

SOUTHERN GRAMPIANS SHIRE COUNCIL

**Council Meeting Agenda
Wednesday 8 October 2025**

To be held in Council Chambers
5 Market Place, Hamilton at 5:30pm



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1 Membership

Councillors

Cr Dennis Heslin, Mayor
Cr Afton Barber
Cr Albert Calvano
Cr Adam Campbell
Cr Helen Henry
Cr Jayne Manning
Cr Katrina Rainsford

Officers

Mr Tony Doyle, Chief Executive Officer
Mr Darren Barber, Director People and Performance
Mr Rory Neeson, Director Wellbeing, Planning and Regulation
Ms Marg Scanlon, Director Infrastructure and Sustainability
Ms Karly Saunders, Governance Coordinator

2 Welcome and Acknowledgement of Country

The Mayor, Cr Heslin will read the acknowledgement of country:

“Our meeting is being held on the traditional lands of the Gunditjmarra, Djab Wurrung, Jardwadjali and Buandig people.

I would like to pay my respects to their Elders, past, present and emerging, and the Elders from other communities who may be here today.”

Please note: All Council meetings will be audio recorded, and may be livestreamed to Council’s social media platform, with the exception of matters identified as confidential items in the Agenda.

By participating in open Council meetings, individuals consent to the use and disclosure of the information they share at the meeting (including any personal and/or sensitive information).

Other than an official Council recording, no video or audio recording of proceedings of Council Meetings will be allowed without the permission of Council.

3 Prayer

Cr Campbell will lead the meeting in a prayer.

“Almighty God grant to this Council, wisdom, understanding and sincerity of purpose for the good governance of this Shire.”

4 Apologies

5 Confirmation of Minutes

RECOMMENDATION

That the Minutes of the Council Meeting held on 10 September 2025 be confirmed as a correct record of business transacted.

6 Declaration of Interest

7 Leave of Absence

There are no requests for a leave of absence on tonight's agenda.

8 Questions on Notice

Questions from the public must be submitted prior to the commencement of Council Meetings.

All questions must be submitted through completion of the Public Question Time form and be forwarded to the Chief Executive Officer at 111 Brown Street, Hamilton. All questions must be received by no later than 5pm on the Monday before the Council Meeting.

Questions must:

1. Not pre-empt debate on any matter listed on the agenda of the Council Meeting at which the question is asked.
2. Not refer to matters designated as confidential under the *Local Government Act 2020*.
3. Be clear and unambiguous and not contain argument on the subject.
4. Not be derogatory, defamatory or embarrassing to any Councillor, member of staff, ratepayer or member of the public, nor relate to a matter beyond the power of Council.

If the member of the public is in attendance at the Council Meeting the Mayor will read the question aloud and provide a response. If a question cannot be answered at the meeting, a written response will be prepared and forwarded to the person raising the question.

Residents do not need to attend the meeting for a question to be answered. If they do not attend the meeting a written response will be provided.

There are no Questions on Notice listed on the agenda.

9 Public Deputations

Requests to make a Public Deputation to Council must be submitted prior to the commencement of the Council Meeting.

Anyone wishing to make a deputation to Council must complete the Request to Make a Deputation form and forward it to the Chief Executive Officer at 111 Brown Street, Hamilton by no later than 5pm on the Monday before the Council Meeting.

Speaking time is limited to 3 minutes per person. Organisations may be represented at the deputation to Council by not more than 4 representatives. The names of the representatives to attend must be advised in writing to the Chief Executive Officer and 1 of the representatives to attend must be nominated as the principal spokesperson for the deputation.

Deputations wishing to make a written submission to the Council must provide a copy either electronically or hard copy of the submission to the Chief Executive Officer prior to the Council Meeting. One copy will be made available to the local media representative, if requested.

All members of the public addressing the Council must extend due courtesy and respect to the Council and the processes under which it operates. If a member of the public fails to do this the Chairperson can remove them from the Meeting. All members of the public must also comply with Council's Governance Rules in relation to meeting procedures and public participation at meetings.

There are no Public Deputations listed on tonight's agenda.

10 Petitions

There are no Petitions listed on tonight's agenda.

11 Informal Meetings of Councillors

The Southern Grampians Shire Council Governance Rules require that records of Informal Meetings of Councillors that meet the following criteria:

If there is a meeting of Councillors that:

- a. took place for the purpose of discussing the business of Council or briefing Councillors;
- b. is attended by at least one member of Council staff; and
- c. is not a Council meeting, Delegated Committee meeting or Community Asset Committee meeting;

be tabled at the next convenient Council meeting and recorded in the minutes of that Council meeting.

An Informal Meeting of Councillors record was kept for:

- Briefing Session – 3 September 2025
- Briefing Session – 10 September 2025
- Briefing Session – 24 September 2025

This agenda was prepared on 1 October 2025. Any Informal Meeting of Councillors between that date and the date of tonight's Meeting will appear in the agenda for the next Council Meeting.

Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	Briefing Session - 3 September 2025
Date:	3 September 2025
Location:	MJ Hynes Auditorium
Councillors in Attendance:	Cr Barber Cr Calvano Cr Campbell Cr Henry Cr Heslin Cr Manning Cr Rainsford
Council Staff in Attendance:	Tony Doyle, Chief Executive Officer Darren Barber, Director People and Performance Rory Neeson, Director Wellbeing, Planning and Regulation Juan Donis, Acting Director Infrastructure and Sustainability Nick Templeton, Head of Finance Bill Scott, Manager Project Management Office Joshua White, Gallery Director Daniel Shaw, Economic Development Support Officer

The Informal Meeting commenced at 11:30am.

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Budget Structure	Nil
2	Christmas Closure	Nil
3	Melville Oval – Financial Update	Nil
4	Detailed Design Appointment – Architect of Hamilton Gallery	Nil
5	VicGrid Briefing	Nil
6	VicGrid Discussion	Nil
7	NBN Co.	Nil
8	Councillor Only Meeting	Nil

The Informal Meeting concluded at 5:00pm.

Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	Briefing Session - 10 September 2025
Date:	10 September 2025
Location:	MJ Hynes Auditorium
Councillors in Attendance:	Cr Barber Cr Calvano Cr Campbell Cr Henry Cr Heslin Cr Manning Cr Rainsford
Council Staff in Attendance:	Tony Doyle, Chief Executive Officer Darren Barber, Director People and Performance Rory Neeson, Director Wellbeing, Planning and Regulation Juan Donis, Acting Director Infrastructure and Sustainability Aaron Smith, Manager Assets

The Informal Meeting commenced at 3:00pm.

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Councillor Only Meeting	Nil
2	Councillor and CEO Meeting	Nil
3	Council Meeting Items	Nil
4	Draft Asset Plan 2025-2035	Nil

The Informal Meeting concluded at 5:00pm.

Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	Briefing Session - 24 September 2025
Date:	24 September 2025
Location:	MJ Hynes Auditorium
Councillors in Attendance:	Cr Barber Cr Calvano Cr Campbell Cr Manning Cr Rainsford
Council Staff in Attendance:	Tony Doyle, Chief Executive Officer Darren Barber, Director People and Performance Juan Donis, Acting Director Infrastructure and Sustainability Susannah Milne, Manager Community Wellbeing Diana Dixon, HILAC Manager Alison Quade, Manager Communication and Engagement Karly Saunders, Governance Coordinator Bill Scott, Manager Project Management Office Aaron Smith, Manager Assets Kunal Ponanna, Strategic Infrastructure Engineer

The Informal Meeting commenced at 12:30pm.

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Glenthompson Pool Options	Nil
2	Draft Council Plan – Outcomes of Community Consultation	Nil
3	Rescission of Council Policies	Nil
4	Councillor Annual Professional Development	Nil
5	Community Asset Committee Annual Reports	Nil
6	Hamilton Spillway Investigation Update	Nil
7	Hamilton Road Safety Strategy	Nil
8	Councillor Only Meeting	Nil

The Informal Meeting concluded at 5:00pm.

12 Management Reports

12.1 Adoption of 2025-2029 Council Plan

Directorate:	Chief Executive Office
Report Approver:	Darren Barber, Director People and Performance
Report Author:	Karly Herring, Governance Coordinator
Attachment(s):	1. Draft Council Plan Feedback Collated [12.1.1 - 19 pages] 2. SGSC Council Plan 2025 D 4 C [12.1.2 - 44 pages]

Executive Summary

Section 90 of the *Local Government Act 2020* (the Act) requires Councils to prepare and approve a Council Plan by 31 October in the year following a general election, noting it has effect from 1 July.

The draft Council Plan for 2025-2029 (the draft Plan) was presented to the August Council Meeting and was approved for public exhibition for 14 days.

Feedback from this public exhibition period has been collated and has informed the final version of the Council Plan.

Discussion

The Council Plan is the key document that drives the strategic direction of Council. The Council Plan outlines where Council and the community aspire to be by 2029 and how the Council will achieve those outcomes. The Council Plan must include the strategic objectives of the Council, strategies for achieving the objectives, and indicators for monitoring the achievement of the objectives.

The draft Plan was developed through thorough consultation and discussion with Councillors, the community and staff.

The draft Plan identifies Council's five fundamental priority areas for the next four years.

1. Social and Community
2. Business, Economy and Tourism
3. Community Infrastructure and Assets
4. Environment
5. Leadership and Governance

Under each theme, Councillors, and Council staff and the community have identified strategies that will guide Councillors and Council staff over the next four years and developed performance measures to help monitor how well Council is achieving the strategies and overall objectives.

Each year Council will measure performance against the indicators set out in the Plan and report on the progress in the Annual Report.

The Council Plan will be supported by the development of an Annual Plan. The Annual Plan is developed each year to assist in the delivery of the Council Plan objectives, and to demonstrate to the community what key projects will be delivered each year. The Annual Plan identifies actions under each strategy in the Council Plan and contains a detailed list of Council's activities and initiatives for the upcoming financial year.

Community Feedback

The draft Plan was released following the Council meeting for a period of 14 days. Online engagement was undertaken through the EngageHQ platform; hard copies were available to view at the Brown Street and Market Place Customer Service centres and the Hamilton Library; soft copies were sent via email to progress associations and community members who had registered to be involved; and face-to-face sessions were held internally with staff.

The following feedback was provided through the community feedback process:

- Multiple community members noted "increase emergency preparedness" was listed in the plan as community input but this was not backed by strategies or indicators. Suggested including detail on emergency management planning and asset preparation.
- Sustainably maintain and develop community infrastructure, with calls to include built heritage as a valued asset.
- Strong support for completion of Hamilton–Coleraine Rail Trail & Reserve.
- Continue to maintain, improve wayfinding and integration with tourism trails.
- Swimming pools as vital for health, wellbeing, and community attraction.
- Prioritise CBD upgrades including road repairs, tree replacement, footpaths and beautification.
- Include seniors exercise parks and accessible green spaces.
- Athletics facility with all-weather track to attract large scale events.
- Leverage our current assets and encourage their use.
- More BBQ/picnic facilities in parks.
- Strengthen tourism strategies, especially around natural and recreational assets.
- Attract new industries and encourage business growth to retain youth.
- Include event attraction as a formal strategy.
- Clearer targets for planning, housing, and green canopy expansion.
- Stronger commitment to a Reconciliation Action Plan acknowledging Traditional Owners (Gunditjmara, Jardwadjali, Tjap Wurrung, Buandig).
- Foster stronger relationships with Aboriginal and Torres Strait Islander communities.
- Recognise open spaces, pathways, and public spaces as key to physical and mental health.
- Support community sports clubs and inclusive recreation.
- Protect and enhance natural ecosystems, biodiversity, and open spaces.
- Recognise volunteer contributions to environmental management.
- Improve communication about what Council does and why
- Explain decision-making processes, budget allocations, and the role of councillors vs. operations.
- Increase transparency in community engagement and follow-through on feedback.

- Ensure regional assets are retained to attract and retain diverse populations, including new migrants.

Changes to draft document

A number of the strategies and measures have been altered based on the feedback provided from all stakeholders:

No.	Draft version	Final version	Additional/Changed Measure
1.1	Ensure that community facilities that are new or renewed are safe, inclusive and meet universal design principles	Partner with community, agencies and other levels of government to ensure our community facilities and services are welcoming, safe, accessible and inclusive so people can live healthy, resilient lives	
1.2	Partner with local groups and stakeholders to encourage people to get more active and involved in community life	Facilitate and encourage opportunities for people to participate in community and civic life	
1.5	Promote cultural safety for whole of community including children, first nations, multicultural, gender equity and diversity	Promote safety and inclusion for whole of community including children, first nations, multicultural and gender diverse people	
2.2	Make business development easier by reducing barriers for business growth	Support and promote local businesses, reducing barriers for success, development and growth	
2.3	Boost the visitor economy through increased promotion and investment of natural tourism assets	Grow the visitor economy through enhanced promotion of Southern Grampians Shire as a tourist destination and increased investment in tourism infrastructure	Increase in overnight visitation numbers for Southern Grampians Shire Increase in visitor spend for Southern Grampians Shire
2.4		Attract, support and deliver events that align with community values,	Number of major cultural, leisure, or

		drive visitation and economic activity	sporting events hosted annually
2.7	Assist young people transitioning from education to employment; and 2.8 Partner with large employers and industry to encourage recruitment of skilled workforce	Partner with large employers and industry to encourage recruitment of skilled workforce and assist young people transitioning to employment.	Combined 2.7 and 2.8 to form one strategy.
3.2	Advocate for better investment from State and Federal Government in our road and public transport infrastructure	Advocate for better investment from State and Federal Government in our community infrastructure and assets	
3.3	Sustainably maintain and develop community infrastructure and assets ensuring they are fit for purpose	Sustainably maintain and develop community infrastructure and assets, including our built heritage, ensuring they are fit for purpose and respond to community needs	
3.4		Ensure appropriate and connected residential, business and industrial development which encourages liveability	Facilitate housing development and larger sub-division developments to achieve State Government housing target of 1,250 homes by 2051 Implement actions from strategic community plans including Structure Plans and Small Towns Strategy
4.1	Manage, enhance and protect our natural eco-systems, landscapes and open spaces, respecting cultural sensitivity	Manage, enhance and protect our natural environment, landscapes, green and open spaces, respecting cultural heritage	Review and implement Tree Planting Strategy to align with State Government 30% tree canopy target for urban areas

4.4		Support communities to prepare for, respond to and recover from emergencies, including natural disasters.	Emergency management response, relief and recovery plans reviewed and enacted together with relevant agencies and community.
5.3	Ensure balanced and responsible financial decision making that meets long-term financial sustainability.	Ensure balanced and responsible financial decision making meets long-term financial sustainability	Improvement in Council's financial performance/financial position indicators (Victorian Auditor General's Office adopted Financial Performance ratios)
5.4	Provide the community a strong voice through meaningful engagement	Provide the community a strong voice through meaningful and accessible engagement	Number of residents participating Council Engagement activities annually
5.6	Improve service delivery and efficiency	Improve service delivery and efficiency through sustainable leadership	Increased community satisfaction with Council Customer Service Percentage of customer requests resolved within agreed service standards
5.8		Ensure the community are at the forefront of decision making	Increased score for 'Our customer needs are the forefront in decision making' in internal Council staff survey.

Financial and Resource Implications

There have been several costs in relation to the development of the Council Plan, including:

- Community Engagement
- Graphic Designer

The total costs for the development of the Council Plan document are expected to be approximately \$7,500. This figure does not include staff costs.

Implementation of this plan will inform future Council budget allocations.

Council Plan, Community Vision, Strategies and Policies

Support Our Community

- 1.1 An empowered and connected community
- 1.1.3 Provide opportunities for increased community engagement and participation in Council decision making and activities.

Provide Strong Governance and Leadership

- 5.1 Transparent and accountable governance
- 5.1.2 Ensure flexible and transparent decision making through open and accountable governance.

Legislation

Section 90 of the Act sets out that Councils must prepare and approve a Council Plan by 31 October in the year following a general election.

A Council Plan must include:

- The strategic objectives of Council;
- Strategies for achieving these objectives for at least the next 4 years;
- Strategic indicators for monitoring the achievement of the objectives; and
- Initiatives and priorities for services, infrastructure and amenity.

A Council must develop or review its Council Plan in accordance with its deliberative engagement practices.

Gender Equality Act 2020

A Gender Impact Assessment (GIA) was completed on the engagement process for the Council Plan development.

The recommendations from the GIA were as follows:

- Ensure a diverse range of residents and stakeholders are consulted throughout deliberative engagement and consultation during the public exhibition phase to address any gaps.
- Incorporating the Disability Action Plan and Municipal Health and Wellbeing Plan into the Council Plan ensures the Plan focuses on equity, wellbeing, diversity and safety. There are also specific strategies in the Council Plan that aim to address disadvantages being experienced by members of the community.
- The strategic indicators have been written to rely on data and includes a measure for GIAs to be completed for individualised Council policies / programs / services.

Risk Management

There are no risk management issues in relation to the presentation of feedback on the draft Council plan and adoption of final plan.

Climate Change, Environmental and Sustainability Considerations

Section 9 of the *Local Government Act 2020* states:

A Council must in the performance of its role give effect to the overarching governance principles, this includes, the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risk, is to be promoted.

The Council Plan outlines objectives and strategies in relation to a wide range of categories. Achievement of these objectives will have an impact on many aspects of community life, including social, economic and environmental aspects.

Community Engagement, Communication and Consultation

Significant engagement was undertaken between February and March 2025 to develop the draft Council Plan. This engagement included:

- Face-to-face sessions in all townships
- Youth Engagement at Hamilton Skate Park, Coleraine Pool Party and HILAC
- Hamilton CBD Shopfront – 24 February – 1 March 2025
- Targeted Stakeholder engagement sessions
- Consultation with staff took place across multiple locations
- Online survey available for the duration of the engagement period

The draft Council Plan was then exhibited for 14 days, from Thursday 14 August to 28 August 2025, seeking community feedback. This consultation was advertised in the Hamilton Spectator, on social media and on Council's website. This engagement included:

- Hard copies available at Brown Street and Market Place customer service centres and Hamilton Library
- Online survey available through website EngageHQ
- Direct emails sent to community members who requested to be kept informed throughout the plan development
- Direct emails sent to progress associations
- Face-to-face sessions held with Council staff.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no general or material interests need to be declared in relation to any matters in this Report.

Alison Quade, Manager Communications and Engagement
Karly Herring, Governance Coordinator
Susannah Milne, Manager Community Wellbeing

RECOMMENDATION

That Council:

1. Adopt the Council Plan 2025-2029 which includes the Disability Action Plan and Municipal Health and Wellbeing Plan; and
2. Note a review of the Community Vision 2041 formed part of the Council Plan development.

12.2 Approval in Principle of Draft 2024-2025 Financial and Performance Statements

Directorate: People and Performance
Report Approver: Darren Barber, Director People and Performance
Report Author: Nick Templeton, Head of Finance
Attachment(s): 1. SGSC Annual Financial Statements 2024-25 [12.2.1 - 68 pages]
2. SGSC Annual Performance Statements 2024-25 [12.2.2 - 10 pages]

Executive Summary

The *Local Government Act 2020* (LGA) requires that Council must pass resolutions giving approval in principle to the annual financial and performance statements, and authorise two Councillors to certify the statements in their final form after any changes recommended or agreed to by the Auditor General have been made.

It is recommended that Cr Heslin and Cr Henry, as the Mayor and a councillor member of the Audit & Risk Committee, be authorised to certify the statements.

Discussion

The financial statements form part of Council's Annual Report. The Financial Statements and Performance Statement are each prepared in accordance with the requirements of the Act and the applicable accounting standards.

They are audited by Crowe Audit Australia on behalf of the Victorian Auditor General's Office and presented to Council's Audit and Risk Committee. When finalised they are formerly certified by the Auditor General. The statements are also signed by the Chief Executive Officer and the Principal Accounting Officer (Head of Finance).

Draft statements have been audited by Crowe Audit Australia and presented to the Audit & Risk Committee on 23 September 2025, however, at the time of completing this report the Victorian Auditor General's Office (VAGO) had not finalised their review.

The Management Letter and Closing report were also presented to the Audit and Risk Committee on 23 September 2025 in draft format.

Financial Statements:

Through challenging market conditions including increasing costs of operations and rate capping, Council's financial position continues to be sound as demonstrated in the Balance Sheet.

The impact of Council's focus on financial sustainability can be seen in the expenditure when comparing costs of operations in the Comprehensive Income Statement with the 2023-24 year. To highlight, the total expenditure has increased by 3.67% compared to the 2023-24 year, however depreciation accounts for 1% of this increase. The depreciation is a non-cash

expense based on the value and usage of Council's assets. Depreciation increased compared to the 2023-24 financial year by \$0.523m.

Employee costs have increased by 3.5% across the last two years, which equates to \$0.721m. When compared to the CPI for this two year period of 5.77%, this shows an increase that is below the CPI level for the same period. The increase in employee costs is due to a reduced level of vacant positions, increased superannuation costs, secondment of staff to other councils, workcover and parental leave costs along with the timing of pay periods and recognition of year-end accrued wages. A component of the employee costs is for secondment and workcover and this cost was reimbursed with the offsetting revenue included in other revenue.

Materials and Services, Other Expenditure and Waste Disposal Costs combined have increased by \$0.586m or 3.3% compared to 2023-24. Depreciation has increased by \$0.523m or 3.53%. Overall, our year-on-year operating costs have increased by \$1.943m (3.66%).

It is important to note that the timing of the receipt of some major operating and capital grants has impacted our bottom line in the Comprehensive Income Statement. The total operating result for the year ended 30 June 2025 is a surplus of \$3.665m made up of operating revenue of \$58.6661m (2023/24 \$40.271m) and expenditure of \$55.001m (2023/24 \$53.058m).

The most significant impact on this financial result was the timing of the Financial Assistance Grant. This funding is to support Councils operations in 2025-26, however a component of the funding (\$5.06m) was paid early by the Federal Government and received in June 2025. The early payment resulted in the requirement to recognise this component as income in our 2024/25 financial statements even though it relates to 2025-26. This is a common practice for this funding.

In addition, capital grants increased for 2024/25 compared to both the budget as well as in comparison to grants received for 2023/24. Again, this is due to timing issues on the receipt of grants with further capital project grants expected in 2025/26. A number of major projects were completed during 2024/25 which have committed grants based on the project funding agreements and progression of works. Due to the funding agreement restrictions and timing of works for particular projects, such as the Melville Oval Project, components of the capital grant funding were budgeted to be received in 2023/24 however were received in 2024/25.

With regard to Council's Balance Sheet, liquidity is strong with a working capital ratio of 1.55:1. The Working Capital Ratio assesses Council's ability to meet current commitments and means that Council has \$1.55 of cash and current assets for every \$1.00 of current liabilities. Unrestricted cash on hand at 30 June 2025 was \$4.70m.

Borrowings outstanding on 30 June 2024 totalled \$6.762m. Loans and borrowings compared to rates and loans and borrowing repayments compared to rates are 27.55% and 0.37% respectively.

The capital works achieved by Council for 2023/24 was a total of \$23.180m. It should be noted that this is the largest capital delivery Southern Grampians Shire Council has achieved with the previous five being:

- 2023/24 - \$18.143m
- 2022/23 - \$10.760m
- 2021/22 - \$15.118m
- 2020/21 - \$11.303m

The \$23.180m of capital works undertaken for 2024/25 is made up of the following categories:

- Renewal of existing assets \$13.364m
- New assets \$3.073m
- Upgrade of existing assets \$6.743m

Explanatory commentary on the operational variations against councils 2024/2025 budget are included in the Financial Statements at Note 2.1.

Performance Statements:

The Local Government Performance Reporting is a mandatory system of performance reporting for all Victorian councils. It ensures that councils are measuring and reporting on their performance in a consistent way to promote transparency and accountability in the local government sector.

The measures contained in the attached report come from the Local Government Better Practice Guide and are audited by Crowe Audit Australia, who check and verify the data, before review by VAGO.

Whilst the measures track Council's performance over a number of years, we do not have access to industry benchmarks to compare our performance against other Councils. This would make the reporting far more useful.

Whilst the measures track Council's performance over a number of years, we do not have access to industry benchmarks to compare our performance against other Councils. This would make the reporting far more useful.

Financial and Resource Implications

There are no financial implications in this process. The statements outline financial performance for the year but costs in their production are part of normal operating expenditure.

Council Plan, Community Vision, Strategies and Policies

Provide Strong Governance and Leadership

5.1 Transparent and accountable governance

5.1.1 Strengthen the governance role of Councillors by informing, resourcing, skilling and supporting the role.

5.1.2 Ensure flexible and transparent decision making through open and accountable governance.

Legislation

Sections 131 and 132 of the LGA and the Local Government (Planning and Reporting) Regulations 2020 outline the process required to be followed in the certification of the annual statements.

Gender Equality Act 2020

There are no direct implications to the *Gender Equality Act 2020* in preparing the Financial Report, however, Council casts a strong gender lens across all of its operations, programs and projects throughout the year and the budget allows for provisions that support gender equality initiatives.

Risk Management

The draft statements have been presented to Council's Audit and Risk Committee on Tuesday 23 September 2025.

Climate Change, Environmental and Sustainability Considerations

The report measures financial sustainability and compliance with our annual budget.

Community Engagement, Communication and Consultation

There is no requirement for community engagement however the documents form part of Council's Annual Report which is a publicly available document. When prepared, the availability of the Annual Report is advertised.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no general or material interests need to be declared in relation to any matters in this Report.

Darren Barber, Director of People and Performance
Nick Templeton, Head of Finance

RECOMMENDATION

That Council:

1. Approve in principle the draft 2024/2025 Financial Statements and Performance Statement.
2. Appoint Cr Heslin and Cr Henry, as the Mayor and a councillor member of the Audit & Risk Committee, to certify the statements in their final form after any changes recommended or agreed to by the Victorian Auditor General's Office have been made.

12.3 Community Asset Committees - Annual Reports 2024-2025

Directorate:	People and Performance
Report Approver:	Darren Barber, Director People and Performance Karly Herring, Governance Coordinator
Attachment(s):	<ol style="list-style-type: none"> 1. Carapook Hall - Minutes - 26 August 2024 [12.3.1 - 2 pages] 2. Carapook Hall - Minutes - 30 September 2024 [12.3.2 - 1 page] 3. Carapook Hall - Minutes - 12 March 2025 [12.3.3 - 1 page] 4. Cavendish Hall Committee - 1 October 2024 Minutes [12.3.4 - 1 page] 5. Cavendish Hall Committee - 15 April 2025 Minutes [12.3.5 - 2 pages] 6. Minutes - Coleraine Mechanics Hall - 30 August 2024 [12.3.6 - 2 pages] 7. Minutes - Coleraine Sporting Grounds Committee - 15 July 2025 [12.3.7 - 5 pages] 8. Carapook Hall - Annual Return Form - 2024-2025 [12.3.8 - 4 pages] 9. Cavendish Hall - Annual Return Form - 2024-2025 [12.3.9 - 1 page] 10. Coleraine Sporting Grounds Committee - Annual return Form - 2024-2025 [12.3.10 - 5 pages] 11. Konongwootong Hall - Annual Return Form - 2024-2025 [12.3.11 - 4 pages] 12. Nareen Hall - Annual return Form - 2024-2025 [12.3.12 - 4 pages] 13. Coleraine Mechanics Institute - Annual Return Form - 2024-2025 [12.3.13 - 3 pages]

Executive Summary

It is a requirement under section 47(6) of the *Local Government Act 2020* (the Act) that the Chief Executive Officer submit an annual report to the Council in relation to the activities and performance of a Community Asset Committee in respect of which members have been given a delegation.

Discussion

Community Asset Committees are established by Council and operate under an instrument of delegation and terms of reference to manage assets within the municipality.

Council has six Community Asset Committees and each of these Committees are required to submit the following at the end of each financial year to ensure compliance with governance and probity standards are being met:

- Financial information for audit
- Annual report detailing activities and performance of the committee; and
- Meeting minutes.

In accordance with section 47(6) of the Act, the following Community Asset Committee Annual Reports are attached for tabling for 2024-2025.

- Cavendish Hall Committee
- Konongwootong Hall Committee
- Coleraine Sporting Grounds Committee
- Nareen Hall Committee
- Carapook Hall Committee
- Coleraine Mechanics Hall Committee

The below provides a brief overview summary for each of the committees.

Cavendish Hall Committee:

- The annual Fleece and Flower show was held in November 2024 and was well attended by both exhibitors and spectators.
- Hosted the annual Community Christmas BBQ with the Lions Club and Townscape Committee on 10 December 2024
- Hall was utilised by a number of community groups including Cubs, Scouts, Elderly Citizens, exercise classes and meetings held by the RSL, Lions Club and Townscape Committee.
- The Electoral Commission, Southern Grampians Shire Council and Farmers groups also used the hall during 24-25.
- The hall's supper room and external north facing windows were painted with half the cost being met by the hall Committee.
- There are ongoing concerns regarding the foundation which are causing brickwork cracks, a temporary fix has been undertaken pending an engineering report.

Konongwootong Hall:

- A clearing sale was held at the Hall
- Landcare group meeting was held at the Hall.
- Konongwootong Hall Committee note it was a quieter year than usual and partly attribute this the gas heater being condemned resulting in no heating in the hall which is impacting bookings.

Coleraine Sporting Grounds Committee:

- Hosted the Tennis Grand Final on 20 March 2024
- An array of maintenance issues were managed during the year, including:
 - Light repairs
 - Tree maintenance
 - Septic pump replaced
 - Aeration of oval, sprayed for broadleaf and wire grass and re-sown
 - Cricket scoreboard fixed
 - Silvester Oval timekeepers box installed
 - Installed new goal posts
 - Ramp installation

Nareen Hall Committee:

- Drought field day
- Active Farmer hire the hall every Friday morning for fitness classes
- The Committee have flagged that the toilets are constantly blocking and think it could be due to the old septic.

Carapook Hall Committee:

- Held their AGM on 26 August 2024
- Finished new front fence
- Held a Games Evening on 26 July 2024 with 30 adults plus children attending
- Held a working bee on 5 October 2024
- Trimmed trees
- Held a social evening on 4 October 2024
- Held a Christmas evening on 6 December 2024

Coleraine Mechanics Hall:

- Replaced curtains
- Set fees and charges
- Relaced lights in kitchen
- Repaired and painted front of the hall
- PowerPoints checked by electrician

Financial and Resource Implications

Community Asset Committees must be compliant with governance and probity requirements; this includes submitting financials for end of year auditing. All Community Asset Committees met this requirement.

The Community Asset Committees, as per the Sport and Recreation Reserves Facilities and Halls Operational Funding Policy receive an annual operational grant to assist with expenses which is contingent upon submitting the governance and probity documentation.

Council Plan, Community Vision, Strategies and Policies

Support Our Community

1.1 An empowered and connected community

1.1.1 Facilitate opportunities for people to participate in community life, through volunteering, civic leadership, social programs, to enable inclusion, social connection and wellbeing.

1.1.3 Provide opportunities for increased community engagement and participation in Council decision making and activities.

Provide Strong Governance and Leadership

5.1 Transparent and accountable governance

5.1.1 Strengthen the governance role of Councillors by informing, resourcing, skilling and supporting the role.

5.1.2 Ensure flexible and transparent decision making through open and accountable governance.

Legislation

Community Asset Committees are established under section 65 of the *Local Government Act 2020* and operate under an Instrument of Delegation issued under section 47 of the *Local Government Act 2020*.

Gender Equality Act 2020

There are no direct Gender Equality implications as a result of tabling the annual reports and meeting minutes.

Risk Management

Annual reporting ensures the Committees are meeting their legislative obligations and operating under the governance and probity requirements outlined in each respective Terms of Reference and Delegation.

Climate Change, Environmental and Sustainability Considerations

There are no direct climate change, environmental and sustainability considerations resulting from tabling the annual reports and minutes.

Community Engagement, Communication and Consultation

Annual reports and minutes from each of the Community Asset Committees are publicly available documents.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no general or material interests need to be declared in relation to any matters in this Report.

Karly Herring, Governance Coordinator

RECOMMENDATION

That Council:

1. Receive the 2024-2025 Annual Reports for the following Community Asset Committees:
 - a) Cavendish Soldiers Memorial Hall
 - b) Konongwootong Hall
 - c) Coleraine Sporting Grounds Committee
 - d) Nareen Hall
 - e) Carapook Hall
 - f) Coleraine Mechanics Hall
2. Note that letters will be sent to the above-mentioned Community Asset Committees, thanking them for their assistance
3. Endorse the revised membership for the following Community Asset Committees:
 - a) Carapook Hall:
 - i. Andrew Harrison
 - ii. Alison Jenkins
 - iii. Ian Murphy
 - iv. Graeme Jenkins
 - v. Ian Wooster
 - vi. Irene Wooster
 - vii. Clayton McDonald
 - viii. John Tindall
 - b) Cavendish Hall
 - i. Fred Mailes
 - ii. Don McNaughton
 - iii. Les Wangler
 - iv. Graeme Hauesler
 - v. Kay Dixon
 - vi. Pat Dixon
 - vii. Kay Edwards
 - viii. Lyndal Delahoy
 - ix. Alan Cordy
 - c) Coleraine Sporting Grounds Committee
 - i. Leigh Peterson
 - ii. Owen McClure
 - iii. Barabara Waldron Hunter
 - iv. Jonathon Withers
 - v. Christian Barker

- vi. Lou Grinham
- vii. Marg Ferguson
- viii. Tyler Woolley
- ix. Steve Cooper
- d) Konongwootong Hall:
 - i. Rohan Gunning
 - ii. Andrea Munro
 - iii. Matthew Fitzgerald
 - iv. Adam Munro
 - v Eisha McKerlie
- e) Nareen Hall:
 - i. Asta Vickey
 - ii. Lori Whitchurch
 - iii. Sardie Edgar
 - iv. Michelle Edgar
 - v Lisa Cameron
 - vi. Sally Lodge
- e) Coleraine Mechanics Hall:
 - i. Damien Watt
 - ii. Genevieve MacDonald
 - iii. Neville Barnes
 - iv. Jill Peterson
 - v. Jan Brown
 - vi. Heather Brown
 - vii. Barbara Hunter Waldron
 - viii. Enid Mills
- 4. Receive the Minutes from:
 - a) Carapook Hall Committee, 26 August 2024
 - b) Carapook Hall Committee, 30 September 2024
 - c) Carapook Hall Committee, 12 March 2025
 - d) Cavendish Hall Committee, 1 October 2024
 - e) Cavendish Hall Committee, 15 April 2025
 - f) Coleraine Mechanics Hall Committee, 30 August 2024
 - g) Coleraine Sporting Grounds Committee, 15 July 2025

12.4 Cox Street Lighting - Financial Update

Directorate: Infrastructure and Sustainability
Report Approver: Marg Scanlon, Director Infrastructure and Sustainability
Report Author: Bill Scott, Manager Project Management Office
Attachment(s): 1. Confidential Attachment [12.4.1 - 3 pages]

Executive Summary

This report provides information regarding the Cox Street Hamilton Redevelopment project including a summary of the Council endorsed financials made over the life of the project and identified remaining project risks.

This report requests the allocation of \$96,079.76 (ex GST) to complete the delivery of the street lighting component of this project plus \$30,000 as contingency.

Discussion

On 9 March 2022 Council awarded a contract for the Cox Street Hamilton Redevelopment project. The aim of these project works was to unlock the undeveloped commercial land and the Department of Transport and Planning (DTP) and Council land on the east side of Cox Street. Furthermore, a key project objective was to improve the appearance and amenity noting Cox Street is a key entrance into the Hamilton Central Business District. The project scope included works to install significant new underground drainage systems, a central median island, improved pedestrian connectivity, new widened road formation, renewed relocated kerb and channel, new widened footpaths and finally new overhead lighting.

In parallel with these Council contracted works two other contracts were also underway which would also involve works within Cox Street Hamilton. These works were the;

- Undergrounding of the older Powercor overhead supply and
- Upgrading of the Telstra conduits and NBN to enable improved connectivity.

At the beginning of the contract execution, the contractor team actively impeded progress of the project. A meeting initiated by Councils CEO via discussions with the contractors national CEO was held in October 2023, this resulted in changes within the contractor team enabling active engagement with Council, working in partnership to solve problems and deliver the project, which was completed on site in November 2024 with the exception of the street lighting and footpaths on the west side of Cox Street, Hamilton.

The required works required for the overhead street lighting replacement remain incomplete due to inadequate designs and the delays caused by the underground power supply works. Considering this delay Officers proposed an alternative option to reduce rework and damage to new infrastructure.

To minimise design costs and disruptions to existing power and road infrastructure Council has decided on the installation of solar lights as the preferred option this option offers improved sustainability and reduced the environmental impact. This suggested change was submitted to DTP as the governing road authority for Cox Street. Noting this proposal was

not consistent with DTP policies and standards, at first DTP greeted the proposal with considerable enthusiasm due to the sustainability aspects, in November 2024 DTP supported the proposal in principle, subject to a formal agreement with Council defining terms of responsibilities. Difficulties emerged in the time taken to reach the signing of the formal agreement, in particular DTP internal processes lacked flexibility to readily respond to the needs of the situation. An agreement was signed between Council and DTP in September 2025 and the solar lighting designs have now been approved. This agreement defines Council's maintenance obligations on these lights for a period of 15 years.

Financial and Resource Implications

In June 2024 Council endorsed a confidential report with project variations totalling \$643,973 (ex GST) attributed to contractual overspends of the MACA contract, in addition the report acknowledged a projected project over expenditure of \$174,568 (excl GST) at that time.

The current total contractual overspend is \$595,293.96 (ex GST), which is largely due to a deduction (negative variation) relating to the Watermain Works of \$104,328 (ex GST) in the original contract award value.

Additional expenditure variations which have been approved by the Project Superintendent (Director Infrastructure and Sustainability) during the period between June 2024 and September 2024 are itemised below and represent completed works.

Additional approved and completed variation details
Removal of old buried concrete footings within the footpath at 74-82 Cox Street
Industrial crossover omitted in designs at 74-82 Cox Street
Removal of old decommissioned gas line from road pavement
Clarendon Street additional footpath omitted from plans
Non-destructive digging works required along median island for sub surface drainage
Additional unsuitable material removal
Total \$40,091.03

This report seeks Council's consideration of an additional \$313,906.63 allocation for the following contractual variations in addition to the sum previously approved:

New proposed Variation details
Additional lighting hire January to September 2025
Contractor nominated escalation costs attributed to time delays while detail design issues were resolved. This cost was calculated in October 2023 however reduced from the initial claim of \$460,000.
Additional solar lighting costs for the supply and delivery to site, assemble luminaires and contractor co-ordination.
Traffic management required during the solar lighting installation and service location.
Total \$313,906.63 (ex GST)

The contractual spend currently remaining from the original contract award for contract 15-21 as per the award in March 2022:

- Provisional amount based on original concept design for lighting \$222,760.10 (Excl GST)

The final financial position with all current anticipated project expenditure is as follows:

Budget Carried Forward into 2025/2026 (Ex GST)	Remaining expenditure description	Remaining expenditure \$ (Ex GST)	Decreasing budget total \$ (Ex GST)
	Additional approved works completed but payment outstanding	\$40,091.03	\$500,987.97
	New proposed variations total	\$313,906.63	\$187,081.34
	Remaining street lighting contractual provisional item	\$222,760.10	-\$35,678.76
	Separate contractor and purchase order for light pole footings and pole erection.	\$60,401	-\$96,079.76
\$541,079	Contingency	\$30,000	-\$126,079.76
Total projected project remaining cost			\$667,158.76

The requested additional funds will sourced through efficiencies achieved within the heavy fleet budget, specifically the proposed second-hand front-end loader which is no longer required as existing fleet can be modified to achieve the same required outcomes.

Council Plan, Community Vision, Strategies and Policies

Maintain and Renew Our Infrastructure

3.1 Plan and maintain sustainable assets and infrastructure

3.1.2 Maintain infrastructure to the agreed standard and ensure the principles of sustainability and universal design are considered in the planning and development of infrastructure to support community access and connection meeting the needs of the communities.

3.1.4 Strategically plan a sustainable long-term capital program with identification of funding and partnership opportunities.

Maintain and Renew Our Infrastructure

3.2 Safe and well-maintained transport routes and infrastructure for all modes of travel

3.2.1 Continue to advocate for improved transport services and connections through funding and partnerships with relevant agencies.

3.2.2 Develop a Pedestrian and Cycling Strategy to prioritise infrastructure implementation.

3.2.3 Provide infrastructure that supports a connected and active community.

Legislation

Local Government Act 2020

Gender Equality Act 2020

There are no gender equality impacts directly relating to this project, however the completion of the lighting will improve the feeling of safety for all users.

Risk Management

Council has entered a legally binding agreement with DTP for the ongoing maintenance of the solar lights. In addition, Council is responsible for defects within timelines set under Council's Road Management Plan (RMP) to prevent risk of legal liability if accidents occur which are directly related to the lights and their maintenance requirements.

Traffic management arrangements will be determined to minimise disruptions while ensure compliance and safety are addressed.

Climate Change, Environmental and Sustainability Considerations

The application of solar lighting in a state highway setting sets a precedent for DTP as this is not consistent with DTP's current policy nor guidelines. DTP have supported this initiative through a legally binding agreement by way of a trial for future applications. The solar lighting is also a significant step forward in sustainability as solar lights significantly reduce energy demand and have a lower carbon footprint.

Community Engagement, Communication and Consultation

Following Council's consideration and if endorsed, notification will be provided to all impacted businesses including the traffic management plans. Direct engagement with these businesses and property owners will also enable any specific needs to be discussed and addressed. Details of the works, dates and alternative traffic arrangements will also be released to the wider community via Council's media streams.

Council Officers will continue advocacy specifically with the Department of Transport and Planning in relation to the time and financial implications to the project which Council has borne.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no general or material interests need to be declared in relation to any matters in this Report.

Marg Scanlon – Director Infrastructure & Sustainability
Bill Scott – Manager Project Management Office

Recommendation

That Council:

1. Note the additional variations under contract 15-21 Cox Street redevelopment approved by the contract Superintendent to the value of \$40,091.03 (ex. GST);
2. Approve the variation amount of \$313,906.63 (ex. GST) to contract 15-21 Cox Street Redevelopment;
3. Note the budget overspend of \$96,079.76 (ex. GST) which results from the contract variations and other project expenditure relating to the Cox Street Redevelopment.
4. Approve \$30,000 (ex GST) contingency for the Cox Street Redevelopment Project.
5. Authorise the CEO to approve the expenditure on the \$30,000 (ex. GST) contingency as required.

12.5 Child Supervision Policy for Outdoor Aquatic Facilities

Directorate: Wellbeing, Planning and Regulation
Report Approver: Rory Neeson, Director Wellbeing, Planning and Regulation
Susannah Milne, Manager Community Wellbeing
Report Author: Diana Dixon, Coordinator Leisure Facilities
Attachment(s): 1. Child Aquatic Supervision policy [**12.5.1** - 3 pages]

Executive Summary

The purpose of this report is to seek Council resolution to adopt the Child Supervision Policy for Outdoor Aquatic Facilities which will replace the current Watch Around Water accreditation through Life Saving Victoria.

This policy is proposed to be enacted at all Southern Grampians Shire Council Outdoor Aquatic facilities as part one of a planned phase out of Watch Around Water at all Southern Grampians Shire Aquatic Facilities. The Watch Around Water accreditation will remain at Hamilton Indoor Leisure and Aquatic Centre until such time as a similar policy relating to the indoor facility is endorsed.

This change to a Council based policy will enable increased control for lifeguards and Council employees at our seasonal pools. This policy remains in alignment with the Guidelines for Safe Pool Operations and encompasses and extends on current Watch Around Water policies to provide increased clarity on facility entry for minors and education for large group entry. These additions aim to reduce the number of youth related behavioural incidents encountered at SGSC aquatic facilities through enabling a more efficient and effective response for lifeguards.

Discussion

Council's Outdoor Aquatic Facilities provide services in alignment with the Watch Around Water campaign from Life Saving Victoria. It is proposed to replace this campaign with a Council endorsed policy in relation to child supervision at all SGSC outdoor aquatic facilities for initial enactment in the 2025/26 Outdoor Pool Season.

The WAW campaign aligns with the Guidelines for Safe Pool Operation (GSPO) and aims to reduce the number of fatal and non-fatal drowning incidents and associated injuries in public aquatic facilities in Victoria within the 0-14 year age group. The campaign does this through public education about active supervision and encouraging parents/guardians to take on the responsibility of supervision while visiting public aquatic facilities. This has been a successful campaign over many years as a tool to guide lifeguarding practices at our Council facilities.

The implementation of the Child Supervision Policy for Outdoor Aquatic Facilities will provide Council employees greater control in enacting the policy and principles for child supervision specifically to SGSC facilities. This policy builds on the Watch Around Water policies with a view to reduce the number of youth related behavioural incidents encountered at SGSC Outdoor Aquatic Facilities. Through implementation of this policy and associated actions staff will have clear age-related guidelines on facility entry for minors and education for large

group entry. Information in the policy aligns with the GSPO child supervision guidelines and has extended and provided increased clarity on some of the WAW campaigns policies enabling a more efficient and effective response for SGSC employed lifeguards.

Financial and Resource Implications

Life Saving Victoria currently charge \$440 per facility per season to advertise the Watch Around Water education campaign and to display promotional materials. A total of \$2200 per annum will be saved by the introduction of the Southern Grampians Shire Council Child Supervision Policy for Outdoor Aquatic Facilities.

Promotional materials and advertising of the Council Policy will be completed in-house prior to the Outdoor Pool Season for 2025/26.

All currently employed lifeguards and incoming seasonal lifeguards are to be trained in the Council policy prior to Outdoor Pool Season 2025/26 or at induction.

Council Plan, Community Vision, Strategies and Policies

Support Our Community

1.2 Support and promote a healthy community

1.2.1 Provide and advocate for accessible, inclusive and equitable Council services, facilities, activities and participation practices.

Support Our Community

1.4 A safe community

1.4.3 Collaborate with the community to promote a child safe and friendly environment.

Legislation

The Guidelines for Safe Pool Operation (GSPO) have been met and referenced throughout the policy.

Gender Equality Act 2020

This policy applies to all community members attending Outdoor Aquatic Facilities to enable a safe and inclusive community facility.

Risk Management

This policy applies risk management procedures to ensure a safe environment and facility for all community members and references the same guidelines, documents, and materials as the Watch Around Water Campaign currently enacted at facilities.

Climate Change, Environmental and Sustainability Considerations

There are no climate change, environmental or sustainability considerations associated with this report.

Community Engagement, Communication and Consultation

The change from an externally produced campaign to an internal policy that incorporates similar messaging and actions will not have significant impact on the community. Principles and actions behind this policy will remain as per previous seasons. Wording on conditions of entry and signage at facilities will be updated. Community will be publicly informed of this policy post endorsement.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no general or material interests need to be declared in relation to any matters in this Report.

Rory Neeson, Director Wellbeing Planning and Regulation
Susannah Milne, Manager Community Wellbeing
Diana Dixon, HILAC Centre Manager
Robert West, HILAC Operations Coordinator

RECOMMENDATION

That Council adopt the Child Supervision Policy for Outdoor Aquatic Facilities.

12.6

Endorsement of Memorandum of Understanding between SouthWest Victoria Alliance

Directorate:	People and Performance
Report Approver:	Darren Barber, Director People and Performance
Report Author:	Darren Barber, Director People and Performance
Attachment(s):	1. South West Victoria Alliance Mo U, September 2025 [12.6.1 - 6 pages]

Executive Summary

This report seeks Council's endorsement to enter into a three-year Memorandum of Understanding (MoU) with the SouthWest Victoria Alliance (SWVA). The SWVA is an incorporated association comprising Corangamite Shire Council, Glenelg Shire Council, Moyne Shire Council, Southern Grampians Shire Council and Warrnambool City Council.

The Alliance provides a collective voice for southwest Victoria and fosters initiatives that deliver better regional outcomes across economic, social and environmental domains. The proposed MoU will formalise Council's ongoing membership, governance arrangements and financial contribution to SWVA until October 2028.

Discussion

The SWVA is the peak regional advocacy and partnership body for southwest Victoria. Through the Alliance member councils coordinate advocacy, identify regional priorities and build partnerships with all levels of government, business and the community.

Key benefits of membership include:

- Stronger advocacy voice: Acting collectively ensures regional priorities such as childcare, housing, drought response, water security, roads funding, renewable energy and transport are more likely to gain traction with State and Federal governments.
- Regional coordination: The Alliance provides a forum for identifying shared opportunities and challenges that cross municipal boundaries.
- Leverage for funding: SWVA is positioned to attract external funding, often beyond the reach of individual councils, by demonstrating broad regional impact.
- Leadership and influence: Council has direct representation on the SWVA Committee via a Councillor, currently the Mayor, and the Chief Executive Officer, shaping the advocacy agenda.

The MoU establishes governance, funding arrangements and reporting obligations. Member Councils are required to make an annual contribution, determined by the SWVA Committee, yet subject to Council's annual budget process, to support core operations.

Changes to the previous MoU are as follows:

- Recognising the SWVA as an incorporated associated as opposed to a company limited by guarantee.

- Councils can nominate any Councillor to represent them at SWVA (it does not have to be a Mayor).
- The Secretary and Treasurer will be a CEO.
- Independent members are people with appropriate skills. They vote but may not pay a membership.
- Associate members are organisations invited to be part of SWVA. They do not vote and may not pay a membership.
- A deputy chair can be elected by the Committee.
- There are provisions for Caretaker period every four years.
- The Board will now be called a Committee.
- There must be a minimum of three member councils.
- Independent members cannot make up more than 50% of the Committee.

Financial and Resource Implications

- Membership requires payment of an annual contribution determined by the SWVA Committee.
- Council's budgeted contribution for 2025-2026 is \$35,000.
- Any additional project contributions will be subject to separate Council consideration and approval.

Council Plan, Community Vision, Strategies and Policies

Support Our Community

1.2 Support and promote a healthy community

1.2.4 Advocate for and work with external services that support our community and deliver outcomes.

Support Our Community

1.3 Grow a diverse and inclusive community

1.3.3 Support the increase of social, economic and digital connectedness.

Grow Our Regional Economy

2.4 Support local business and industry

2.4.1 Support and promote a collaborative approach to marketing and investment.

2.4.2 Support and facilitate business development and growth initiatives.

This report is in keeping with the commitments in the Council Plan 2025-2029:

Strong Civic Leadership

Engage community members in meaningful and accessible ways including our youth and young adults and older members of the community

Be financially responsible and sustainable

In addition, the MoU aligns with strategies in the Council Plan 2025–2029, particularly in regard to:

- Strong regional advocacy by collaborating to influence State and Federal policy and funding.

- Economic development and growth by leveraging regional projects and investment; and
- Community wellbeing and liveability by ensuring rural and regional voices are represented in government policy decisions.

Legislation

- The SWVA is governed under the Associations Incorporation Reform Act 2012
- Member Councils are bound by the Local Government Act 2020 which the MoU expressly recognises.
- Council's decision to enter into the MoU requires a formal resolution.

Gender Equality Act 2020

The Alliance's regional advocacy framework provides a platform for addressing social equity, accessibility and inclusion challenges at scale supporting Council's Gender Equality Action Plan and related obligations.

Risk Management

- Strategic risk: Non-participation risks Corangamite's priorities being under-represented in regional advocacy.
- Financial risk: Subscription costs are manageable and budgeted. Withdrawal requires six months' notice.
- Governance risk: Managed through clear Committee structures, reporting obligations and Council representation.

Climate Change, Environmental and Sustainability Considerations

Collective advocacy strengthens the region's ability to secure investment in renewable energy, climate adaptation, biodiversity and environmental protection.

Community Engagement, Communication and Consultation

- CEOs of member councils have been involved in shaping the MoU and endorse the MoU for signing.
- The MoU has been endorsed by the SWVA Committee.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no general or material interests need to be declared in relation to any matters in this Report.

Darren Barber, Director People and Performance

RECOMMENDATION

That Council:

1. Endorse entering into the Memorandum of Understanding with the South West Victoria Alliance for the three-year period commencing 24 October 2025.
2. Authorise the Chief Executive Officer to execute the Memorandum of Understanding on behalf of Council.

12.7

Glenthompson Pool - Options Paper

Directorate: Wellbeing, Planning and Regulation
Report Approver: Rory Neeson, Director Wellbeing, Planning and Regulation
Susannah Milne, Manager Community Wellbeing
Report Author: Diana Dixon, Coordinator Leisure Facilities
Attachment(s): 1. Glenthompson Pool Discussion Paper v3 2 (1) [12.7.1 - 4 pages]

Executive Summary

At the 9 April 2025 Council Meeting, a Notice of Motion was tabled by Cr Manning which stated:

That Southern Grampians Shire Council:

1. Officers work with the Glenthompson Pool Committee Inc to investigate a model where Council and Community can work together to re-open the Glenthompson Pool for the 2025/26 season.
2. Perform a pre-season check of the Glenthompson pool ASAP to determine its current running condition and the minimal works that would be required for it to be open for the 2025/26 season. This check is to be performed with members of the Glenthompson Pool Committee Inc in attendance please.

This report responds to this notice of motion and outlines a proposal that has been developed in consultation between the Glenthompson Pool Committee (the Committee) and SGSC officers.

Councillors should note that the original proposal previously presented to Council at the July Council Briefing has altered after discussions with the Committee on the 15 July 2025. As a result of a further meeting with the CEO and Committee representatives, a final proposed operating model has been prepared and presented to the Committee (attached).

It should also be noted that officers have completed works to allow a pre-season check of the Glenthompson Swimming Pool including the re-filling of the water at the pool to allow testing of equipment at the site, with members of the Committee in attendance on 1 July 2025. An update on this pre-season check is also included as part of this report as it responds to the Notice of Motion.

This report outlines the final proposal put forward to the Committee by the CEO and is presented to Council for consideration as there are several decisions required of Council with respect to a Community Operated Model.

Councillors are advised that there is no budget currently allocated to fund this proposal, and officers will recommend reallocating the unspent carry forward amount of \$120,000 put aside to purchase the former Glenthompson Primary School site. This will meet the expected operational and capital costs as well as provide a contingency should actual cost be greater than estimated costs.

Under a Community Model, the operation of the Glenthompson pool will be the responsibility of the Committee. Should this model not proceed or not succeed then it should be understood that the SGSC officers will not step in to operate the pool.

Discussion

Any proposal to reopen the Glenthompson Swimming Pool under a community operated management model will still require the compliance with public health, safety and Life Saving Victoria General Standard Operation Policies. Discussion for the various aspects of daily operations and compliance of the Glenthompson Swimming Pool, including capital works required to ensure a safe reopening of the facility, has been outlined below. Council decisions are required to determine the following factors:

- To lease the pool to the Glenthompson Pool Committee Inc.
- Budget allocations for 2025/26 - there is currently no capital or operational budget allowance in the 2025/2026 budget for the Glenthompson Swimming Pool.
- Responsibility for and allocation of long-term capital expenses for Glenthompson Swimming Pool.
- Whether to support the operational grant request by the Committee to support their operating model.

The following information which outlines the proposed operating model for the Committee to operate the Glenthompson Pool is provided to Council for consideration and to support their decision-making process with respect to the proposal.

Lease of the Pool to Committee

The pool will be leased to the Committee for a nominal fee of \$1, leasing of the pool directly to the Committee will give them autonomy with respect to operating hours, days, activities and charges.

Under the lease agreement the Committee will be required to ensure that whilst operating they comply with the terms and conditions of the lease agreement, which will include aspects around safety, regulation and risk management as the pool will be open to the general public. The terms and condition of the lease agreement are outlined further below.

To support that Council will have to spend a significant amount of operational and capital funding to reopen the pool (approximately \$120,000), SGSC officers recommend the lease or license period to be initially at least one year plus two years. This would give the Committee three years to develop a business model and financial partnerships that make it financially sustainable over the medium and longer term as well assure Council to proceed with a return on investment of significant community funds.

Year One (Pilot)

Cash contribution from Council of \$30,000 for the season 2025/26 to assist with operations. The Committee have little funds available to support their first year of operations.

This grant will assist with the payment for equipment, utilities and lifeguard wages.

Capital Contribution

Council will commit to the minimum capital works required to reopen the pool as detailed further in the Pre-season Essential Capital Works section below to the value of \$64,000.

This investment will be subject to lease agreement being completed and required contribution with respect to the Transfer station operations agreed and identification and successful training of key volunteers and lifeguards.

SGSC Responsibilities

SGSC will assist the Committee in operating the pool in the first year through tasks outlined in the table below. The costs to meet these requirements will be approximately \$13,500 and is an unbudgeted expense.

SGSC would undertake weekly monitoring and minor maintenance, review water quality testing daily and be available for advice and problem solving, with the view to train and build capacity with the Committee to undertake this activity in future years. The cost of chemicals would be met by SGSC for year one.

Table 1: Year One Southern Grampians Shire Council Responsibilities

Southern Grampians Responsibilities				
Requirement	Summary	Training	Timing	Tasks
Daily monitoring	Remote review of dosing and water treatment system.		Daily	<ul style="list-style-type: none"> Adjustment of levels and dosing as required.
Weekly monitoring	Attendance to site once per week		Once per week. Day to be confirmed.	<ul style="list-style-type: none"> Delivery of chemicals to site Plant maintenance or adjustments. Changing over of hazardous materials if required.
Minor Plant works	Cleaning of strainers, filters, probe calibrations, pump and vacuum repairs as required.		As required	
Training	Arrangement of courses	<ul style="list-style-type: none"> Pool lifeguard Aquatic Technical Operators 	Prior to season	
Risk Management	Assistance with the development of a risk management plan and review of compliance			<ul style="list-style-type: none"> Assist with templates and writing of plan to meet compliance and regulatory standards. Monitor compliance with Risk Management Plan

Committee Responsibilities

The Committee will be responsible for the daily operations of the facility including the provision of lifeguards, rostering, water chemical monitoring/testing, plant and chemical checks, cleaning and grounds maintenance.

The below table summarises proposed requirements and responsibilities of The Committee and Southern Grampians Shire Council.

Table 2: Year One Committee Responsibilities

Committee Responsibilities				
Requirement	Summary	Training	Timing	Tasks
Lifeguards	Provide a minimum of 2 lifeguards to cover the full pool season (possible 7 days/week from December - March)	<ul style="list-style-type: none"> Pool Lifeguard First Aid Aquatic Technical Operations Physical capability and training in OHS regarding chemical usage, manual handling, working alone and fatigue management 	Prior to pool season and prior to any capital work expenditure.	<ul style="list-style-type: none"> Water quality maintenance and troubleshooting Chemical handling Manual handling Prolonged supervision Manual vacuuming of water Equipment checks Facility cleaning Minor facility maintenance
Minor equipment purchases – as outlined in detail further.	Purchases of lifeguarding supplies, first aid equipment and supplies, including defibrillator, cleaning equipment and supplies, shade items for volunteers, duress system, and other minor items.	<ul style="list-style-type: none"> Pool lifeguard for equipment usage. Manual handling and OHS for cleaning of facilities. 	Prior to pool season.	<ul style="list-style-type: none"> Facility cleaning and minor maintenance. Daily equipment checks. Reporting
Cleaning	Facility and amenity cleaning. Stocking of cleaning and sanitary items as required.		Prior to and during season.	<ul style="list-style-type: none"> Cleaning of toilets, showers and surrounding spaces. Restocking soaps, toilet paper and sundry sanitary items. Cleaning of kiosk and office as required.
Landscape maintenance	General facility maintenance		Prior to and during season.	<ul style="list-style-type: none"> Weeding (pesticide or herbicide use must be approved) Mowing Furniture Cleaning Pest control
Risk Management	Development and implementation of risk management plan.		Prior to season	<ul style="list-style-type: none"> Emergency procedures and contacts Site plans Appointment of Wardens Incident reporting Training requirements
Utilities	Pay all costs associated with running the pool.		Term of lease agreement	

Equipment purchase

The Committee will be responsible to provide the small equipment items, listed below needed for the pool to reopen which is estimated to cost \$6,222.59.

SGSC has a manual vacuum that can be made available to the Committee to utilise during the lease term.

Table 3: Equipment to be purchased by the Committee

ITEM	QUANTITY	ITEM COST	TOTAL COST
Uniform – Shirt	6	\$37.95	\$227.70
Uniform – Shorts	6	\$33.99	\$203.94
Uniform – Hats	6	\$22.95	\$137.70
Rescue Tube	1	\$140.00	\$140.00
Reach pole (extendable)	1	\$45.00	\$45.00
Throw Rope	1	\$58.00	\$58.00
Spinal Board	1	\$890.00	\$890.00
Spinal straps	3	\$30.60	\$91.80
Speed block (Head Block)	1	\$228.80	\$228.80
Speed block (base)	1	\$126.00	\$126.00
Oxygen bag	1	\$132.00	\$132.00
Bum bag and kit – Pencil/Whistle/Pocket Mask	1	\$54.95	\$54.95
First Aid Kit (dependent on type of kit purchased)	1	\$300-\$400	\$400
Bag Valve Mask - Adult	1	\$29.40	\$29.40
Bag Valve Mask – Child	1	\$26.50	\$26.50
Oxygen Masks and Tubing	10	\$6	\$60.00
Regulator	1	\$470.80	\$470.80
Trolley	1	\$500	\$500
Total			\$3822.59
Defibrillator – HeartStart FRx	1	\$2400	\$6222.59

Utilities

The Committee would be responsible to meet the running cost associated with the pool, including power, water charges and water usage. It is noted that power charges will be shared to reflect the pool and Lions Park is operated from the one meter.

Payment of Lifeguards

The Committee has advised that lifeguards will now be paid under their operating model. The responsibility of recruiting, pre-employment checks, paying wages and all other entitlements for employees will be that of the Committee.

Training of Lifeguards

Under year one the costs of training lifeguards in first aid and lifesaving will be met by SGSC.

Insurance

The Committee have been informed that they need to investigate providing public liability insurance for the operation of the pool. The Committee will need to ensure insurance arrangements in place prior to them reopening the pool.

SGSC will continue to pay insurance on building and facilities.

Additional Community Responsibilities

Glenthompson Transfer Station - The Committee will be required to fulfill volunteer commitments at the transfer station, which is Wednesday and Sunday 8:00am – 12:00pm. Training and equipment to meet this responsibility will be provided by SGSC.

Year Two & Three

Cash contribution from Council of \$20,000 per season to assist with operations, recognising that SGSC would no longer be providing operational support including training, water quality monitoring, minor plant maintenance and chemicals. All costs associated with the pool operations and minor equipment would become the responsibility of the Committee.

SGSC Responsibilities

SGSC will roll back operational support, and the Committee will take full responsibility for the operation of the pool including all responsibilities listed in table 1 under Year One.

SCSG would be available for technical advice and problem solving on a limited basis.

Committee Responsibilities

The Committee will be responsible for matters as listed in Year One and including those listed above under Years Two and Three.

Year One Pre-season Essential Capital Works

Testing completed on 1 July 2025 provided insight into the minimum essential and immediate capital works required to enable reopening of the facility for the 2025/26. Details of these works are noted in table 1 below.

Summary of works include some shell rectification works in the toddler pool, concourse repairs, filter medium replacement, water treatment plant repairs, emergency shower replacement, water refill of pool and chemical supplies and total approximately \$63,870.

Costings are estimated based on actual work undertaken at Council's other outdoor pools and subject to CPI. These works exclude main shell repairs and painting, which is noted as a

significant safety and water quality risk. Lifespan of some plant items remains unknown including circulation pump which is noted as currently working however in fair to poor condition and the steel filter of which condition won't be known until filter medium replacement is undertaken.

Table 4: Year One Capital Works

Area	Problem	Indication	Costs
Toddlers Pool	Significant crack in floor and wall joint	Shell damage	\$5,000
	Vertical wall crack	Shell damage	
Concourse	Differential settlement and near the NE corner some slab panels have subsided slightly and pulled away from the pool – need to monitor	Shell movement and ground movement – need to monitor for trip/slip hazards and damage to pool.	\$5,000
Main Water Treatment Plant	Filter media (sand) reaching end of life and requires replacement	Falling within scheduled timing of routine replacement. Note: - filter replacement and sand replacement	\$25,000 for filter media.
	Chemical storage and dosing - acid pump failed	Hydrochloric acid is used for pH control.	\$2,000
	Emergency Shower – does not comply with current standards	OHS risk to staff if incident occurred WorkSafe issue.	\$2,000
	Dinotec automatic sampling and dosing Unit – probe faulty and requires replacement Replacement EWON for remote monitoring due to 3G stoppage.	Faulty probe – means that the automatic dosing and monitoring of chemical levels will not be occurring	\$2,300
	Backwash discharged directly into the environment.	Discharge of backwash water directly to environment is breach of EPA legislation, impacts on property owners downstream of the pool.	\$15,000
Pool	Refill of pool water	Current water is contaminated	\$570 plus water service charges
Chemicals	Chemicals required prior to opening to get water quality within parameters and ongoing		\$7000
Total Cost			63,870

Future Capital Works

A variety of other capital works have been identified for the safe operation of the pool that would be required in future years. Details of these works are noted in Table 5 below.

Summary of works include shell repair, replacement of expansion joints, paint removal and repainting, repairs to pool hobs and ceramic scum gutter, works to water treatment plant (filter replacement, repair pipework and circulation pump), pool covers and shade structure replacement, totaling approximately \$301,000, excluding contingency and project management costs which would be required for inclusion in any budget allocation.

Costings are estimated based on actual works undertaken at Council's other outdoor pools and subject to CPI, however this estimation could be considerably higher as we have seen significant increase in costs with respect to pools in recent design and costing processes. There are no allocated funds to undertake these works, and significant investment is required on a facility considered at the end of life with low activity usage.

Any future capital budget applications will be managed through the Council's annual budget submission process, and it is expected that a co-contribution of at least one third contribution would be provided by the Committee.

It is expected that the Committee will apply for grants to make a significant contribution to any future capital needs.

Table 5: Future Capital Works Repairs

Area	Problem	Indication	Repair to make operational
Main Pool Shell	Cracking with shell floor deep end – will progressively get worst – recommend leak detection report	Shell damaged.	\$160,000
	Expansion joint across middle of pool rough and only in poor condition	Deterioration of expansion joint impacts shell integrity, water discharge (leakage) and infiltration of ground water. Can be hazard for swimmers' feet	
	Pool paint below water and hob in poor condition	Is a hazard for swimmer, if sharp and can lead to cuts. Flaking paint can enter filter and hydraulic systems and cause damage/ blockage.	
	Ceramic scum gutter in average condition – starting to chip.	Aesthetic issue, however, chips and cracks can become hazard for swimmers causing cuts.	
Main Water Treatment Plant	Circulation pump in poor condition, heavily corroded casing, and base plate. Includes replacement as required of Circulation pump and Procal pump.	Indicates pump at the end of life, while currently operating can fail at any time replacement would be required.	\$6,000
	Pipework – aged, mixture PVC, galvanized steel, and asbestos cement including a Gibault joint.	Aged pipework possible failure under pressure – pipe blow out.	\$15,000

	Steel filter is aged and in average condition.	Likely corrosion within the inside of the filter – will require upgrade once no longer serviceable	Possible – currently excluded Steel filter unknown until current condition seen at time of filter media change-expected costs \$70,000
Pool Covers	Pool covers and reel associated with safe removal – end of life and need replacement		\$45,000
Shade Structure	Shade structure over toddler pool has structurally failed	Either repair or replace	\$5,000
Total			\$301,000

Financial and Resource Implications

The Committee have requested operating grants from Council to assist with the establishment of the Committee and pool operations with further contributions of years two and three, this would be at a cost to Council of \$90,000.

In year one SGSC will assist, guide and develop skills within the Committee to ensure that they are able to successfully operate the pool in accordance with regulations, health and safety regulations and Life Saving Victoria guidelines, this support will be reduced in years two and three where the Committee would be expected to be able to manage the season preparations and daily operations.

Major and capital works would be the responsibility of SGSC as the asset owner, expenditure and budget allocations would be in line with Council adopted policy around budget process, procurement practices and project management. Approximately \$63,870 of essential capital works would be required to allow the pool to open for the 2025-2026 season with a further estimated \$300,000 of capital works required in future years. As identified above caution is recommended with any estimate as detail design and construct costs have regularly been found to be higher than initial indicative estimates.

The challenge for Council will be finding required capital funding in years two and three, particularly if the proposed items are safety related and must be addressed to keep the pool open. It is expected that the pool committee will apply for grants to make a significant contribution to any future capital needs. The community can also volunteer, as follows, to earn a credit towards the capital works.

There is currently no budget allowance in for the capital works, SGSC costs and the requested operating grant total approximately \$93,337-year one excluding contingency. It will be recommended if Council support this proposal, the unspent carry forward amount of \$120,000 put aside to purchase the former Glenthompson Primary School be used to fund

the proposal. This will meet the expected operational and capital costs as well as provide a contingency should actual cost be greater than estimated costs.

Table 6 summarises the known costs to Council, however, excludes future capital costs which will be subject to budget bids in years two and three.

Table 6: Cost to Council

Council's Costs	Last Operating Year (23-24)	Year 1	Year 2	Year 3
Council Cash Contribution to the GT Pool Committee	\$0	\$30,000	\$20,000	\$20,000
Council's Operating Cost	\$55,932	\$13,500	\$0	\$0
Depreciation	\$5,967	\$5,967	\$5,967	\$5,967
Total Operating Cost To Council	\$61,899	\$49,467	\$25,967	\$25,967
Less in kind:				
Transfer Station Volunteers	\$0	\$20,000	\$20,000	\$20,000
Net Operating Cost To Council	\$61,899	\$29,467	\$5,967	\$5,967
Council's Capital Cost		\$63,870	Subject to Council's Annual Budget Submission Process	Subject to Council's Annual Budget Submission Process
Total Cost To Council		\$93,337		

Council Plan, Community Vision, Strategies and Policies

Maintain and Renew Our Infrastructure

3.1 Plan and maintain sustainable assets and infrastructure

3.1.2 Maintain infrastructure to the agreed standard and ensure the principles of sustainability and universal design are considered in the planning and development of infrastructure to support community access and connection meeting the needs of the communities.

Provide Strong Governance and Leadership

5.1 Transparent and accountable governance

5.1.2 Ensure flexible and transparent decision making through open and accountable governance.

Legislation

Adherence to Water Quality Guidelines for Public Aquatic Facilities and Guidelines for Safe Pool Operations will need to be considered as part of the re-opening of the Glenthompson Swimming Pool, as well as compliance with workplace safety legislation. Training of the Committee, lifeguards and volunteers undertaking in kind work will be key to the success of this model as well as ongoing monitoring through the risk management plan, water quality monitoring through the Environmental Health Team and regular support from SGSC.

Gender Equality Act 2020

There has been no Gender Impact Assessment undertaken in response to the preparation of this report by Council. As Council will not be employing lifeguards or volunteers to operate the pool, we will not have any requirements but will provide advice and support to the Committee should they request it.

Volunteers allocated to the Transfer Station will be required to undertake induction training and comply with our Code of Conduct which will include elements around gender equity, diversity, inclusion and equal opportunity.

Risk Management

The operation of public swimming pools is considered high risk activity and as such is regulated to ensure that those risks are managed. Council and the Committee need to be aware of the risks and be satisfied that they have practices and processes in place to comply with those risks.

Whilst the development of risk management plans and implementation of risk mitigation and monitoring practices around a community operated facility will somewhat manage the liability to Council. However, Council must be aware that it is unlikely to resolve Council from all liability should an incident where injury or harm occurs, this is significant and will potentially result in the Glenthompson Pool being the highest risk pool in our Shire.

Enquires to our insurers around the potential to ensure the pool under our public liability has met with request for details and particular around risk management plans, skill and capacity of operators, number of patrons expecting to use the facility and how compliance with mandatory requirements will be met, prior to providing a quote. We cannot supply this information at this time or even ensure future compliance and, as officers, would be reluctant to recommend we proceed with this further and require the committee provide their own insurance.

Another significant risk is around the Committee being able to sustain operation of the pool through lifeguards (paid/volunteer), volunteers and committee members. Early conversations with active committee members are already concerned around capacity and time. Officers have advised that the pool is proposed to be reopened under a community model and would not be supported or managed through SGSC resources.

Volunteer and in-kind activities will also need to be monitored for satisfactory standards and operations around cleaning and transfer station operations. Should these activities not occur to an acceptable standard or if the Committee are unable to fulfil this commitment, then Council will need to allocate resources to undertake this activity.

Whilst SGSC initially recommended a three year lease the Committee have responded with a one year plus one plus one (1 +1 +1). Whilst this reduces the risk to the Committee there is an increased risk to Council in allocating significant funding to something that may only see operation for a two-to-three-month period.

Climate Change, Environmental and Sustainability Considerations

Water management should be considered with relation to the filling of the pool from town supplies.

Waste management via the installation of backwash tank will be required to decrease waste entering reticulated services.

Community Engagement, Communication and Consultation

Further collaboration regarding specificities of reopening the facility will be required between Council and the Glenthompson Pool Committee Inc prior to reopening via the nomination of the Head Lifeguard/Contact Person by The Glenthompson Pool Committee Inc.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no general or material interests need to be declared in relation to any matters in this Report.

Tony Doyle, Chief Executive Officer
Rory Neeson, Director Wellbeing, Planning and Regulation
Susannah Milne, Manager Community Wellbeing
Diana Dixon, HILAC Centre Manager

RECOMMENDATION

That Council:

1. Receive this report as a response to the Notice of Motion from Cr Jayne Manning at the April 2025 Council Meeting.
2. Lease the pool to the Glenthompson Pool Committee Inc. using the operation model detailed in the report.
3. Make budget allocation for 2025/26 of approximately \$120,000 to reopen the pool, through reallocation of the money carried forward for the purchase of the former Glenthompson Primary School.
4. Require that prior to Council commencing any capital works or expenditure on the proposal that the Glenthompson Pool Committee provide the following detail to Council:
 - a) Confirmation of public liability insurance to the value of \$20 million.
 - b) Confirmation of the elected officer bearers of the Glenthompson Pool Committee members, who will be entering into a lease agreement with Council.
 - c) Provide detail of governance and operating arrangements of the Committee.
 - d) Detail be provided to Council confirming accredited lifeguards appointed to work at the Glenthompson Pool; and
 - e) Signed one-year lease agreement in place, with a two-year option extension.
5. Note that should the Glenthompson Pool Committee fail to meet the conditions regarding the Community Model, then the previous Council resolution from 10 April 2024 stands.

12.8 Rescission of Council Policies

Directorate: People and Performance
Report Approver: Darren Barber, Director People and Performance
Report Author: Karly Herring, Governance Coordinator
Attachment(s): 1. Council Policy Incorporation Status Policy [12.8.1 - 2 pages]
 2. Council Policy Community Newsletter [12.8.2 - 2 pages]

Executive Summary

The Executive Leadership Team and Senior Leadership Team are in the process of reviewing and updating policies listed on Council's Policy listing.

As a result, there are two policies which have been identified as being recommended for rescission and are listed in the body of this report.

Discussion

A review of Council's policy listing is ongoing.

Each Directorate has worked with the Governance team to identify:

- Whether the objectives of the policy are being achieved
- Whether any amendments to the policy are required
- Whether the policy should continue to apply or be revoked

Although policies are reviewed periodically and in line with legislative change, Council's guidelines otherwise state policies are to be reviewed every four years.

The following policies have been identified and recommended for rescission:

Policy	Reason for Rescission
Community Newsletter	This Policy was first adopted in 1995 and is no longer relevant to Council or its practices as Council no longer circulates a newsletter or relevant to Council's communication strategy.
Incorporation Status	First adopted in July 1999. It is no longer a requirement for community groups and organisations to be incorporated to receive financial assistance from Council therefore the policy is not required.

Financial and Resource Implications

Policy reviews are coordinated by Governance with the work being undertaken by each respective business unit. There are no direct resource or financial implications with respect of rescinding these four policies.

Council Plan, Community Vision, Strategies and Policies

Provide Strong Governance and Leadership

5.1 Transparent and accountable governance

5.1.1 Strengthen the governance role of Councillors by informing, resourcing, skilling and supporting the role.

5.1.2 Ensure flexible and transparent decision making through open and accountable governance.

Legislation

Policies are updated in-line with legislative changes, including reforms to Acts, regulations, recommendations issued by regulatory bodies and ministerial or best practice guidelines issued to Councils.

Gender Equality Act 2020

There are no direct gender equality implications with respect to rescinding the policies.

Risk Management

Regular review of policies ensures content is correct and best practice processes are in place.

Climate Change, Environmental and Sustainability Considerations

There are no climate change, environmental and sustainability considerations with respect to rescinding the policies.

Community Engagement, Communication and Consultation

There has been no community engagement, communication or consultation with respect to rescinding these policies. The policies are outdated and not utilised and therefore rescinding these policies is not viewed as having an impact on the community.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no general or material interests need to be declared in relation to any matters in this Report.

Karly Herring, Governance Coordinator

RECOMMENDATION

That Council:

1. Rescind the Community Newsletter Policy; and
2. Rescind the Incorporation Status Policy.

12.9 Christmas Holiday Closure - Council Offices

Directorate: People and Performance
Report Approver: Darren Barber, Director People and Performance
Report Author: Darren Barber, Director People and Performance
Attachment(s): Nil

Executive Summary

Council can elect to close workplaces during the period between Christmas and New Year. It is recommended that Council workplaces close for the Christmas/New Year break from 2:00pm on Wednesday 24 December 2025 and reopen 8:30am on Monday 5 January 2026.

Discussion

Council's current Enterprise Bargaining Agreement states that if Council decides to close workplaces over the period between Christmas and New Year, at least one month's notice must be provided to staff. Staff can then elect to take leave over this time, or work on the non-public holiday days with permission from their Manager/Supervisor as agreed with their direct supervisor. As 2 January 2026 falls on a Friday and with the assumption that most staff will take leave on this day, it seems logical to re-open offices on Monday 5 January 2026.

The office closure supports staff utilising their leave entitlements to minimise any outstanding staff leave balances. This reduces Council's leave liability and supports wellbeing.

As Council is aware some services will continue to operate during the Christmas/New Year period days of operation and times will be advertised through traditional media and social media closer to the time.

Financial and Resource Implications

Services required to operate during this time will have rostered staff to meet any demands over this period.

There are no financial implications as the budget provides for salaries and wages.

Council Plan, Community Vision, Strategies and Policies

Provide Strong Governance and Leadership

5.3 Committed and skilled staff

5.3.1 Encourage an organisation that values equality, diversity, workplace health, safety and wellbeing.

5.3.2 Invest and shape Council as a learning and agile organisation to promote the region as a workplace of choice.

Legislation

The recommendations in this Report are in accordance with Council's Enterprise Bargaining Agreement.

Gender Equality Act 2020

There are no *Gender Equality Act 2020* implications as a result of this briefing.

Risk Management

Authorised after hour officers will be available to attend to urgent enquiries and any statutory deadlines falling within the closure period will be handled by the relevant departments to ensure compliance with legislation.

Climate Change, Environmental and Sustainability Considerations

There are no climate change, environmental or sustainability issues associated with this report.

Community Engagement, Communication and Consultation

Staff will be notified via email and Teams messages, and details will also be published in the staff newsletter, the Exchange.

The community will be notified via traditional media and social media.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no general or material interests need to be declared in relation to any matters in this Report.

Darren Barber, Director People and Performance

RECOMMENDATION

That Council notes the Christmas Holiday Closure of Council's Offices from 2:00pm on Wednesday 24 December 2025 and reopening at 8.30am on Monday 5 January 2026.

13 Notices of Motion

There are no Notices of Motion listed on tonight's agenda.

14 Urgent Business

There is no Urgent Business listed on tonight's agenda.

15 Mayor, Councillors and Delegate Reports

Address from the Mayor and Councillors in relation to matters of civic leadership and community representation, including acknowledgement of community groups and individuals, information arising from internal Committees and delegates committees, advocacy on behalf of constituents and other topics of significance.

16 Confidential Reports

16.1 Chief Executive Officer Performance Review, Remuneration and KPIs

RECOMMENDATION

That item 16.1: Chief Executive Officer Performance Review, Remuneration and KPIs be considered in Closed Council as specified in section 66(2)(a) and referenced in section 3(1), Confidential Information (f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

17 Close of Meeting

This concludes the business of the meeting.