

SOUTH GIPPSLAND SHIRE COUNCIL

Council Meeting Minutes

Wednesday 15 October 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:	<i>Coastal Promontory Ward</i> Councillor Steve Finlay Councillor Scott Rae <i>Strzelecki Ward</i> Councillor Bron Beach Councillor Nathan Hersey Councillor John Kennedy <i>Tarwin Valley Ward</i> Councillor Brad Snell Councillor Clare Williams Councillor John Schelling, Mayor
NOT PRESENT:	Councillor Sarah Gilligan, Deputy Mayor
OFFICERS:	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 Corinne Garton, Desktop Support Officer

SOUTH GIPPSLAND SHIRE COUNCIL

Wednesday 15 October 2025
Council Chambers, Leongatha, commenced 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.

The Opening Prayer was read by Councillor Snell.

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 Beach.

1.5. APOLOGIES

Councillor Sarah Gilligan was granted request of leave at the 17 September 2025 Council Meeting.

1.6. CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the South Gippsland Shire Council Meeting held on 17 September 2025 in the Council Chambers, Leongatha be confirmed.

RESOLUTION

MOVED: Councillor Beach

SECONDED: Councillor Williams

That the Minutes of the South Gippsland Shire Council Meeting held on 17 September 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.

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

Councillor Clare Williams has declared a material conflict of interest for agenda item 2.8 - Award Panel Contract CON/444 – Supply and Delivery of Quarry and Road Making Material, as a family relative tendered for the contract.

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.

Nil

2. COUNCIL REPORTS

2.1. 2024/25 ANNUAL REPORT

Directorate:	Strategy & Partnerships
Department:	Governance and Integrity

Council Plan

Theme - Leading with Integrity

The 2024/25 Annual Report finalises Council's reporting against the 2024/25 Report of Operations, Financial Statements and Performance Statement. The Annual Report provides an overview of Council's performance for the 2024/25 financial year and aligns with the Local Government Act 2020.

EXECUTIVE SUMMARY

The purpose of this report is to provide Council and the community with Council's audited financial and operational position as of 30 June 2025 via the *2024/25 Annual Report (Attachment [2.1.1])*.

Following the 17 September 2025 Council Meeting, the Financial and Performance Statements (Statements) were signed and sent to the Victorian Auditor General's Office (VAGO) for certification. VAGO advised that there were no changes to the Financial and Performance Statements.

RECOMMENDATION

That Council receives and endorses the South Gippsland Shire Council 2024/25 Annual Report (Attachment [2.1.1]) prepared in accordance with the *Local Government Act 2020*.

Councillor Hersey requested an extension of time.

MOVED: Councillor Rae

SECONDED: Councillor Williams

That Councillor Hersey's speaking time be extended by 3 minutes.

CARRIED

RESOLUTION

MOVED: Councillor Schelling

SECONDED: Councillor Beach

That Council receives and endorses the South Gippsland Shire Council 2024/25 Annual Report (Attachment [2.1.1]) prepared in accordance with the *Local Government Act 2020*.

CARRIED UNANIMOUSLY

2.2. 2026 ADVOCACY PRIORITIES

Directorate:	Strategy & Partnerships
Department:	Communications, Engagement and Advocacy

Council Plan

Theme - Leading with Integrity

The report aligns with Strategy 1.6 in the 2025 – 2029 Council Plan: To partner with our community to advocate for our shared interests to the Victorian and Australian governments.

EXECUTIVE SUMMARY

The purpose of this report is to seek endorsement of Council's 2026 Advocacy Priorities.

RECOMMENDATION

That Council endorse the following 2026 Advocacy Priorities:

- a. Increase rural road funding
- b. Disaster Recovery Infrastructure Funding
- c. Telecommunications and Transport
- d. Support for Community Groups
- e. Coastal Resilience
- f. Support for Local Industry
- g. Community Facility Upgrades
- h. Increased Mental Health Services
- i. Early Years Infrastructure

RESOLUTION

MOVED: Councillor Hersey

SECONDED: Councillor Kennedy

That Council endorse the following 2026 Advocacy Priorities:

- a. Increase rural road funding**
- b. Disaster Recovery Infrastructure Funding**
- c. Telecommunications and Transport**
- d. Support for Community Groups**
- e. Coastal Resilience**
- f. Support for Local Industry**
- g. Community Facility Upgrades**
- h. Increased Mental Health Services**
- i. Early Years Infrastructure**

CARRIED UNANIMOUSLY

2.3. RENAMING PROPOSAL - KORUMBURRA RECREATION RESERVE OVAL - CONSIDERATION OF COMMUNITY FEEDBACK

Directorate:	Strategy & Partnerships
Department:	Governance and Integrity

Council Plan

Theme – Leading with Integrity

Theme - Empowering Communities

Ensuring that Council meets its statutory obligations to consult with the community before making decisions as the naming authority.

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider submissions received from the community consultation on the proposal to name the oval at Korumburra Recreation Reserve to be 'Summerfield Oval' in honour of Allen Victor Summerfield.

Community consultation was held from 21 August to 21 September 2025. Council received 12 submissions with all of them in support or not opposing the naming proposal.

RECOMMENDATION

That Council:

1. Determines the naming of the oval at Korumburra Recreation Reserve to be named as 'Summerfield Oval' in honour of Allen Victor Summerfield;
2. Writes to all submitters advising them of Council's decision and notifies any objectors that they have an opportunity to appeal South Gippsland Shire Council's decision with Geographic Names Victoria;
3. Registers the proposed naming of the oval at Korumburra Recreation Reserve to be 'Summerfield Oval' with Geographic Names Victoria for final consideration and approval;
4. Requests Geographic Names Victoria to officially register the name of the Korumburra Recreation Reserve in the VICNAMES register; and
5. Subjects to Geographic Names Victoria's approval and Gazettal, update Council's signage as required.

RESOLUTION

MOVED: Councillor Beach

SECONDED: Councillor Hersey

That Council:

- 1. Determines the naming of the oval at Korumburra Recreation Reserve to be named as 'Summerfield Oval' in honour of Allen Victor Summerfield;**
- 2. Writes to all submitters advising them of Council's decision and notifies any objectors that they have an opportunity to appeal South Gippsland Shire Council's decision with Geographic Names Victoria;**
- 3. Registers the proposed naming of the oval at Korumburra Recreation Reserve to be 'Summerfield Oval' with Geographic Names Victoria for final consideration and approval;**
- 4. Requests Geographic Names Victoria to officially register the name of the Korumburra Recreation Reserve in the VICNAMES register; and**
- 5. Subjects to Geographic Names Victoria's approval and Gazettal, update Council's signage as required.**

CARRIED UNANIMOUSLY

2.4. DOMESTIC ANIMAL MANAGEMENT PLAN (DAMP) FOR COMMUNITY CONSULTATION

Directorate:	Future Communities
Department:	Community, Health and Safety

Council Plan

Theme - Developing a Sustainable Future

The Domestic Animal Management Plan (DAMP) will ensure domestic animals are managed effectively protecting the environment and the health and safety of the community.

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the draft Domestic Animal Management Plan 2026-2029 (draft DAMP) (**Attachment [2.4.1]**) and endorse it for a period of community consultation from 17 October to 4 November 2025. The draft DAMP outlines the strategies that Council has developed to manage domestic animals within the municipality.

RECOMMENDATION

That Council endorse the proposed draft Domestic Animal Management Plan 2026- 2029 (Attachment [2.4.1]) for a period of community consultation from 17 October to 4 November 2025.

RESOLUTION

MOVED: Councillor Rae

SECONDED: Councillor Kennedy

That Council endorse the proposed draft Domestic Animal Management Plan 2026- 2029 (Attachment [2.4.1]) for a period of community consultation from 17 October to 4 November 2025.

CARRIED UNANIMOUSLY

2.5. DRAFT COMMUNITY ENGAGEMENT POLICY AND COMMUNITY ENGAGEMENT STRATEGY

Directorate:	Strategy & Partnerships
Department:	Governance and Integrity

Council Plan

Theme - Leading with Integrity

A review Council's Community Engagement Policy and Community Engagement Strategy is an action outlined in the 2025-29 Council Plan.

EXECUTIVE SUMMARY

The purpose of this report is to present to Council the *draft Community Engagement Policy* and *draft Community Engagement Strategy* for consideration, and to endorse both documents for a period of community consultation from 16 October to 21 November 2025.

RECOMMENDATION

That Council endorses the community consultation period for the *Community Engagement Policy* (Attachment [2.5.1]) and *Community Engagement Strategy* (Attachment [2.5.2]) to be held from 16 October to 21 November 2025.

RESOLUTION

MOVED: Councillor Rae

SECONDED: Councillor Beach

That Council endorses the community consultation period for the *Community Engagement Policy* (Attachment [2.5.1]) and *Community Engagement Strategy* (Attachment [2.5.2]) to be held from 16 October to 21 November 2025.

CARRIED UNANIMOUSLY

2.6. REVIEW OF COUNCIL PROCESS, COMMUNITY INTERACTIONS AND GOVERNANCE RULES

Directorate:	Strategy & Partnerships
Department:	Governance and Integrity

Council Plan

Theme - Leading with Integrity

Council's governance is strengthened by reviewing its council meeting practices and procedures.

EXECUTIVE SUMMARY

The purpose of this report is to highlight changes to be introduced for Council meeting and community interactions processes of Council, approve the commencement of community submissions to support the development of Council Annual Budget for 2026/27 and to approve community consultation for the draft *Governance Rules 2025 (C82)* (**Attachment [2.6.1]**).

It is proposed that Council commence community consultation on the Draft *Governance Rules 2025* and seek from community submissions to support the development of Council Annual Budget for 2026/27 from 16 October 2025 to 21 November 2025.

RECOMMENDATION

That Council:

1. Notes the changes to Council meeting and community interactions processes of Council;
2. Approves commencement of community submissions to support the development of the Council Annual Budget for 2026/27 from the 16 October 2025 to 21 November 2025;
3. Endorses the Draft Governance Rules 2025 (C82) (Attachment [2.6.1]) for community consultation; and
4. Approves commencement of community consultation for the Draft Governance Rules 2025 (C82) (Attachment [2.6.1]) from 16 October 2025 to 21 November 2025 for the Draft Governance Rules 2025 (C82), in accordance with Council's *Community Engagement Policy (C06)*.

RESOLUTION

MOVED: Councillor Hersey

SECONDED: Councillor Williams

That Council:

- 1. Notes the changes to Council meeting and community interactions processes of Council;**
- 2. Approves commencement of community submissions to support the development of the Council Annual Budget for 2026/27 from the 16 October 2025 to 21 November 2025;**
- 3. Endorses the Draft Governance Rules 2025 (C82) (Attachment [2.6.1]) for community consultation; and**
- 4. Approves commencement of community consultation for the Draft Governance Rules 2025 (C82) (Attachment [2.6.1]) from 16 October 2025 to 21 November 2025 for the Draft Governance Rules 2025 (C82), in accordance with Council's *Community Engagement Policy (C06)*.**

CARRIED UNANIMOUSLY

2.7. FOSTER SKATEPARK AND STAKEHOLDER CONSULTATION TO DETERMINE FINAL SITE LOCATION

Directorate:	Sustainable Infrastructure
Department:	Infrastructure Planning

Council Plan

Theme - Empowering Communities

The Foster Skatepark Design Project aims to provide compliant, accessible and safe local/district level skate facilities for Foster and surrounding communities.

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider endorsing the site location of the proposed new Foster Skate Park and to enable design works to be completed. The proposed new facility will replace the current Skate Park asset which has reached its end-of-life located at Pioneer Street, Foster.

RECOMMENDATION

That Council endorses Foster Show Grounds (Site 3) for the reasons outlined in the Site Selection Report (Attachment [2.7.1]) and undertakes stakeholder consultation to determine the final site within the Foster Show Grounds.

Councillor Snell moved a motion different to the recommendation.

RESOLUTION

MOVED: Councillor Snell

SECONDED: Councillor Hersey

That Council:

- 1. Endorses Foster Show Grounds (Site 3) for the reasons outlined in the Site Selection Report (Attachment [2.7.1]) and undertakes further stakeholder consultation to determine the final site within the Foster Show Grounds; and**
- 2. Refers the Review of the Foster Showgrounds Master Plan to its 2026/27 budget process to ensure it aligns with current stakeholder requirements**

CARRIED

Councillor Williams left the meeting at 2:52PM due to a declared conflict of interest.

2.8. AWARD PANEL CONTRACT CON/444 – SUPPLY AND DELIVERY OF QUARRY AND ROAD MAKING MATERIAL

Directorate:	Sustainable Infrastructure
Department:	Infrastructure Planning

Council Plan

Theme - Developing a Sustainable Future

This report recommends the awarding of a tender which will allow Council to continue to source road making materials that provide best value in terms of cost and quality, supporting the delivery of sustainable infrastructure.

EXECUTIVE SUMMARY

The purpose of this report is to seek Councillor consideration to award a joint tender for the supply of quarry and road-making materials. A joint tender was undertaken in partnership with Bass Coast Shire Council to establish and secure a panel contract that ensures reliable, cost-effective supply of materials essential for road maintenance activities.

In accordance with ss. 108, 109 of the *Local Government Act 2020* (the Act), which encourages collaborative procurement, the joint process delivers value for money and reduces duplication. Bass Coast Shire Council will commence using the new contract in 2025, while South Gippsland Shire Council will transition from 1 July 2026, when its current panel contract expires.

RECOMMENDATION

That Council:

1. Approves the award of Panel Contract CON/444 - Supply and Delivery of Quarry and Road-Making Materials to:
 - a. Contractor A and Contractor B as per Confidential Attachment [10.1.1.] based on the schedule of rates outlined in their submissions, for a three-year (3) contract term, with two one-year (1) extension options based on satisfactory performance; and
 - b. Commence the contract from 1 July 2026 following expiry of Council's current contract arrangement.

2. Advises all tenderers the outcome of the request for tender RFT/444 - Supply and Delivery of Quarry and Road-Making Materials process;
3. Authorises the signing of the contract documents by the Chief Executive Officer;
4. Authorises the Chief Executive Officer to approve extensions to the contract with two one-year (1) extension options on the satisfactory performance of the contractor at the sole discretion of Council; and
5. Publishes on Council's website the names of the successful contractors and contract details once the contract has been formally awarded.

RESOLUTION

MOVED: Councillor Beach

SECONDED: Councillor Kennedy

That Council:

1. **Approves the award of Panel Contract CON/444 - Supply and Delivery of Quarry and Road-Making Materials to:**
 - a. **Contractor A and Contractor B as per Confidential Attachment [10.1.1.] based on the schedule of rates outlined in their submissions, for a three-year (3) contract term, with two one-year (1) extension options based on satisfactory performance; and**
 - b. **Commence the contract from 1 July 2026 following expiry of Council's current contract arrangement.**
2. **Advises all tenderers the outcome of the request for tender RFT/444 - Supply and Delivery of Quarry and Road-Making Materials process;**
3. **Authorises the signing of the contract documents by the Chief Executive Officer;**
4. **Authorises the Chief Executive Officer to approve extensions to the contract with two one-year (1) extension options on the satisfactory performance of the contractor at the sole discretion of Council; and**
5. **Publishes on Council's website the names of the successful contractors and contract details once the contract has been formally awarded.**

CARRIED UNANIMOUSLY

Councillor Williams returned to the meeting at 2:55pm

2.9. KORUMBURRA INDOOR RECREATION CENTRE LEASE

Directorate:	Sustainable Infrastructure
Department:	Infrastructure Planning

Council Plan

Theme - Leading with Integrity

Providing support to a voluntary Committee of Management to operate and manage a Council owned facility for community benefit.

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider endorsing the proposed model for the operation and lease of the Korumburra Indoor Recreation Centre (KIRC).

RECOMMENDATION

That Council:

1. Enters into negotiations with the Korumburra Indoor Recreation Centre Committee of Management for the lease of the Centre - being for a 5-year term with one further term of 4 years without advertising the proposed lease; and
2. Includes the ongoing annual allocation of maintenance funds in the terms of the lease.

RESOLUTION

MOVED: Councillor Kennedy

SECONDED: Councillor Beach

That Council:

1. **Enters into negotiations with the Korumburra Indoor Recreation Centre Committee of Management for the lease of the Centre - being for a 5-year term with one further term of 4 years without advertising the proposed lease; and**
2. **Includes the ongoing annual allocation of maintenance funds in the terms of the lease.**

CARRIED UNANIMOUSLY

2.10. MEMORANDUM OF UNDERSTANDING SUMMARY REPORT

Directorate:	Future Communities
Department:	Community, Customer and Visitor

Council Plan

Theme – Leading with Integrity

Build community confidence through transparency, inclusivity and accountability.

EXECUTIVE SUMMARY

The purpose of this report is to provide information on current and/or proposed Memoranda of Understanding. This information includes existing agreements and those expected to be established within the next six months and are provided for noting.

RECOMMENDATION

That Council receives and notes the Memorandum of Understanding summary report.

RESOLUTION

MOVED: Councillor Rae

SECONDED: Councillor Hersey

That Council receives and notes the Memorandum of Understanding summary report.

CARRIED UNANIMOUSLY

2.11. PETITION RESPONSE - KORUMBURRA SENIOR CITIZENS BUILDING

Directorate:	Sustainable Infrastructure
Department:	Infrastructure Planning

Council Plan*Theme - Leading with Integrity**Ensure Council's financial sustainability through prudent management and strategic planning.***EXECUTIVE SUMMARY**

The purpose of this report is to respond to the petition submitted by Ms. Angela Bowen of Korumburra regarding 14-16 Radovick Street, Korumburra VIC 3950.

RECOMMENDATION

That Council:

1. Thanks the Lead Petitioner for their submitted Petition;
2. Advise the Lead Petitioner that Council will consider the petition regarding 14-16 Radovick Street, Korumburra pending resolution of legal proceedings with Korumburra Senior Citizens Inc.
3. Notifies the Lead Petitioner regarding the outcome of this report.

RESOLUTION

MOVED: Councillor Kennedy

SECONDED: Councillor Williams

That Council:

1. Thanks the Lead Petitioner for their submitted Petition;
2. Advise the Lead Petitioner that Council will consider the petition regarding 14-16 Radovick Street, Korumburra pending resolution of legal proceedings with Korumburra Senior Citizens Inc.
3. Notifies the Lead Petitioner regarding the outcome of this report.

CARRIED UNANIMOUSLY

2.12. INTERNATIONAL URBAN AND REGIONAL COOPERATION - ONE GIPPSLAND INVITATION

Directorate:	Strategy & Partnerships
Department:	Regional Partnerships

Council Plan

Developing a Sustainable Future

This report relates to Council's role in supporting regional advocacy through One Gippsland and the delivery of initiatives and actions from the Economic Development Strategy, which encourages new industry and investment in Gippsland.

EXECUTIVE SUMMARY

The purpose of this report to Council is to consider the International Urban and Regional Cooperation (IURC) European Union - Asia and Australasia invitation to One Gippsland to participate in the Smart City Expo World Congress (SCEWC) 2025 in Barcelona, Spain.

Councillors undertaking international travel in relation to Council business require Council endorsement prior to the event. As South Gippsland Shire Council's Councillor representative and Chair of One Gippsland, Councillor Nathan Hersey has been nominated to attend.

RECOMMENDATION

That Council:

1. Endorse Councillor Hersey to attend the Smart City Expo World Congress (SCEWC) 2025 in Barcelona, Spain as South Gippsland Shire Council's Councillor representative and Chair of One Gippsland; and
2. Councillor Hersey provides a report back on the outcomes from One Gippsland's participation at the Smart City Expo World Congress (SCEWC) 2025 to Council after the travel occurs, as per *Council's Councillor Support and Expenditure Policy (C51)*.

Councillor Williams moved a motion different to the recommendation.

RESOLUTION

MOVED: Councillor Williams

SECONDED: Councillor Beach

That Council:

- 1. Endorse Councillor Hersey to attend the Smart City Expo World Congress (SCEWC) 2025 in Barcelona, Spain as South Gippsland Shire Council's Councillor representative and Chair of One Gippsland;**
- 2. Provides a financial contribution or reimbursement related to costs incurred by Cr Hersey capped at \$500.00 for his participation and attendance at the Smart City Expo World Congress (SCEWC) 2025 in Barcelona;**
- 3. Receives a report from Councillor Hersey on the outcomes from One Gippsland's participation, and how they align with Council objectives and strategies, at the Smart City Expo World Congress (SCEWC) 2025 to Council after the travel occurs, as per Council's Councillor Support and Expenditure Policy (C51); and**
- 4. Request One Gippsland provides to its member organisations a summary report on its review of One Gippsland's participation in the International Urban and Regional Cooperation project by March 2026.**

CARRIED

2.13. AUDIT AND RISK COMMITTEE - 17 JUNE 2025 MINUTES

Directorate:	Performance and Innovation
Department:	Financial Strategy

Council Plan

Objective - Leading with Integrity

Council's risk management and governance is strengthened by effectively monitoring and reporting on the activities and advice provided by the Audit and Risk Committee.

EXECUTIVE SUMMARY

The minutes of the Audit and Risk Committee meeting held on 17 June 2025 (refer to **Attachment [2.13.1]**) are provided to Council for noting.

Audit and Risk Committee members at the meeting included:

- Ms Jen Johanson (Audit and Risk Committee Chair)
- Mr Mick Jaensch
- Ms Marilyn Kearney
- Cr Sarah Gilligan (Council member)
- Cr Steve Finlay (Council member)
- Cr John Schelling (Mayor) (Ex-officio Council Member)

RECOMMENDATION

That Council receives and notes the Audit and Risk Committee Minutes – 17 June 2025 (Attachment [2.13.1]).

RESOLUTION

MOVED: Councillor Beach

SECONDED: Councillor Finlay

That Council receives and notes the Audit and Risk Committee Minutes – 17 June 2025 (Attachment [2.13.1]).

CARRIED UNANIMOUSLY

2.14. SUMMARY OF STRATEGIC BRIEFINGS - 13 AUGUST 2025 - 12 SEPTEMBER 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 August 2025 and 12 September 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 August 2025 – 12 September 2025.

RESOLUTION

Moved: Councillor Snell

Seconded: Councillor Rae

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

CARRIED UNANIMOUSLY

2.15. DOCUMENTS SEALED, CONTRACTS VARIED, AWARDED OR EXTENDED BY CEO - 13 AUGUST 2025 - 12 SEPTEMBER 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

The purpose of this report to Council is to document the following actions undertaken by the Chief Executive Officer (CEO) which occurred during the period 13 August 2025 - 12 September 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 August 2025 - 12 September 2025.

RESOLUTION

MOVED: Councillor Rae

SECONDED: Councillor Beach

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

CARRIED UNANIMOUSLY

3. NOTICES OF MOTION AND/OR RESCISSION

3.1. NIL

4. COUNCILLOR REPORTS

4.1. REQUESTS FOR LEAVE OF ABSENCE

Nil

4.2. COUNCILLOR UPDATES

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

- GippStar nominations are open for submissions.
- Commented on Daylight savings.
- Eat Drink Play event this weekend.
- Highlighted the success of Biketoberfest.

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

- Highlighted participation in a planning training session held by the Planning Training Institute. Accompanied by Cr Rae, Cr Snell and Cr Finlay.
- Attended MAV Training on CEO performance in Local Government, accompanied by Cr Snell.
- Highlighted the Art Connect Launch in Meeniyan, thanked the team of organisers for hosting the event and encouraged community to visit.
- Attended the South Gippsland Family Day Out in Meeniyan.
- Attended community meeting in Nyora with Cr Beach.
- Attended MAV State Council, acknowledging that both motions passed.
- Congratulated Director Stefani as an MAV award finalist.

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

- Attended AGM for the Garlic Festival.
- Encouraged community to donate to Milpara Community Group.
- Attended newly formed community group in Strezlecki.
- Encouraged community to eat well to live well, with organically grown food in the area.

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

- Spoke on climate change and carbon emissions.

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

- Attended the Access and Inclusion Committee. Reminding people to only use disabled parking when permitted to do so.
- Spoke on the Arts Space, highlighting the upcoming performance of The Heartbreak Choir, brought together by by Lyric Theatre and a number of community groups.

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

- Spoke on the importance of community consultation. Reminding community to contact Councillors with questions and concerns, as they are there to listen and assist in answering their questions.
- Highlighted Children's Week. Noting the "Flying Bookworm" event in Meeniyan.
- Highlighted upcoming Eat Drink Play Gippsland event this weekend.
- Congratulated those involved in Biketoberfest.
- Highlighted the ArtCubes in Leongatha.
- Thanked Tom McIntosh for \$250,000 funding towards local sporting facility upgrades.
- Congratulated Leongatha Football Netball Club.
- Noted the importance of arts, sports and business in the local community.

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

- Spoke about Daylight Savings
- Highlighted the art space, such as Art Connect.
- Acknowledged the \$250,000 funding from Tom McIntosh.
- Spoke on future Councillor nominations and encouraged community to consider being elected in future, to help shape South Gippsland.

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

- Attended community support group for Parkinsons Disease.
- Congratulated local sporting clubs such as Korumburra Bena Netball Club and Leongatha Football Netball Club.
- Attended Nyora Community discussions around the relocation of the public toilets. Thanked Councillors for their community consultation.
- Attended meeting with regards to the Venus Bay Saltmarsh. Attendees included the Environmental Minister and DEECA.
- Acknowledged MP Renee Heath visiting Council to meet with CEO Jones, Director Stefani and the Mayor.
- Acknowledged meeting with CEO Lou Sparkes from Gippsland Southern Health, Leongatha Hospital, noting their collaboration with Bayside Health.
- Attended Myli meeting.
- Acknowledged the organisers for the Arts space in Meenyan.
- Attended Farmers Day – Thanked sponsors, including the AFL, for their support and for arranging the attendance of three AFL players to participate in the event and engage with the community through football.
- Attended MAV conference with Cr Gilligan, Cr Hersey, CEO Jones and Officers.
- Attended Bena Hall trivia night with Cr Hersey, Cr Rae and partners.
- Highlighted upcoming “Coffee with a Councillor” session at Venus Bay Community Centre on 22 October 2025.
- Thanked Director Stefani for his work as a Director during the interim organisational structure. Acknowledged his advocacy and Mayoral support during this time. Director Stefani will be returning to his manager position in November.

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. 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.

Nil

6.2. 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 six public questions at the last Council Meeting which were taken on notice. Five questions were able to be answered. One question was unable to be answered as it did not comply with the Governance Rules relating to public questions.

Mr David Amor submitted 3 public questions relating to various topics.

Question 1:

“To Councillors, in local paper this week front page, do you feel the same as Bass Coast that you are unable to have your say due to the new restrictions coming in? Why?”

Response:

Council is unable to comment on a matter relating to another Council. South Gippsland Shire Council has reviewed its Governance Rules and looks forward to hearing from the community on the revised draft.

If you wish to communicate with individual Councillors, Councillors contact details are on Council website. Councillors will also be attending a Coffee with Councillor event at Venus Bay Community Centre on the 22 October 2025 from 12.30pm to 1pm in which Councillors will be available discuss any topics with members of the public.

Question 2:

“With weather more rain to come, can the Shire and Vic Roads able to clean roads to stop dams/pooling on the sides of the roads? Depth of some are over 160mm.”

Response:

Roadside drain maintenance is a routine part of both Council's and the Department of Transport & Planning's works programs. Council's works are prioritised across the network and depend on weather and ground conditions. During periods of heavy rainfall, pooling of water can still occur when the ground becomes saturated. Council encourages community members to report specific locations of concern on Council-managed roads directly to Council, either directly or through the Snap Send Solve mobile app. Concerns on Department of Transport & Planning roads should be reported directly to that

department, as Council cannot direct how or when they deliver their works program.

Question 3:

“Korumburra Street Scape is almost there. When will the mistakes be fixed and is there a place for the community individuals to have their say?”

Response 3:

Council is working with our Korumburra Streetscape contractors to finalise the project and address any outstanding defects or omissions. The contracts include a defect liability period where the respective contractor remains responsible for the repair of any material or workmanship defects that arise for a set period following the completion of works.

Community members can report any issues to Council’s project team at any time via phone, email or the Snap Send Solve app.

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Mr John McCombe submitted three public questions relating to the management of public questions.

Question 1:

“What impact have the fundamental changes – moving the LGA 2020 to being ‘principles based’ – had on behaviour (and supposedly fully informed decision making) of Councillors, and on the Guidelines offered by ELT?”

Response:

An example of how the principles-based approach in the *Local Government Act 2020* supports decision-making is through enhanced community engagement. The flexibility and community-focused nature of engagement under this model enabled Council to undertake wide-ranging consultation during the review of the Community Vision and the development of the Council Plan 2025–2029.

Council received over 1,200 community submissions through a variety of methods, including 23 engagement events held across 17 townships, as well as two stakeholder sessions. This inclusive approach ensured that diverse community voices were heard and considered in shaping Council’s strategic direction.

Question 2:

“As ‘responses’ are now the norm, replacing proper, fulsome, adequate ‘answers’ to reasonable well presented (perhaps inconvenient) questions, causes concerns that practice was adopted so the respondent is arm’s length from Misleading and Deceptive Conduct Allegations (Unconsiderable conduct) and if so, what makes the change necessary?”

Response:

Council responds to all enquiries in good faith.

If you believe a Council Officer has engaged in conduct meeting the criteria for corrupt behaviour, we suggest that you make a Public Interest Disclosure to the Independent Broad-based Anti-Corruption Commission (IBAC) or Council’s Public Interest Disclosure Coordinators, providing any evidence you may possess. IBAC can be contacted via their website, www.ibac.vic.gov.au.

Question 3:

“Why are OVIC guidelines habitually ignored, when former CEO Ellis confirmed (when questioned) they are always adhered to?”

Response:

This question does not meet the requirements of the Governance Rules:

- (b) is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
- (c) deals with a subject matter already answered;
- (d) is aimed at embarrassing a Councillor or a member of Council staff.

6.3. 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 has received three public questions.

Mr Gus Blaauw submitted 3 public questions in relation to correspondence handed to Council on 15 September 2025. They have been responded to in a collective response.

Question 1:

“At the council meeting held on 20 August 2025, 9 copies of Document CASE NO.5C-Part 1 were legally hand delivered to Mayor Schelling by placing the documents in front of him on his desk.”

Question 2:

“Did Mayor John Schelling ensure that each councillor received one copy each of the abovementioned document?”

Questions 3:

“If Mayor Schelling did not pass on the above-mentioned documents destined for each councillor, why not?”

Response to Questions 1,2 & 3 (Grouped response):

Councillors were offered the opportunity to collect a copy of Mr Blaauw's printed correspondence. This correspondence was also provided to Council staff and recorded in our Information Management system, and a response has been provided.

If any person wishes to provide correspondence to Council, this can be done via several methods including email, Australia Post or by delivering a hardcopy to Council's customer service team at the Council Main Office in Leongatha. Individual Councillors can also be contacted via email. Councillor email addresses are available on Council's website.

Please ensure your contact details and postal address are included with any correspondence to assist Council in responding appropriately.

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.

RECOMMENDATION

That Council pursuant to section 66(5)(a) and (b) of the *Local Government Act 2020* close the Council Meeting to the public to consider the following confidential information:

1. Per s.3(1)(g) Agenda item 9.1 – PRIVATE COMMERCIAL INFORMATION - Award Contract - CON/445 - Glass and Mixed Recycling Processing Service to Cleanaway Pty Ltd,
 - a. being information provided by a business, commercial or financial undertaking that –
 - b. Relates to trade secrets; or
 - c. If released, would unreasonably expose the business, commercial or financial undertaking to disadvantage; and
 - d. The grounds for designation have been made as the information is deemed commercial-in-confidence to protect the privacy of the contractor's tender information submitted for consideration.

2. Per s.3(1)(f) Agenda item 9.2 – PERSONAL INFORMATION - Audit and Risk Committee Independent Member Re-appointments, designated personal information,
 - a. being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs; and
 - b. The grounds for designation have been made to protect the privacy of an individual's personal information.
3. Per s.3(1)(f) Agenda item 9.3 - PERSONAL INFORMATION - Appointment of Chair of the Audit and Risk Committee 2026, designated personal information,
 - a. being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs; and
 - b. The grounds for designation have been made to protect the privacy of an individual's personal information.

RESOLUTION

MOVED: Councillor Rae

SECONDED: Councillor Hersey

That Council pursuant to section 66(5)(a) and (b) of the *Local Government Act 2020* close the Council Meeting to the public to consider the following confidential information:

1. **Per s.3(1)(g) Agenda item 9.1 – PRIVATE COMMERCIAL INFORMATION - Award Contract - CON/445 - Glass and Mixed Recycling Processing Service to Cleanaway Pty Ltd,**
 - a. **being information provided by a business, commercial or financial undertaking that –**
 - b. **Relates to trade secrets; or**
 - c. **If released, would unreasonably expose the business, commercial or financial undertaking to disadvantage; and**
 - d. **The grounds for designation have been made as the information is deemed commercial-in-confidence to protect the privacy of the contractor's tender information submitted for consideration.**

2. **Per s.3(1)(f) Agenda item 9.2 – PERSONAL INFORMATION - Audit and Risk Committee Independent Member Re-appointments, designated personal information,**
 - a. **being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs; and**
 - b. **The grounds for designation have been made to protect the privacy of an individual's personal information.**
3. **Per s.3(1)(f) Agenda item 9.3 - PERSONAL INFORMATION - Appointment of Chair of the Audit and Risk Committee 2026, designated personal information,**
 - a. **being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs; and**
 - b. **The grounds for designation have been made to protect the privacy of an individual's personal information.**

CARRIED UNANIMOUSLY

The Council Meeting moved to Closed Session at 3:54pm.

9.2. PERSONAL INFORMATION - AUDIT AND RISK COMMITTEE INDEPENDENT MEMBER RE-APPOINTMENTS

RESOLUTION

That Council:

1. **Appoints Marilyn Kearney for a second and final three-year term as an Independent Audit and Risk Committee Member commencing 15 February 2026 and concluding 15 February 2029;**
2. **Appoints Michael (Mick) Jaensch for a second and final three-year term as an Independent Audit and Risk Committee Member commencing 15 February 2026 and concluding 15 February 2029; and**
3. **Makes the appointments public in the Minutes of 15 October 2025 Council Meeting.**

8. MEETING CLOSED

NEXT MEETING

The next Council Meeting open to the public will be held on Wednesday, 19 November 2025 commencing at 2:00pm in the Council Chambers, Leongatha.

The Council Meeting concluded at 4:02PM.

Confirmed this 19th Day of November 2025

.....
Councillor John Schelling, Mayor