SOUTH GIPPSLAND SHIRE COUNCIL

Council Meeting Agenda

Wednesday 18 November 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 18 November 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 21 October 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.

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.

Allison Jones, Chief Executive Officer has declared a material conflict of interest in Agenda Item 2.5. Councillor Appointments 2026 – 2027, as one of the Committees relates directly to the Chief Executive Officer role.

1.9. REQUEST FOR LEAVE OF ABSENCE

1.10. END OF TERM REMARKS - MAYOR AND DEPUTY MAYOR

2. COUNCIL REPORTS

2.1. TERM OF OFFICE FOR THE MAYOR

Directorate:	Strategy and Integrity
Department:	Governance and Integrity

Council Plan
Objective - Leading with Integrity

Council is required to abide by the Local Government Act 2020 and Council's Governance Rules when determining the term of office for the Mayor.

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's determination on the length of the Mayoral term of office, prior to the election of the Mayor. Under the *Local Government Act 2020* (the Act), the Mayoral term may be for a period of one or two years.

RECOMMENDATION

That Council determines the length of term for the Office of the Mayor to be a <one-year> or <two-year> term or in accordance with ss.25 and 26 of the Local Government Act 2020.

REPORT

Prior to the election of a Mayor, Council must determine via resolution whether the Mayoral term is to be set for either one or two years in accordance with s.26(3) of the Local Government Act 2020.

Council's Governance Rules sub-Rule 5.4(a) states that Council:

> *'Must determine whether the Mayor is to be elected for a one-year or a two year term, before the election of the Mayor takes place. If no such resolution is passed the term of the Mayor remains at one year"*

It has been the practice of South Gippsland Shire Council to elect the Mayor for a one-year term, with the election of the Mayor held as close as practicable to the conclusion of the one-year term.

Following Council's determination of the Mayoral term, the election of the Mayor will be conducted in accordance with section 25 of the *Act* and Council's *Governance Rules*. The election must be chaired by the Chief Executive Officer until the Mayor is elected.

CONSULTATION / COMMUNITY ENGAGEMENT

There was no consultation or community engagement in relation to this report.

RESOURCES / FINANCIAL VIABILITY

There are no resource or financial implications associated with this report.

RISKS

Council must determine the length of the Mayoral term by resolution prior to the election of the Mayor. Failure to do so may result in non-compliance with s.26(3) of the *Act* and Council's *Governance Rules.*

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.

REFERENCE DOCUMENTS

Council's Good Governance Framework
Pillar 1. Direction & Leadership

Council Policy / Strategy / Plans
Governance Rules (C82)

Legislative Provisions
Local Government Act 2020

2.2. ELECTION OF THE MAYOR

Directorate:	Strategy and Integrity
Department:	Governance and Integrity

Council Plan
Theme - Leading with Integrity

Council is required to abide by the Local Government Act 2020 and Council's Governance Rules in the proceedings of appointing a Mayor.

EXECUTIVE SUMMARY

The purpose of this report is to facilitate the election of the Mayor. In accordance with s.25 of the *Local Government Act 2020* (the Act), Council must elect a Mayor at a Council meeting that is open to the public. The Chief Executive Officer (CEO) presides over the meeting as Chair until the Mayor is elected, in accordance with Council's *Governance Rules*.

A separate report has been presented to Council to determine the length of the Mayoral term in accordance with section 26(3) of the Act.

RECOMMENDATION

That Council:

1. **Duly elects Councillor < Name > to be appointed as Mayor of South Gippsland Shire Council in accordance with ss.25 and 26 of the Local Government Act 2020 for the duration resolved in the 'Term of Office for the Mayor'; and**

2. **Notes the term of the Mayor will conclude on a day determined by the Council that is as close to the end of the term as possible, unless the Office of the Mayor becomes vacant earlier as prescribed under ss.20, 22, 23, 26 or 35 of the Local Government Act 2020.**

REPORT

Council is required to elect a Mayor to provide leadership and act as its principal representative. The Mayor plays an important role in fostering positive and constructive relationships within the Council, community and other levels of government.

The Mayor contributes to effective governance and supports Council in achieving positive outcomes for the community. The Mayor also performs the statutory roles, duties and functions prescribed under the *Local Government Act 2020* (the Act).

Role and powers of the Mayor

Section 18 of the Act outlines the statutory role of the Mayor, which includes:

- Chairing Council Meetings;
- Acting as the principal spokesperson for the Council;
- Leading engagement with the municipal community on the development of the Council Plan;
- Reporting to the municipal community, at least annually, on the implementation of the Council Plan;
- Promoting behaviour among Councillors that is consistent with the Model Councillor Code of Conduct;
- Assisting Councillors to understand their roles;
- Taking a leadership role in ensuring the regular review of the CEO's performance;
- Provide advice to the CEO when the CEO is setting the Council Meeting agenda; and
- Perform civic and ceremonial duties on behalf of the Council.

Section 19 of the Act establishes specific statutory powers of the Mayor, including the power to:

- Appoint a Councillor to Chair a Delegated Committee;
- Direct a Councillor, subject to the procedures or limitations in Council's *Governance Rules*, to leave a Council Meeting where the Councillor's behaviour is preventing the Council from conducting its business; and
- Require the CEO to report to Council on the implementation of a Council decision.

Legislative obligations and Governance Rules

Section 25 of the Act requires Council to elect a Mayor at a Council Meeting open to the public, with the CEO presiding as Temporary Chair until the Mayor is appointed. Council's CEO will oversee the Mayor election process, including nominations, voting and declaration of the voting result, in accordance with the Act and Council's *Governance Rules*.

Before the election, Council must determine whether the Mayoral term will be one or two years under s.26(3) of the Act. This determination is addressed separately in Agenda Item 5.1 Term of Office for the Mayor. Sections 26(4) and 26(5) require the next Mayoral election to be scheduled as close as reasonably practicable to the end of the applicable term.

Under sub-rule 7.3 of Council's *Governance Rules*, nominations must be submitted in writing to the CEO before the Council Meeting and seconded by another Councillor. Nominees must accept their nomination at the meeting or provide written acceptance beforehand if absent. If no nominations have been received before the meeting, the CEO will call for nominations at the meeting.

Election Process

If only one candidate is nominated, they must be declared duly elected in accordance with s.25(6) of the Act. Where multiple candidates are nominated, candidates may address Council for up to three minutes before voting, in accordance with Council's *Governance Rules*.

Voting will be conducted in accordance with the Act and Council's *Governance Rules*. Councillors will vote by show of hands. The successful candidate must obtain an absolute majority, meaning more than half the total number of Councillors present at the meeting, under ss.25(4) and 25(7) of the Act.

If an absolute majority cannot be obtained, Council may resolve to conduct a new election at a later specified time and date under s.25(5) of the Act and clause 5.4 of Council's *Governance Rules*. Voting must also comply with section 61 of the Act and the applicable requirements concerning open meetings.

Following the election, the CEO will formally declare the successful candidate elected as Mayor. The newly elected Mayor will assume the Chair and preside over the remainder of the Council Meeting. The Mayoral term will commence on 18 November 2026 and conclude in accordance with Council's resolution and s.26 of the Act.

Following the election of the Mayor, Council will consider whether to establish an Office of Deputy Mayor and, if established, determine the length of the Deputy Mayor's term. Any subsequent election of a Deputy Mayor will be conducted in accordance with the Act and Council's *Governance Rules*. Under section 18(2) of the Act, the Mayor is not eligible to be elected Deputy Mayor.

CONSULTATION / COMMUNITY ENGAGEMENT

Consultation and community engagement is not required in relation to the election of the Mayor.

RESOURCES / FINANCIAL VIABILITY

The Mayor and Councillors are provided with allowances to assist them in undertaking their civic duties. Section 39 of the Act sets out the requirements relating to Mayoral and Councillors allowances.

The Mayoral allowance is higher than the Councillor allowance, reflecting the additional responsibilities and workload associated with the role of the Mayor.

The applicable allowances are provided for within Council's annual budget, for each four-year term.

RISKS

Council is required to elect a Mayor under the *Local Government Act 2020.* Failing to elect a Mayor in accordance with the legislative requirements would result in Council not complying with its statutory obligations.

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.

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.

Governance Rules (C82)

Legislative Provisions

Local Government Act 2020

2.3. DETERMINATION AND TERM OF OFFICE FOR THE DEPUTY MAYOR

Directorate:	Strategy and Integrity
Department:	Governance and Integrity

Council Plan
Theme - Leading with Integrity

Council is required to abide by the Local Government Act 2020 and Council's Governance Rules when determining the appointment of a Deputy Mayor.

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's determination on whether an Office of Deputy Mayor will be established and whether the term of office will be one or two years. This is in accordance with the Local Government Act 2020 (the Act) and Council's Governance Rules.

RECOMMENDATION

That Council:

1. **Determines in accordance with s.20A of the *Local Government Act 2020* that an Office of Deputy Mayor be established; and**

2. **Resolves to elect a Deputy Mayor for a term of <one year> or <two years> in accordance with ss.25, 26 and 27 of the *Local Government Act 2020*.**

REPORT

Under section 20A of the *Local Government Act (2020)*, Council may establish an Office of Deputy Mayor by resolution. The Deputy Mayor provides an additional elected leadership position and may perform the functions of the Mayor when the Mayor is unable to perform the functions of the Office.

Establishment of an Office of Deputy Mayor

Council must first determine whether to establish an Office of Deputy Mayor. If Council resolves to establish the office, a Deputy Mayor will be elected in accordance with the Act and Council's *Governance Rules*.

The Deputy Mayor may support the Mayor in fulfilling Council's governance and community obligations and provide continuity of elected leadership when the Mayor is unavailable.

If Council resolves not to establish an Office of Deputy Mayor, no Deputy Mayor will be elected for the relevant term. The arrangements for performing the Mayor's functions in the Mayor's absence will be governed by the applicable provisions of the Act.

Deputy Mayor Term Options

If Council resolves to establish an Office of Deputy Mayor, Council must determine that the Deputy Mayor will be elected for a one-year or two-year term.

A one-year term allows Council to reconsider the appointment annually and provides opportunities for different Councillors to be considered for the role over the Council term. This option also aligns with Council's established practice of electing a Deputy Mayor for a one-year term.

A two-year term provides continuity in the Office of Deputy Mayor and reduces the frequency of which Council is required to conduct an election for the position. The Deputy Mayor would remain in office for the two-year term, unless the office becomes vacant or otherwise ends in accordance with the Act.

Under sub-rule 5.4(d) of Council's *Governance Rules*, if Council does not resolve to determine a two-year term, the Deputy Mayor's term defaults to one year.

Legislation and Governance

Section 27 of the Act applies the relevant provisions of ss.25 and 26 to the election of a Deputy Mayor as if references to the Mayor were references to the Deputy Mayor. This includes the requirements relating to the election process and the length and timing of the term.

Section 26(4), as applied by s.27, requires the next election to be held on a day determined by Council that is as close to the end of the one-year term as reasonably practicable. The corresponding requirement for a two-year term is set out in s.26(5), as applied by s.27.

Council's *Governance Rules* establish the procedure for determining whether to elect a Deputy Mayor and the applicable term of office.

CONSULTATION / COMMUNITY ENGAGEMENT

No consultation or community engagement was required in the preparation of this report.

RESOURCES / FINANCIAL VIABILITY

There are no resource or financial implications associated with this report.

RISKS

If an Office of Deputy Mayor is not established, Council will need to rely on the relevant provisions of the *Local Government Act 2020* when the Mayor is unable to perform the functions of the office.

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.

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.

Governance Rules (C82)

Legislative Provisions

Local Government Act 2020

2.4. ELECTION OF DEPUTY MAYOR

Directorate:	Strategy and Integrity
Department:	Governance and Integrity

Council Plan
Theme - Leading with Integrity

Council is required to abide by the Local Government Act 2020 and Council's Governance Rules in the proceedings of appointing a Deputy Mayor.

EXECUTIVE SUMMARY

The purpose of this report is to facilitate the election of the Deputy Mayor. The election is to be chaired by the newly elected Mayor in accordance with ss.25 and 27 of the *Local Government Act 2020* and Council's *Governance Rules*.

A separate report has been presented to Council regarding the determination of electing a Deputy Mayor and the length of the deputised term.

RECOMMENDATION

That Council:

1. **Duly elects Councillor < Name > to be appointed as Deputy Mayor of South Gippsland Shire Council in accordance with ss.25 and 26 of the Local Government Act 2020 for the duration resolved in the 'Term of Office for the Deputy Mayor; and**

2. **Notes the term of the Deputy Mayor will conclude on a day determined by the Council that is as close to the end of the term as possible, unless the Office of the Deputy Mayor becomes vacant earlier as prescribed under ss.20, 22, 23, 26 or 35 of the Local Government Act 2020.**

REPORT

Council may elect a Deputy Mayor to support the Mayor in fulfilling Council's governance and community obligations and provide continuity of elected leadership. The Deputy Mayor also performs the statutory functions prescribed under the *Local Government Act 2020* (the Act).

Legislative Obligations

In accordance with s.21 of the Act, the Deputy Mayor must perform the role of the Mayor and may exercise the Mayor's powers if the Mayor is unable to attend a Council Meeting, is incapable of performing the duties of the office for any reason, including illness, or the office of Mayor is vacant.

Section 27 of the Act applies the relevant provisions of ss.25 and 26 to the election of a Deputy Mayor, subject to the specified exclusion in s.25(3)(a). The election must be conducted in accordance with Clause 7 and 8 of Council's *Governance Rules*.

Deputy Mayor Election Process

Nominations for Deputy Mayor may be made by any Councillor and must be submitted in writing to the Chief Executive Officer (CEO) before the Council Meeting, and seconded by another Councillor. Nominees must accept their nomination at the meeting or provide written acceptance to the CEO beforehand if absent.

The CEO will declare nominations closed before the meeting commences. If no nominations have been received beforehand, the Chair will call for nominations at the meeting. Once nominations are accepted, nominees are referred to as candidates.

If only one candidate is nominated, they must be declared duly elected. Where multiple candidates are nominated, Councillors will vote for one candidate by show of hands. Candidates may address Council for up to three minutes before voting, in accordance with Council's *Governance Rules*.

Voting will be conducted using the method prescribed by Council's *Governance Rules* and must comply with the applicable requirements of the Act. The successful candidate must obtain an absolute majority, meaning more than half the total number of Councillors of Council, in accordance with ss.25, as applied by s.27 of the Act.

If Council does not elect a Deputy Mayor, arrangements for performing the Mayor's functions when the Mayor is unable to do so will be governed by the applicable provisions of the Act and Council's *Governance Rules*.

Term of Office

The Deputy Mayor's term will commence on the date of election and conclude in accordance with the term determined by Council and s.26 of the Act, as applied by s.27. The next election must be scheduled as close as reasonably practicable to the end of the applicable term.

The office may become vacant earlier in circumstances prescribed by s.22, 23 and 35 of the Act.

CONSULTATION / COMMUNITY ENGAGEMENT

There was no consultation or community engagement in relation to this report.

RESOURCES / FINANCIAL VIABILITY

The Deputy Mayor and Councillors are provided with an allowance to assist them in undertaking their civic duties. Section 39 of the Act sets out the requirements for Councillor allowances.

The Deputy Mayor allowance is higher than the Councillors' allowance to reflect the increased workload and responsibilities required to assist the Mayor.

These allowances are funded in the annual budget for each four-year term.

RISKS

Establishing an Office of Deputy Mayor provides continuity of elected leadership and representation when the Mayor is unable to perform their duties, attend a Council Meeting or represent Council at an event.

If Council resolves not to establish an Office of Deputy Mayor, alternative arrangements may be required when the Mayor is unavailable. This may create practical difficulties where an Acting Mayor is needed at short notice, subject to the applicable provisions of the Act and Council's *Governance Rules*.

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.

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.

Governance Rules (C82)

Legislative Provisions

Local Government Act 2020

2.5. COUNCILLOR APPOINTMENTS 2026 - 2027

Directorate:	Strategy and Partnerships
Department:	Governance and Integrity

Council Plan
Objective - Leading with Integrity

This report ensures Councillors are represented on internal and external committees, boards and advisory committees to provide leadership, advocacy, support and active engagement with the community and to have access to relevant strategic advice and information that can inform Council.

EXECUTIVE SUMMARY

The purpose of this report is for Council to consider the Councillor appointments to internal Council Committees and to external organisations that require a Council representative.

RECOMMENDATION

That Council:

1. **Appoints the nominated Councillors for the terms determined for the External and Internal Committees shown below:**

External Committees	Councillor Representative	Term	Councillor Substitute
Australian Coastal Council Association	One Councillor **<Cr Name>**	2026/27	One substitute **<Cr Name>**
Municipal Association of Victoria (MAV)	One Councillor **<Mayor>**	2026/27	One Substitute **<Cr Name>**
ONE Gippsland	One Councillor **<Cr Name>**	2026/27	One substitute **<Cr Name>**
Rural Councils Victoria	One Councillor **<Cr Name>**	2026/27	
South-East Australian Transport Strategy (SEATS)	One Councillor **<Cr Name>**	2026/27	One Substitute **<Cr Name>**

Victorian Local Governance Association (VLGA)	One Councillor **<Cr Name>**	2026/27	One Substitute **<Cr Name>**

Internal Committees	Councillor Representative	Term of Appointment	Councillor Substitute
Access & Inclusion Advisory Committee	One Councillor **<Cr Name>**	2026/27	One substitute **<Cr Name>**
Arts Advisory Committee	One Councillor **<Cr Name>**	2026/27	One substitute **<Cr Name>**
Australia Day Awards Committee	**Mayor** **Deputy Mayor**	2026/27	
South Gippsland Youth Council	One Councillor **<Cr Name>**	2026/27	One substitute **<Cr Name>**
Municipal Emergency Management Planning Committee	One Councillor **<Cr Name>**	2026/27	One Substitute **<Cr Name>**

2. Appoints Councillors to the Chief Executive Officer Employment and Remuneration Committee as shown below; and

External Committees	Councillor Representative	Term of Appointment	Councillor Substitute
CEO Employment & Remuneration Committee	**Mayor** Minimum two Councillors **<Cr Name>** **<Cr Name>**	2026/27	

REPORT

Background

Council may resolve to appoint Councillors as representatives to internal advisory Committees and external organisations to help strengthen

relationships, encourage collaboration, and support informed decision-making. While some representational positions are legislated requirements, most operate in an advisory capacity.

These appointments ensure Council's views are represented and that information, feedback and emerging issues from community groups, industry bodies and partner organisations are shared with Council. This supports alignment between external initiatives with Council's strategic priorities.

Councillors appointed, do so to provide leadership, advocacy and active engagement with the community and to have access to relevant strategic advice and information that can inform Council.

Additional committee memberships or representation requests may arise throughout the year. Any new Councillor appointments will be referred to Council for consideration and determination.

Once appointed there is an expectation and obligation that the nominated Councillor/s will attend as many scheduled meetings as practicable. Councillors may then report back to Council on their attendance and any significant updates or outcomes; through a verbal report at the Council Meeting.

A 'substitute' attendance role requires the second Councillor nominated as 'substitute' to provide back-up support should the first Councillor be unable to attend a meeting. The primary appointed Councillor is to advise the substitute Councillor in advance of the meeting if they are unable to attend.

Committees Not Requiring Appointments This Year

The following Councillor appointment to Committees were appointed for a two-year term at the 19 November 2025 Council Meeting and continue for the next twelve months.

Internal Committees	Councillor Representative	Term of Appointment	Councillor Substitute
Myli Board	One Councillor **Cr Rae**	Two-year term 2025-2027	
Audit & Risk Committee	Two Councillor **Cr Gilligan** **Cr Beach**	Two-year term 2025-2027	Mayor is an ex officio member at meetings and has the right to speak.

CONSULTATION / COMMUNITY ENGAGEMENT

There was no consultation or community engagement in relation to this report.

RESOURCES / FINANCIAL VIABILITY

Funds are allocated in current and forward annual budgets for required membership fees and any subscriptions, as part of the memberships of the approved committees.

RISKS

The investment of Councillors' time and resources returns positive outcomes and opportunities for Council and the community through access to strategic information and supports Councillors in their community advocacy and leadership roles.

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.

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)

Legislative Provisions
Local Government Act 2020

3. 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.

4. MEETING CLOSED

NEXT MEETING

The next Council Meeting open to the public will be held on Wednesday, 25 Novermber 2026 commencing at 2pm in the Council Chambers, Leongatha.