

SOUTH GIPPSLAND SHIRE COUNCIL

# Council Meeting Minutes

Wednesday 17 September 2025



Council Chambers, Leongatha  
Commenced 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

**PRESENT**

COUNCILLORS:	<p><i>Coastal Promontory Ward</i>  Councillor Sarah Gilligan, Deputy Mayor  Councillor Steve Finlay  Councillor Scott Rae</p> <p><i>Strzelecki Ward</i>  Councillor Bron Beach  Councillor Nathan Hersey  Councillor John Kennedy</p> <p><i>Tarwin Valley Ward</i>  Councillor Brad Snell  Councillor Clare Williams  Councillor John Schelling, Mayor</p>
NOT PRESENT:	
OFFICERS:	<p>Allison Jones, Chief Executive Officer  Tony Peterson, Director Sustainable Infrastructure  Lucas Gardiner, Director Future Communities  Michelle Jorgensen, Interim Director Performance and Innovation  Christian Stefani, Interim Director Strategy and Partnerships  Rhys Matulis, Manager Governance and Integrity  Jodi Cumming, Governance Coordinator  Ally Low, Governance Officer  Thomas Hender, Desktop Support Officer  Corinne Garton, Desktop Support Officer</p>

## **SOUTH GIPPSLAND SHIRE COUNCIL**

Wednesday 17 September 2025  
Council Chambers, Leongatha commenced at 2:00pm

### **TABLE OF CONTENTS**

<b>1. PRELIMINARY MATTERS .....</b>	<b>6</b>
1.1. LIVE-STREAMING COUNCIL MEETING DISCLAIMER .....	6
1.2. WELCOME TO THE COUNCIL MEETING .....	6
1.3. OPENING PRAYER .....	6
1.4. ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS .....	7
1.5. APOLOGIES .....	7
1.6. CONFIRMATION OF MINUTES .....	7
1.7. DECLARATION OF CONFLICTS OF INTEREST FOR COUNCILLORS .....	8
1.8. DECLARATION OF CONFLICTS OF INTEREST FOR STAFF .....	9
1.9. PETITIONS AND JOINT LETTERS .....	10
<b>2. COUNCIL REPORTS .....</b>	<b>11</b>
2.1. 2024/25 FINANCIAL REPORT AND PERFORMANCE STATEMENT - AUTHORISATION OF CERTIFICATION .....	11
2.2. PLANNING SCHEME AMENDMENT C133SGIP – REZONE COUNCIL LAND .....	13
2.3. ROAD MANAGEMENT PLAN 2025 .....	15
2.4. SUMMARY OF STRATEGIC BRIEFINGS - 13 JULY 2025 - 12 AUGUST 2025 .....	16
2.5. DOCUMENTS SEALED, CONTRACTS VARIED, AWARDED OR EXTENDED BY CEO - 13 JULY 2025 - 12 AUGUST 2025 .....	17
<b>3. NOTICES OF MOTION AND/OR RESCISSION .....</b>	<b>18</b>
3.1. NIL .....	18
<b>4. COUNCILLOR REPORTS .....</b>	<b>18</b>
4.1. REQUESTS FOR LEAVE OF ABSENCE .....	18
4.2. COUNCILLOR UPDATES .....	19
<b>5. URGENT BUSINESS .....</b>	<b>21</b>

**6. PUBLIC QUESTIONS .....22**

6.1. ANSWERS TO PREVIOUS QUESTIONS ON NOTICE ..... 22

6.2. SUBMITTED PUBLIC QUESTIONS ..... 23

**7. CLOSED SESSION .....24**

**8. MEETING CLOSED .....25**



**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.

**The opening prayer was read by Councillor Williams.**

#### **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.

**The Acknowledgement of Traditional Custodians was read by Councillor Hersey.**

#### **1.5. APOLOGIES**

**Nil**

#### **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.

#### **RESOLUTION**

**MOVED:** Councillor Williams

**SECONDED:** Councillor Gilligan

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

**CARRIED UNANIMOUSLY**



### 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](http://www.legislation.vic.gov.au).

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

**Nil**



### 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](http://www.legislation.vic.gov.au).

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

**Nil**

## 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 for consideration.**

**Councillor Kennedy presented a petition to Council on behalf of lead petitioner Angela Bowen. There were 395 signatures. The prayer of the petition is set out below:**

*“The Community of Korumburra and the Senior Citizens request that South Gippsland Shire Council return the Senior Citizens Hall 14-16 Radovick St. to the Senior Citizens for the importance of purposeful engagement, activity and place of belonging, alongside the public use of the general Korumburra Community”.*

## RECOMMENDATION

That Council;

1. Receives and notes this petition;
2. Receive a report on the matter at 15 October 2025 Council Meeting; and
3. Notifies the Lead Petitioner.

## RESOLUTION

**MOVED:** Councillor Kennedy

**SECONDED:** Councillor Finlay

**That Council;**

1. Receives and notes this petition;
2. Receive a report on the matter at 15 October 2025 Council Meeting; and
3. Notifies the Lead Petitioner.

## CARRIED UNANIMOUSLY

## 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-principal 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.

## **RESOLUTION**

**MOVED:** Councillor Beach

**SECONDED:** Councillor Williams

**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.**

**CARRIED UNANIMOUSLY**

**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 refers South Gippsland Planning Scheme Amendment C133sgip, and all submissions to the Amendment, to an independent Planning Panel for review.

**Councillor Finlay moved a motion different to the recommendation.**

**RESOLUTION**

**MOVED:** Councillor Finlay

**SECONDED:** Councillor Kennedy

That Council:

1. Request the Minister for Planning approve an extension of time pursuant to *Ministerial Direction 15 'The Planning Scheme Amendment Process'* to allow Council six-months from the date of this Council resolution to refer all unresolved submissions to South Gippsland Planning Scheme Amendment C133sgip to Planning Panels Victoria for consideration; and
2. Advise the Minister for Planning that additional time is required to allow legal matters regarding the ownership of the C133sgip amendment site to be resolved before submissions are referred to the Planning Panels Victoria.

**The Motion was LOST.**

**The Motion as per the Officer recommendation was put before the Council through the Chair.**

**RESOLUTION**

**MOVED:** Councillor Williams

**SECONDED:** Councillor Hersey

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

**CARRIED**

## 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.

### RESOLUTION

**MOVED:** Councillor Snell

**SECONDED:** Councillor Gilligan

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*; and**
3. **Writes to all submitters advising them of Council's decision**

### CARRIED UNANIMOUSLY



**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.

**RESOLUTION**

**MOVED:** Councillor Williams

**SECONDED:** Councillor Beach

**That Council receives and notes this report, the Summary of Strategic Briefings - 13 July 2025 – 12 August 2025.**

**CARRIED UNANIMOUSLY**

## 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.

### RESOLUTION

**MOVED:** Councillor Williams

**SECONDED:** Councillor Hersey

**That Council receives and notes this report Documents Sealed, Contracts Varied, Awarded or Extended by CEO - 13 July 2025 - 12 August 2025.**

### CARRIED UNANIMOUSLY

### **3. NOTICES OF MOTION AND/OR RESCISSION**

#### **3.1. NIL**

### **4. COUNCILLOR REPORTS**

#### **4.1. REQUESTS FOR LEAVE OF ABSENCE**

Councillor Gilligan requested leave of absence for 15 October 2025.

#### **RESOLUTION**

**MOVED:** Councillor Williams

**SECONDED:** Councillor Hersey

**That Councillor Gilligan be granted requested leave of absence for 15 October 2025.**

**CARRIED**

## **4.2. COUNCILLOR UPDATES**

**Councillor Williams, addressed Council by reporting on attendance at or made comments on:**

- Acknowledged that Australia Day Award nominations are open.
- Encouraged Community to visit Leongatha Art Cubes.
- Encouraged Community to acknowledge the work of local volunteers.

**Councillor Snell, addressed Council by reporting on attendance at or made comments on:**

- Attended Gippsland New Energy Conference.
- Attended South Gippsland Dairy Expo.
- Attended Gippsland Small Business Awards.

**Councillor Kennedy, addressed Council by reporting on attendance at or made comments on:**

- Commented on the importance of working with the community during difficult times.

**Councillor Hersey, addressed Council by reporting on attendance at or made comments on:**

- Spoke on One Gippsland, acknowledging meeting with Chair of Regional Partnerships, Gippsland.
- Attended Gippsland Small Business Awards.
- Attended Young Councillor Network with VLGA.
- Attended Rotary Club Leongatha's local schools' debate. Congratulated evening finalists Chiaro Christian College and Mary Mackillop Catholic College.
- Attended Nyora community meeting, accompanied by Cr Kennedy and Cr Beach, to discuss a future Community Development Group.
- Attended South Gippsland Dairy Expo.
- Attended Gippsland Emergency Relief Funds Meeting.
- Acknowledged Father's Day Celebrations, including attendance at the Loch Primary School Father's Day Event.
- Attended Gippsland New Energy Conference.
- Attended the Korumburra Show Committee. Acknowledged upcoming Halloween event on 31 October 2025 and highlighted Monster Trucks coming to Korumburra.
- Attended Coal Creek annual general meeting to elect new committee members.
- Attended and celebrated community member, Avis Tilley, turning 100 years of age. Congratulated the senior citizens for the event held.
- Attended flag presentation with Mary Aldred (MP) to present two flags in Nyora.

**Councillor Beach, addressed Council by reporting on attendance at or made comments on:**

- Attended opening of Meeniyan Hub.
- Attended Nyora community meeting, accompanied by Cr Hersey and Cr Kennedy, to discuss a future Community Development Group.
- Acknowledged current Coal Creek art exhibitions.
- Attended Stringz Costero and Latrobe Theatre performance at Leongatha Memorial Hall.
- Encouraged community to shop locally.

**Councillor Gilligan, addressed Council by reporting on attendance at or made comments on:**

- Attended First Nation Celebration Day in Foster, accompanied by Councillor Rae. Acknowledged Indigenous mural at Foster High School.
- Attended the Malayalee Association of Gippsland annual celebratory event.
- Accompanied Mayor Schelling and MP Tom McIntosh on the Community E-Bus.
- Attended meeting with Australian Coastal Council and MAV regarding coastal advocacy.
- Spoke to encouraging young Councillors in Local Government.

**Mayor Schelling, addressed Council by reporting on attendance at or made comments on:**

- Attended Korumburra Scouts Awards night
- Attended opening of Meeniyan Hub, accompanied by Councillor Beach, CEO Jones and Director Peterson.
- Attended and celebrated community member, Paul Norton, in turning 90 years of age.
- Congratulated AW Smith & Sons for being inducted into Hall of Fame.
- Attended Myli meeting
- Attended Audit and Risk Committee meeting
- Attended Canberra to advocate for MAV to fairly delegate future renewable energy to the region.
- Attended Gippsland New Energy Conference with Councillor Hersey and Councillor Snell. Acknowledged CEO Jones and Director Stefani for speaking at the event.
- Attended Stony Creek Racing Club Melbourne Cup event.
- Attended Mirboo North Fire Brigade Event.
- Attended and celebrated community member, Avis Tilley, turning 100yrs old. Acknowledged and congratulated multiple local sporting teams for winning or competing in finals. These included Foster Football Netball Club, Fish Creek Netball Club and Leongatha Football Club.
- Acknowledged continued advocacy in Emergency Services Levy.
- Reminded community it is Rural Roads Safety Month and to be cautious and patient on the roads with the current harvesting season.

## 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.

Nil

## 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.

**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.**



## 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 two sets of public questions submitted via the Council question box, at the start of Council meeting. These questions were taken on notice.**

## 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.

**The Council Meeting concluded at 2:59pm.**

**Confirmed this 15th Day of October 2025**

.....  
**Councillor John Schelling, Mayor**