

SOUTH GIPPSLAND SHIRE COUNCIL

Council Meeting Agenda

Wednesday 19 August 2026



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 19 August 2026
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 Council's *Governance Rules*, clause 57.6 the submission of agenda public questions has now closed. Questions must be received by Council, 24 hours prior to the commencement of the Council Meeting. Questions received within 24 hours of 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 15 July 2026 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 declaring a 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, Chapter 5 – Clause 2 - 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.

Council's Governance 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 of the 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 can be accessed from [Council's Policies](#) webpage.

Councillor John Schelling has declared a material Conflict of Interest for Agenda Item 5.3 Proposed Lease - Part 80 Lewis Street Port Welshpool, as the subject matter relates to his employer at Evans Petroleum.

1.8. DECLARATION OF CONFLICTS OF INTEREST FOR STAFF

The *Local Government Act 2020* (the Act), Division 2 sets out the requirements relating to declaring a 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, Chapter 5, clause 6, 7 and 8* 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* can be accessed from [Council's Policies](#) webpage.

2. AGENDA PUBLIC QUESTIONS

2.1. 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 Division 9 - clause 58 – Petitions and Joint Letters*, members of the community may submit a valid petition or joint letter to a Councillor or to Council addressed to the Chief Executive Officer.

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*, available on Council's website.

2.2. ANSWERS TO PREVIOUS AGENDA PUBLIC QUESTIONS ON NOTICE

Answers to previous questions taken on notice at a former Council Meeting, may be included in the Minutes of this Meeting or alternatively responded to as a customer request inline with Council's *Customer Service Charter and Governance Rules*, available on Council's website.

Background material submitted with a question will not be recorded in the Council Meeting minutes.

2.3. SUBMITTED AGENDA PUBLIC QUESTIONS

All community member questions for Council Meetings are to be written and submitted 24 hours prior to the commencement of a Council Meeting to allow time for a response to be prepared. Reasonable efforts will be made to answer pre-submitted questions at the Meeting. Any question received after the closing time of 24 hours prior to the commencement of a Council Meeting, will be held over to the next scheduled Council Meeting.

When further time is required to prepare an answer, questions may be taken-on-notice and responses will be included in the minutes of the next Council Meeting or alternatively responded to as a customer request in line with Council's *Customer Service Charter* and *Governance Rules*, available on Council's website.

At the Meeting, the person submitting the question(s) may have the option to read out their question(s) and will be recorded in the minutes. Questions may not be allowed where the question(s) is deemed to be:

- is not relevant to any Council agenda topic
- relates to a matter outside the duties, functions and powers of Council;
- is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
- deals with a subject matter already publicly answered; or is repetitious or vexatious questions from the same *Questioner*;
- is aimed at embarrassing a Councillor or a member of Council staff;
- relates to personnel matters; personal hardship of any resident or ratepayer;
- industrial matters; contractual matters; proposed developments; legal advice; law enforcement matters; or
- relates to confidential information as defined under the Act; or
- relates to matters affecting the security of Council property;
- is illegible, vague, not make sense or not be a question;
- relates to council business information and operational matters not specific to Council meeting agenda topics; and/or
- relates to any other matter which Council considers would prejudice Council or any person

A person may submit up to three (3) questions, 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 200 words or fewer. Background material submitted with a question will not be read out or recorded in the Council Meeting minutes.

The CEO, in consultation with the Mayor, may decide not to refer a question to a Council Meeting if there is a more appropriate way to respond. Questions and responses may be read out by the Chair or a nominated Councillor or Council staff.

Public question time in the agenda will not exceed 15 minutes in duration, unless extended by a further 15 minutes by a resolution of Council.

3. NOTICES OF MOTION AND/OR RESCISSION

3.0. NIL

4. 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 23 - Urgent Business*, 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 23* 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.

5. COUNCIL REPORTS

5.1. ACCESS AND INCLUSION ACTION PLAN - FOLLOWING COMMUNITY CONSULTATION

Directorate:	Empowering Communities
Department:	Community, Customer and Visitor

Council Plan

Theme - Empowering Communities

An Access and Inclusion Action Plan (the Plan) aims to ensure that all people have access to necessary services and supports. The Plan assists Council achieve its Council Plan strategic themes of Leading with Integrity, Developing a Sustainable Future and Empowering Communities and supports actions within the South Gippsland Municipal Public Health and Wellbeing Plan.

EXECUTIVE SUMMARY

The purpose of this report is to present the draft South Gippsland Access and Inclusion Action Plan 2026-2030 (the Plan) for endorsement.

RECOMMENDATION

That Council:

- 1. Adopts the South Gippsland Access and Inclusion Action Plan 2026 to 2030 (Attachment [5.1.1]);**
- 2. Writes to all submitters and thank them for their contribution to the South Gippsland Access and Inclusion Action Plan.**

REPORT

The South Gippsland Access and Inclusion Action Plan (**Attachment [5.1.1]**) aims to provide a structured approach to identifying, reducing and preventing the barriers that affect people's ability to participate fully in community life. These barriers may be experienced by people with disability, their families and carers, as well as others who encounter exclusion due to physical, social, cultural, economic or systemic factors. It highlights the importance of designing spaces, services and systems that enable all community members to take part on an equal basis.

A Disability Action Plan (DAP) enables an organisation to address access and inclusion issues for people living with disability. A DAP is mandated by s.38 of the *Disability Act 2006* for all public sector bodies including Local Government.

The South Gippsland Shire Council DAP is titled *South Gippsland Access and Inclusion Plan* to highlight its consideration of people across South Gippsland who may experience access and inclusion barriers that may or may not be related to disability.

CONSULTATION / COMMUNITY ENGAGEMENT

The Plan has been informed by engagement and lived experience perspectives and will guide Council's ongoing efforts to embed accessibility and inclusion across its operations and decision making between 2026 and 2030.

A Draft Plan was exhibited for community feedback via the online YourSay Platform from Thursday 21 May to Monday 22 June 2026. Eight responses were received through YourSay.

The feedback received has been insightful and encouraged alignment with existing strategies and advocacy priorities (Economic Development and Public Transport). Other feedback related to active transport and public amenities were able to be included as actions in the draft Plan. Much of the feedback received indicated strong support for the following goals.

- 2.3 Strengthen accessible tourism, events and public experiences
- 3.1 Support participation in all forms of recreation (including the arts)
- 4.1 Strengthen inclusive workforce practices

Feedback was also received from the Access and Inclusion Advisory Committee requesting consideration of changes relating to visual imagery, additional definitions and further explanation of action activities. These changes have been accommodated within the final draft.

An Engagement Report (**Attachment [5.1.2]**) has been created to highlight changes made from the feedback.

RESOURCING AND RISK

There are risks to Council for not maintaining a Disability Action Plan (Access and Inclusion Action Plan) which may include.

- A perception that people with access and inclusion barriers are not considered within organisation and civic decisions.
- Disenfranchising the Access and Inclusion Advisory Committee.
- Noncompliance with the *Disability Act 2006*.

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. Access and Inclusion Action Plan 2026 to 2030 [5.1.1 - 24 pages]
2. Engagement Report - Access and Inclusion Plan 2026 to 2030 [5.1.2 - 4 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](#).

Council Plan 2025-2029

Disability Action Plan

Legislative Provisions

Charter of Human Rights and Responsibility Act 2006

Disability Act 2006

Disability Discrimination Act 1992

Equal Opportunity Act 2020

Gender Equity Act 2020

Local Government Act 2020

Regional, State and National Plan and Policies

Nil

SOUTH GIPPSLAND SHIRE COUNCIL

Access and Inclusion Action Plan 2026 to 2030



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.

Thank You and Acknowledgement

The Access and Inclusion Advisory Committee plays a vital role in providing advice to South Gippsland Shire Council on opportunities to make our community more accessible and inclusive.

As a group of dedicated advocates living and working in South Gippsland, with a diverse set of lived and professional experiences, we are proud to support the Access and Inclusion Action Plan 2026 to 2030.

We are committed to bringing lived experience to this work and helping create a South Gippsland community where people of all backgrounds and abilities are included, heard and supported to fully participate.

Council thanks the Access and Inclusion Advisory Committee for their valuable guidance, lived experience and thoughtful contributions to this Action Plan. Their insights have strengthened Council's commitment to building a more inclusive South Gippsland.



eucalyptus, (genus Eucalyptus)

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Purpose

The Access and Inclusion Action Plan 2026 to 2030 outlines South Gippsland Shire Council's commitment to building a community where everyone can participate, belong and thrive. The Plan supports Council to meet its legislative responsibilities while responding to community expectations for greater accessibility, inclusion and equitable participation for all community members.

The Plan provides a structured approach to identifying, reducing and preventing the barriers that affect people's ability to participate fully in community life. These barriers may be experienced by people with a disability, their families and carers, as well as others who encounter exclusion due to physical, social, cultural, economic or systemic factors. It highlights the importance of designing spaces, services and systems that enable all community members to take part on an equal basis.

Everyone deserves the opportunity to participate fully in community life. However, *barriers* continue to exist, including *accessible* facilities, services, information and practices. This Plan has been informed by engagement and lived experience perspectives and will guide Council's ongoing efforts to embed accessibility and inclusion across its operations and decision-making between 2026 and 2030.

Strategic Framework

South Gippsland Shire Council Plan 2025 to 2029 (Council Plan)

The Council Plan 2025 to 2029 sets out actions that drive positive changes for South Gippsland. The Access and Inclusion Action Plan aims to support Council to achieve its strategic themes of *Leading with Integrity*, *Developing a Sustainable Future* and *Empowering Communities*.

South Gippsland Municipal Public Health and Wellbeing Plan (MPHWP)

The MPHWP aims to ensure that all people have access to necessary services and support, while focusing on improving the health outcomes for groups who may be facing challenges. The Access and Inclusion Action Plan aims to support the MPHWP achieve its strategic priorities of *Preventing All Forms of Violence*, *Improving Wellbeing*, *Increasing Active Living*, *Healthy Eating* and *Climate Change and its Impacts on Health*.

South Gippsland Shire Council plays a vital role in supporting access and inclusion within the South Gippsland community. Council's role in the actions described in this Plan is outlined below.

Champion

We elevate the voices, rights and priorities of people from diverse backgrounds and experiences, including those who face barriers to participation in Council planning, leadership conversations and everyday practice.

Collaborator

We work alongside people with lived experience, community groups, staff and partners to co-design inclusive approaches and shared outcomes.

Communicator

We share information in accessible ways, raise awareness, encourage positive community attitudes and participation.

Regulator

We ensure Council assets, buildings, infrastructure, programs and events meet accessibility standards, legislation and safe practice requirements.

Service Provider

We deliver accessible programs, services and experiences that support participation, wellbeing and inclusion.



Our People

Access and Inclusion in South Gippsland

- The population estimate as of 30 June 2024 was 31,022. Since the previous year, the population grew by 0.65 per cent. Population growth in regional Victoria was 1.23 per cent.
- 1,962 people (6.4 per cent) needed assistance with daily activities due to disability.
- In 2021, 11.5 per cent of the population was born overseas compared to 12.4 per cent in regional Victoria.
- 145 people who spoke a language other than English at home had difficulty speaking English.
- 1.2 per cent of residents identified as Aboriginal and/or Torres Strait Islander.
- 49 per cent of the population were aged 50 years or older.
- 33.6 per cent of the population have a *low income*, compared to 33.3 per cent in regional Victoria.
- Between July 2024 and July 2025, there were 604 total incidents of family violence, a 5.04 per cent increase in incidents compared to the previous year.
- In 2021, 9.7 per cent of the population had a mental health condition compared to 10.9 per cent in regional Victoria.
- In 2021, 37.4 per cent of the population has a long-term health condition compared to 37.2 per cent in regional Victoria.



Summary of Plan Priorities and Strategies

Priority One: Communication and Engagement

Goal – South Gippsland Shire Council communicates in accessible, inclusive and consistent ways, ensuring people with inclusion barriers can easily receive information and participate in community engagement.

- 1.1 Improve the accessibility and clarity of Council's communication materials.
- 1.2 Strengthen community-facing information to increase awareness.
- 1.3 Ensure community engagement processes are inclusive.

Priority Two: Council Environments that Support Inclusion

Goal – South Gippsland Shire Council-owned places, spaces and infrastructure are inclusive, safe and accessible.

- 2.1 Ensure public spaces and facilities support universal access.
- 2.2 Improve accessibility across roads, paths and signage.
- 2.3 Strengthen accessible tourism, events and public experiences.

Priority Three: Healthy, Active and Connected Living

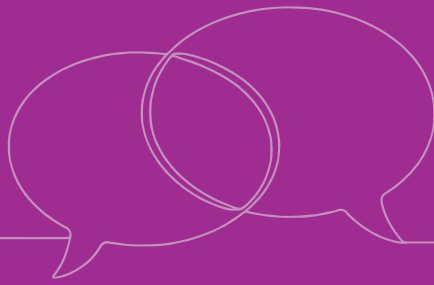
Goal – People with barriers to inclusion have equitable opportunities to participate, connect, contribute and feel valued in their community.

- 3.1 Support participation in sport and all forms of recreation (including the arts).
- 3.2 Improve community connection through inclusive programs.

Priority Four: Inclusion, Safety and Fairness

Goal – South Gippsland Shire Council fosters a culture of fairness, safety and inclusion through equitable policies, accessible services and behaviours that promote respect and wellbeing for all.

- 4.1 Strengthen inclusive workforce practices.
- 4.2 Promote community safety, inclusion and respect.



Priority One: Communication and Engagement

South Gippsland Shire Council communicates in accessible, inclusive and consistent ways, ensuring people with inclusion barriers can easily receive information and participate in engagement.

Strategy 1.1 – Improve the accessibility and clarity of Council communication materials.

Strategic Alignment:

- **Council Plan:** Leading with Integrity, Empowering Communities.
- **Municipal Public Health and Wellbeing Plan:** Improving Wellbeing.

Actions	Role	Timeframe	Responsibility
Investigate options for providing closed captions on social media videos to improve accessibility.	Communicator	Ongoing	Communications, Engagement and Advocacy
Promote venues where <i>Augmentative and Alternative Communication boards</i> are available.	Communicator	Year 1 to 3	Customer Experience
Review and update the kindergarten registration form to improve accessibility, clarity and use of plain English for families.	Communicator	Year 1	Children and Families
Add clear guidelines on accessible communication and using interpreters to the <i>staff intranet</i> .	Champion	Year 1	Customer Experience
Review and report on Council's Augmentative and Alternative Communication Boards to ensure information is relevant.	Collaborator	Year 3	Customer Experience

Strategy 1.2 – Strengthen community-facing information to increase awareness.

Strategic Alignment:

- **Council Plan:** Leading with Integrity, Empowering Communities.
- **Municipal Public Health and Wellbeing Plan:** Improving Wellbeing.

Actions	Role	Timeframe	Responsibility
Incorporate Access and Inclusion information into 'In the Know' to support regular community awareness.	Communicator	Ongoing	Community Development Communications, Engagement and Advocacy
Develop practical guidelines to help community groups understand what makes their activities accessible and use these to inform updates to the South Gippsland Community Directory.	Service Provider	Year 1	Community Development Communications, Engagement and Advocacy
Review and update the existing recreation section of the Community Directory using an <i>accessibility lens</i> , including standard <i>accessibility questions</i> developed with the Access and Inclusion Advisory Committee.	Collaborator	Year 1	Community Development
Publish and promote a local food relief list and improve accessibility information by adding a food relief category to the online Community Directory.	Service Provider	Year 1	Community Development
Encourage <i>community projects</i> to plan for accessibility and inclusion by adding this to the Community Grants Program Guidelines.	Champion	Year 1	Community Development
Develop a community awareness campaign encouraging people to respect disability parking spaces and comply with local laws.	Service Provider	Year 3	Community Safety Community Development

Strategy 1.3 – Ensure community engagement processes are inclusive.

Strategic Alignment:

- **Council Plan:** Leading with Integrity, Empowering Communities.
- **Municipal Public Health and Wellbeing Plan:** Improving Wellbeing.

Actions	Role	Timeframe	Responsibility
Work in partnership with Bunurong and Gunaikurnai Traditional Custodians to strengthen relationships in readiness to support cultural recognition across Council facilities and publications.	Collaborator	Ongoing	Community Development
Share significant accessibility-related plans and projects to the Access and Inclusion Advisory Committee for feedback.	Service Provider	Ongoing	Infrastructure Delivery
Develop organisation-wide engagement guidelines to support inclusive consultation with children, youth and families and carers across facilities, services and programs.	Communicator	Year 2 to 3	Community Development Children and Family Services



Priority Two: Council Environments that Support Inclusion

South Gippsland Shire Council-owned places, spaces and infrastructure are inclusive, safe and accessible.

Strategy 2.1 – Ensure public spaces and facilities support universal access.

Strategic Alignment:

- **Council Plan:** Leading with Integrity, Developing a Sustainable Future, Empowering Communities.
- **Municipal Public Health and Wellbeing Plan:** Improving Wellbeing, Increasing Active Living.

Actions	Role	Timeframe	Responsibility
Where possible, consider that open space and playgrounds offer inclusive, diverse and adventurous play experiences supporting children, families and carers of all abilities.	Champion Service Provider	Ongoing	Children and Families Open Space and Environment
New and redeveloped public spaces, walking and cycling paths and community facilities are designed to be child friendly, family friendly and accessible.	Champion Service Provider	Ongoing	Children and Families Open Space and Environment
Ensure access and inclusion are considered in the development and review of the Playground Strategy.	Service Provider	Ongoing	Open Space and Environment
Promote <i>sensory</i> gardens in South Gippsland and encourage the consideration of sensory elements and nature play in open space designs where possible.	Champion	Ongoing	Open Space and Environment
Deliver and maintain the accessible pontoon at Port Welshpool to support safe boating access for people of all abilities.	Service Provider	Year 1	Infrastructure Delivery

Strategy 2.2 – Improve accessibility across roads, paths and signage.

Strategic Alignment:

- **Council Plan:** Leading with Integrity, Developing a Sustainable Future, Empowering Communities.
- **Municipal Public Health and Wellbeing Plan:** Improving Wellbeing, Increasing Active Living.

Actions	Role	Timeframe	Responsibility
Advocate for Victorian Government funding to enable the Department of Transport and Planning to progress Stage 2 of the Leongatha Heavy Vehicle Route. In addition to improving traffic flow, this would also improve safety and accessibility for pedestrians in the precinct and users of the Great Southern Rail Trail.	Champion	Ongoing	Regional Partnerships
Identify high-risk pedestrian locations and recommend improvements as opportunities and funding arise.	Service Provider	Ongoing	Infrastructure Delivery
Investigate opportunities to close priority footpath gaps in townships.	Service Provider	Ongoing	Infrastructure Delivery
Consider accessibility requirements when project planning.	Service Provider	Ongoing	Infrastructure Delivery
Advocate for clearer, easy to read signage at local beaches, supporting accessibility and beach safety.	Champion	Ongoing	Arts, Culture and Visitor Economy Community Development
Contribute to accessibility audits being undertaken by the <i>Step Outside and Move Your Way Initiatives</i> with the Access and Inclusion Advisory Committee.	Collaborator	Year 1	Community Development

Strategy 2.3 – Strengthen accessible tourism, events and public experiences.

Strategic Alignment:

- **Council Plan:** Leading with Integrity, Developing a Sustainable Future, Empowering Communities.
- **Municipal Public Health and Wellbeing Plan:** Improving Wellbeing, Increasing Active Living.

Actions	Role	Timeframe	Responsibility
Investigate and deliver sensory-friendly approaches within arts and creative projects.	Service Provider	Ongoing	Arts, Culture and Visitor Economy
Ensure accessibility is considered and promoted across Council's digital visitor experience assets where possible.	Communicator	Ongoing	Arts, Culture and Visitor Economy Communications, Engagement and Advocacy
Provide education to customer-facing teams on the locations of <i>Changing Places</i> facilities across South Gippsland and how they can be accessed.	Communicator	Year 1	Community Development
Contribute to and support a stock take of accessible tourism assets in South Gippsland.	Collaborator	Years 2 to 3	Arts, Culture and Visitor Economy
Develop accessibility guidelines to support inclusive planning of Council and community events.	Service Provider	Years 2 to 3	Community Development



Priority Three: Healthy, Active and Connected Living

People with barriers to inclusion have equitable opportunities to participate, connect, contribute and feel valued in their community.

Strategy 3.1 – Support participation in sport and all forms of recreation (including the arts).

Strategic Alignment:

- **Council Plan:** Leading with Integrity, Developing a Sustainable Future, Empowering Communities.
- **Municipal Public Health and Wellbeing Plan:** Improving Wellbeing, Increasing Active Living.

Actions	Role	Timeframe	Responsibility
Promote and share information about the <i>Sport4All</i> program to build inclusion in local sports clubs.	Communicator	Ongoing	Building and Recreation Assets Community Development
Support organisations that provide physical and creative recreation activities to deliver accessible programs for people experiencing participation barriers.	Collaborator	Ongoing	Building and Recreation Assets Community Development
Advocate for the continuation of the <i>Get Active Victoria</i> vouchers to support families.	Champion	Year 1	Building and Recreation Assets Community Development

Strategy 3.2 – Improve community connection through inclusive programs.

Strategic Alignment:

- **Council Plan:** Leading with Integrity, Developing a Sustainable Future, Empowering Communities.
- **Municipal Public Health and Wellbeing Plan:** Improving Wellbeing, Increasing Active Living, Healthy Eating.

Actions	Role	Timeframe	Responsibility
Support and promote the <i>Choose Tap</i> campaign in Gippsland to encourage tap water use and highlight accessible drinking water points.	Champion	Ongoing	Community Development
Support people with disability to strengthen their <i>emergency preparedness</i> by collaborating with community organisations to enhance access to emergency information and training.	Champion	Years 1 and 2	Community Development
Consider accessibility and diversity when delivering ' <i>The First 72 Hours</i> ' program across the South Gippsland community, supporting people to create personalised emergency plans that suit their own individual needs and strengthen their resilience.	Service Provider	Years 2 and 3	Community Development



Priority Four: Inclusion, Safety and Fairness

South Gippsland Shire Council fosters a culture of fairness, safety and inclusion through equitable policies, accessible services and behaviours that promote respect and wellbeing for all people.

Strategy 4.1 – Strengthen inclusive workforce practices.

Strategic Alignment:

- **Council Plan:** Leading with Integrity.
- **Municipal Public Health and Wellbeing Plan:** Improving Wellbeing.

Actions	Role	Timeframe	Responsibility
Deliver internal campaigns aligned with key health and wellbeing dates to promote awareness and inclusive practices.	Service Provider / Champion	Ongoing	People and Culture
Formalise South Gippsland Shire Council's commitment to diversity, equity and inclusion through the development of an Inclusion and Belonging Framework.	Champion	Year 1	People and Culture Inclusion and Belonging Working Group Community Development
Integrate access and inclusion training into the onboarding experience.	Communicator / Collaborator	Year 1	People and Culture
Incorporate disability inclusion into the Compliance Training Framework.	Communicator	Year 1	People and Culture
Identify and provide access and inclusion training opportunities for employees to build understanding and confidence.	Service Provider	Year 1	People and Culture
Create clear, practical guidelines outlining <i>workplace accommodations</i> available to employees.	Regulator	Year 2	People and Culture

Strategy 4.2 – Promote community safety, inclusion and respect.

Strategic Alignment:

- **Council Plan:** Leading with Integrity, Empowering Communities.
- **Municipal Public Health and Wellbeing Plan:** Preventing all forms of Violence, Improving Wellbeing.

Actions	Role	Timeframe	Responsibility
Coordinate accessible awareness campaigns and training about family violence in partnership with local groups.	Champion	Ongoing	Community Development
Investigate and install <i>interpreter</i> symbol stickers at Council venues where an interpreter is available.	Service Provider / Communicator	Year 1	Customer Experience



Development of the Action Plan

The development of this Access and Inclusion Action Plan was informed by a structured and collaborative process. Workshops were held to support the establishment of the Access and Inclusion Advisory Committee and to gather early insights that shaped the Plan's direction.

The Access and Inclusion Advisory Committee provided ongoing advice and expertise, particularly in relation to access and inclusion challenges and the actions required to address them. South Gippsland Shire Council also reviewed a range of Access and Inclusion and Disability Action Plans from other organisations to ensure alignment with best practice and legislative requirements. Internally, teams across Council contributed to refining the scope and finalising the actions to ensure they were practical, achievable and responsive to community needs.

A draft of the Plan was then provided to the Access and Inclusion Advisory Committee for review, and their feedback played a critical role in strengthening the final Plan and ensuring it reflects a clear, community-informed pathway for advancing access and inclusion across South Gippsland.

Implementation, Monitoring and Reporting

Implementation

Implementation of the Access and Inclusion Action Plan is a shared responsibility across South Gippsland Shire Council. Each action identifies a lead team, with other departments contributing where relevant. The Action Plan will be delivered gradually, in line with Council's priorities and available resources.

South Gippsland Shire Council will support implementation by:

- Promoting awareness of the Plan across the organisation;
- Providing guidance and resources to staff;
- Considering access and inclusion in relevant projects, plans and processes; and
- Encouraging collaboration across teams to support consistent practice.

Monitoring

The Community Development team will oversee the monitoring of this Action Plan. Monitoring aims to give a clear picture of progress and help teams deliver actions in a supportive and achievable way. Monitoring will include:

- Keeping a central record of all actions and their status;
- Having an annual progress touch base with internal teams;
- Sharing updates with the Access and Inclusion Advisory Committee and inviting feedback; and
- Identifying any challenges that may affect timelines and making adjustments if needed.

Reporting

An annual progress report on the Action Plan will be prepared to complement the Municipal Public Health and Wellbeing Plan reporting. This report will show how actions are tracking and identify what has been achieved during the year.

Each action will be given a traffic-light status to make progress easy to understand:

- Green (completed) – the action has been delivered.
- Orange (in progress) – the action is underway.
- Red (yet to commence) – the action has not started.

The annual snapshot report may also include:

- A summary of key achievements and improvements.
- Any challenges that affected progress.
- Actions or areas that need extra focus in the next year.
- Feedback or advice from the Access and Inclusion Advisory Committee.
- Any recommended changes to timelines, responsibilities or actions if needed.

Authorising Environment

South Gippsland Shire Council has clear responsibilities under Victorian, Australian and international legislation to ensure that people with a disability can fully participate in community life.

These laws guide the development of our Access and Inclusion Action Plan and ensure our approach is consistent, rights-based and aligned with best practice.

The following table outlines the key Victorian, Australian and international legislation that shapes and supports this work.

State (Victoria)	National (Australia)	International
Disability Act 2006 (Vic)	Disability Discrimination Act 1992	United Nations Convention on the Rights of Persons with Disabilities (UNCRPD)
Equal Opportunity Act 2010 (Vic)	National Disability Insurance Scheme Act 2013	
Charter of Human Rights and Responsibilities Act 2006 (Vic)	Australia's Disability Strategy 2021 to 2031	
Inclusive Victoria: State Disability Plan 2022 to 2026		



Definitions

Word	Definition
Accessibility lens	Looking at a plan, design or activity to check if it is easy for everyone to use, including people with a disability or other barriers.
Accessible	Something that can be used, understood or entered by everyone, including people with a disability. This includes physical spaces, information, services and activities.
Advocate	A person who speaks up for themselves or others to support their rights, needs or interests.
Augmentative and Alternative Communication (AAC) boards	A board with symbols or pictures that helps people communicate if speaking is difficult.
Accessibility Questions	Questions that may be asked to understand user experience, for example does the building have a ramp?
Barrier to inclusion	Anything that makes it hard for a person to take part. Barriers can be physical, social, communication, cultural or digital.
Captioning / Closed captions	Words on a video that show what is being said or what sounds are happening.
Champion	A person or group that actively supports and promotes accessibility and inclusion within an organisation or community.
Changing Places	A type of accessible toilet designed for people with high support needs. It includes extra space and specialist equipment such as a height-adjustable change table and hoist.
Co-design	Working together with people who have lived experience of disability to plan, design or improve services, facilities or programs.
Collaborate	To work together with others, such as community members, organisations or partners, to achieve shared goals.

Communicate	To share information in ways that are clear, accessible and easy to understand. This may include spoken, written, visual or digital communication.
Community engagement	Ways Council talks and listens to the community to help make decisions.
Compliance Training Framework	A structured strategy an organisation uses to educate employees on internal policies.
Council	South Gippsland Shire Council – a local government organisation that works to improve the community.
Discrimination	Treating a person unfairly or differently because of disability or another personal characteristic.
Emergency preparedness	Getting ready for emergencies by having a plan, information and support.
Family Violence	Any behaviour that causes physical, emotional or psychological harm to someone within a family or intimate relationship. It includes controlling behaviour, threats and isolation.
First 72 Hours Program	A program that helps people prepare for emergencies by planning how they will manage on their own for up to three days if emergency services can't reach them.
Inclusion	Making sure everyone feels welcome, valued and able to participate, regardless of disability or other differences.
Inclusive design / Universal design	Designing something so it can be used by as many people as possible without needing changes.
Interpreter / Interpreter symbol	A person who helps people communicate by translating spoken language or signing. The interpreter symbol shows that this service is available.
Intranet	A private website or online space that only staff can access. It's used to share information, documents and updates within an organisation.
Low income	Having less money than most people and not enough to easily pay for everyday needs.

Sensory-friendly	Activities, spaces or events designed to reduce noise, lights or other things that might overwhelm someone. These environments can help people feel safer, calmer and more confident, particularly those with sensory sensitivities, anxiety or cognitive changes, including people living with dementia.
Service provider	An organisation or person that delivers services or support to the community.
Sport4All	A nationwide Australian initiative, developed with Dylan Alcott's Get Skilled Access and funded by the Australian Government, aimed at making community sports clubs and schools more inclusive for people with disabilities.
Sport and Recreation	What people choose to do in their free time for enjoyment and wellbeing such as playing sport, dancing, making music, acting in theatre, creating art or taking part in other fun activities.
Step Outside and Move Your Way	An awareness campaign focused on promoting tracks and trails to those who experience barriers to participation.
Support	Help provided to enable people to participate, access services or meet their needs. This can include physical assistance, information, programs or resources.
Workplace accommodations	Changes or supports that help an employee do their job well, such as flexible hours, equipment or adjustments.

SOUTH GIPPSLAND SHIRE COUNCIL

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SOUTH GIPPSLAND SHIRE COUNCIL

Engagement Report: Access and Inclusion Plan 2026 to 2030



South Gippsland
Shire Council

What We Heard and What We Changed

Overall, we heard from our community that the plan needed some improvement to make it more accessible and practical.

In response to the feedback we received, we have updated the Access and Inclusion Plan to improve clarity, accessibility and inclusiveness. Key structural changes include:

- Placing Council roles in alphabetical order;
- Renaming the 'Statistics' section to 'Our People' to create a more people-focussed tone;
- Adding numbering to all actions; and
- Formatting definitions in italics to make them easier to identify.

Legislation has also been hyperlinked for easier access.

Accessibility improvements have been made throughout the document, including updates to colour contrast to better support people with low vision. We have also included more photos of people with disabilities to improve representation. These changes aim to make the document more user-friendly and inclusive for a broader audience.

Several actions have been updated to make them clearer and more practical. Changes include:

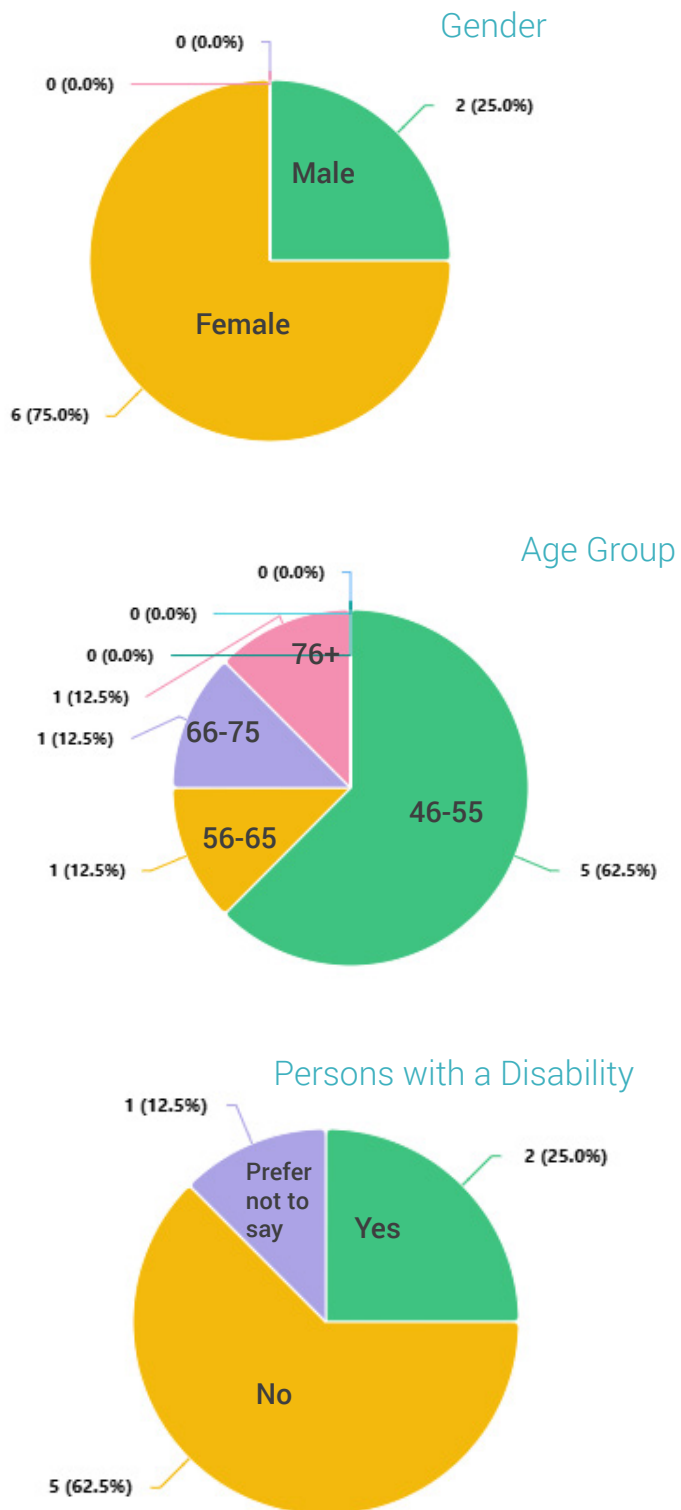
- Using more inclusive language;
- Clarifying requirements such as providing hard-copy resources and complying with local laws; and
- Defining key terms like community projects and diversity, equity and inclusion (DEI).

Actions have also been refined to better outline responsibilities, target groups and links to areas such as emergency management and workforce training.

All these updates support clearer internal understanding, consistency and accountability.

Thank you to everyone who spoke up and provided their feedback to us.

Demographics of Responders



SOUTH GIPPSLAND SHIRE COUNCIL

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South Gippsland
Shire Council

5.2. ROAD DISCONTINUANCE AND CONSOLIDATION - 93 LEES ROAD, VENUS BAY

Directorate: Infrastructure Sustainability

Department: Infrastructure Planning

Council Plan

Objective – Sustainable Growth

Council balances development pressures and community expectations.

EXECUTIVE SUMMARY

The purpose of this report is to provide information and an update on a deferral motion for further information, at Council's Meeting of 18 March 2026, on a proposed discontinuance and sale of the road reserve adjoining 93 Lees Road, Venus Bay. A planning permit has been issued for a three-bedroom dwelling on the site and all wastewater can be contained within the existing property. Therefore, road discontinuance and sale is not required, and this report recommends that Council not proceed.

Site Plan



Figure 1: Road reserve extension Landscape Drive not required for discontinuance

RECOMMENDATION

That Council notes that the road discontinuance and proposed sale proposal at rear of 93 Lees Road, Venus Bay no longer proceeds, and the applicant will be advised of the conclusion of this matter.

REPORT

The planning application (2022/442) was lodged for a 4-bedroom dwelling with rumpus room, which was assessed as a 5-bedroom dwelling at 93 Lees Road, Venus Bay. Further information was requested as part of the assessment as the application was considered an over-development of the site, where the large dwelling is deemed unsuitable in a Design and Development Overlay and wastewater requirements would not be met. The applicant responded with an amended design and a planning permit (2022/442) was issued on 24 September 2025 for a 3-bedroom (assessed as 4-bedroom) where all wastewater is contained on the site in accordance with current standards.

Following the issue of the planning permit the applicant approached the Property Department to obtain more land for wastewater dispersal. The owner indicated a requirement for additional land for a 5-bedroom dwelling (the original design not supported by the Planning Department). Currently there is no requirement for the land owner to obtain further land to address wastewater as the current approval can be accommodated within the land in their ownership.

Therefore, the road discontinuance and sale of part of the extension of Landscape Drive is not currently required.

Vehicular access from Lees Road is approved under the endorsed planning permit.

The applicant can apply to amend the planning permit or lodge a new application for a larger dwelling at any time, which would be assessed on its merits. There is no current application for the consideration of a larger dwelling with Council.

CONSULTATION / COMMUNITY ENGAGEMENT

Environmental Health, Property and Planning officers have consulted on this matter.

No community consultation was undertaken as the recommendation is not to proceed with the discontinuance or sale.

The applicant will be notified of the outcome of this report.

RESOURCES / FINANCIAL VIABILITY

Nil

RISKS

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](#).

Community Engagement for Property Proposals Policy (CE84)

Community Engagement Policy (C06)

Legislative Provisions

Local Government Act 1989

Regional, State and National Plan and Policies

Nil

5.3. PROPOSED LEASE - PART 80 LEWIS STREET PORT WELSHPOOL

Directorate:	Infrastructure Sustainability
Department:	Infrastructure Planning

Council Plan

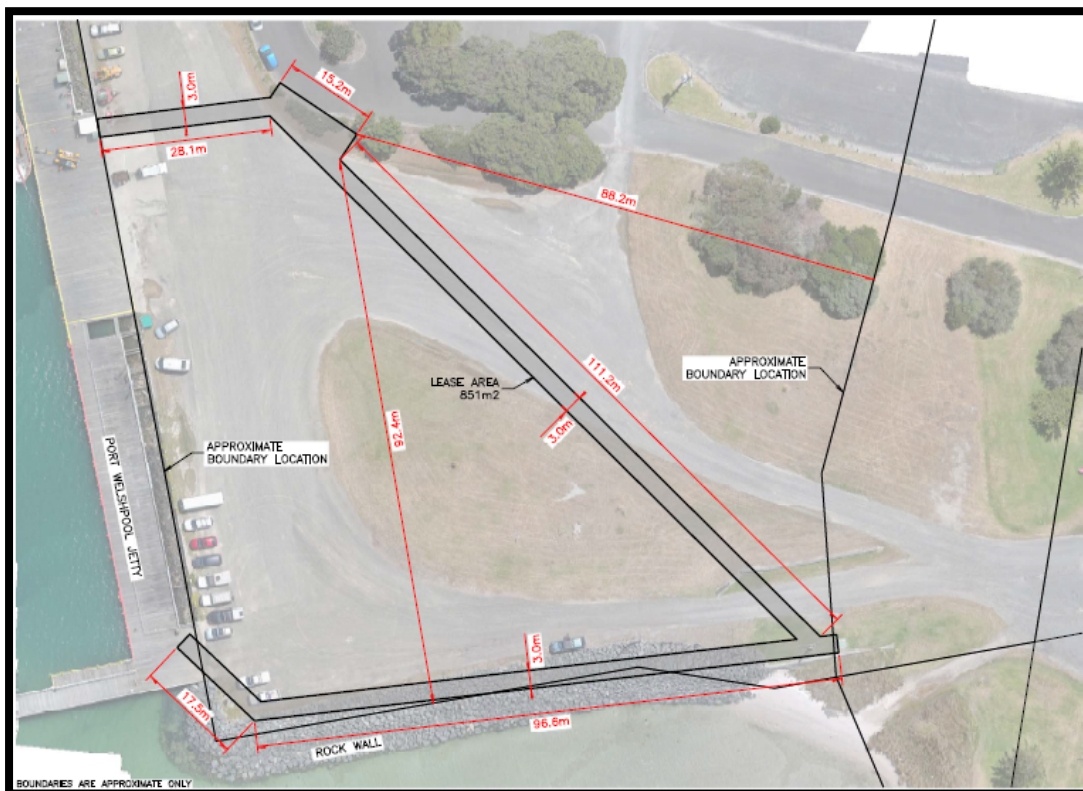
Theme - Developing a Sustainable Future

Council ensures appropriate land management processes are undertaken.

EXECUTIVE SUMMARY

This purpose of this report is to consider a submission that was received from the community engagement process and to determine if Council is to lease crown land that it manages, to Evans Petroleum for the purposes of fuel lines and tank at part 80 Lewis Street Port Welshpool. Refer to **Figure 1**.

Figure 1 – Map Location: 80 Lewis Street Port Welshpool



RECOMMENDATION

That Council:

1. Authorises in accordance with s.115 of the *Local Government Act 2020*, the lease of an area of land 851m² situated at 80 Lewis Street Port Welshpool (shown in Figure 1) being part crown allotment 35G section B parish of Welshpool to Evans Petroleum Pty Ltd for 21 years with a rental of \$15,000 per annum plus GST with CPI annually and market reviews every five years for the purposes of fuel lines and tank; and
2. Writes to the submitter in Confidential Attachment [10.1.1] indicating Council's decision and of the reason for that decision, that the fuel lines are to be installed underground and will therefore not impede parking, access or amenity in the vicinity of the site.

REPORT

Evans Petroleum Pty Ltd have a planning permit to retire the old fuel lines and tank and to install new fuel lines and tank on part 80 Lewis Street Port Welshpool. Endorsed plans are featured in **Attachment [5.3.1]**. The planning permit also contains a condition that Evans Petroleum Pty Ltd must enter into a lease with Council, as the appointed committee of management, over the crown land.

It is proposed that the lease will be a land lease only for 21 years in accordance with section 17D Crown Land (Reserves) Act 1978. Council has sought approval in principle from the Department of Energy, Environment and Climate Action (DEECA).

A Valuer has determined the rental amount of \$15,000 per annum plus GST.

CONSULTATION / COMMUNITY ENGAGEMENT

Council published a notice in the local papers and on Council's website on 25 May 2026 calling for submissions for 28 days in accordance with Council's *Community Engagement Policy (C06)* for Property Matters. Council received one submission (**Confidential Attachment [10.1.1]** - Submission - Part 80 Lewis Street Port Welshpool).

The submitter responded that they believed the lease should be moved back from the wharf to allow access, implying that the fuel lines were above ground. As the fuel lines are underground, the parking, pedestrian access and amenity will not be impeded.

RESOURCES / FINANCIAL VIABILITY

Council will receive the annual rental income.

RISKS

Evans Petroleum Pty Ltd will own all infrastructure and have the responsibility for maintaining the infrastructure.

There is a requirement both in the planning permit and the standard conditions in the lease for Evans Petroleum to produce an environmental management plan for the site.

Council's Planning and Building Compliance team monitors compliance with the planning permit. Council's Property team oversees lease conditions.

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. 202524 - Lewis Street Port Welshpool - Endorsed Plans [5.3.1 - 3 pages]

CONFIDENTIAL ATTACHMENTS

The consideration of confidential information in a closed session of Council is in accordance with s.66(2)(a) and s.66(5)(a) and (b) of the *Local Government Act 2020*.

Confidential Attachment [10.1.1] – Submission - Proposed Lease - Part 80 Lewis Street Port Welshpool is designated confidential information pursuant to the *Local Government Act 2020*, s.3(1)(f) - personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

The grounds for designation have been made to protect the privacy of an individual's personal information.

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](#).

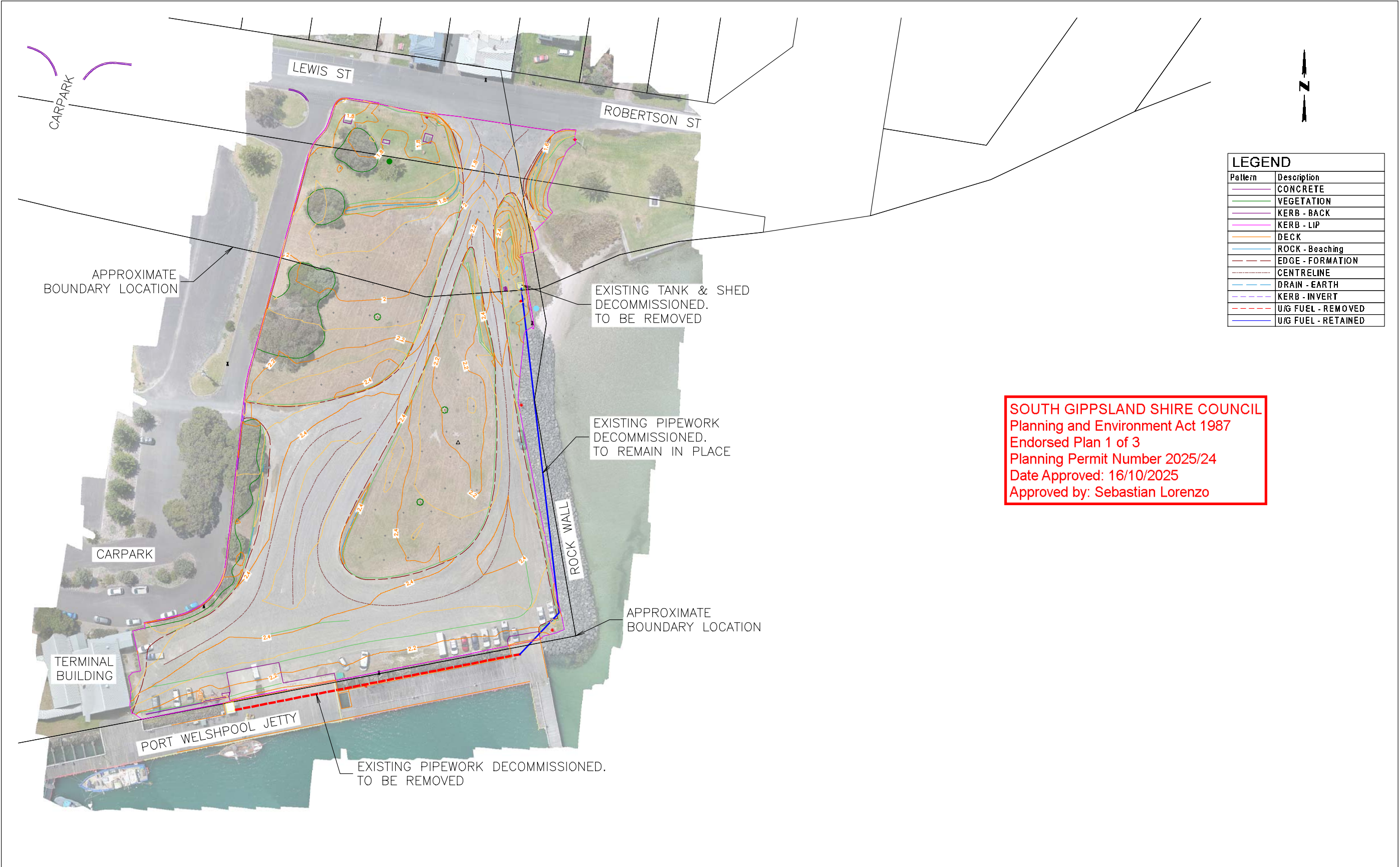
Nil

Legislative Provisions

Local Government Act 2020

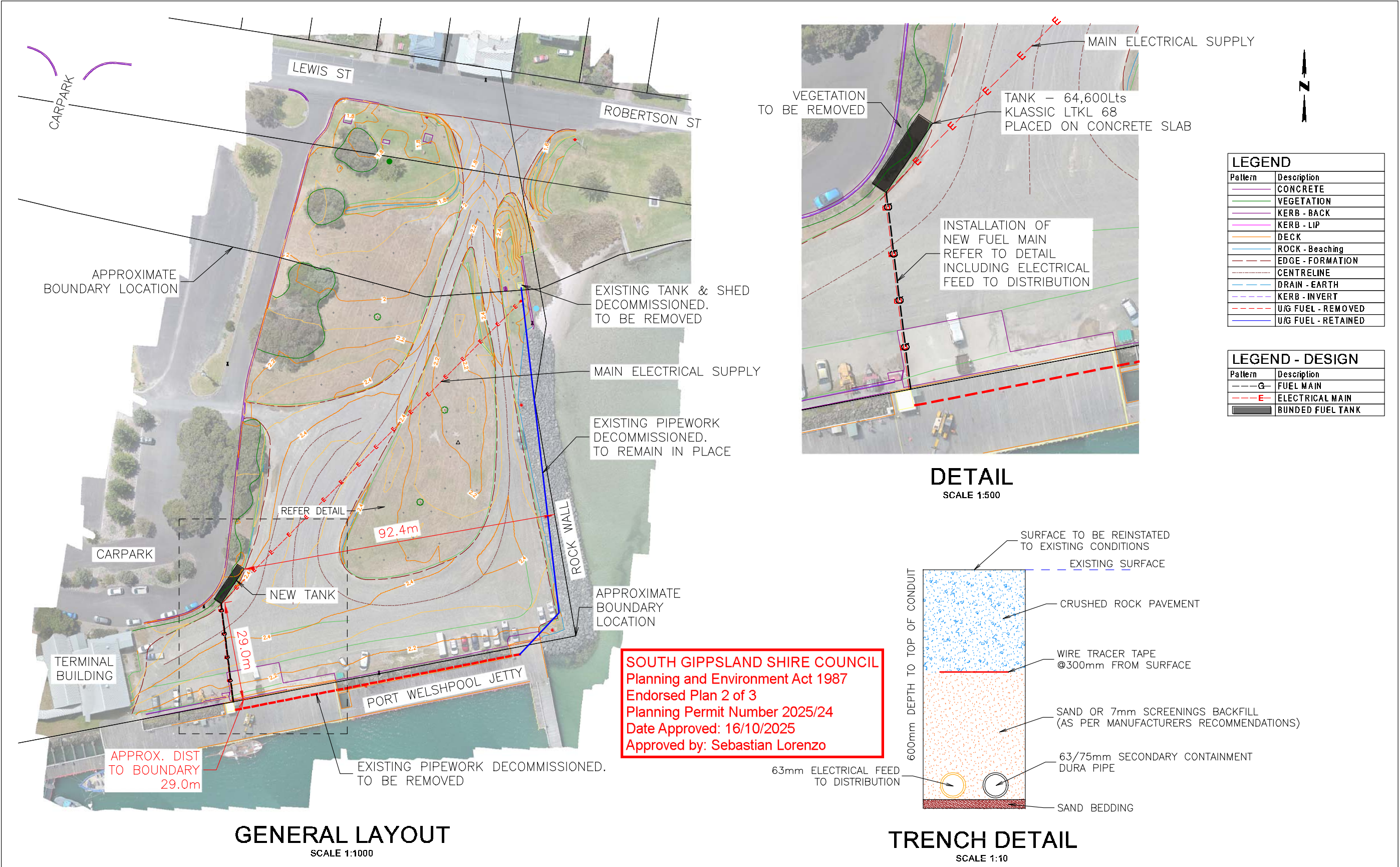
Regional, State and National Plan and Policies

Nil



BOUNDARIES ARE APPROXIMATE ONLY

REV	Appr.	DATE	REVISION	 Chris Whelan Civil Engineering PO BOX 144, BARNSDALE, 3875 Mob: 0418 804 608 Email: chris@chriswhelanengineering.com.au	SURVEYED: 18/11/2024 SIMON MURRELL DESIGNED: CHRIS WHELAN DATUM: Australia/GDA2020 ZONE: Zone 55	CHECKED: CHRIS WHELAN APPROVED:	PROJECT: EVANS PETROLEUM PORT WELSHPOOL EXISTING FEATURES CLIENT: GIPPSLAND PROJECT MANAGEMENT	SCALE: (A3) 1:1000 DATE: DEC 24 SHEET: 1 OF 3 DRAWING No.: 1418 - E
A	CW	26/11/2024	ORIGINAL ISSUE					
B	CW	19/12/2024	ISSUED FOR PLANNING					
C	CW	23/12/2024	TANK LOCATION AMENDED					
D	CW	26/06/2025	ADDITIONAL INFORMATION					
E	CW	07/10/2025	ELECTRICAL SUPPLY DETAILS					



BOUNDARIES ARE APPROXIMATE ONLY

REV	Appr.	DATE	REVISION
A	CW	26/11/2024	ORIGINAL ISSUE
B	CW	19/12/2024	ISSUED FOR PLANNING
C	CW	23/12/2024	TANK LOCATION AMENDED
D	CW	26/06/2025	ADDITIONAL INFORMATION
E	CW	07/10/2025	ELECTRICAL SUPPLY DETAILS



Chris Whelan
Civil Engineering
PO BOX 144, BARNSDALE, 3875
Mob: 0418 804 608
Email: chris@chriswhelanengineering.com.au

SURVEYED: 18/11/2024 SIMON MURRELL DESIGNED: CHRIS WHELAN DATUM: Australia/GDA2020 ZONE: Zone 55	CHECKED: CHRIS WHELAN APPROVED:
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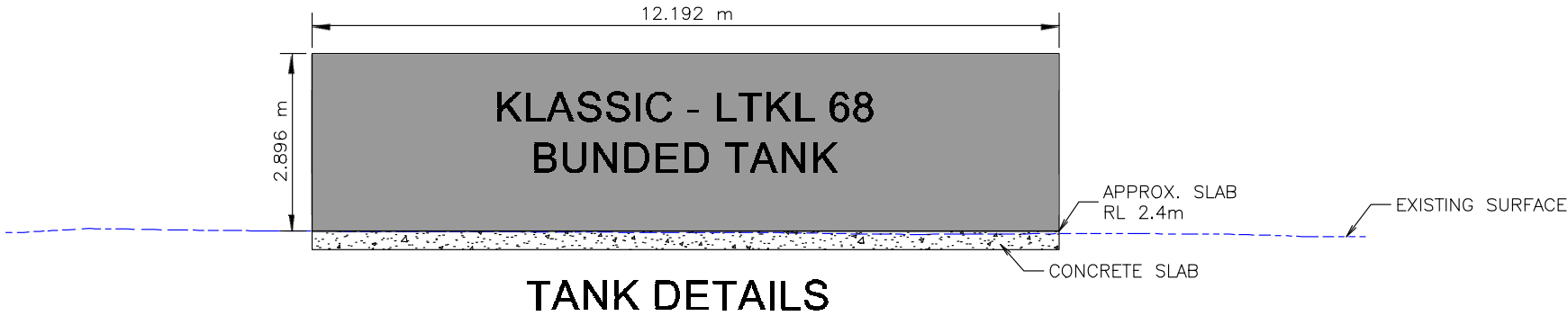
PROJECT:	EVANS PETROLEUM PORT WELSHPOOL	SCALE: (A3) AS SHOWN
	DESIGN LAYOUT	DATE: DEC 24
CLIENT:	GIPPSLAND PROJECT MANAGEMENT	SHEET: 2 OF 3
		DRAWING No.: 1418 - E



SOUTH GIPPSLAND SHIRE COUNCIL
Planning and Environment Act 1987
Endorsed Plan 3 of 3
Planning Permit Number 2025/24
Date Approved: 16/10/2025
Approved by: Sebastian Lorenzo

TANK - LTKL68

LENGTH: 12.192m
WIDTH: 2.438m
HEIGHT: 2.896m
CAPACITY: 64,600Lts



REV	Appr.	DATE	REVISION	 Chris Whelan Civil Engineering PO BOX 144, BARNSDALE, 3875 Mob: 0418 804 608 Email: chris@chriswhelanciveng.com.au	SURVEYED: 18/11/2024 SIMON MURRELL	CHECKED: CHRIS WHELAN	PROJECT: EVANS PETROLEUM PORT WELSHPOOL	SCALE: (A3) NOT TO SCALE
A	CW	26/11/2024	ORIGINAL ISSUE		DESIGNED: CHRIS WHELAN	APPROVED:		DATE: DEC 24
B	CW	19/12/2024	ISSUED FOR PLANNING		DATUM: Australia/GDA2020			SHEET: 3 OF 3
C	CW	23/12/2024	TANK LOCATION AMENDED		ZONE: Zone 55			DRAWING No.: 1418 - E
D	CW	26/06/2025	ADDITIONAL INFORMATION					
E	CW	07/10/2025	ELECTRICAL SUPPLY DETAILS				CLIENT: GIPPSLAND PROJECT MANAGEMENT	

5.4. 2025/26 BUDGET CARRY FORWARDS TO 2026/27

Directorate:	Strategy and Integrity
Department:	Financial Strategy

Council Plan

Theme - Leading with Integrity

This update regarding 2025/26 Carry Forwards provides communication to the community and Council regarding projects or programs not fully completed on 30 June 2026 and assists to ensure Council's continued commitment to deliver on these initiatives.

EXECUTIVE SUMMARY

The purpose of this report is to seek Council consideration to carry forward funds to enable the completion of key strategic projects and initiatives that are both capital and operating in nature and span multiple years.

Capital Works completion rates were high in 2025/26 with \$20.1 million of the program delivered, representing an impressive 93% completion of the original adopted budget figure (\$21.7 million) and 82% of the revised program (\$24.6 million), with over 42 capital projects completed at year-end.

RECOMMENDATION

That Council:

- 1. Endorses the carry forward of operating funds of \$1.57 million (net) to 2026/27;**
- 2. Endorses the carry forward of capital items of \$3.389 million (net) to 2026/27 to enable delivery of the committed Capital Works Program;**
- 3. Endorses the transfer of funds of \$0.6 million (net) from the Carry Forward Projects Reserve to 2026/27 as per the Financial Reserves Policy (C93);**
- 4. Endorses the transfer of funds of \$0.057 million from accumulated surplus to the Asset Development Reserve as per the Financial Reserves Policy (C93); and**
- 5. Endorses the transfer of funds of \$3.577 million from the Carry Forward Projects Reserve to the Asset Development Reserve as per the Financial Reserves Policy (C93).**

REPORT

Proposed carry forwards from 2025/26 to 2026/27

Amounts proposed to be carried forward are typically limited to externally funded projects or significant non-recurrent projects that Council is committed to deliver, recurrent operating budgets are generally not carried forward from one year to the next.

Some projects are expected to span multiple years, and it is appropriate to move these funds to a Reserve, as per the Financial Reserves Policy, rather than carry forward the budget to 2026/27.

The total amount proposed to be carried forward is \$4.8 million, summarised below and shown in detail (**Attachment [5.4.1]**).

The total amount proposed to be transferred to the Carry Forward Reserve is \$0.26 million and as detailed in the attached report, is for the following projects:

- Foster Streetscape Stage 2 - \$0.14 million
- Path Renewal Program - \$0.12 million

The total amount proposed to be transferred from the Carry Forward Reserve is \$0.86 million and as detailed in the attached report, is for the following projects:

- Roads – Simons Lane, Leongatha – Stage 2 Realignment & Intersection - \$0.8 million
- Aquatic/Recreational Leisure Renewal Program (Non-Building) - \$0.06 million

The total amount proposed to be transferred to the Asset Development Reserve is \$0.06 million and as detailed in the attached report, is for the following project:

- Boat Ramps - \$0.06 million

Approval of all proposed carry forwards has a positive impact on the 2025/26 financial results and adjusts the 2026/27 Budget by \$4.4 million:

- Decreasing the operating surplus by \$1.7 million, from \$10.7 million to \$9.0 million, due to carry forward operating expenditure.
- Increasing capital works expenditure by \$3.2 million, from \$24.3 million to \$27.5 million.
- Decreasing transfer to/(from) reserves by \$0.6 million, from \$1.0 million to \$0.4 million.
- As per the management accounting result, reducing the balanced budget to a \$4.4 million deficit.

- The carry forward amount is funded from accumulated surplus due to underspend in the previous year.

Transfer of Funds from Carry Forwards Reserve to Asset Development Reserve

As part of a recent review of reserve allocations, Council officers assessed the purpose and intended use of funds currently held within the Carry Forwards Reserve. The assessment determined that the funding is more appropriately aligned with Council's future asset development requirements, including the planning, renewal, enhancement and delivery of strategic infrastructure and capital assets. Given the funds are intended to support broader asset development objectives rather than discrete project commitments, retaining them within the Carry Forwards Reserve is no longer considered the most appropriate accounting and governance treatment.

Accordingly, it is recommended that \$3.577 million be transferred to the Asset Development Reserve from the Carry Forward Projects Reserve. This transfer will better reflect the intended future use of the funding, improve transparency in reserve management, and ensure funds are held within a reserve that aligns with Council's long-term asset planning and capital investment priorities.

The proposed transfer does not result in any additional expenditure commitment or impact on Council's overall financial position. Rather, it represents a reclassification of existing reserve funds to ensure reserve balances accurately.

CONSULTATION / COMMUNITY ENGAGEMENT

This report provides the impact of carry forwards on Council's 2026/27 Budget. Development of this budget included a community consultation component.

RESOURCES / FINANCIAL VIABILITY

This report provides Council and the community with a summary of projects or programs not fully completed as of 30 June 2026 and assists to ensure Council's continued commitment to deliver on these initiatives.

RISKS

Should Council not carry forward the budgets in this report, it risks failing to deliver its capital program and meeting grant funded milestones.

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. Detail Carry Forward Report 2025-26 to 2026-27 [5.4.1 - 2 pages]

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](#).

Council Plan 2025-2029

Legislative Provisions

Local Government Act 2020

Regional, State and National Plan and Policies

Nil

2025/26 Carry Forward to 2026/27

Summary	2025/26 Carry Forward Expenditure	2025/26 Carry Forward Income	2025/26 Transfer to Carry Forward Reserve	2025/26 Transfer from Carry Forward Reserve	2025/26 Transfer to Asset Development Reserve
	\$'000	\$'000	\$'000	\$'000	\$'000
Property	96	-	-	(894)	894
Plant and equipment	50	(10)	-	(1,294)	1,294
Infrastructure	3,123	130	264	(1,956)	1,092
Operating	1,570	-	-	(299)	356
Total	4,839	120	264	(4,443)	3,636

Capital Works Area	2025/26 Carry Forward Expenditure	2025/26 Carry Forward Income	2025/26 Transfer to Carry Forward Reserve	2025/26 Transfer from Carry Forward Reserve	2025/26 Transfer to Asset Development Reserve
	\$'000	\$'000	\$'000	\$'000	\$'000

PROPERTY**Buildings**

73600 - Leongatha Precinct Project	52	-	-	-	-
82630 - Buildings - Operations/Depot	-	-	-	(250)	250
82640 - Buildings Renewal Program - Early Years	-	-	-	(192)	192
82650 - Building Renewal Program - Heritage/History	-	-	-	(20)	20
82660 - Building Renewal Program - Community Venue - Hall/Meeting Places	-	-	-	(262)	262
82680 - Building Renewal Program - Public Toilets	226	-	-	-	-
82690 - Building Renewal Program - Aquatic/Pools	-	-	-	(167)	167
82700 - Building Renewal Program - Recreation/Sport	(183)	-	-	(3)	3

TOTAL PROPERTY	96	-	-	(894)	894
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PLANT AND EQUIPMENT**Plant, Machinery and Equipment**

79120 - Plant - Plant Purchases	50	(10)	-	-	-
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Computers and Telecommunications

80110 - IT Capital - Technology Support	-	-	-	(1,294)	1,294
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TOTAL PLANT AND EQUIPMENT	50	(10)	-	(1,294)	1,294
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INFRASTRUCTURE**Roads**

82110 - Roads - Reseals	273	-	-	-	-
82210 - Roads - Sealed Rehabilitation Program	1,502	-	-	-	-
83090 - Foster Streetscape Stage 2	-	-	140	-	-
93350 - Roads - Safe Local Roads Streets Program	159	400	-	-	-
83050 - Roads - Simons Lane, Leongatha - Stage 2 Realignment & Intersection	356	(240)	-	(1,892)	1,092

Bridges

71170 - Bridge Renewal Program	132	-	-	-	-
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Footpaths and Cycleways

88050 - Path Renewal Program	-	-	124	-	-
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Capital Works Area	2025/26 Carry Forward Expenditure	2025/26 Carry Forward Income	2025/26 Transfer to Carry Forward Reserve	2025/26 Transfer from Carry Forward Reserve	2025/26 Transfer to Asset Development Reserve
	\$'000	\$'000	\$'000	\$'000	\$'000
Recreational, Leisure & Community Facilities					
93060 - Playgrounds - Replacement Program	100	-	-	-	-
74180 - Korumburra Recreation Reserve - Multi-Sports Nets	-	(30)	-	-	-
93310 - Other Structures - Port Welshpool Fixed Pontoon Accessibility	222	-	-	-	-
83040 - John Terrill Park, Fish Creek - Septic	12	-	-	-	-
82730 - Aquatic/Recreational Leisure Renewal Program (Non-Building)	-	-	-	(64)	-
Waste Management					
95020 - Waste - Landfills	41	-	-	-	-
Parks, Open Space and Streetscapes					
93260 - Leongatha & Korumburra Railway Station Precincts	184	-	-	-	-
Off Street Car Parks					
98040 - Lighting Renewal Program	120	-	-	-	-
Other Infrastructure					
93150 - Recreation - Venus Bay Environmental Projects	21	-	-	-	-
TOTAL INFRASTRUCTURE	3,123	130	264	(1,956)	1,092
OPERATING					
12110 - Children and Family Services	138	-	-	-	-
12410 - Maternal and Child Health	65	-	-	-	-
12610 - Supported Playgroups	5	-	-	-	-
13010 - Municipal Emergency Resourcing Program	315	-	-	-	-
21990 - Coal Creek - Education Programs	13	-	-	-	-
22420 - Mirboo North Community & Business Resilience Hub DJSIR	2	-	-	-	-
23610 - Strategic Planning	451	-	-	-	-
23620 - Flood Study Implementation support for South Gippsland	69	-	-	-	-
31620 - Communications and Advocacy	8	-	-	-	-
41560 - Coastal Levee Review and Infrastructure Planning (CERMP)	8	-	-	-	-
45320 - Boat Ramps	-	-	-	(299)	356
47410 - Arts Development	55	-	-	-	-
47430 - Great Southern Rail Trail Activation Project - Dept JSIR Grant funding	6	-	-	-	-
47810 - Youth Development	69	-	-	-	-
48820 - Garbage and Recycling Collections	21	-	-	-	-
52050 - Open Space & Environment Management	45	-	-	-	-
66040 - Recreational Lighting	300	-	-	-	-
TOTAL OPERATING	1,570	-	-	(299)	356
TOTAL	4,839	120	264	(4,443)	3,636

5.5. SOUTH GIPPSLAND SHIRE COUNCIL PARKING INFRINGEMENT FEES

Directorate:	Empowering Communities
Department:	Community, Health and Safety

Council Plan

Theme – Lead with Integrity

The proposed parking fees align with the Council Plan's commitment to financial sustainability, while also supporting equitable access to parking for all members of the community.

EXECUTIVE SUMMARY

The purpose of this report is to seek Council resolution to set the penalty for specified parking infringements at 0.5 penalty units, in place of the prescribed baseline of 0.2 penalty units, maintaining consistency with the penalty rates applied in previous years.

Under section 87(4) of the *Road Safety Act 1986 (Vic)*, Council may increase penalties for certain parking infringements from 0.2 to 0.5 penalty units. Any increase above 0.2 penalty units requires a Council resolution.

RECOMMENDATION

That Council resolves, pursuant to section 87(4) of the *Road Safety Act 1986 (Vic)*, to set the penalty amount for all 0.2 penalty unit offences to the maximum 0.5 penalty units.

REPORT

Section 87(4) of the *Road Safety Act 1986* empowers Council, by resolution, to fix a penalty for prescribed parking infringements that is higher than the base rate, provided the penalty does not exceed 0.5 penalty units or the maximum penalty prescribed by the regulations.

Council has previously incorporated this increase to parking infringement amounts through the adoption of the annual Fees and Charges Schedule as part of the budget process. As statutory fees are no longer included in the adopted Fees and Charges Schedule, a separate Council resolution is now required to vary the penalty unit amount from 0.2 to 0.5 penalty units.

If supported, this resolution authorises the application of the updated penalty unit amount, which essentially maintains current parking infringement penalty levels in line with existing practice. If the resolution is adopted, the revised penalty unit amount will take effect from the date of the Council resolution.

For the 2026/27 financial year, the value of one penalty unit is \$209.10. Accordingly, an infringement set at 0.2 penalty units attracts a penalty of \$42.00, whilst an infringement set at 0.5 penalty units attracts a penalty of \$105.00. If Council resolves to increase the applicable parking infringements to 0.5 penalty units, the penalty for those infringements will increase to \$105.00.

Since the value of a penalty unit is determined annually by the Victorian Department of Treasury and Finance, the monetary value of these infringement penalties will be adjusted each year in line with any change to the prescribed penalty unit.

This resolution will remain in place until a new Council resolution is required following any relevant change to the Regulations.

The table below shows all the affected parking offences:

Parking infringement type	Base penalty unit	Road Safety Road Rule
Parking for longer than indicated	0.2 penalty unit	205(1)
Parked—fail to pay fee and obey instructions on sign, meter, ticket or ticket-vending machine	0.2 penalty unit	207(2)
Stopped on a bicycle parking area	0.2 penalty unit	201
Stopped on a motor bike parking area	0.2 penalty unit	202
Parked contrary to requirement of parking area	0.2 penalty unit	209(2)
Parked—fail to comply with angle parking requirement	0.2 penalty unit	210(1)
Parked—fail to comply with 90° angle parking requirement	0.2 penalty unit	210(1)
Parked not completely within a parking bay	0.2 penalty unit	211(2)
Parked—long vehicle exceeding minimum number of bays	0.2 penalty unit	211(3)
Parked—wide vehicle exceeding minimum number of bays	0.2 penalty unit	211(3)
Stopped contrary to a no parking sign	0.2 penalty unit	168(1)

Increasing the penalty amount provides a stronger deterrent against parking offences and encourages greater compliance with parking restrictions. The most common parking offence within the municipality is vehicles remaining parked beyond the permitted time limit. Increasing the penalty for this offence is expected to discourage overstaying, resulting in improved turnover of parking spaces and greater availability for customers, visitors and other road users.

Improved parking turnover also supports local businesses by increasing access to convenient short-term parking and enhancing the overall efficiency of activity centres.

CONSULTATION / COMMUNITY ENGAGEMENT

Benchmarking of neighbouring councils confirms that many have adopted the increased parking infringement penalty of 0.5 penalty units for applicable offences.

RESOURCES / FINANCIAL VIABILITY

The budgetary impact of not setting the penalty at 0.5 penalty units would be minimal; however, a higher penalty amount provides a more effective deterrent. It also challenges the viability of undertaking parking enforcement, since the cost of patrolling would not be adequately offset by the income.

RISKS

Maintaining the penalty unit at 0.5 for the above-listed offences helps reinforce the deterrent effect and encourages greater compliance with parking restrictions.

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 1. Direction & Leadership

Pillar 3. Decision Making

Council Policy / Strategy / Plans

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

General Local Law 2024

Annual Budget

Legislative Provisions

Infringements Act 2006

Infringements Regulations 2026

Road Safety Act 1986

Road Safety (General) Regulations 2019

Regional, State and National Plan and Policies

Nil

5.6. MUNICIPAL ASSOCIATION OF VICTORIA (MAV) STATE COUNCIL MOTIONS - OCTOBER 2026

Directorate:	Strategy and Integrity
Department:	Regional Partnerships

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 Council endorsement to submit a Motion for consideration at the Municipal Association of Victoria (MAV) State Council Meeting on 23 October 2026.

RECOMMENDATION

That Council endorse the following recommendations to the Municipal Association Victoria (MAV):

PART A

1. **That the Municipal Association of Victoria (MAV) call on the Victorian Government to provide a safe road environment for all users of Victoria's regional road network, by declaring and funding an urgent road restoration program that restores regional roads to a safer, higher and more resilient standard; and**
2. **The Program should include:**
 - a. **Full road pavement construction rather than temporary pothole repairs;**
 - b. **Regular cleaning and grading of roadside verges and drains; and**
 - c. **The removal or pruning of vegetation and trees encroaching on major transport routes.**

PART B

1. That the Municipal Association of Victoria (MAV) advocate to the Victorian Government to prioritise and develop a coordinated strategy to support the long-term protection and viability of agricultural land across Victoria. This will help to ensure Victoria's agricultural capacity is protected as a long-term strategic resource for national food production; and
2. The Strategy should include:
 - a. Mapping across Victoria that identifies agricultural land, taking into account historical data and future predictions such as water security, soil capability, availability of unfragmented farmland, climate impacts and regional production capacity;
 - b. Clear statewide criteria and planning tools that protect these identified high value regions, prioritising food production and restricting incompatible land use; and
 - c. Strengthened Victorian Planning Provisions and guidance to provide clarity and consistency in assessing applications on agricultural land, including:
 - i. Dwellings and accommodation use, including rural worker accommodation, camping and caravan parks and group accommodation; and
 - ii. Non-agricultural development, including data centres, renewable energy infrastructure, blanket revegetation and blanket carbon capture projects, and battery energy storage systems.

REPORT

Each year councils have an opportunity to put forward Motions relating to matters of strategic and state-wide significance to the MAV State Council.

Decisions made at these events constitute policy directions and remain active until the issue is resolved. Council's proposed MAV Motion, if supported by Council, would meet the MAV's *Connected Places* and *Intergenerational Infrastructure* strategic priorities. Motions endorsed at State Council will be advocated to the Victorian Government by MAV on behalf of local government.

CONSULTATION / COMMUNITY ENGAGEMENT

Engagement has occurred with other councils through the South East Australian Transport Strategy (SEATS) regarding the need for improvements to the regional road network.

RESOURCES / FINANCIAL VIABILITY

There are no resource implications to Council if this Notice of Motion is endorsed.

RISKS

Not submitting a motion at the MAV State Council Meeting may limit Council's opportunity to partner with the sector and advocate on matters of importance to the South Gippsland community.

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 1. Direction & Leadership

Council Policy / Strategy / Plans

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

Nil

Legislative Provisions

Local Government Act 2020

Regional, State and National Plan and Policies

Nil

5.7. SUMMARY OF STRATEGIC BRIEFINGS - 1 JUNE 2026 - 30 JUNE 2026

Directorate:	Strategy and Integrity
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 to Council is to provide a summary of the information presented to Councillors between 1 June 2026 and 30 June 2026.

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 – 1 June 2026 – 30 June 2026.

REPORT

Meeting Title	Details
Wednesday 3 June 2026	
Planning – Monthly Briefing	Councillor Attending John Schelling, Sarah Gilligan, Brad Snell, Clare Williams, Bron Beach, Nathan Hersey, Scott Rae, and Steve Finlay Apology: John Kennedy Conflict of Interest: Nil
Destination Gippsland	Councillor Attending John Schelling, Sarah Gilligan, Brad Snell, Clare Williams, Bron Beach, Nathan Hersey, Scott Rae, and Steve Finlay

	Apology: John Kennedy Conflict of Interest: Nil
Integrated Planning - Draft 2026/27 Budget and Council Plan Actions Briefing	Councillor Attending John Schelling, Sarah Gilligan, Brad Snell, Clare Williams, Bron Beach, Nathan Hersey, Scott Rae, and Steve Finlay Apology: John Kennedy Conflict of Interest: Nil
Expression of Interest to Present to Council • Arawata Community Hall Association • Loch Community Development Association • Leongatha South Progress Association • Korumburra Community Directions Statement • Jeetho Hall Committee	Councillor Attending John Schelling, Sarah Gilligan, Brad Snell, Clare Williams, Bron Beach, Nathan Hersey, Scott Rae, and Steve Finlay Apology: John Kennedy Conflict of Interest: Nil
Wednesday 10 June 2026	
School Crossing Service Review	Councillor Attending John Schelling, Sarah Gilligan, Brad Snell, Clare Williams, Bron Beach, Nathan Hersey, Scott Rae, John Kennedy and Steve Finlay Apology: Nil Conflict of Interest: Nil
Sustainable Building Asset Management Strategy (Workshop 5)	Councillor Attending John Schelling, Sarah Gilligan, Brad Snell, Clare Williams, Bron Beach, Nathan Hersey, Scott Rae, John Kennedy and Steve Finlay Apology: Nil

	Conflict of Interest: Nil
Digital Technology Genius Bar Update	Councillor Attending John Schelling, Sarah Gilligan, Brad Snell, Bron Beach Nathan Hersey and Steve Finlay Apology: Clare Williams, Scott Rae, John Kennedy Conflict of Interest: Nil
Wednesday 17 June 2026	
Waste Services Update	Councillor Attending John Schelling, Sarah Gilligan, Brad Snell, Bron Beach, Nathan Hersey, Scott Rae, John Kennedy and Steve Finlay Apology: Clare Williams Conflict of Interest: Nil
Customer Complaint Handling	Councillor Attending John Schelling, Sarah Gilligan, Brad Snell, Bron Beach, Nathan Hersey, Scott Rae, John Kennedy and Steve Finlay Apology: Clare Williams Conflict of Interest: Nil
Proposed Naming Projects for 2026	Councillor Attending John Schelling, Sarah Gilligan, Brad Snell, Bron Beach, Nathan Hersey, Scott Rae, John Kennedy and Steve Finlay Apology: Clare Williams 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

5.8. DOCUMENTS SEALED, CONTRACTS VARIED, AWARDED OR EXTENDED BY THE CEO - 1 JUNE - 30 JUNE 2026

Directorate:	Strategy and Integrity
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 1 June 2026 – 30 June 2026. Council's *Procurement Policy (C32)*, *General Local Law 2024* and *Planning and Environment Act 1987* requires the CEO to report to Council any of the following actions undertaken to the next appropriate Meeting:

- Documents sealed;
- Contracts awarded by Council after a public tender process;
- Contracts awarded after a public tender process within the CEO's delegation; and
- Contract variations approved by the CEO above contingency.

RECOMMENDATION

That Council receives and notes this report Documents Sealed, Contracts Varied, Awarded or Extended by CEO – 1 June 2026 – 30 June 2026 those being:

- 1. Documents Sealed:**
 - a. Section 173 Agreement between South Gippsland Shire Council and the owner of 100 Victoria Street, Korumburra for an upgraded fire rating to the existing wall in the event of the development of a Class 2-9b building on the adjoining land. Seal applied 4 June 2026.**
 - b. Section 173 Agreement between South Gippsland Shire Council and the owner of 18A Davis Street Nyora for a two-stage subdivision into 44 lots, creation of drainage easement, Road Zone Category 2 and removal of native vegetation. Seal applied 30 June 2026.**

2. **Contracts awarded by Council after a public tender process:**
 - a. **Nil**
3. **Contracts awarded after a public tender process within the CEO's delegation:**
 - a. **CON/464 for the Bridge Street Korumburra Road Reconstruction – Victoria Street to Princes Street was awarded to ACE Earthmoving (Victoria) Pty Ltd for a Lump Sum of \$1,277,715 excluding GST, signed by CEO 11 June 2026.**
4. **Contract variations approved by the CEO above contingency:**
 - a. **Nil**
5. **Contract Extensions approved by the CEO:**
 - a. **CON/375 - Supply and Delivery of Annual PPE and Uniform Products was awarded to for an initial three-year term to Ausworkwear and Safety Pty Ltd 17 July 2023. Per conditions of Contract, a first, one-year, extension was approved and signed by CEO 19 June 2026.**

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 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 1 June 2026 – 30 June 2026.

Documents Sealed

1. Documents Sealed under *General Local Law 2024*
 - a. **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.

In accordance with the Instrument of Delegation and *Planning and Environment Act 1987*, the following are presented to Council as documents sealed during the period from 1 June 2026 – 30 June 2026.

2. Documents Sealed under *Planning and Environment Act 1987*

- a. Section 173 Agreement between South Gippsland Shire Council and the owner of 100 Victoria Street, Korumburra for an upgraded fire rating to the existing wall in the event of the development of a Class 2-9b building on the adjoining land. Seal applied 4 June 2026.
- b. Section 173 Agreement between South Gippsland Shire Council and the owner of 18A Davis Street Nyora for a two-stage subdivision into 44 lots, creation of drainage easement, Road Zone Category 2 and removal of native vegetation. Seal applied 30 June 2026.

Contracts Awarded, Varied or Extended

In accordance with Council's Procurement Policy, where contracts are awarded after public tender, they are to be reported publicly. Where contracts above the CEO's delegation are varied or extended, they are required to be reported to the next practicable Council Meeting.

3. Contracts awarded by Council after a public tender process:

- a. Nil.

4. Contracts awarded after a public tender process within the CEO's delegation:

- a. CON/464 for the Bridge Street Korumburra Road Reconstruction – Victoria Street to Princes Street was awarded to ACE Earthmoving (Victoria) Pty Ltd for a Lump Sum of \$1,277,715 excluding GST, signed by CEO 11 June 2026.

5. Contract variations approved by the CEO above contingency:

- a. Nil

6. Contract Extensions approved by the CEO:

- a. CON/375 - Supply and Delivery of Annual PPE and Uniform Products was awarded to for an initial three-year term to Ausworkwear and Safety Pty Ltd 17 July 2023. Per conditions of Contract, a first, one-year, extension was approved and signed by CEO 19 June 2026.

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

6. COUNCILLOR REPORTS

6.1. COUNCILLOR REPORTS

6.2. REQUESTS FOR LEAVE OF ABSENCE

6.3. COUNCILLOR UPDATES

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.

8. MEETING CLOSED

NEXT MEETING

The next Council Meeting open to the public will be held on Wednesday, 16 September 2016 commencing at 2:00pm in the Council Chambers, Leongatha.