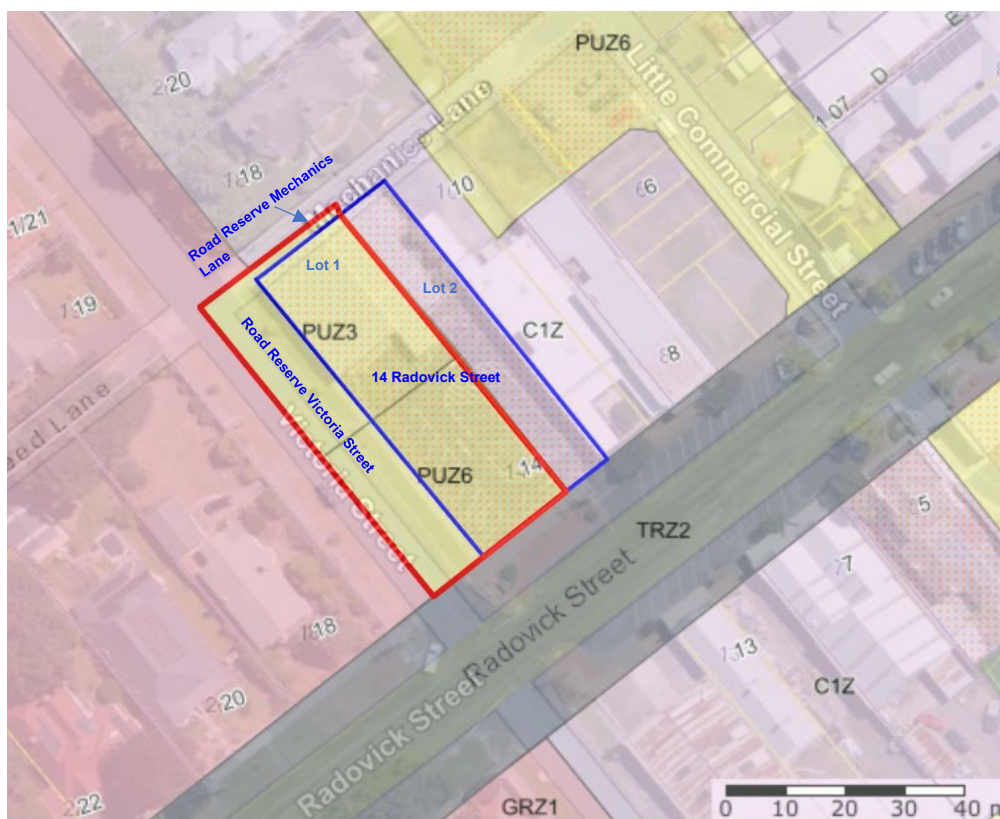
This amendment has been prepared by the South Gippsland Shire Council, which is the planning authority for this amendment.

The amendment has been made at the request of South Gippsland Shire Council.

Land affected by the amendment

The amendment applies to part of 14 Radovick Street, Korumburra (being the parcel comprising Lot 1, TP535165 and a small part of Lot 2, TP535165) Korumburra, shown in red in Map 1, and part of road reserve of Victoria Street and Mechanics Lane. Both areas are in Council ownership and currently in Public Use Zone 3 - Health and community, and Public Use Zone 6 - Local Government.

Map 1 shows the combined affected land outlined in red. The blue outline identifies the property boundary of 14 Radovick Street.

Map 1 – Land affected by the amendment.

A mapping reference table is attached at [Attachment 1](#) to this Explanatory Report.

What the amendment does

The amendment proposes to

- Rezone the part of 14 Radovick Street, Korumburra being Lot 1, TP535165 and Lot 2, TP535165) from Public Use Zone 3 and 6 to Commercial 1 Zone.
- Rezone part of Victoria Street road reserve from Public Use Zone 3 and 6 to General Residential Zone – Schedule 1.
- Rezone part of Mechanics Lane road reserve from Public Use Zone 3 to Commercial 1 Zone.

Strategic assessment of the amendment

Why is the amendment required?

South Gippsland Shire Council has resolved that 14 Radovick Street is surplus to operations requirements. The land currently contains a building and associated car park that has previously been leased to the Korumburra Senior Citizens Club.

Council has provided an alternative location for the club to meet within the newly built Korumburra Hub and no longer requires the property for community services.

At the council meetings on 13 December 2023 and 16 April 2024 Council resolved to commence the sale of the property and undertake the process required by Section 114 of the *Local Government Act 2020* and rezone the land.

To prepare the land for sale, the amendment proposes to rezone the land to Commercial 1 Zone, being consistent with the zoning of the adjacent land and more generally within the Town Centre.

How does the amendment implement the objectives of planning in Victoria?

The amendment implements the objectives of planning in Victoria as outlined in section 4(1) of the *Planning and Environment Act 1987*:

- Section 4(1)(a) - *to provide for the fair, orderly, economic, and sustainable use, and development of land.*
- Section 4(1)(c) - *to secure a pleasant, efficient, and safe working, living and recreational environment for all Victorians and visitors to Victoria.*
- Section 4(1)(g) - *to balance the present and future interests of all Victorians.*

The amendment provides for the fair, orderly, economic, and sustainable use, and development of land by for commercial use on land that is surplus to operation requirements.

How does the amendment address any environmental, social, and economic effects?

Environmental Effects

The amendment is unlikely to result in adverse environmental impacts.

The rezoning will allow for future sensitive uses. To ensure the site is unlikely to contain contaminated material, Council commissioned an Environment Protection Authority (EPA) approved environmental auditor to undertake a Preliminary Risk Site Assessment (PRSA). The PRSA (*Document Ref 211124_KORUMBURRA_a, b & c*) identifies that an Environmental Audit is not required, and land is suitable for sensitive uses, recreational / open space, Commercial or Industrial uses.

Social Effects

The Korumburra Senior Citizens Club has used the land to gather for a number of years. The property has been underutilised for this purpose in recent years. The development of the Korumburra Hub to house a range of community services, including the library, community house, Council customer service and other group activities provides an alternative location for senior citizens to meet.

Economic Effects

The amendment provides additional commercial land to provide for the service needs of a growing population.

The amendment provides opportunities for expansion, improvement, or redevelopment of commercial services within the activity centre, providing additional employment opportunities.

Does the amendment address relevant bushfire risk?

The amendment meets bushfire policy in Clause 13.02 of the Planning Scheme by directing development to low risk locations.

The land is not within a designated bushfire prone area or Bushfire Management Overlay and will not result in an increase to the risk to life, property, community, infrastructure, or the natural environment from bushfire.

Does the amendment comply with the requirements of any other Minister's Direction applicable to the amendment?

The amendment complies with the requirements of the *Ministerial Direction – The Form and Content of Planning Schemes (section 7(5) of the PE Act)*.

Direction No. 1: Potentially Contaminated Land

The amendment complies with Ministerial Direction 1 (Potentially contaminated land). It rezones land that may result in a sensitive land use. A Preliminary Risk Site Assessment (PRSA) of current and historical land uses of the land was undertaken that found that the site is not potentially contaminated and is suitable for proposed future sensitive uses. The PRSA is a professionally completed document that accurately documents the site history and potential future uses.

The EPA has reviewed the PRSA and considers that potentially contaminated land has been appropriately addressed in accordance with this Direction. Their views will be sought again during exhibition.

The council as planning authority has considered the past use of the land and determined that the land is not potentially contaminated within the meaning of *Ministerial Direction No. 1*.

Direction No. 11: Strategic Assessment of Amendments

The amendment complies with Ministerial Direction No. 11 (Strategic Assessment of Amendments) under section 12 of the Planning and Environment Act 1987. The amendment is consistent with this direction which ensures a comprehensive strategic evaluation of a planning scheme amendment and the outcomes it produces.

Direction 19 – Amendments that may result in impacts on the environment, amenity and human health

The amendment complies with Ministerial Direction No. 19. There are no significant effects expected as a result of applying the Commercial 1 Zone to the subject land.

Any future uses of the land would be expected to comply with [EPA regulations](#) for noise and odour, not create a nuisance as defined by the [Public Health and Wellbeing Act 2008](#) and ensure they comply with their General Environmental Duty under Section 25 of the [Environment Protection Act 2017](#).

How does the amendment support or implement the Planning Policy Framework and any adopted State policy?

The amendment is consistent with the Planning Policy Framework. The proposed zoning of the surplus Council land is in accordance with the following objectives of the Planning Policy Framework:

Clause 11.01 Settlement

The amendment responds appropriately to the following strategies:

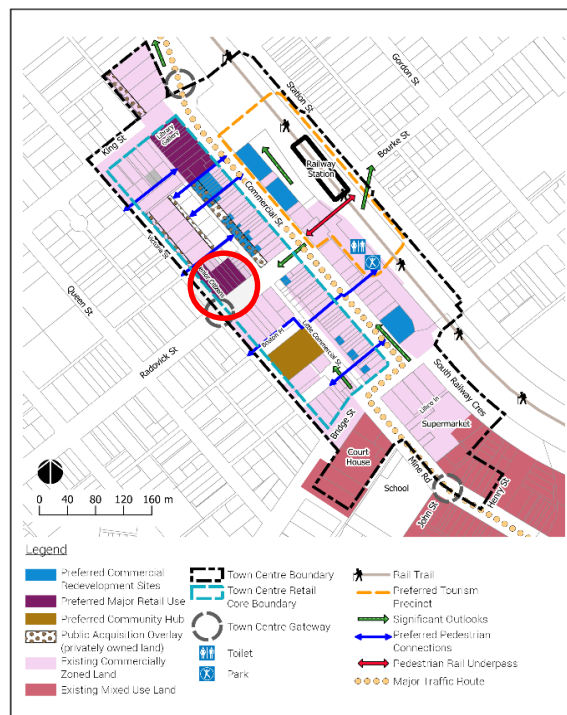
“Providing for appropriately located supplies of residential, commercial, and industrial land across a region, sufficient to meet community needs in accordance with the relevant regional growth plan.”

“Ensure retail, office-based employment, community facilities and services are concentrated in central locations.”

“Develop compact urban areas that are based around existing or planned activity centres to maximise accessibility to facilities and services.”

Clause 11.01-1L-04 Korumburra Town Centre

The subject land is within the town centre boundary and identified within a ‘Preferred



Major Retail Use' area, see red circle below.

(Source: South Gippsland Planning Scheme, Clause 11.01-1L-04)

The amendment responds appropriately to the following strategies:

“Encourage major retail, office, and community developments to concentrate in the Korumburra Town Centre Retail Core.

Focus active retail uses on the Korumburra Town Centre's 'main streets', being Commercial Street, Radovick Street and Bridge Street.

Encourage the consolidation of sites in the Korumburra Town Centre Retail Core to accommodate new, large floor space developments.”

“Direct co-located community services within the Town Centre to the preferred Korumburra Community Hub site.”

Clause 13.04-1S Contaminated and potentially contaminated land

The amendment is supported by a PRSA confirming that it is “unlikely that contaminated land is present, and an environmental audit is not required”. It can therefore be “used and developed safely” with a high degree of certainty.

Clause 17.02-1S Business

The amendment plans for “an adequate supply of commercial land in appropriate locations.” And supports the location of “commercial facilities in existing... activity centres.”

Clause 17.02-1L Commercial Office and Retail Uses

The amendment will “Support new retail facilities on key redevelopment sites within established town centres.”

Clause 19.02-4S Social and Cultural Infrastructure

South Gippsland Shire Council continues to provide community infrastructure to meet the needs of established areas and growth areas within the municipality.

The subject land is proposed for rezoning as this site presents limited community service value due to the existing building's age and ongoing maintenance requirements. A new community hub building has been provided and designed to adapt to the changing needs of the community and support a range of user groups.

Clause 19.02-4L Community Facilities

The provision of social facilities to maintain the wellbeing of older persons should be balanced against the benefits of multi-purpose meeting venues for all community groups. The multi-purpose facility at the Korumburra Hub allows for the collection of a range of group activities, ages, council service centre and library, providing a net community benefit for current and future residents. It is also centrally located within the town centre and is close to public transport.

How does the amendment support or implement the Municipal Planning Strategy?

The amendment supports the Municipal Planning Strategy vision at Clause 02.02 “to provide the community with services and infrastructure that enhance liveability and environmental sustainability for current and future generations”. It implements Clause 02.03-7 to “Locate service industries in towns where they support the local population and provide employment opportunities.”

It also implements Clause 02.03-9 to “Facilitate a range of services and facilities ... that meet the needs of the community” to which access is equitable.

Does the amendment make proper use of the Victoria Planning Provisions?

The amendment makes appropriate use of the Victoria Planning Provisions (VPP). The amendment applies the Commercial 1 Zone to part of 14 Radovick Street which is consistent with the surrounding area and is considered appropriate.

The amendment addresses the dual zoning anomaly of the property resulting in a more efficient application of the VPP zones.

The amendment applies the General Residential Zone 1 to part of the Victoria Street road reserve, which is consistent with the adjacent residential area and considered appropriate for its current and future use.

How does the amendment address the views of any relevant agency?

The views of the EPA have been sought and addressed with the undertaking of a PSRA to identify if the land is suitable for intended future uses.

The views of the EPA, Country Fire Authority and Department of Transport and Planning (Transport) will be sought during the exhibition of the amendment.

Does the amendment address relevant requirements of the Transport Integration Act 2010?

The amendment will not have a significant impact on the transport system, as defined in the *Transport Integration Act 2010*.

Resource and administrative costs**What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?**

The proposed rezoning allows for the sale of surplus Council land. The additional revenue generated by the sale assists council with the ongoing operation and

maintenance of other community assets.

The proposed rezoning may generate a small number of planning permit applications, subject to the future proposed use and development of the land.

Attachment 1 – Mapping reference table

Location	Land/Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
Korumburra	Part 14 Radovick Street	South Gippsland 001znMap14 Exhibition	14 Radovick Street	Rezone from PUZ3 and PUZ6 to C1Z		
Korumburra	Part Road Reserve of Victoria Street	South Gippsland 001znMap14 Exhibition	Victoria Street	Rezone from PUZ3 and PUZ6 to GRZ1		
Korumburra	Part Road Reserve of Mechanics Lane	South Gippsland 001znMap14 Exhibition	Mechanics Lane	Rezone from PUZ3 to C1Z		

2.3. ROAD MANAGEMENT PLAN 2025

Directorate:	Sustainable Infrastructure
Department:	Infrastructure Maintenance

Council Plan

Theme - Leading with Integrity

The Road Management Plan provides a clear, consistent framework for managing Council's road network in line with legislative requirements and community expectations.

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's adoption of the Draft Road Management Plan (RMP) 2025 (**Attachment [2.3.1]**), following completion of the public notice and submission process. The RMP is a key strategic document under the *Road Management Act 2004*, setting out Council's inspection, and defect response standards for its road and associated infrastructure network.

RECOMMENDATION

That Council:

- 1. Adopts the Road Management Plan 2025 Attachment [2.3.1], revised in response to public notice and submission process.**
- 2. Publishes the adopted Road Management Plan 2025 on Council's website and makes copies available for inspection in accordance with the *Road Management Act 2004*.**
- 3. Writes to all submitters advising them of Council's decision.**

REPORT

The Draft RMP aligns with the MAV Insurance (MAV) RMP Template to strengthen legal defensibility, improve clarity and transparency, and ensure service levels are consistent with sector best practice and legislative requirements.

Council is required to review and adopt its RMP by October 2025 in accordance with the *Road Management (General) Regulations 2016*. The purpose of a RMP is to support Council's obligations under the *Road Management Act 2004* by defining the standards, inspection regimes, and response times that apply to the road network and associated infrastructure.

As part of the review, some operational content from the current RMP has been removed. This change reflects updated legal advice recommending that

operational procedures (such as work instructions or internal processes) be documented separately. Keeping the RMP focused on strategic standards makes it easier for the public to understand service levels, ensures greater flexibility in day-to-day operations, and reduces the risk of Council being held to operational details that may need to change quickly.

The 2025 review has incorporated:

- Alignment with the MAV RMP Template, developed to address common legal risks for Victorian councils.
- Removal of unnecessary operational detail to reinforce the RMP's role as a strategic document.
- Introduction of clearly defined repair timeframes in place of program-based targets.
- Increased proactive inspections, including night inspections for sealed roads.
- Refinement of intervention levels to ensure timely and consistent responses to defects.
- Classification of assets in line with MAV's recommended hierarchy for improved alignment with inspection practices.
- Benchmarking of service levels with other regional councils.

A summary of the changes can be found in **[Attachment 2.3.2]**.

Adopting the updated RMP will strengthen Council's ability to demonstrate it has taken reasonable steps to manage risks, meet its duty of care, and defend against claims.

CONSULTATION / COMMUNITY ENGAGEMENT

The Draft Road Management Plan was made available for public inspection from 16 June 2025 to 13 July 2025, during which written submissions were invited. Four submissions were received via the Your Say South Gippsland platform **[Attachment 2.3.3]**:

- One submitter suggested upgrading certain gravel roads to sealed surfaces due to increased traffic volumes from population growth.
- One submitter raised concerns about road safety, including narrow road widths and lack of safety barriers in certain locations.
- One submitter made general comments about the need to consider increased traffic flow from population growth and tourism.

- One submission form was lodged with no feedback provided. This submitter was contacted and offered an additional week to make a submission; however, no feedback was subsequently received.

After the closing date, one request was received for an extension of time to provide feedback. The requester was granted an additional week, but no submission was received.

Each submitter has received a personalised written response addressing their enquiry. Issues raised about road upgrades, traffic safety measures, or broader strategic planning have been referred to the relevant Council teams for consideration in asset planning and capital works programming, as these matters sit outside the scope of the RMP.

During the review, it was also identified that the Great Southern Rail Trail had been incorrectly included in the Draft RMP under shared paths. This asset has been removed from the plan, as it is to be covered under Council's Paths and Trails Strategy. Minor formatting adjustments were also made to improve the readability of the document.

Extensive internal consultation was undertaken, as was engagement with MAV, joint workshops with neighbouring councils, and cross-departmental review within Council. Benchmarking with other Victorian councils to ensure alignment with emerging sector standards.

RESOURCES / FINANCIAL VIABILITY

The RMP will be delivered within existing operational budgets. The updated plan introduces increased inspection frequencies, which will require ongoing monitoring to ensure compliance is maintained within available staffing and financial resources.

Implementation will be supported by new operating procedures, structured exception reporting, and quarterly compliance reporting to senior management, addressing recommendations from the February 2025 internal audit.

RISKS

Not adopting the updated RMP presents legal and financial risks, as the current plan may lack the clarity, consistency, and defensibility required in the event of a claim. The MAV aligned template reflects sector-wide legal advice and best practice, reducing exposure to liability.

Increased inspection frequencies introduce a resourcing risk, which will be managed through procedural improvements, compliance monitoring, and periodic reporting to senior management.

STAFF DISCLOSURE

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

ATTACHMENTS

Attachments are available on Council's website at the following [LINK](#).

1. Road Management Plan 2025 [**2.3.1** - 33 pages]
2. Draft Road Management Plan 2025 - Schedule of Changes and Amendments [**2.3.2** - 16 pages]
3. Provide Your Feedback Of Draft Road Management Plan 2025 [**2.3.3** - 5 pages]

REFERENCE DOCUMENTS

Council's Good Governance Framework

Pillar 4. Structure, Systems & Policies

Pillar 7. Risk & Compliance

Pillar 8. Monitoring & Performance Review

Council Policy / Strategy / Plans

Documents are available on Council's website at the following [LINK](#).

Road Management Plan

Legislative Provisions

Local Government Act 2020

Road Safety Act 1986

Wrongs Act 1958

Road Management (General) Regulations 2016

Road Management (Works and Infrastructure) Regulations 2015

Regional, State and National Plan and Policies

{regional-plans}

SOUTH GIPPSLAND SHIRE COUNCIL

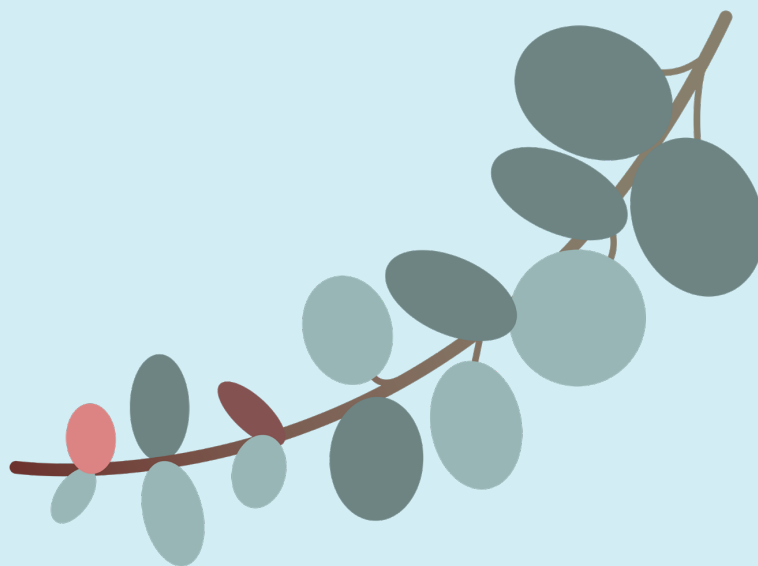
Road Management Plan 2025



South Gippsland
Shire Council

Acknowledgment of Country

We acknowledge the Bunurong and Gunaikurnai people as the Traditional Custodians of South Gippsland and pay respect to their Elders, past, present, and future, for they hold the memories, traditions, culture, and hopes of Aboriginal and Torres Strait Islander people of Australia.



eucalyptus, (genus Eucalyptus)

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Definitions

South Gippsland is a place to love and protect—a varied and spectacular region with unique towns,

Arterial Road	Refers to freeways, highways and declared main roads, which are managed by the Victorian Government, through Head Transport for Victoria (as the co-ordinating road authority).
Co-ordinating road authority	The organisation which has the responsibility to co-ordinate works. Generally, if the road is a freeway or arterial road, this will be Head Transport for Victoria. Generally, if the road is a municipal road, this will be Council.
Council	Refers to South Gippsland Shire Council
Demarcation agreement	A formal agreement between Council and another organisation that defines areas of responsibility.
Motor vehicle	Refers to a vehicle that is propelled by an in-built motor and is intended to be used on a roadway. This does not include a motorised wheelchair or mobility scooter which is incapable of travelling at a speed greater than 10 km/h and is solely used for the conveyance of an injured or disabled person.
Municipal road(s)	Road for which the municipal council is the co-ordinating road authority. The <i>Road Management Act 2004</i> imposes specific duties on the municipal council with respect to the inspection, repair and maintenance of these roads and associated road-related infrastructure.
Non-road infrastructure	Refers to infrastructure in, on, under or over a road, which is not road infrastructure. This includes (but is not limited to) such items as gas pipes, water and sewerage pipes, cables, electricity poles and cables, tram wires, rail infrastructure, bus shelters, public telephones, mail boxes, roadside furniture and fences erected by utilities, or providers of public transport.
Other roads	Include roads in state forests and reserves, and roads on private property. Municipal councils are not responsible for the inspection, repair or maintenance of these roads.
Pathway	Refers to a footpath, bicycle path, shared path or other area that is constructed or developed by Council for members of the public (not motor vehicles) to use.
Plan	Refers to this Road Management Plan.
Public Road	As defined by the <i>Road Management Act 2004</i> and includes a freeway, an arterial road, a municipal road declared under section 14(1) of the Act and a road in respect of which Council has made a decision that it is reasonably required for general public use and is included on the Register of Public Roads.
Road	Has the same meaning as in the <i>Road Management Act 2004</i> , being inclusive of any public highway, any ancillary area and any land declared to be a road under section 11 of that Act or forming part of a public highway or ancillary area.
Road infrastructure	Refers to infrastructure which forms part of a roadway, pathway or shoulder, which includes structures and materials.

Road-related infrastructure	Refers to infrastructure installed or constructed by the relevant road authority to either facilitate the operation or use of the roadway or pathway, or support or protect the roadway or pathway.
Road Reserve	Refers to the area of land that is within the boundaries of a road. Example: any nature strip, forest, bushland, grassland or landscaped area within the road reserve would be roadside.
Roadside	Refers to any land that is within the boundaries of the road (other than shoulders) which is not a roadway or pathway. This includes land on which any vehicle crossing or pathway, which connects from a roadway or pathway on a road to other land, has been constructed. Example: any nature strip, forest, bushland, grassland or landscaped area within the road reserve would be roadside
Roadway	Refers to the area of a public road that is open to, or used by, the public, and has been developed by a road authority for the driving or riding of motor vehicles. This does not include a driveway providing access to a public road, or other road, from adjoining land.
Shoulder	Refers to the cleared area, whether constructed or not, that adjoins a roadway to provide clearance between the roadway and roadside. This does not refer to any area that is not in the road reserve.

Introduction

1.1 What is the purpose of this Plan?

Section 50 of the *Road Management Act 2004* sets the following objectives for a municipal road management plan:

1. To establish a system for our road management functions, which is based on policy, operational objectives and available resources.
2. To set a performance standard for our road management functions.

Although it is termed a 'plan' in the legislation, it is functionally an operational protocol document, describing the systems and rules we use to make decisions and meet obligations within our available resources. The Plan forms part of a larger Asset Management Framework related to maintenance and operations.

For the avoidance of doubt, this Plan is a road management plan for the purposes of s.39 of the *Road Management Act 2004*.



1.2 Legislation guiding this Plan

In addition to the *Road Management Act 2004*, the Plan also considers the following Acts, regulations and codes of practice:

- *Local Government Act 2020*
- Ministerial Codes of Practice
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015
- *Road Safety Act 1986*
- *Wrongs Act 1958*

1.3 What is covered in this Plan?

The Plan is divided into six sections:

1. Introduction
2. Rights and Responsibilities – covers legislation and local laws relevant to road management
3. Road Management Systems - how we classify roads, streets and footpaths (known as our asset hierarchy) and the plans and processes we use to maintain roads and road-related infrastructure
4. Register of Public Roads – what's in it, how to access it and the process for making changes
5. Technical References
6. Attachments:
 - a. Attachment 1, Road Hierarchy – Urban Roads
 - b. Attachment 2, Road Hierarchy – Rural Roads
 - c. Attachment 3, Pathway Hierarchy
 - d. Attachment 4, Inspection Requirements
 - e. Attachment 5, Inspection Frequencies
 - f. Attachment 6, Defect Intervention Levels and Repair Time Frames

1.4 Updating the Plan

This Plan must be updated within a set period following a Council election. Outside of this cycle, changes may be required from time to time.

The following process will be used to manage these changes:

- If material changes are made to standards and specifications, a report will be presented to Council, along with a brief explanation as to why such changes are necessary. The review process must follow the steps as set out in the Road Management (General) Regulations 2016 Part 3 – Road Management Plans.
- When changes do not alter these technical aspects of road management, changes will be approved by Council's Director Sustainable Infrastructure (Director).

These changes will be made in accordance with the processes prescribed by the *Road Management Act 2004*. To assist with version control, these changes will be numbered as follows:

- Versions presented to Council will be renumbered by whole numbers – for example, from Version 1.00 to 2.00.
- Those approved by the Director will be renumbered by decimals – for example, from Version 1.00 to 1.01.

1.5 Exceptional Circumstances

Council will make every effort to meet its commitments under its Plan.

However, there may be situations or circumstances that affect Council's business activities to the extent that it cannot deliver on the service levels of the Plan. These include but are not limited to: natural disasters, such as fires, floods, or storms, or a prolonged labour or resource shortage, due to a need to commit or redeploy Council staff and/or equipment elsewhere or due to the effects of pandemic and or government intervention.

For example, in February 2024, Council temporarily suspended its Road Management Plan for the entire network, for a three-week period following a significant wind event that impacted road infrastructure. The suspension allowed Council to focus resources on essential inspections and repairs, prioritising the safety and functionality of the affected roads.



1.5.1 Suspension of the Plan

In the event that the Chief Executive Officer (CEO) of Council has considered the impact of such an event on the limited financial resources of Council and its other conflicting priorities, and determined that the Plan cannot be met, then pursuant to Section 83 of the *Wrongs Act 1958*, the CEO will write to Council's Officer in charge of the Plan and inform them that some, or all, of the time frames and responses in Council's Plan are to be suspended.

1.5.2 Reinstatement of the Plan

Once the scope of the event/s have been determined, and the resources committed to the event response have been identified, then there will be an ongoing consultation between Council's CEO and Council's Officer responsible for the Plan, to determine which parts of Council's Plan are to be reactivated and when.

1.5.3 Communication and documentation around Plan suspension

Council will provide information/statements to stakeholders including residents about the suspension or reduction of the services under its Plan, including:

- The reason for the suspension
- The geographic extent or asset type affected
- How the work that will be done has been prioritised
- The period for which it is likely to be affected

This information will be provided by the Council on its website where its Plan is located and other channels as appropriate such as press releases or social media.

Where Council has suspended, in part or whole, its Plan, associated documents (e.g. communications, meeting minutes, schedules, etc.) will be recorded and stored.

1.5.4 Inspections and repairs during suspension of Plan

The suspension of the Plan will not necessarily mean that all inspections and repairs halt. However, it may mean that only certain categories of inspections and repairs are undertaken. These will be based on a risk assessment and resources available to Council, taking into account the resources needed to address the impact of the trigger event. For example, some reactive inspections may take place and repair (temporary or permanent) of roads/footpaths which pose a high risk may be undertaken, depending on the resources available to the council and the accessibility of each asset.

1.6 Responsibility for the Plan

Overall responsibility for administering and implementing the Plan rests with the Manager Infrastructure Maintenance.

Rights and Responsibilities

2.1 Public Roads

Public roads are defined in the *Road Management Act 2004* as including:

- a freeway
- an arterial road
- a road declared under section 204(1) of the *Local Government Act 1989*
- a municipal road declared under section 14(1) of the *Road Management Act 2004*
- a road in respect of which Council has made a decision that it is reasonably required for general public use and is included on the Register of Public Roads.

2.2 Key stakeholders

The key stakeholders impacted by this Plan include:

- the general community (for recreation, sport, leisure and business)
- residents and businesses adjoining the road network
- pedestrians
- vehicle users with motorised vehicles, such as trucks, buses, commercial vehicles, cars and motorcycles
- users of smaller, lightweight vehicles, such as pedal-powered bicycles, motorised buggies, wheelchairs, prams and so on
- tourists and visitors to the area
- emergency agencies (Victoria Police, Country Fire Authority, Ambulance Victoria, State Emergency Services)
- the military (in times of conflict and emergency)
- traffic and transportation managers
- managers of the road network asset
- construction and maintenance personnel, who build and maintain asset components
- utility agencies using the road reserve for infrastructure (water, sewerage, gas, electricity, telecommunications)
- state and federal governments, who periodically provide funding for roads.

2.3 Coordinating and Responsible Road Authority

Section 35 of the *Road Management Act 2004* provides that a road authority has power to do all things necessary or convenient to be done for or in connection with the performance of its functions under the Act.

Under Section 36 of the *Road Management Act 2004*, the designation of the coordinating road authority depends on the classification of the road:

- **Freeways and Arterial Roads:** The coordinating road authority is the Head, Transport for Victoria
- **Non-Arterial State Roads:** The coordinating road authority is determined based on specific criteria outlined in the Act
- **Municipal Roads:** According to Section 36(c), if the road is a municipal road, the coordinating road authority is the municipal council of the district in which the road or part of the road is situated

This means that for roads classified as municipal roads, the local municipal council is responsible for coordinating activities related to road management within its jurisdiction.

In some cases, multiple authorities may have responsibilities within the same road reserve. Section 37 of the *Road Management Act 2004* provides guidance on determining the responsible road authority in such circumstances.

2.4 General Functions of a Road Authority

The general functions of a road authority are described within Section 34 of the *Road Management Act 2004*.

2.5 Rights of the Road User

The rights of public road users, which are legally enforceable, are set out in Sections 8 to 10 of the *Road Management Act 2004*.



2.6 Obligations of Road Users

2.6.1 General Usage

The common law requires that a road user must take reasonable care for their own safety (see *Ghantous v Hawkesbury City Council*)

The *Road Safety Act 1986* sets out obligations on road users, including section 17A which requires that a person who drives a motor vehicle on, or uses, a highway must drive in a safe manner have regard for all relevant factors, including without limiting their generality, the following:

- a. physical characteristics of the road
- b. prevailing weather conditions
- c. level of visibility
- d. the condition of any vehicle the person is driving or riding on the highway
- e. prevailing traffic conditions
- f. the relevant road laws and advisory signs
- g. the physical and mental condition of the driver or road user.

Section 17A of the *Road Safety Act 1986* also requires that a road user must take reasonable care:

- a. to avoid any conduct that may endanger the safety or welfare of other road users.
- b. to avoid any conduct that may damage road infrastructure and non-road infrastructure on the road reserve.
- c. to avoid conduct that may harm the environment of the road reserve.

2.6.2 Incident Claims

If a person proposes to make a claim in relation to a public road or infrastructure for which Council is the responsible road authority, that person should contact Council and Council will initiate respective investigation and insurance reporting processes

In accordance with Section 110 of the *Road Management Act 2004*, Council is not legally liable for property damages where the value of the damage is equal to or less than the threshold amount.

The threshold amount is subject to an annual adjustment based on inflation, as outlined in Section 111 of the Act. The updated amount is then published in the Victoria Government Gazette. For the current threshold amount and historical values, refer to the official notices published in the Victoria Government Gazette

In cases where the claim relates to assets Council does not own or is not responsible for on the road reserve, the person who proposes to make a claim must refer the claim to the other authority or person responsible for those assets.

2.6.3 Permits for work within a road reserve

In cases where an individual or organisation proposes to carry out works within the road reserve that may impede public access, or interfere with road infrastructure, they must apply for a 'works within road reserve' permit. There are some exemptions, as noted in the Road Management (Works and

Infrastructure) Regulations 2015.

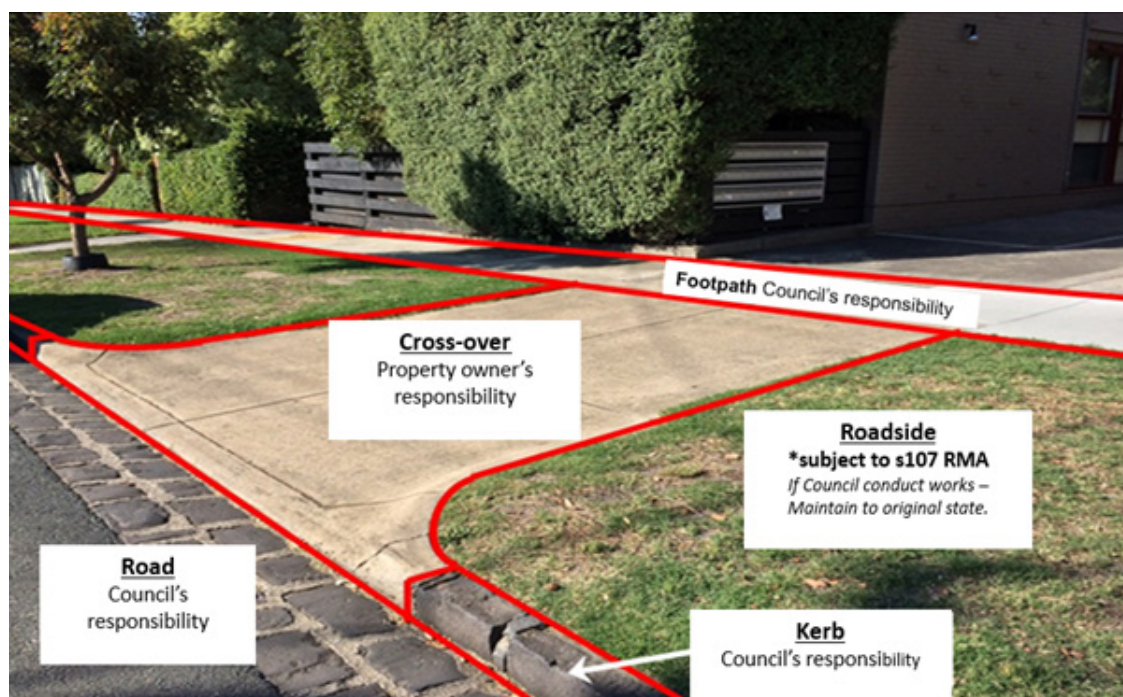
Local laws also require property owners to apply for a vehicle crossing permit if they plan to build a driveway.

In both cases, a fee applies to cover the costs of the administration and inspection of the work.

2.6.4 Obligation of others

There are several assets within the road reserve that we do not have an obligation to inspect and/or maintain. These include:

- **Non-road infrastructure:** This includes (but is not limited to) such items as gas pipes, water and sewerage pipes, cables, electricity poles and cables, telecommunication cables, tram wires, rail infrastructure, bus shelters, public telephones, mail boxes, roadside furniture and fences erected by utilities, or providers of public transport.
- **Vehicle driveways:** The vehicle crossing (including Cross-over), located between the carriageway and the property boundary, must be maintained by the adjoining property owner. However, Council is responsible for the portion of the driveway where the constructed pathway is reasonably required by the public in accordance with the following diagram.



- **Single property storm water drains:** for drains constructed within the reserve that carry water from a single property to an outlet in the kerb, or other drain.
- **Utilities:** including, but not limited to; telecommunication, power, water, gas and rail authority assets.
- **Roadside:** as per Section 107 of the *Road Management Act 2004*, Council has no "statutory duty or a common law duty to perform road management functions in respect of a public highway which is not a public road or to maintain, inspect or repair the roadside", described as "any land that is within the boundaries of the road (other than shoulders) which is not a roadway or pathway". This includes landscaped tree plots within the footpath/pathway where the surface of the tree plot is not constructed with the intention of providing a trafficable pedestrian surface.

Where Council becomes aware of a hazard created by the defective condition of assets/infrastructure owned by another party, Council may at its absolute discretion:

- If located within assets/infrastructure for which Council is responsible (e.g. footpaths, road surfaces, etc.), or otherwise presents an immediate and significant risk to members of the public, undertake temporary measures to reduce the risk to members of the public until such time as the respective owner can implement permanent repairs (subject also to Council's available resources).
- Report in writing (e.g. email or letter) the presence of the hazard to the responsible party and request that repairs be implemented within a reasonable time frame.
- Where repairs are not completed by the responsible party within the respective time frame, Council may complete necessary repairs and invoice the responsible party for the costs.

However, where another party has a duty in relation to the asset/infrastructure, and Council has a discretionary power to take remedial action in relation to that matter, only that other party with the duty is liable in a subsequent proceeding, in accordance with s.104 of the *Road Management Act 2004*.



Road Management Systems

3.1 Background and Process

Road asset management involves managing both physical assets, and uses and operation that have the potential to impact their condition. It applies to all road assets, including:

- the road – pavement and surface, as well as footpaths, kerb and channel
- structures – bridges, culverts and traffic management devices
- road infrastructure – traffic signals and on-road electrical assets.

The aim of our road management system is to deliver a safe and efficient road network and meet community needs to the best of our ability, within available resources.

To create a road asset management system that would best meet our needs when inspecting, maintaining and repairing public roads, we used the following nationally-recognised asset management frameworks:

- International Infrastructure Management Manual (IIMM) 2015, IPWEA
- IPWEA National Asset Management Systems (NAMS+)
- Other references, as listed in Technical References.

The system is designed to set the direction for our asset management activities. It is also linked to the annual business planning cycle.

3.2 Asset Hierarchies – Municipal Road Network

All roads and footpaths within the municipal road network are classified according to a hierarchy that takes into account how they are used, who uses them and how often. The hierarchy classification is used to determine the levels of service required, prioritise works programs and determine defect intervention responses.

All on-street and off-street car parks (excluding privately owned off-street car parks) maintained by Council are considered part of the municipal road network. These assets are assigned a service level based on the classification of the adjoining road; however, the maximum standard applied will not exceed that of an Access Place. Where a car park adjoins a lower-classified road, such as an Access Track, that lower standard will apply. Sealed car parks are maintained to the same standard as sealed roads, and unsealed car parks are maintained in line with unsealed road standards.

The three levels in the hierarchy are:

1. Urban road & street network

This is further divided into four categories, as follows:

- Category 4: Connector Street
- Category 3: Access Street
- Category 2: Access Place
- Category 1: Access Track

See Attachment 1 for more information

2. Rural road network

This is further divided into four categories, as follows:

- Category 4: Connector Road
- Category 3: Access Road – sealed and gravel
- Category 2: Access Place – sealed and gravel
- Category 1: Access Track

See Attachment 2 for more information

3. Pathway network

This is further divided into 2 categories, each of which is divided into 3 categories, as follows:

Footpaths -

- Category 3: Business/Commercial
- Category 2: Local Crossings/Collector
- Category 1: General Access

Shared and Bicycle Pathways -

- Category 3: Business Commercial
- Category 2: Local Crossings/Collector
- Category 1: General Access

See Attachment 3 for further information.

3.3 Our Road Network

More information about the Council's road network is shown in the tables below.

Table 3.1 – Road length by hierarchy – date last updated: 10/02/2025

Hierarchy	Length (km)	% of Network
Category 4: Connector Street - Urban	12.3	0.58
Category 4: Connector Road – Rural	354.0	16.86
Category 3: Access Street – Urban	145.4	6.93
Category 3: Access Road – Sealed & Gravel - Rural	644.8	30.71
Category 2: Access Place – Urban	118.0	5.62
Category 2: Access Place – Sealed & Gravel - Rural	811.8	38.66
Category 1: Access Track – Urban	2.7	0.13

Category 1: Access Track – Rural	10.7	0.51
Total	2099.7	100.00

Table 3.2 – Road Length by Surface Type – date last updated: 10/02/2025

Surface Type	Length (km)	% of Network
Sealed	825.5	39.31
Unsealed	1274.2	60.69
Total	2099.7	100.00

3.4 Maintenance Management System

3.4.1 Maintenance Management

Council has responsibilities to road users and the community to maintain public roads to a reasonably safe and suitable standard, within our available funds and resources. By developing long-term maintenance programs for our assets, we are better able to plan how we do this.

The following maintenance requirements shape our annual program and budget:

Routine maintenance standards

Standards vary across the network depending on the asset type and relevant risk factors, such as traffic volumes and composition, operating speeds, the susceptibility of assets to deterioration and the cost effectiveness of repairs. Competing priorities for funding are also relevant.

Defect intervention levels have been established using the *VicRoads Standard Specification Section 750* and adapting it to local conditions.

The standards will be reviewed periodically to make sure they are adequate (see section 1.4).

Repair and maintenance works

Works must be completed within a specified time, depending on the severity and location of the defect. Response times are determined using local knowledge and experience and past performance as a guide.

Response times are monitored and will be periodically reviewed (see section 1.4).

Temporary mitigation measures

These are temporary works designed to reduce the risk of an incident, until such time as repair or maintenance works can be completed.

Response times and safety measures – for example warning signs, flashing lights, and safety barriers – are determined by reference to the risk to safety, road type and traffic volume.

Emergency works

Works that result from emergency incidents and must be undertaken immediately, for the safety of road users and the public.

Emergency works might include traffic incident management, responses to fires, floods, storms and spillages, and any assistance required under the Victorian State Emergency Response Plan and Municipal Emergency Management Plan.

3.4.2 Asset Management Plans

Our asset management plans guide the development of long-term asset renewal programs, helping us to plan and finance asset renewal and replacement.

3.4.3 Maintenance Surveys and inspections

A three-tier regime is used to inspect our road network assets. It covers safety issues, incidents, defects and condition inspections.

1. Reactive inspections (Request for Service or RFS)

These inspections are conducted in response to requests from the community. The inspection is carried out by a Council employee and assessed according to the Hazard intervention levels, contained within Attachment 6.

2. Proactive Inspections

Regular timetabled inspections that are scheduled depending on traffic flow, the types of defects likely to impact the asset and the perceived risks of these defects.

3. Condition Inspections

These inspections identify structural integrity issues which, if untreated, are likely to adversely affect the network overall. These issues may impact short-term serviceability, as well as the ability of the asset to perform for the duration of its intended life span.

These inspections are carried out in accordance with the Council's asset management plans. They are undertaken by the Council Asset Inspector or Specialised Contractors on a three yearly schedule.

3.4.4 Maintenance responsiveness and performance targets

The following information is recorded when we receive a Request for Service (RFS) from the community:

- Date the request was received
- Details of the request, including the location and nature of the reported hazard/defect (including any specific measurements if provided), name of the person making the request, copies of any photographs provided, etc.
- The personnel / department to which the request has been assigned for action
- Date by which the request must be actioned (based on the target response times specified in Attachment 6)

- Date when the request was actioned and/or completed (this typically involves someone carrying out an RFS inspection, as described in section 3.4.3, followed by any necessary repair works conducted).

By recording this information, we can monitor compliance against target response times – that is, the time it takes from receiving a request to carrying out an inspection and ultimately completing necessary works.

Customer requests will be inspected and assessed in accordance with time frames specified in Attachment 6. Following are some possible outcomes from a reactive inspection:

- If a defect identified exceeds a *Description / Intervention Levels* specified in Attachment 6, a work order would be created with a date for completion of works in line with respective specified repair time frames.
- If repairs are significant – for example, rehabilitation works are required – temporary mitigation measures may be undertaken to reduce the risk posed by the hazard/defect until the proper works can be undertaken (and subject to available resources).
- If the defect is assessed as below the *Description / Intervention Level* specified in Attachment 6, it would be noted (including why), but no remedial action will be conducted.

In all cases, the action taken would be noted against the original request.

Target response times and intervention times are based on 'normal' conditions. Where possible, these targets have been aligned with the standards outlined in our Customer Service Charter to ensure consistency in service delivery. We have also taken into consideration public feedback seeking greater transparency in our service levels.

The same level of service would not apply in cases where the Plan has been suspended, under Section 1.5.

3.5 Asset Levels of Service

Five elements are taken into account when determining appropriate levels of service for the road network. These are:

- Safety of road and footpath users
- Community expectations
- Technical standards
- Organisational capacity
- Performance measures and targets

Register of Public Roads

Council maintains a register of public roads – called the Register of Public Roads – with the details of all public roads and ancillary areas for which we are responsible.

The Register of Public Roads is available on Council's website. A hard copy is made available at our Customer Service Centre, 9 Smith Street Leongatha, upon request.

4.1 Maintenance Demarcation (Boundary) Agreements

Where there are boundary agreements between us and other road authorities or private organisations, the schedule of roads affected, and agreements are listed in the Municipal Road Register.

We have agreements with the following road authorities:

Road Authority	Council Reference	Agreement Date	Notes
VicRoads (Operational Responsibility)	D4179316	Dec 2024	Extract from Government Gazette – 17/12/2024
VicRoads (Service Agreement)	D8959116	Sep 2016	Acceptance letter from South Gippsland Shire Council
Bass Coast Shire Council	D582714	Feb 2014	Signed Agreement
Baw Baw Shire Council	D3280715	Apr 2015	Signed Agreement
Cardinia Shire Council	D3972614	Aug 2014	Signed Agreement
Latrobe Shire Council	D1861914	Apr 2014	Signed Agreement
Department of Environment, Land, Water and Planning (DELWP)	D1997214	Dec 2013	Signed Agreement
Wellington Shire Council	D1517314	Apr 2014	Signed Agreement

4.2 Roads not listed on the Register

The following roads are not listed on our Register of Public Roads:

- Roads which are the full responsibility of the state government, or a private enterprise;
- Unused roads for which we have not accepted responsibility;
- Roads drawn out on a plan of subdivision, until such time that we accept responsibility for these roads;
- Roads which we have not determined are reasonably required for general public use.

Technical References

- i. AS ISO 31000:2018 – Risk Management – Guidelines
- ii. Integrated Asset Management Guidelines for Road Networks (AP-R202) 2002, Austroads Inc.
- iii. International Infrastructure Management Manual (IIMM) 2015, IPWEA
- iv. VicRoads Risk Management Guidelines
- v. VicRoads Standard Specification Section 750 – Routine Maintenance

Attachment 1: Road Hierarchy – Urban Roads

Category	Description*
Category 4 <ul style="list-style-type: none"> Connector Street 	A regionally strategic road connecting major urban areas, links to the arterial network, or collects traffic from the access roads and places and connects to an Arterial road or another Connector road through and between neighbourhoods. Should not provide an attractive alternate route for through traffic on Arterial roads. Normal requirement to provide principal access to adjacent property and has consistent traffic volumes generally $\geq 2,000$ AADT (Average Annual Daily Traffic count)
Category 3 <ul style="list-style-type: none"> Access Street 	A street or service lane providing local residential access where traffic is subservient to local amenity. Vehicle speeds and volumes are moderate, and pedestrian and bicycle movements are facilitated. Serves no external through traffic function and generally caters for between 200 and 2,000 AADT.
Category 2 <ul style="list-style-type: none"> Access Place 	A minor street or side / rear lane whose primary function is to provide local residential property access with shared traffic, pedestrian and recreation use of the road pavement with pedestrian priority. The length of an access place is generally no more than 100m. Access Places are constructed and maintained by Council. Does not provide for any through traffic and has traffic volumes generally below 200 vpd, AADT.
Category 1 <ul style="list-style-type: none"> Access Track 	Access Tracks are generally not formed nor maintained by Council. An unformed track that provides access only by four-wheel drive vehicles. Can be wheel ruts or grassed. Minimal road maintenance carried out and has only occasional emergency access. No on-road parking to be allowed.

* Categories follow the Infrastructure Design Manual for residential streets

Attachment 2: Road Hierarchy – Rural Roads

Category	Description*
Category 4 <ul style="list-style-type: none"> Connector Road 	A regionally strategic road connecting major urban areas, provides a secondary link between townships or communities or links to the arterial network and has consistent traffic volumes generally ≥ 200 vehicles per day (vpd), average annual daily traffic count (AADT).
Category 3 <ul style="list-style-type: none"> Access Road 	A medium length no-through or a through / destination road linking to the connector road network or catering for seasonal traffic generally between 50 and 200 AADT.
Category 2 <ul style="list-style-type: none"> Access Place 	A 'formed & gravelled' or "formed only" no through road with traffic volumes generally below 50 vpd, AADT. (The gravel road formation includes the shoulders)
Category 1 <ul style="list-style-type: none"> Access Track 	An unformed track that provides access only by four-wheel drive vehicles. Can be wheel ruts, grassed or wooded. Minimal road maintenance carried out and has only occasional emergency access. No parking allowed when width is less than 5.4 metres, one side only at 5.5 m width.

* Categories follow the Infrastructure Design Manual for residential streets

Attachment 3: Pathway Hierarchy

Footpaths

Category	Area	Description*
Category 3	Business/Commercial	The category of 'highest use' that includes all footpaths in Central Business District(s) and select tourist/shopping precincts.
Category 2	Local Crossings/ Collector	<p>This category includes shopping strips, and other pedestrian generators including, but not limited to:</p> <ul style="list-style-type: none"> • Small strip shopping centres • Schools • Senior citizens centres, • Railway stations • Community centres
Category 1	General Access	<p>This category includes all other pathways within road reserves, including:</p> <ul style="list-style-type: none"> • Residential areas • Commercial areas • Industrial areas

Shared and Bicycle Pathways

Category	Area	Description*
Category 3	Business/Commercial	The category of 'highest use' that includes pathways used by high volumes of commuter cyclists and select tourist pathways.
Category 2	Local Crossings/ Collector	<p>This category includes pathways connecting to and within shopping strips, and other cyclist traffic generators including, but not limited to:</p> <ul style="list-style-type: none"> • Schools • Railway stations • To/from and through popular parks/reserves.
Category 1	General Access	This category includes all other shared and bicycle pathways.

Attachment 4: Inspection Requirements

Inspection Type	Purpose	Inspection and Reporting Requirements
Reactive – Request for Service (RFS)	Reactive inspections are designed to confirm the nature of defects/hazards reported by members of the public or Council employees, and identify any that exceed the intervention levels specified in Attachment 6.	<p>Performed by a Council representative with knowledge of Description / Intervention Levels (Attachment 6) and road maintenance techniques who may then call in a higher level of expertise if necessary.</p> <p>All Reactive inspections are conducted on foot or via a slow moving vehicle, with defects measured and photographed as specified in Council's Road Asset Inspectors Manual.</p> <p>The report is required to identify specific safety defect, time first reported, time inspected and by whom, subsequent action and time of completion.</p>
Proactive Inspection	<p>Inspection undertaken in accordance with a formal programmed inspection schedule to determine if the road asset complies with the levels of service as specified.</p> <p>A record of each asset is to be completed detailing the name of the inspector, the inspection date, and a description of any defects found that exceed the intervention levels specified in Attachment 6.</p> <p>In addition, details of the inspection will be electronically recorded against the particular asset inspected.</p>	<p>Proactive Inspections of roads are conducted via a slow moving vehicle, while Proactive Inspections of all other asset types are conducted on foot, with defects measured and photographed as specified in Council's Road Asset Inspectors Manual.</p> <p>Performed by a dedicated Plan inspector.</p>
Night Inspections	Inspection undertaken in accordance with a formal programmed inspection schedule to assess the reflectivity of road signage, cat's eyes and roadside guideposts, and the visibility of line marking at night.	<p>Conducted via a slow moving vehicle with standard driving lights (low beam), with visibility/legibility/reflectivity assessed by eye from distances specified respective of each asset defect type.</p> <p>Performed by a dedicated Plan inspector.</p>

Attachment 5: Inspection Frequencies

Asset Group	Hierarchy Category	Reactive Inspection Timeframe WD = Working Days H = Hours	Proactive Inspection Frequency M = Months	Night Inspections Y = Years (Sealed Roads only)
Sealed Roads	Category 4	10 WD	6 M	3 Y
Unsealed Roads	Category 3	10 WD	6 M	3 Y
Regulatory, Warning and Hazard Signs	Category 2	10 WD	12 M	4 Y
	Category 1 – Urban Only	10 WD	24 M	5 Y
Footpaths, Kerb & Channel	Category 3	7 WD	12 M	
	Category 2	7 WD	12 M	n/a
	Category 1	7 WD	36 M	
Shared & Bicycle Pathways	Category 3	7 WD	12 M	
	Category 2	7 WD	12 M	n/a
	Category 1	7 WD	36 M	
Bridges	Level 1 Bridge Inspections	10 WD	6 M	n/a
Emergency Response – All Asset / Categories				
* Reported Incidents / Hazards that present an immediate and significant risk to members of the public.				
Temporary measures (e.g. installing barriers, signage, closing the road/footpath, etc.) will be implemented to reduce the risk to users of the road network until such time as appropriate repairs can be completed.		24 H	n/a	n/a

* If a Proactive Inspection Frequency elapses on a Weekend or Public Holiday, the actual due date will be the next Working Day.

Attachment 6: Defect Intervention Levels and Repair Time Frames

NOTES:

* If a Repair Time frame elapses on a Weekend or Public Holiday, the actual due date will be the next Working Day.

** In cases where a defect is not due to be repaired in less than 4 weeks, temporary measures, such as installing warning signage, erecting barriers, or painting the defect with a bright contrasting colour, may be implemented at the time of identification to reduce the risk as much as is reasonably practicable until permanent repairs can be completed in line with the specified Repair Time frames.

Sealed Roads

Defect type	Description / Intervention Level	Repair timeframes by hierarchy			
		WD = Working Days W = Weeks M = Months			
		Cat 4	Cat 3	Cat 2	Cat 1
Pothole	Potholes in sealed pavement >75 mm in depth and >300 mm in diameter				
	Potholes located in dedicated/marked bicycle lanes >75 mm depth and >200 mm diameter.	8 W	8 W	8 W	6 M
Edge break	Edge breaks >75 mm laterally over a 5m or greater length from the nominal seal line	8 W	8 W	8 W	6 M
Edge / shoulder drop	Edge drops onto an unsealed shoulder >75 mm in depth over a 10m or greater length	8 W	8 W	8 W	6 M
Depressions / deformations	Depression / deformations in the traffic lane of a sealed pavement >75 mm in depth under a 3m long straight edge	8 W	8 W	8 W	6 M
Missing pit lids	Missing Council drainage pit lids	2 WD	2 WD	4 WD	4 WD
Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	4 W	6 W	8 W	6 M
Roadside Vegetation – Overhead clearance	Vegetation intruding into the road envelope:				
	<ul style="list-style-type: none"> <4.5 m over the trafficable portion of Cat 3 & 4 roads <4.0 m over the trafficable portion of Cat 1 & 2 roads 	8 W	8 W	n/a	n/a
		n/a	n/a	8 W	6 M

Roadside Vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs when viewed from the following distances:	<ul style="list-style-type: none"> • Speed Limit – $\leq 50\text{km/h}$ = 30m • Speed Limit – 60km/h = 40m • Speed Limit – 70km/h = 55m • Speed Limit – 80km/h = 65m • Speed Limit – 90km/h = 80m • Speed Limit – 100km/h = 95m 	8 W	8 W	8 W	6 M
<p><i>Note:</i> All timeframes apply to each specified speed limit.</p>						

Unsealed Roads

Defect type	Description / Intervention Level	Repair timeframes by hierarchy			
		WD = Working Days W = Weeks M = Months			
		Cat 4	Cat 3	Cat 2	Cat 1
Pothole	Potholes in unsealed pavement >75 mm in depth and >450 mm in diameter	2 M	3 M	4 M	8 M
Wheel ruts / scouring	Wheel ruts or scouring on an unsealed road >100 mm in depth	2 M	3 M	4 M	8 M
Corrugations	Corrugations on an unsealed road >100 mm in depth and >500 mm in length	6 M	6 M	6 M	8 M
Roadside Vegetation – Overhead clearance	Vegetation intruding into the road envelope:				
	<ul style="list-style-type: none"> <4.5 m over the trafficable portion of Cat 3 & 4 roads <4.0 m over the trafficable portion of Cat 1 & 2 roads 	2 M	3 M	n/a	n/a
Roadside Vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs when viewed from the following distances:				
	<ul style="list-style-type: none"> Speed Limit – <=50km/h = 30m 	2 M	3 M	4 M	8 M
	<ul style="list-style-type: none"> Speed Limit – 60km/h = 40m 				
	<ul style="list-style-type: none"> Speed Limit – 70km/h = 55m 				
	<ul style="list-style-type: none"> Speed Limit – 80km/h = 65m 				

Traffic Control Devices

		Repair timeframes by hierarchy			
		WD = Working Days			
		W = Weeks			
		M = Months			
Defect type	Description / Intervention Level	Cat 4	Cat 3	Cat 2	Cat 1
Missing / Damaged Signage	Regulatory, warning and hazard signs missing, illegible or damaged making them substantially ineffective when viewed from the following distances:				
	• Speed Limit – <=50km/h = 30m				
	• Speed Limit – 60km/h = 40m	2 M	3 M	4 M	8 M
	• Speed Limit – 70km/h = 55m				
	• Speed Limit – 80km/h = 65m				
	• Speed Limit – 90km/h = 80m				
	• Speed Limit – 100km/h = 95m				
Missing / Damaged Guard Rail or fencing (including Guideposts) *	Guard rail/fence damaged or missing making them substantially ineffective	12 W	12 W	6 M	12 M
Missing / Damaged Pavement Markings	Pavement markings which are missing or faded making them substantially ineffective	12 W	12 W	12 M	12 M

*Where guard rail fencing is damaged or missing to the extent that immediate repair or replacement is not feasible, due to the extent of damage, the need for engineering design, or funding limitations, the defect will be made safe through temporary measures where possible. Permanent rectification will then be referred for consideration in the Capital Works Program, based on risk, priority, and available funding.

Footpaths

Defect type	Description / Intervention Level	Repair timeframes by hierarchy		
		WD = Working Days		
		W = Weeks M = Months		
		Cat 3	Cat 2	Cat 1
Vertical Displacement	Vertical Displacement >25 mm in height	4 W	6 W	2 M
Loose segmented pavers	Loose and unstable segmented pavers (i.e. bluestone, bricks, etc.) that move underfoot	4 W	6 W	2 M
Cracking	Cracking in footpaths >50 mm wide	4 W	6 W	2 M
Undulations	Undulations (depressions / bumps) >100 mm in depth/height under a 1.5m straight edge	4 W	6 W	2 M
Dislodged / missing pieces / potholes	Dislodged or missing pieces or potholes >300 mm in length/width and >25 mm in depth	4 W	6 W	2 M
Missing pit lids	Missing Council drainage pit lids	2 WD	2 WD	4 WD
Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	4 W	6 W	2 M
Vegetation overhead clearance	Vegetation intruding into the footpath envelope: <ul style="list-style-type: none"> <2.2 m over footpath surface 	8 W	8 W	8 W
Dislodged / missing tactile indicator	Damaged or missing	8 W	8 W	3 M

* Pram crossings / ramps providing transition between road and footpath levels are treated as part of the footpath for the purposes of the application of description / intervention levels.

Shared and Bicycle Pathways

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months		
		Cat 3	Cat 2	Cat 1
Vertical Displacement	Vertical Displacement >25 mm in height	4 W	6 W	12 W
Cracking	Cracking perpendicular to path of travel >50 mm wide	4 W	6 W	12 W
	Longitudinal cracking >40 mm wide			
Undulations	Undulations (depressions / bumps) >100 mm in depth/height under a 1.5m straight edge	4 W	6 W	12 W
Dislodged / missing pieces / potholes	Dislodged or missing pieces or potholes >300 mm in length/width and >25 mm in depth	4 W	6 W	12 W
Missing pit lids	Missing Council drainage pit lids	2 WD	2 WD	4 WD
Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	4 W	6 W	12 W
Vegetation overhead clearance	Vegetation intruding into the pathway envelope: <ul style="list-style-type: none"> <3.0 m over shared pathway surface and >100 cm beyond each edge 	8 W	8 W	12 W
Vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs when viewed from <20 m	4 W	6 W	12 W
Dislodged / missing tactile indicator	Damaged or missing	8 W	8 W	3 M

* Pram crossings / ramps providing transition between road and footpath levels are treated as part of the footpath for the purposes of the application of description / intervention levels.

Kerb and Channel

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months			
		Cat 4	Cat 3	Cat 2	Cat 1
Vertical Displacement	Vertical displacement – uplift section >100 mm	4 W	6 W	2 M	3 M
Horizontal Displacement	Horizontal displacement section >100 mm	4 W	6 W	2 M	3 M

Bridges and Culverts

Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months			
		Cat 4	Cat 3	Cat 2	Cat 1
Bridge & Culvert defects	Visible damage likely to pose an immediate and significant risk to members of the public	4 W	6 W	2 M	3 M

SOUTH GIPPSLAND SHIRE COUNCIL

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Schedule of Changes and Amendments

Table 1: Key document changes

Item	Description of Change from Current RMP
Format	Transfer Council's current RMP to a new RMP template developed by Municipal Association of Victoria (MAV). MAV developed this template for all Victorian regional councils to adopt to improve consistency across the local government sector.
Road Maintenance	All references to the Road Maintenance Management Plan (RMMP) have been removed from this Road Management Plan. In accordance with industry standards to ensure the document remains strategic and policy focused.
Inspection Frequencies	<p>The draft plan retains existing reactive inspection timeframes for high-risk assets but removes all references to reactive maintenance activities, aligning with the shift towards a more strategic document. It also increases the frequency of proactive inspections to support earlier defect detection and improved risk management.</p> <p>Refer to Table 2 for further details.</p>
Replacing Programmed based timeframes	<p>The draft RMP replaces program-based timeframes with defined completion targets. While existing service levels remain unchanged, this refinement enhances consistency, risk management transparency, and organisational accountability.</p> <p>See Table 3 for further details.</p>

**Table 2: Inspection Frequencies / Timeframes Changes**

Asset Group	Hierarchy Category	Reactive Inspection Timeframe WD = Working Days H = Hours	Proactive Inspection Frequency M = Months	Night Inspections Y = Years	Change from Current RMP
Sealed Roads, Unsealed Roads, Regulatory, Warning and Hazard Signs	Category 4	10 WD	6 M	3 Y	Adopt the Reactive Inspection levels, increase the frequency of Proactive Inspections from yearly to every 6 months and introduce nightly inspections (for sealed roads only) as per MAV recommendations.
	Category 3	10 WD	6 M	3 Y	
	Category 2	10 WD	12 M	4 Y	No change other than the introduction of nightly inspections.
	Category 1 – Urban Only	10 WD	24 M	5 Y	No change other than the introduction of nightly inspections.
Footpaths, Kerb & Channel	Category 3	7 WD	12 M	n/a	Adopt the Categorisation for RMP purposes as per MAV recommendations, no change to the Inspection Frequencies.
	Category 2	7 WD	12 M	n/a	Adopt the Categorisation for RMP purposes as per MAV recommendations, no change to the Inspection Frequencies.
	Category 1	7 WD	36 M	n/a	Adopt the Categorisation for RMP purposes as per MAV recommendations, no change to the Inspection Frequencies.
	Category 3	7 WD	12 M	n/a	Adopt the Categorisation for RMP purposes as per MAV recommendations, no change to the Inspection Frequencies.



Asset Group	Hierarchy Category	Reactive Inspection Timeframe WD = Working Days H = Hours	Proactive Inspection Frequency M = Months	Night Inspections Y = Years	Change from Current RMP
Shared & Bicycle Pathways	Category 2	7 WD	12 M	n/a	Adopt the Categorisation for RMP purposes as per MAV recommendations, no change to the Inspection Frequencies.
	Category 1	7 WD	36 M	n/a	Adopt the Categorisation for RMP purposes as per MAV recommendations, no change to the Inspection Frequencies.
Bridges	Level 1 Bridge Inspections	10 WD	6 M	n/a	No change
Emergency Response – All Asset / Categories		24 H	n/a	n/a	No Change
<p>Reported Incidents / Hazards that present an immediate and significant risk to members of the public.</p> <p>Temporary measures (e.g. installing barriers, signage, closing the road/footpath, etc.) will be implemented to reduce the risk to users of the road network until such time as appropriate repairs can be completed.</p>					



The draft RMP replaces program-based timeframes, which previously only committed to scheduling works, with defined completion targets. This approach maintains existing service levels while improving consistency, transparency in risk management, and organisational accountability. All defect response times have been updated to reflect this change. To avoid repetition, this standard update is not noted in each row (of table 3); only additional or material changes are specifically highlighted.

Table 3: Intervention Changes

Asset Type	Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months				Change from Current RMP
			Cat 4	Cat 3	Cat 2	Cat 1	
Sealed Roads	Pothole	Potholes in sealed pavement >75 mm in depth and >300 mm in diameter Potholes located in dedicated/marked bicycle lanes >75 mm depth and >200 mm diameter.	8 W	8 W	8 W	6 M	Add in the specification of potholes in bicycle lanes.
Sealed Roads	Edge break	Edge breaks >75 mm laterally over a 5m or greater length from the nominal seal line	8 W	8 W	8 W	6 M	Increase the length from 1m to 5m and remove >50mm deep as per MAV recommendations.
Sealed Roads	Edge / shoulder drop	Edge drops onto an unsealed shoulder >75 mm in depth over a 10m or greater length	8 W	8 W	8 W	6 M	Increase the intervention level from 50mm to 75mm to apply consistency with other intervention levels. Increase the length from 1m to 10 as per MAV recommendations.



Asset Type	Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months				Change from Current RMP
			Cat 4	Cat 3	Cat 2	Cat 1	
Sealed Roads	Depressions / deformations	Depression / deformations in the traffic lane of a sealed pavement >75 mm in depth under a 3m long straight edge	8 W	8 W	8 W	6 M	Adopt intervention levels and description as per MAV recommendations.
Sealed Roads	Pavement Failure	Deformations >1m2	24H 7D P	24H 7D P	24H 7D P	7D P	Removed from RMP as item will be covered in our Road Maintenance procedures.
Sealed Roads	Missing pit lids	Missing Council drainage pit lids	2WD	2WD	4WD	4WD	Adopt description as per MAV recommendations
Sealed Roads	Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	4 W	6 W	8 W	6 M	Adopt description as per MAV recommendations
Sealed Roads	Roadside Vegetation – Overhead clearance	Vegetation intruding into the road envelope: <5.0 m clearance over the trafficable portion of Arterial roads <4.5 m over the trafficable portion of Cat 3 & 4 roads <4.0 m over the trafficable portion of Cat 1 & 2 roads	8 W n/a	8 W n/a	n/a 8 W	n/a 6 M	Adopt intervention levels and description as per MAV recommendations.



Asset Type	Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months				Change from Current RMP
			Cat 4	Cat 3	Cat 2	Cat 1	
Sealed Roads	Roadside Vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs when viewed from the following distances: Speed Limit – <=50km/h = 30m Speed Limit – 60km/h = 40m Speed Limit – 70km/h = 55m Speed Limit – 80km/h = 65m Speed Limit – 90km/h = 80m Speed Limit – 100km/h = 95m	8 W	8 W	8 W	6 M	Adopt intervention levels and description as per MAV recommendations.
Sealed Roads	High Shoulders	High Shoulder causing ponding/preventing runoff	Defect identified but no intervention time frame provided				Removed from RMP as item will be covered in our Road Maintenance procedures.
Sealed Roads	Obstruction to Traffic	Accumulation of dirt or granular materials on the traffic lane of sealed roads.	24H 7D P	24H 7D P	24H 7D P	7D P	Removed from RMP as item will be covered in our Road Maintenance procedures.
Sealed & Unsealed Roads	Stripping / Bleeding Surface	Stripping/Bleeding Surface likely to result in loss of skid resistance	2 M	6 M	1 Y	n/a	Removed from RMP as item will be covered in our Road Maintenance procedures.
Sealed & Unsealed Roads	Grass Height	Grass Height > 300mm	Defect identified but no intervention time frame provided				Removed from RMP as item will be covered in our Road Maintenance procedures.



Asset Type	Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months				Change from Current RMP
			Cat 4	Cat 3	Cat 2	Cat 1	
Sealed & Unsealed Roads	Grass Height	Grass Height > 200mm during declared fire periods	Defect identified but no intervention time frame provided				Removed from RMP as item will be covered in our Road Maintenance procedures.
Sealed & Unsealed Roads	Culverts	Culverts - Bore capacity >50per cent obstructed	Defect identified but no intervention time frame provided				Removed as this has been replaced by the revised Bridge and Culvert defect and intervention level.
Sealed & Unsealed Roads	Outfalls	Outfalls - Inadequate functions - when water is backing up into culverts	Defect identified but no intervention time frame provided				Removed as this has been replaced by the revised Bridge and Culvert defect and intervention level.
Sealed & Unsealed Roads	Blocked Pits	Pits - Debris obstructing pit inlets	Defect identified but no intervention time frame provided				Removed as this has been replaced by the revised Bridge and Culvert defect and intervention level.
Sealed & Unsealed Roads	Obstruction to Traffic	Materials fallen from vehicles, dead animals, fallen trees, wet clay and other slippery substances, ponding of water >300mm deep.	24H 7D P	24H 7D P	24H 7D P	24H 7D P	Removed from RMP as item will be covered in our Road Maintenance procedures.
Unsealed Roads	Pothole	Potholes in unsealed pavement >75 mm in depth and >450 mm in diameter	2 M	3 M	4 M	8 M	Adopt intervention levels as per MAV recommendations.



Asset Type	Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months				Change from Current RMP
			Cat 4	Cat 3	Cat 2	Cat 1	
Unsealed Roads	Wheel ruts / scouring	Wheel ruts or scouring on an unsealed road >100 mm in depth	2 M	3 M	4 M	8 M	Retain the depth but removed the requirement to be over 50% of the road or shoulder length. Change the description from "Rutting and corrugation" to "Wheel ruts or scouring" and create a separate Corrugations defect.
Unsealed Roads	Corrugations	Corrugations on an unsealed road >100 mm in depth and >500 mm in length	6 M	6 M	6 M	8 M	Retain the depth but removed the requirement to be over 50% of the road or shoulder length and replace with > 500mm length.
Unsealed Roads	Dust Suppression	Dust restricting visibility <3m in either direction	24H 7D P	24H 7D P	24H 7D P	24H 7D P	Removed from RMP as service is unfunded and cannot be delivered.
Unsealed Roads	Roadside Vegetation – Overhead clearance	Vegetation intruding into the road envelope: <4.50 m over the trafficable portion of Cat 3 & 4 roads <4.0 m over the trafficable portion of Cat 1 & 2 roads	2 M n/a	3 M n/a	n/a 4 M	n/a 8M	Adopt intervention levels and description as per MAV recommendations.



Asset Type	Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months				Change from Current RMP
			Cat 4	Cat 3	Cat 2	Cat 1	
Unsealed Roads	Roadside Vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs when viewed from the following distances: Speed Limit – <=50km/h = 30m Speed Limit – 60km/h = 40m Speed Limit – 70km/h = 55m Speed Limit – 80km/h = 65m	2 M	3 M	4 M	8 M	Adopt intervention levels and description as per MAV recommendations.
Traffic Control Devices	Missing / Damaged Signage	Regulatory, warning and hazard signs missing, illegible or damaged making them substantially ineffective when viewed from the following distances: Speed Limit – <=50km/h = 30m Speed Limit – 60km/h = 40m Speed Limit – 70km/h = 55m Speed Limit – 80km/h = 65m Speed Limit – 90km/h = 80m Speed Limit – 100km/h = 95m	2 M	3 M	4 M	8 M	Adopt intervention levels and description as per MAV recommendations.



Asset Type	Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months				Change from Current RMP
			Cat 4	Cat 3	Cat 2	Cat 1	
Traffic Control Devices	Missing / Damaged Guard Rail or fencing (including Guideposts)	Guard rail/fence damaged or missing making them substantially ineffective	12W	12W	6 M	12M	Adopt intervention levels and description as per MAV recommendations.
Traffic Control Devices	Missing / Damaged Pavement Markings	Pavement markings which are missing or faded making them substantially ineffective	12 M	12 M	12M	12M	Adopt intervention levels and description as per MAV recommendations.
Traffic Control Devices	Guideposts	Guideposts >50 per cent noticeably degraded	24H 7D P	24H 7D P	24H 7D P	n/a	Removed from RMP as it is covered in Missing / Damage Guard Rail or fencing.
Traffic Control Devices	Reflective Road Pavement Markers (RRRPMs)	Reflective Road Pavement Markers (RRPMs) - when more than 30 per cent of the RRRPMs are missing or not reflecting on curves/barrier lines	Defect identified but no intervention time frame provided				Removed from RMP as it is covered in Missing / Damaged Pavement Markings.
Traffic Control Devices	Traffic signals	Traffic signals inoperable or confusing	24H	24H	24H	24H	Removed from RMP as item will be covered in our Road Maintenance procedures.
Footpaths	Vertical Displacement	Vertical Displacement >25 mm in height	n/a	4 W	6 W	2 M	Adopt simplified description as per MAV recommendations.



Asset Type	Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months				Change from Current RMP
			Cat 4	Cat 3	Cat 2	Cat 1	
Footpaths	Loose segmented pavers	Loose and unstable segmented pavers (i.e. bluestone, bricks, etc.) that move underfoot	n/a	4 W	6 W	2 M	Adopt specific identification of this defect as a standalone category, rather than grouping it within general footpath defects. Applied intervention levels and descriptions as per MAV recommendations.
Footpaths	Cracking	Cracking in footpaths >50 mm wide	n/a	4 W	6 W	2 M	Increase in intervention level from 15mm wide to 50mm but without the 200mm length as per MAV recommendations.
Footpaths	Undulations	Undulations (depressions / bumps) >100 mm in depth/height under a 1.5m straight edge	n/a	4 W	6 W	2 M	Increase in length from 1.2m to 1.5m as per MAV recommendations.
Footpaths	Dislodged / missing pieces / potholes	Dislodged or missing pieces or potholes >300 mm in length/width and >25 mm in depth	n/a	4 W	6 W	2 M	Adopt specific identification of this defect as a standalone category, rather than grouping it within general footpath defects. Applied intervention levels and descriptions as per MAV recommendations.



Asset Type	Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months				Change from Current RMP
			Cat 4	Cat 3	Cat 2	Cat 1	
Footpaths	Missing pit lids	Missing Council drainage pit lids	n/a	2WD	2WD	4WD	Adopt specific identification of this defect as a standalone category, rather than grouping it within general footpath defects. Applied intervention levels and descriptions as per MAV recommendations.
Footpaths	Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	n/a	4 W	6 W	2 M	Adopt specific identification of this defect as a standalone category, rather than grouping it within general footpath defects. Applied intervention levels and descriptions as per MAV recommendations.
Footpaths	Vegetation overhead clearance	Vegetation intruding into the footpath envelope: <2.2 m over footpath surface	n/a	8 W	8 W	8 W	Adopt specific identification of this defect as a standalone category, rather than grouping it within general footpath defects. Applied intervention levels and descriptions as per MAV recommendations.
Footpaths	Dislodged / missing tactile indicator	Damaged or missing	n/a	8 W	8 W	3 M	Adopt specific identification of this defect as a standalone category, rather than grouping it within general footpath defects. Applied intervention levels and descriptions as per MAV recommendations.



Asset Type	Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months				Change from Current RMP
			Cat 4	Cat 3	Cat 2	Cat 1	
Shared & Bicycle Pathways	Vertical Displacement	Vertical Displacement >25 mm in height	n/a	4 W	6 W	12W	Adopt specific identification of this defect as a standalone category, rather than grouping it within general footpath defects. Applied intervention levels and descriptions as per MAV recommendations.
Shared & Bicycle Pathways	Cracking	Cracking perpendicular to path of travel >50 mm wide Longitudinal cracking >40 mm wide	n/a	4 W	6 W	12W	Adopt specific identification of this defect as a standalone category, rather than grouping it within general footpath defects. Applied intervention levels and descriptions as per MAV recommendations.
Shared & Bicycle Pathways	Undulations	Undulations (depressions / bumps) >100 mm in depth/height under a 1.5m straight edge	n/a	4 W	6 W	12W	Adopt specific identification of this defect as a standalone category, rather than grouping it within general footpath defects. Applied intervention levels and descriptions as per MAV recommendations.
Shared & Bicycle Pathways	Dislodged / missing pieces / potholes	Dislodged or missing pieces or potholes >300 mm in length/width and >25 mm in depth	n/a	4 W	6 W	12W	Adopt specific identification of this defect as a standalone category, rather than grouping it within general footpath defects. Applied intervention levels and descriptions as per MAV recommendations.



Asset Type	Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months				Change from Current RMP
			Cat 4	Cat 3	Cat 2	Cat 1	
Shared & Bicycle Pathways	Missing pit lids	Missing Council drainage pit lids	n/a	2WD	2WD	4WD	Adopt specific identification of this defect as a standalone category, rather than grouping it within general footpath defects. Applied intervention levels and descriptions as per MAV recommendations.
Shared & Bicycle Pathways	Damaged pit lids	Damaged Council drainage pit lids (such that they are potentially structurally unsound)	n/a	4 W	6 W	12W	Adopt specific identification of this defect as a standalone category, rather than grouping it within general footpath defects. Applied intervention levels and descriptions as per MAV recommendations.
Shared & Bicycle Pathways	Vegetation overhead clearance	Vegetation intruding into the pathway envelope: <3.0 m over shared pathway surface and >100 cm beyond each edge	n/a	8 W	8 W	12W	Adopt specific identification of this defect as a standalone category, rather than grouping it within general footpath defects. Applied intervention levels and descriptions as per MAV recommendations. Note: Shared & Bicycle Pathways are at a higher speed to non-shared pathways.



Asset Type	Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months				Change from Current RMP
			Cat 4	Cat 3	Cat 2	Cat 1	
Shared & Bicycle Pathways	Vegetation – Obstructing sightlines	Vegetation that is obstructing sightlines to intersections or regulatory, warning and hazard signs when viewed from <20 m	n/a	4 W	6 W	12W	Adopt specific identification of this defect as a standalone category, rather than grouping it within general footpath defects. Applied intervention levels and descriptions as per MAV recommendations.
Shared & Bicycle Pathways	Dislodged / missing tactile indicator	Damaged or missing	n/a	8 W	8 W	3 M	Adopt specific identification of this defect as a standalone category, rather than grouping it within general footpath defects. Applied intervention levels and descriptions as per MAV recommendations.
Kerb & Channel	Vertical Displacement	Vertical displacement – uplift section >100 mm	4 W	6 W	2 M	3 M	Adopt specific identification of this defect as a standalone category, rather than grouping it within general kerb and channel defects. Applied intervention levels and descriptions as per MAV recommendations.
Kerb & Channel	Horizontal Displacement	Horizontal displacement section >100 mm	4 W	6 W	2 M	3 M	Adopt specific identification of this defect as a standalone category, rather than grouping it within general kerb and channel defects. Applied intervention levels and descriptions as per MAV recommendations.



Asset Type	Defect type	Description / Intervention Level	Repair timeframes by hierarchy WD = Working Days W = Weeks M = Months				Change from Current RMP
			Cat 4	Cat 3	Cat 2	Cat 1	
Bridges & Culverts	Bridge & Culvert defects	Visible damage likely to pose an immediate and significant risk to members of the public	4 W	6 W	2 M	3 M	Applied intervention levels and descriptions as per MAV recommendations, shifting the focus of the defect to public risk not asset risk.

Survey Responses

03 December 2021 - 14 July 2025


Provide Your Feedback

Your Say South Gippsland

Project: Draft Road Management Plan 2025

 GRANICUS

VISITORS					
16					
CONTRIBUTORS			RESPONSES		
4			4		
4	0	0	4	0	0
Registered	Unverified	Anonymous	Registered	Unverified	Anonymous



Respondent No: 1

Login: [REDACTED]

Email: [REDACTED]

Responded At: Jun 24, 2025 22:41:10 pm

Last Seen: Jun 24, 2025 12:29:02 pm

IP Address: [REDACTED]

Q1. What is your feedback on the Draft Road Management Plan?

Some of the gravel road in the district due to increased housing / population are carrying more traffic that they were designed for. Some are conduits to and from major towns. Some of the steeper roads also are quickly corrugated and washed by heavy rainfall. Perhaps it would be more economical in the long run to have these roads as sealed bitumin roads to reduce the wear and tare on the roads less maintenance and safer for commuters between these growing major townships. For example Ross & Witherdens Road between Leongatha & Warragul.

Q2. Please upload any supporting documents (if applicable).

not answered

Q3. Name

[REDACTED]

Q4. Email

[REDACTED]



Respondent No: 2

Login: [REDACTED]

Email: [REDACTED]

Responded At: Jul 02, 2025 12:15:51 pm

Last Seen: Jul 02, 2025 01:41:06 am

IP Address: [REDACTED]

Q1. What is your feedback on the Draft Road Management Plan?

The Draft Road Management Plan seems to just be a schedule of changes to existing maintenance, action repair schedules. Nothing about road safety e.g. road subsidence amelioration measures, safety barrier installations, single file signs for bicycle riders on narrow curving roads etc. Example in photos (which I tried to upload but your system wouldn't accept them) of a car that went over the road bank along a narrow stretch of road (just north of the Twite's Road ? Bena-Kongwak Road intersection) which was only saved by revegetation, from plummeting down the bottom of the valley and almost certainly resulting in the death of the driver. Road so narrow other vehicle lost front wheel trying to get passed the one that went down the bank. Perhaps some barriers along this section of the road !!

Q2. Please upload any supporting documents (if applicable).


not answered

Q3. Name

[REDACTED]

Q4. Email

[REDACTED]



Respondent No: 3

Login: [REDACTED]

Email: [REDACTED]

Responded At: Jul 02, 2025 17:26:36 pm

Last Seen: Jul 02, 2025 07:26:20 am

IP Address: [REDACTED]

Q1. What is your feedback on the Draft Road Management Plan?

not answered

Q2. Please upload any supporting documents (if applicable).


not answered

Q3. Name

not answered

Q4. Email

not answered



Respondent No: 4

Login: [REDACTED]

Email: [REDACTED]

Responded At: Jul 11, 2025 20:32:18 pm

Last Seen: Jul 11, 2025 10:30:46 am

IP Address: [REDACTED]

Q1. What is your feedback on the Draft Road Management Plan?

The plan must look at traffic flow and increased flow through population growth within this region. This includes tourism and increase in population relocating to this region/ s

Q2. Please upload any supporting documents (if applicable). not answered

Q3. Name [REDACTED]

Q4. Email [REDACTED]

2.4. SUMMARY OF STRATEGIC BRIEFINGS - 13 JULY 2025 - 12 AUGUST 2025

Directorate:	Strategy & Partnerships
Department:	Governance and Integrity

Council Plan

Theme - Leading with Integrity

Council's transparency and governance is strengthened by regularly reporting on summaries of briefings held, that assist Council to make informed decisions in Council Meetings on behalf of the community.

EXECUTIVE SUMMARY

The purpose of this report is to provide a summary of the information presented to Councillors between 13 July 2025 and 12 August 2025.

This aligns with the principles of the *Local Government Act 2020* and supports transparency around Council decisions and actions.

RECOMMENDATION

That Council receives and notes this report, the Summary of Strategic Briefings - 13 July 2025 – 12 August 2025.

REPORT

Meeting Title	Details
Wednesday 16 July 2025	
Customer Service Options	<p>Councillor Attending John Schelling, Sarah Gilligan, Clare Williams, Scott Rae, Bron Beach, Steve Finlay and Brad Snell</p> <p>Conflict of Interest: Nil</p>
Korumburra Caravan Park	<p>Councillor Attending John Schelling, Sarah Gilligan, Clare Williams, Scott Rae, Bron Beach, Steve Finlay and Brad Snell</p> <p>Conflict of Interest: Nil</p>
Non-Council Assets	Councillor Attending

Meeting Title	Details
	<p>John Schelling, Sarah Gilligan, Clare Williams, Scott Rae, Bron Beach, Steve Finlay and Brad Snell</p> <p>Conflict of Interest: Nil</p>
Wednesday 23 July 2025	
Foster War Memorial Arts Centre Strategic Plan	<p>Councillor Attending John Schelling, Sarah Gilligan, Clare Williams, Scott Rae, Nathan Hersey, Bron Beach, John Kennedy and Brad Snell</p> <p>Conflict of Interest: Nil</p>
Department of Energy, Environment and Climate Action	<p>Councillor Attending John Schelling, Sarah Gilligan, Clare Williams, Scott Rae, Nathan Hersey, Bron Beach, John Kennedy and Brad Snell</p> <p>Conflict of Interest: Nil</p>
2025 Community Satisfaction Survey Results	<p>Councillor Attending Sarah Gilligan, Clare Williams, Scott Rae, Nathan Hersey, Bron Beach, John Kennedy and Brad Snell</p> <p>Conflict of Interest: Nil</p>
Workshop 2 - Transparency Project/Reimagining Briefings and Council Meetings	<p>Councillor Attending Sarah Gilligan, Clare Williams, Scott Rae, Nathan Hersey, Bron Beach, John Kennedy and Brad Snell</p> <p>Conflict of Interest: Nil</p>
Wednesday 6 August 2025	
2024/25 Capital Works Update including	Councillor Attending

Meeting Title	Details
Proposed Carry Forwards	John Schelling, Sarah Gilligan, Clare Williams, Scott Rae, Nathan Hersey, Bron Beach, John Kennedy and Brad Snell Conflict of Interest: Nil
Better Transmission Gippsland	Councillor Attending John Schelling, Sarah Gilligan, Clare Williams, Scott Rae, Nathan Hersey, Bron Beach, John Kennedy and Brad Snell Conflict of Interest: Nil
Workshop 2: Advocacy Priorities 2025	Councillor Attending Sarah Gilligan, Clare Williams, Scott Rae, Nathan Hersey, Bron Beach, John Kennedy and Brad Snell Conflict of Interest: Nil
Planning Scheme Amendment c133sgip – Rezone Council Land - Radovick Street	Councillor Attending Sarah Gilligan, Clare Williams, Scott Rae, Nathan Hersey, Bron Beach, John Kennedy and Brad Snell Conflict of Interest: Nil
Planning Scheme Amendment c133sgip – Rezone Council Land - Radovick Street – Submission Hearing	Councillor Attending Sarah Gilligan, Clare Williams, Scott Rae, Nathan Hersey, Bron Beach, John Kennedy and Brad Snell Conflict of Interest: Nil

STAFF DISCLOSURE

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

ATTACHMENTS

Nil

REFERENCE DOCUMENTS

Council's Good Governance Framework

Pillar 3. Decision Making

Council Policy / Strategy / Plans

Documents are available on Council's website at the following [LINK](#).

Public Transparency Policy (C75)

Legislative Provisions

Local Government Act 2020

2.5. DOCUMENTS SEALED, CONTRACTS VARIED, AWARDED OR EXTENDED BY CEO - 13 JULY 2025 - 12 AUGUST 2025

Directorate:	Performance and Innovation
Department:	Financial Strategy

Council Plan

Theme - Leading with Integrity

Council's transparency of financial decisions made and overall financial sustainability is strengthened by regularly reporting on documents sealed, contracts awarded, varied or extended under the CEO's delegation.

EXECUTIVE SUMMARY

This purpose of this report is to document the following actions undertaken by the Chief Executive Officer (CEO) which occurred during the period 13 July 2025 - 12 August 2025. Council's *Procurement Policy (C32)* requires the CEO to report to Council any of the following actions undertaken to the next appropriate Meeting:

- Documents sealed;
- Contracts awarded after a public tender process within the CEO's delegation; and
- Contracts varied or extended by the CEO which exceeded the CEO's delegation.

RECOMMENDATION

That Council receives and notes this report Documents Sealed, Contracts Varied, Awarded or Extended by CEO - 13 July 2025 - 12 August 2025.

REPORT

Under the *Local Government Act 2020* (the Act), s.14 states that each Council is a body corporate with perpetual succession; and must have a common seal. Sealing a document makes it an official document of Council as a corporate body. Documents that require sealing include agreements, leases or any other contractual or legally binding document that binds Council to another party.

Use of the *General Local Law 2024*, Part 5 - Administration, clause 65 – Common Seal of Council, states that if the Chief Executive Officer (CEO) uses the Common Seal in a manner described by sub-clause (5), this means on the authority of a Council resolution, then Council must be advised of such use on a regular basis.

In accordance with the *General Local Law 2024*, Part 5 - Administration, clause 65 (6), the following are presented to Council as documents sealed during the period from 13 July 2025 - 12 August 2025.

Nil.

Section 173 Agreements are prepared in accordance with s.173 of the *Planning and Environment Act 1987*, allowing Council to enter into agreements relating to the use or development of land, conditions to which the land be used or developed or any matter that relates to planning or planning schemes in Victoria. Section 174 of the *Planning and Environment Act 1987* requires that such an agreement be under seal and must bind the owner to the covenants specified in the agreement.

Nil.

In accordance with the *General Local Law 2024*, Instrument of Delegation and *Planning and Environment Act 1987*, the following are presented to Council as documents sealed during the period from 13 July 2025 - 12 August 2025.

Contracts Awarded, Varied or Extended

In accordance with Council's Procurement Policy where contracts are awarded under delegation, varied or extended, they are required to be reported to the next practicable Council Meeting.

1. Contracts awarded by Council after a public tender process, signed by the CEO between 13 July 2025 - 12 August 2025.
 - a. Nil
2. Contracts awarded after a public tender process within the CEO's delegation between 13 July 2025 - 12 August 2025.
 - a. Nil
3. Contract variations approved by the CEO above contingency between 13 July 2025 - 12 August 2025.
 - a. Nil
4. Contract extensions approved by the CEO 13 July 2025 - 12 August 2025.
 - a. Nil

STAFF DISCLOSURE

All officers involved in the preparation of this report have considered and determined that they do not have a conflict of interest in the matter.

ATTACHMENTS

Nil

REFERENCE DOCUMENTS

Council's Good Governance Framework

Pillar 3. Decision Making

Council Policy / Strategy / Plans

Documents are available on Council's website at the following [LINK](#).

Governance Rules (C82)

General Local Law 2024

Procurement Policy (C32)

Legislative Provisions

Local Government Act 1989

Local Government Act 2020

Planning and Environment Act 1987

3. NOTICES OF MOTION AND/OR RESCISSION

3.1. NIL

4. COUNCILLOR REPORTS

4.1. REQUESTS FOR LEAVE OF ABSENCE

4.2. COUNCILLOR UPDATES

5. URGENT BUSINESS

Normally no motion should be debated by Councillors unless the matter is already included as an item on the Agenda. However, in some circumstances it is possible to raise urgent motions.

Council's *Governance Rules 2020* (clause 22 - Urgent Business) adopted on 19 October 2022, allows for where a situation has not been provided for under the *Governance Rules*, the Council may determine the matter by resolution. Established practice has provided for urgent motions to be raised at Council provided the matter cannot be dealt with at the next Council Meeting or by Officers under delegation.

It is necessary for the Councillor wishing to raise a matter of urgent business to raise a motion similar to the following:

'That consideration of (the issue) be dealt with as a matter of urgent business and Councillor....be allowed a 'short period' to indicate the reason(s) why the matter should be considered as a matter of urgent business.' If the Chairperson accepts the motion as meeting the urgent business criteria, normal meeting procedures in Council's *Governance Rules 2020*, clause 22 will apply.

If the motion to accept the item as a matter of urgent business is passed by Council, the motion relating to the specific issue can then be put and debated in the normal way.

6. PUBLIC QUESTIONS

6.1. ANSWERS TO PREVIOUS QUESTIONS ON NOTICE

Answers to previous questions taken on notice at a former Council Meeting, are included in the Minutes of this Meeting.

Background material submitted with a question will not be recorded in the Council Meeting Minutes.

Source: [Governance Rules \(C82\)](#) – adopted 19 October 2022.

Nil

6.2. SUBMITTED PUBLIC QUESTIONS

All community member questions for Council Meetings are to be written and submitted to the Governance Team by 9.00am on the Monday morning preceding the Council Meeting to allow time for a response to be prepared, where possible, for the Council Meeting. All reasonable attempts will be made to answer pre-submitted questions at the Meeting. When further time is required to prepare an answer, questions may be taken on notice and responses will be provided at the next Council Meeting.

On the day of the Meeting, questions on the prescribed form must be received prior to the commencement of the Council Meeting by 2.00pm and placed in the receptacle at the Governance Officers table. These questions will be taken on notice, included in the Minutes and responses provided at the next Council Meeting.

Public Question Time in Council Meetings is to be used for matters that are relevant to the business or functions of Council and are clear and legible. Questions may not be allowed where the question(s) is deemed to be:

- Related to a matter beyond or outside the powers of Council;
- Trivial or frivolous;
- Defamatory, indecent, abusive or objectionable;
- Derogatory or designed to embarrass a Councillor, a member of Council staff or a member of the community;
- Related to subject matter previously received and responded to;
- Related to a matter already considered and resolved upon by Council;
- Breach Council's confidentiality obligations; and/or
- Illegible, vague or not make sense.

A person may submit a maximum of three (3) questions for any one Council Meeting, this includes a combined total of three (3) questions for related parties or groups. The total word count of all questions submitted is to be 100 words or fewer.

Background material submitted with a question will not be read out or recorded in the Council Meeting Minutes.

The CEO retains the discretion, in consultation with the Mayor, to not refer questions to Council meetings if there is a more effective or appropriate way to respond to the matters raised. Answers to questions from a member of the community who is present in the gallery will be read out at the Council Meeting by the CEO or Mayor.

Source: [Governance Rules \(C82\)](#) – adopted 19 October 2022.

Council received three public questions at the last Council Meeting which were taken on notice. All three questions were unable to be answered as they did not comply with the Governance Rules relating to public questions.

7. CLOSED SESSION

The *Local Government Act 2020* (the Act), section 66 provides that if a council or delegated committee determines that a meeting is to be closed to the public to consider confidential information, the Council or delegated committee must record in the minutes of the meeting that are available for public inspection –

- a) the ground or grounds for determining to close the meeting to the public by reference to the grounds specified in the definition of **confidential information** in section 3(1); and
- b) an explanation of why the specified ground or grounds applied.

The Act defines **confidential information** in s.3(1)(a)-(l), and includes information that may prejudice or impact; commercial negotiations, the security of Council, land use planning, law enforcement, legal privilege, personal information, private commercial information, confidential meeting information, internal arbitration, Councillor conduct panel information and information specified under s.77 of the previous *Local Government Act 1989*.

Once confidential information has been considered and decided in a closed session of a Council Meeting, a further resolution to resume open Council is required. Nil

Nil

8. MEETING CLOSED

NEXT MEETING

The next Council Meeting open to the public will be held on Wednesday, 15 October 2025 commencing at 2:00pm in the Council Chambers, Leongatha.