SOUTHERN GRAMPIANS SHIRE COUNCIL

Council Meeting Agenda
Tuesday 8 September 2026

To be held in Council Chambers
5 Market Place, Hamilton at 2:00pm

Southern Grampians
SHIRE COUNCIL

TABLE OF CONTENTS

1 Membership

Councillors
Cr Dennis Heslin, Mayor
Cr Afton Barber
Cr Adam Campbell
Cr Helen Henry, Deputy Mayor
Cr Jayne Manning
Cr Katrina Rainsford
Cr Tam Ramsay-Grounds

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
Mrs Karly Herring, 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 Gunditjmara, Djap Wurrung, Jardwadjali and Buandig people.

I would like to pay my respects to their Elders, past and present 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 or Opening Statement

Cr Rainsford will lead the meeting in an opening statement.

"As councillors, we commit 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 Confidential Council Meeting held on 14 July 2026, and the Council Meeting held on 14 August 2026, 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 the 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 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 arguments 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 they may read the question aloud, if they don't wish to do so 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. All responses will be included in the Minutes and available on Council's website.

8.1 Question on Notice - Jodie Young - New Hamilton Art Gallery

Q1: Given that the engineering reports commissioned from HMC and Arup were scoped exclusively to assess a new art gallery on the existing gallery/library site, what independent business case or structural feasibility assessment did council conduct to investigate the alternative viability of retaining and retrofitting the existing building to serve as an ongoing cinema, expanded library and new digital hub?

Q2: During the initial site selection process, did Council specifically evaluate the old Walkers site as a candidate for the new art gallery? If so, what specific logistical, financial, or spatial factors led to its exclusion in favour of the current Brown Street site?

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 four (4) minutes per person. Organisations may be represented at the deputation to Council by not more than four (4) representatives. The names of the representatives to attend must be advised in writing to the Chief Executive Officer and one (1) of the representatives to attend must be nominated as the principal spokesperson for the deputation and point of contact.

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 the agenda.

10 Petitions

There are no Petitions listed on the 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 - 11 August 2026
- Briefing Session - 25 August 2026
- Planning Committee Meeting – 26 August 2026
- Briefing Session - 1 September 2026

This agenda was prepared on 27 August 2026. Any Informal Meeting of Councillors between that date and the date of today's Meeting will appear in the agenda for the next Council Meeting.

Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	Briefing Session - 11 August 2026
Date:	11 August 2026
Location:	MJ Hynes Auditorium
Councillors in Attendance:	Cr Barber Cr Campbell Cr Heslin Cr Manning Cr Rainsford Cr Ramsay-Grounds
Council Staff in Attendance:	Tony Doyle, Chief Executive Officer Darren Barber, Director People and Performance Marg Scanlon, Director Infrastructure and Sustainability Rory Neeson, Director Wellbeing, Planning and Regulation Howard Tu, Acting Manager Project Management Office

The Informal Meeting commenced at 11:00AM.

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Lonsdale Street Demolition Project	Nil
2	Hamilton Library and Community Hub Concept Design – Community Feedback	Nil

The Informal Meeting concluded at 1:30PM.

Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	Briefing Session - 25 August 2026
Date:	25 August 2026
Location:	MJ Hynes Auditorium
Councillors in Attendance:	Cr Barber Cr Campbell Cr Henry Cr Heslin Cr Manning Cr Rainsford Cr Ramsay-Grounds
Council Staff in Attendance:	Tony Doyle, Chief Executive Officer Darren Barber, Director People and Performance Marg Scanlon, Director Infrastructure and Sustainability Rory Neeson, Director Wellbeing, Planning and Regulation Alison Quade, Manager Communications and Engagement Matthew Tulloch, Manager Business Systems and Transformation Daryl Adamson, Manager Shire Strategy and Regulation

The Informal Meeting commenced at 11:15AM.

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Community Partnership Grants Round One - 2026 - 2027	Nil
2	Business Facade Improvement Program 2026 - 2027	Nil
3	Hockey Memorandum of Understanding	Nil
4	Onsite Wastewater Management Plan	Nil
5	Draft Play Space Strategy 2026 - 2036	Nil
6	Hamilton CBD Major Projects – Cultural Design Brief	Nil
7	Removal of Parking Overlay in Planning Scheme	Nil
8	ICT Strategy 2026 - 2030	Nil

The Informal Meeting concluded at 5:00PM.

Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	Planning Committee Meeting - 26 August 2026
Date:	26 August 2026
Location:	MJ Hynes Auditorium
Councillors in Attendance:	Cr Heslin Cr Manning
Council Staff in Attendance:	Marg Scanlon, Director Infrastructure and Sustainability Rory Neeson, Director Wellbeing, Planning and Regulation Daryl Adamson, Manager Shire Strategy and Regulation Anita Collingwood, Planning Coordinator Sharon Clutterbuck, Executive Officer to Director Wellbeing, Planning, and Regulation

The Informal Meeting commenced at 9:00AM.

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Planning Application TP-89-2025	Nil

The Informal Meeting concluded at 11:00AM.

Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	Briefing Session - 1 September 2026
Date:	1 September 2026
Location:	MJ Hynes Auditorium
Councillors in Attendance:	Cr Barber Cr Campbell Cr Henry Cr Heslin Cr Manning Cr Rainsford Cr Ramsay-Grounds
Council Staff in Attendance:	Tony Doyle, Chief Executive Officer Darren Barber, Director People and Performance Marg Scanlon, Director Infrastructure and Sustainability Rory Neeson, Director Wellbeing, Planning and Regulation

The Informal Meeting commenced at 11:15am.

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	CEO Performance Review	Nil
2	ARC Independent Member Reappointment	Nil
3	Mandatory Annual Councillor Training	Nil

The Informal Meeting concluded at 5:00pm.

12 Management Reports

12.1 Kerbside Waste Contamination Policy

Directorate: Infrastructure and Sustainability
Report Approver: Marg Scanlon, Director Infrastructure and Sustainability
Report Author: Juan Donis, Manager Waste and Sustainability
Attachment(s): 1. Kerbside Waste Contamination Policy (1) [**12.1.1** - 4 pages]

Executive Summary

This draft Kerbside Waste Contamination Policy aims to reduce contamination within the kerbside waste collection services. Gross contamination within the kerbside bin services results in disruption to the kerbside services, unnecessary costs, poor waste management practices by residents and subsequent enforcement actions.

Contaminated material contained within waste collected through the kerbside collection continues to impact recycling quality, increasing operational costs, which reduces the effectiveness of resource recovery. In addition, it is planned that once the organics facility is operational late 2026, kerbside FOGO will be a key feedstock for the process. Reducing contamination will result in better-quality compost being produced, reduced costs attributed to de-contamination activities.

This draft policy establishes a consistent framework for education, monitoring, and enforcement, with a strong emphasis on community engagement and behavioural change. The policy aligns with the Victorian Government circular economy reforms and supports Council's commitment to improving environmental outcomes, reducing landfill reliance, and delivering efficient waste services.

Discussion

Kerbside contamination remains a significant challenge for local governments, impacting recycling quality, contract costs, and environmental performance. Common contaminants include soft plastics, food waste in recycling bins, and non-accepted materials in FOGO streams many of which are deliberately hidden at the bottom of the bins.

Anecdotally Council is receiving between 15 to 20 FOGO (only) gross contamination alerts per day. It is important to note that only one bin needs to be contaminated for the whole load/truck to be contaminated. Removing the contaminants once they have mixed into the load is not viable as it becomes labour intensive and no longer cost effective.

Currently, Council has not been charged with contamination rates for FOGO and recyclable processing, but Officers believe it is only a matter of time until penalties are received. New prices received from Corangamite Shire Council clearly states contamination in FOGO will be monitored closely and Council will be charged accordingly.

Evidence of contamination levels are supplied through alerts received from our kerbside service provider (Wheelie Waste) and from visual inspection conducted by Council Transfer Station staff once the load has been deposited at the Hamilton Transfer Station.

Given the tonnage of FOGO generated by SGSC kerbside collection is approximately 40% of the feedstock of acceptable materials received at the rapid composting units, ultimately any contaminated loads will affect the overall minimum volume under the contract with Gaia being Council's contractor for the FOGO Processing. Council, therefore, will be in breach of its obligations under the contract and required to pay $185 per tonne of material for a service that will not be received. Contaminated loads will be charged at $311 per tonne of contaminated load to be sent to landfill.

Council is working with the waste contractor in establishing the required base line for contamination, however, some of the frequent contamination enquiries came from low socio-economic areas.

This policy proposes a structured and transparent approach in managing gross contamination through the following key elements:

- Clear material guidelines for each waste stream promoted through Council's media streams, and other visual prompts such as household magnets
- Bin inspection and monitoring systems supported by collection contractors through video footage
- A bin tagging program to provide direct feedback to residents when contamination has been detected
- Targeted education campaigns in high-contamination areas or addresses
- A staged enforcement framework including education, warnings, bin rejection, and compliance actions.

The policy is designed to balance positive behavioural change and compliance by prioritising education as the first response, ensuring residents are supported to make correct disposal decisions and understand the overall implications of contaminated bins.

The intention of the policy is to close the gap on how Council address kerbside bin contamination through community education and raising awareness. Providing a clear pathway on managing kerbside contamination, eliminating the cause, providing authorised officers the option to impose measured penalties and changes in the service are expected to reduce and curb contamination.

If a bin is found to be contaminated or contain incorrect material, then an education and an infringement process, as per Council's Community Local Law No.1 of 2022 will be activated. This will escalate as per the following:

1. First occurrence: - The bin will be stickered highlighting which incorrect material has caused the contamination.
2. Second occurrence: - The bin will be stickered again, highlighting which incorrect material has caused the contamination. Council will communicate with the resident

outlining the issue with contamination and possible next steps if it continues, education material to be included.
3. Third occurrence: - A penalty notice will be issued for Contaminated Waste Service in accordance with Part Seven (7) of Council's Community Local Law No.1 of 2022:

Separation of Recyclables and Organic Waste

1. A person must not place anything other than recyclables in any mobile bin provided and designated by Council for the disposal of recyclables.
2. A person must not place anything other than organic (food and garden) waste in any mobile bin provided and designated for the disposal of organic (food and garden) waste.
3. Council is not required to collect any mobile bin provided to any owner, occupier or property if it contains material other than that for which the mobile bin has been provided and designated by Council.

Financial and Resource Implications

Ongoing contamination issues expose Council to higher kerbside processing fees. Council is vulnerable with the recyclable and FOGO loads being rejected as waste and therefore disposed of at a landfill facility at a higher cost. Ongoing contamination issues will also rely heavily on enforcement which also adds cost to Council and the respective offenders and ultimately results in cancelled services which in turn results in poor waste management.

Council Plan, Community Vision, Strategies and Policies

Environment - We will protect and enhance our natural landscapes and advance a clean, green, and sustainable future in Southern Grampians Shire.
4.2 Enhance climate resilience through improved risk management, emissions reduction, knowledge sharing and climate adaptation
4.3 Advance local circular economy initiatives and support smart regional waste strategies that reduce waste and pollution by promoting recycling and re-use

Legislation

Environment Protection Act 2017 (Victoria)
Circular Economy (Waste Reduction and Recycling) Act 2021 (Victoria)
EPA Waste Management Policies and regulations

Gender Equality Act 2020

There are no Gender Equality Act 2020 implications specifically in relation to this report.

Risk Management

Not addressing kerbside contamination issues increases Council's cost to provide the kerbside service to our residents. In addition, contamination in the FOGO bins will put the organics processing facility project at risk as loads may need to be rejected and therefore the minimum volumes will not be reached.

Climate Change, Environmental and Sustainability Considerations

Reducing kerbside contamination contributes directly to improved environmental outcomes by:

- Increasing recycling rates and resource recovery
- Reducing greenhouse gas emissions associated with landfill
- Supporting composting and organics diversion through FOGO programs
- Minimising contamination-related disposal impacts

The policy supports Council's climate and sustainability goals by promoting responsible waste behaviours and enabling a transition to a circular economy.

Community Engagement, Communication and Consultation

Effective community engagement is critical to the success of this policy. The policy objective is to educate rather than penalise residents.

Council has undertaken a lengthy period of community education including:

- Billboard advertising campaign
- Waste Journey animation screened at the local cinema
- Internal and external social media campaign, commencing in July
- Print media campaign, commencing in July
- Bin stickers identifying acceptable materials for each waste stream
- Waste management information insert distributed with rates notices

The policy will be rolled out providing the community a grace period for 6 months where no penalty to be issued but engagement and education to continue.

Youth Charter

There are no implications of this report against the Youth Charter.

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 and Sustainability
Juan Donis, Manager Waste and Sustainability

Nathan Wenn, Circular Economy Coordinator

RECOMMENDATION

That Council:

1. Adopt the Kerbside Waste Contamination Policy
2. Provide a six (6) month grace period before the Policy becomes enforceable
3. Note that community education and policy promotion will be undertaken during the grace period.

12.2 Community Partnership Grants Round One 2026-2027

Directorate: Chief Executive Office
Report Approver: Alison Quade, Manager Communication and Engagement
Report Author: Melanie Russell, Grants Officer
Attachment(s): Nil

Executive Summary

This report provides Council with information regarding community grant applications (Tourism and Events, Sustainability, Community Strengthening, Community Infrastructure, Arts and Culture and Heritage categories) that have been recommended for Community Partnership Grants program funding.

Discussion

The Community Partnership Grants program was established to deliver Council grants that are responsive to the needs and opportunities of the community, inclusive and equitable to all, and one that facilitated the flexible delivery of key strategies identified within the Council Plan 2025 - 29 across the social, economic and environmental spectrum.

This program consolidates Council's extensive range of grant opportunities into one program to enable better integration and co-ordination of grant administration and improved marketing of those grant opportunities.

Community Partnership Grants assistance is considered for organisations, groups, committees and individuals with proposals that directly benefit the Southern Grampians Shire region. Applications are assessed using pre-determined evaluation criteria, taking into consideration strategic objectives within the Council Plan, Health and Wellbeing Plan, other Council Strategies and Community Plans.

The current round includes eight grants approved over $3,000 totaling $70,641.00 and 27 grants approved for $3,000.00 and under totaling $72,204.00.

Below is the summary of the **approved** grant applications, which requested funds above $3,000.

Category	Applicant	Project	Ask Amount	Funding Amount	Total Project Cost
Community Infrastructure	Cavendish Football Netball Club	Resurfacing Multipurpose Courts	$15,000.00	$15,000.00	$69,423.75
Community Infrastructure	Hamilton Pony Club	Horse Yards at Yulecart Hall	$7,800.00	$7,800.00	$14,594.80

Community Infrastructure	Hamilton Soccer Club	Hamilton Soccer Club - equipment storage shed	$4,185.00	$4,603.50	$8,370.00
Community Infrastructure	Dunkeld Bowling Club	Bathroom Refurbishment	$15,000.00	$15,000.00	$36,024.00
Community Infrastructure	Branxholme Recreation Reserve	Function Room Tables and Seating	$3,100.00	$3,100.00	$6,215.39
Community Infrastructure	Pigeon Ponds Cricket Club	Cricket Practice Nets Upgrade	$9,798.00	$9,798.00	$19,597.00
Events and Tourism	Rural Women's Day Ltd	Rural Women's Day - Our 50th Celebration	$5,000.00	$5,000.00	$11,012.17
Arts and Culture	Byaduk & North Byaduk Progress Association	Mural at Byaduk Recreation Reserve (artist Jimmi Buscombe)	$10,340.00	$10,340.00	$20,680.00
Total			**$70,223.00**	**$70,641.50**	**$185,917.11**

Below is the summary of grant applications **approved,** which requested funds of $3,000 and under.

Category	Applicant	Project	Ask amount	Funding amount	Total Project Cost
Community Infrastructure	Hamilton Institute of Rural Learning	Kiln repairs	$3,000.00	$3,000.00	$3,930.30
Community Infrastructure	Dunkeld Public Lands Committee	Memorial Park Playground Soft fall & Depth markers	$3,000.00	$2,817.00	$3,017.00
Community Infrastructure	Glenthompson Historical Group Inc	A3 multi-function printer	$600.00	$499.00	$499.00
Community Infrastructure	Branxholme Progress Association	Community Gathering Space Picnic table and storage	$3,000.00	$2,622.40	$3,000.00
Community Infrastructure	Byaduk Cricket Club	Automated External Defibrillator for Byaduk Cricket Club	$2,665.00	$2,665.00	$2,665.00

Community Infrastructure	Penshurst Football Netball Club	Digital honours board and presentation screen	$2,903.00	$2,903.00	$2,903.00
Community Infrastructure	Penshurst Volcano Discovery Centre Inc	Electrical Works	$1,804.00	$1,180.00	$1,804.00
Community Infrastructure	The Country Women's Association of Victoria	Penshurst CWA computer and signage	$2,874.45	$2,874.45	$2,874.45
Community Infrastructure	Dunkeld Progress Association	Dunkeld History Trail Sign Replacement	$3,000.00	$3,000.00	$3,000.00
Community Infrastructure	Hamilton Cricket Club Inc	Irrigation Renewal Project	$2,637.06	$2,637.06	$2,637.06
Community Infrastructure	Tarrington Cricket Club	Grounds Covers Trailer	$3,000.00	$3,000.00	$5,333.37
Community Strengthening	Hamilton Netball Association	Hamilton Netball Association Family Fun Morning	$3,000.00	$2,752.72	$4,000.00
Community Strengthening	Off the Rails Dunkeld Inc	The Junction - Community Connection Hub	$2,920.41	$2,920.41	$2,920.41
Community Strengthening	Dunkeld Lions Club	Dunkeld Driver Information Day	$2,724.00	$2,724.00	$2,724.00
Community Strengthening	Let's Talk Foundation	Small Halls, Big Conversations - mental health education	$3,000.00	$3,000.00	$3,000.00
Events and Tourism	OzHPV Inc.	OzHPV Challenge 2026 - Coleraine event	$3,000.00	$3,000.00	$5,346.74
Events and Tourism	Coleraine and District Development Association	Tins in the Bins Family Fun Day 2026	$3,000.00	$3,000.00	$3,000.00
Events and Tourism	Lions Club of Balmoral District	Balmoral Easter Market - traffic management plan	$1,956.00	$1956.00	$1,956.00
Events and Tourism	The Australian Pedal Car Grand Prix	Road Closures The Australian Pedal Car Grand Prix	$3,000.00	$3,000.00	$3,870.79

Events and Tourism	Victoria Police Legacy Scheme	Community & Emergency Services Family Day	$3,000.00	$3,000.00	$4,577.90
Events and Tourism	Cavendish Townscape Committee	Cavendish Fleece and Flower Show	$2,708.00	$2,708.00	$2,708.00
Events and Tourism	Yulecart Community Incorporated	Yulecart community Inc. Agricultural Show - Promotion	$3,000.00	$3,000.00	$3,000.00
Events and Tourism	Coleraine P & A Society	Coleraine P&A Society Annual Show Promotion	$2,486.00	$2,486.00	$2,486.00
Events and Tourism	Hamilton Miniature Railway Group	Teddy Bears Picnic 2027	$2,995.00	$2,995.00	$2,995.00
Events and Tourism	St Andrews Presbyterian Church Hamilton	Hamilton Christmas Carols 2026	$3,000.00	$3,000.00	$9,929.00
Events and Tourism	Byaduk Mechanics Institute	Byaduk Spring Show 2026	$2,500.00	$2,500.00	$2,500.00
Arts and Culture	Hayley Jellie (Artist)	HILAC Mural	$3,000.00	$3,000.00	$3,000.00
Total			**$71,816.92**	**$72,240.04**	**$87,721.02**

Financial and Resource Implications

Budget Summary

Category	Budget 2024-25	Round One Spent	Remaining Balance After Rd 1
Arts and Culture	$10,000.00	$13,340.00	($3,340)
Tourism and Events	$50,000.00	$35,645.00	$14,355.00
Infrastructure	$60,000.00	$82,499.41	($22,499.41)
Community Strengthening	$10,000.00	$11,397.00	($1,397)
Sustainability	$10,000.00	-	-
Heritage	$15,000.00	-	-
Demand Allocation	$95,000.00	-	-
TOTAL	**$250,000.00**	$142,881.00	$107,119.00

Total amount awarded

Year	Total Amount Awarded
Financial Year 2026/27 Round One	**$142,881.00**
Financial Year 2024/25	**$300,000.33**
Financial Year 2023/24	**$298,418.59**
Financial Year 2022/23	**$195,666.82**
Financial Year 2021/22	**$194,365.03**
Financial Year 2020/21	**$154,640.12**
Financial Year 2019/20	**$186,223.01**
Financial Year 2018/19	**$166,182.55**
Total Council Contribution:	**$1,638,377.45**

The collaborative approach across Council grant categories opens opportunities for Council to work with the community to broaden the scope of ideas identified within applications to position these projects and or events to leverage external funding.

Applications for $3000 or greater must demonstrate cash contributions and must provide evidence of cash held, or applicants must be able to demonstrate their financial capacity to complete the project.

The grant amount approved by Council cannot be increased post-funding approval. In the case of a funding shortfall, funding will not be made available by way of a Council loan.

Council Plan, Community Vision, Strategies and Policies

Social and Community - We will promote a healthy community by ensuring people are safe, active and connected.

1.1 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 Facilitate and encourage opportunities for people to participate in community and civic life

1.3 Promote and create spaces and places that bring people together

1.4 Ensure youth led engagement drives events, activities and programs for young people

1.5 Promote safety and inclusion for whole of community including children, first nations, multicultural and gender diverse people

Business, Economy and Tourism - We will create a thriving and diverse local and regional economy that supports our businesses and strengthens our position as a desirable place to live, work, and visit.

2.3 Grow the visitor economy through enhanced promotion of Southern Grampians Shire as a tourist destination and increased investment in tourism infrastructure
2.4 Attract, support and deliver events that align with community values, drive visitation and economic activity

Community Infrastructure and Assets - We will deliver well-planned, high-quality infrastructure and spaces that connect people and respond to community needs.
3.3 Sustainably maintain and develop community infrastructure and assets, including our built heritage, ensuring they are fit for purpose and respond to community needs

Environment - We will protect and enhance our natural landscapes and advance a clean, green, and sustainable future in Southern Grampians Shire.
4.1 Manage, enhance and protect our natural environment, landscapes, green and open spaces, respecting cultural heritage

Legislation

The Community Partnership Grants Program Policy was adopted on 11 June 2025.

Each Grant category requests that applicants ensure that their project or idea demonstrates a link to the Council Plan, Health and Wellbeing Plan or other endorsed Strategic Plans of Council.

The Community Partnership Grants program assists Council to deliver on key outcomes of the Council Plan 2025 - 2029.

Gender Equality Act 2020

Applicants are required to align to Council's Fair Access Policy which helps enable effective and efficient integration of the requirements of the Gender Equality Act 2020, the Local Government Act 2020 and the Public Health and Wellbeing Act 2008 and other legislative frameworks into the grants program.

Risk Management

There is a predetermined eligibility and assessment criteria with a set weighting, to identify and assess the risk exposure within each application. The assessment criteria ensure that projects and events have adequate control measures in place to ensure their successful and safe delivery.

Each grant applicant must also demonstrate that they comply with any legal or statutory regulations relevant to the project which they are seeking Community Partnership Grants funding. This includes (where relevant) appropriate insurances, food handling permits, liquor licences etc.

Climate Change, Environmental and Sustainability Considerations

No Environmental and Sustainability Considerations identified.

Community Engagement, Communication and Consultation

Various Council staff engage with the community in relation to the Community Partnership Grants program at a range of meetings and workshops (including Councillor Engagement, Progress Association, club and user groups and event organiser meetings, etc). Staff also engage with applicants on a 1:1 basis and in group workshops, to provide support through the Community Partnership Grants process.

Youth Charter

Guiding Principle 1 – Collaboration
• Innovation and creativity - Youth input inspires fresh ideas and approaches.

Guiding Principle 2 – Listen
• Understand needs - Ensures programs and services align with youth priorities.
• Respond- Confirm our understanding and engage. Youth perspectives bring creativity and new ideas.

Guiding Principle 3 – Empower
• Support future leaders – Prepares the next generation to shape the region.

Guiding Principle 4 – Advocate
• Promote fairness – Supports equal opportunities and access.

Guiding Principle 5 – Respect
• Strengthen relationships – Respect fosters participation in programs and decision making.

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
Melanie Russell, Grants Officer

RECOMMENDATION

That Council:

1. Notes $72,240.00 of Community Partnership Grants of $3,000 and under will be approved under delegation.
2. Notes $70,641.00 of Community Partnership Grants over $3,000 will be approved under delegation.

12.3 Audit and Risk Committee Independent Member - Reappointment

Directorate: People and Performance
Report Approver: Darren Barber, Director People and Performance
Report Author: Nadine Rhook, Executive Assistant to Director People and Performance
Attachment(s): Nil

Executive Summary

Council's Audit and Risk Committee is established in accordance with section 53 of the *Local Government Act 2020*. Membership comprises three independent members and two Councillors.

The tenure of independent member Ms Aisling Cunningham term expires on 3 September 2026 after appointment by Council on 9 September 2023 for a period of three years.

Ms Cunningham was first appointed on Council's Audit and Risk Committee on 3 September 2020 and has six years experience as an external member of the committee.

In accordance with the Audit and Risk Committee Charter, the appointment of independent members must be by resolution of Council.

Independent members can only serve for two consecutive terms without public advertisement, however, members may re-apply at the end of their term(s) and be reappointed for further terms through the public advertisement process.

Given this was Ms Cunningham's second term, an Expression of Interest was advertised for a period of 2 weeks from Monday 20 July to Friday 31 July 2026. Council received three applications with all three applicants interviewed.

Discussion

The tenure for Ms Cunningham as a Committee independent member expires on 3 September 2026 and an independent member of the Committee must be appointed by Council resolution.

Below is an overview of the current membership:

Member	Tenures	Action
Mr Brian Densem - Chair	Independent Member – expiring on 12 March 2028 Chair - Expiring 12 March 2027	No action required.
Mr Bill Millard	Independent Member – expiring on 12 March 2029	No action required.
Ms Aisling Cunningham	Expiring 3 September 2026	Re-appoint as independent member for a further 3 years.

Ms Cunningham is a senior healthcare leader with extensive experience in clinical governance, risk management, quality improvement, accreditation, compliance, and organisational assurance. Her experience will make a valuable contribution to the Committee through independent oversight, strategic thinking, and a strong understanding of governance and risk management frameworks.

Financial and Resource Implications

Independent Committee Members are paid a meeting allowance which is included in Council's annual budget.

Council Plan, Community Vision, Strategies and Policies

Leadership and Governance - We will demonstrate strong leadership and sound financial management through transparent decision-making, clear communication and meaningful engagement that builds community trust.

5.1 Improve effective governance and public accountability

5.2 Communicate clearly about Council decisions, projects and services to increase awareness, confidence and trust in the community.

5.3 Ensure balanced and responsible financial decision making meets long-term financial sustainability

Legislation

Section 53 of the *Local Government Act 2020* ("the Act") states that Council must establish an Audit and Risk Committee.

The appointment of independent members and the Committee Chair must be by resolution of Council.

Gender Equality Act 2020

There are no direct *Gender Equality Act 2020* implications associated with this reporting. However, the committee endeavours to appoint members that bring a gender balance to the committee.

Risk Management

The primary objective of the Audit and Risk Committee is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and compliance and facilitating the organisation's governance development.

In achieving its primary objective, the Committee in turn ensures that Council achieves its social, economic and environmental objectives in a fair, transparent and open manner.

Climate Change, Environmental and Sustainability Considerations

There are no environmental or sustainability implications resulting from the recommendation in this report.

Community Engagement, Communication and Consultation

No community engagement, communication or consultation activities were required for this report.

Youth Charter

There are no Youth Charter implications as a result of this briefing.

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 re-appoint Ms Aisling Cunningham as an Independent member of the Audit and Risk Committee for a further term of three (3) years, concluding 3 September 2029.

12.4 ICT Strategy

Directorate: People and Performance
Report Approver: Darren Barber, Director People and Performance
Report Author: Matthew Tulloch, Manager Business Systems & Transformation
Attachment(s): 1. ICT Strategy 2026-2030 - Finial 27-08-2026 [**12.4.1** - 43 pages]

Executive Summary

Council develops an Information, Communication and Technology (ICT) Strategy every four years to guide technology investment, digital services and system improvements. The Strategy supports a secure, reliable, efficient and cost-effective ICT environment that helps deliver the community outcomes in the Council Plan.

The ICT Strategy 2021-2024 focused on modernising Council's technology environment, transitioning from traditional on-premises infrastructure to contemporary cloud-based business systems and services.

The ICT Strategy 2026-2030 builds on these foundations, focusing on optimising the technology investments already made, strengthening cyber security and governance, improving organisational efficiency, and leveraging emerging technologies to better support staff, service delivery, and the needs of our community.

The ICT Strategy is attached, and the officer's recommendation is that Council adopt the ICT Strategy 2026-2030.

Discussion

The ICT Strategy 2026–2030 sets the direction for Council's technology, systems and digital services over the next four years. It builds on the ICT Strategy 2021–2024, which moved Council from a largely on-premises environment to a more flexible cloud-based model. The focus now shifts from replacement to optimisation, governance, staff enablement, cyber security, data improvement and making better use of existing systems. Systems will be assessed regularly to confirm they remain fit for purpose. Where a system is underperforming, Council will first seek to improve, configure or better embed it.

Replacement will only be considered where reasonable improvement options cannot bring the system to the required standard.

The Strategy sets a renewed vision for modern, secure and easy-to-use digital systems that support customer-focused services, efficient ways of working and informed decision-making. It recognises that Council's digital environment now supports both internal operations and key community touchpoints, including websites, online forms, customer request channels and digital communications.

The guiding principles explain how technology decisions will be made and governed. They focus on fit-for-purpose systems, positive staff and community experience, clear business ownership, secure and ethical technology use, optimisation before expansion, trusted data, and continuous improvement informed by staff and community needs.

The Strategy also identifies the major drivers for change, including evolving community expectations, increasing cyber security and compliance obligations, the continued shift to cloud and managed services, advances in data analytics, automation and AI, and the need to deliver services in a financially sustainable way. These drivers reinforce the importance of treating ICT as a strategic enabler of service improvement rather than only a support function.

The Strategy is structured around four future outcomes. Make the Most of What We Have focuses on improving, integrating and embedding existing systems before investing in new platforms. Great Community Experience (Inside and Out) focuses on clearer, faster and easier digital service pathways for staff and the community. Trusted Data, Security and Compliance focuses on data quality, reporting, cyber security, records management, privacy and information protection. Modern, Resilient and Sustainable Core IT Services focuses on reliable infrastructure, networks, devices, disaster recovery, licensing and ongoing service support.

The issues and challenges section recognises that Council’s digital environment has grown in scale and importance. Key challenges include clarifying business ownership of systems and processes, strengthening governance and prioritisation, supporting staff capability development, aligning resourcing to demand, managing a hybrid technology environment, and ensuring transformational ICT initiatives are supported by appropriate investment and benefits realisation.

Measures of success will be captured through a consistent annual IT Systems and Services Staff Survey, supported by qualitative feedback from organisational leaders. This approach will allow Council to establish a baseline, track progress over time and understand whether ICT investments are improving reliability, usability, staff confidence, service efficiency, data quality, governance and customer outcomes.

The roadmap focuses on major priority projects planned for the first two years of the Strategy. These initiatives require dedicated planning and resourcing and are expected to deliver measurable improvements across Council’s systems, services, data, security and core ICT environment.

The roadmap does not capture all ICT operational activity. Day-to-day support, maintenance and smaller improvement items will continue to be managed through Council’s ICT service management processes. Before the end of year two, Council will review roadmap progress, assess project outcomes, and consider changes in technology trends, community expectations and organisational needs. This review will inform the roadmap for the final two years of the Strategy.

Financial and Resource Implications

Most major projects identified in the ICT Strategy 2026–2030 will be planned and delivered using internal resources. Some initiatives may require additional budget for external specialist services, temporary project support, software licensing, implementation costs, or replacement of systems that cannot meet Council's requirements.

Where additional funding is required, budget requests will be developed and considered individually through Council's normal annual budget and project approval processes. This will ensure each investment is assessed on its merits, including expected benefits, value for money, risk reduction, service improvement and alignment with Council priorities.

Council Plan, Community Vision, Strategies and Policies

Leadership and Governance - We will demonstrate strong leadership and sound financial management through transparent decision-making, clear communication and meaningful engagement that builds community trust.

5.1 Improve effective governance and public accountability.

5.2 Communicate clearly about Council decisions, projects and services to increase awareness, confidence and trust in the community.

5.3 Ensure balanced and responsible financial decision making meets long-term financial sustainability.

5.6 Improve service delivery and efficiency through sustainable leadership.

5.7 Improve organisational culture to enhance adaptability, wellbeing and diversity

5.8 Ensure the community are at the forefront of decision making

Legislation

The ICT Strategy 2026–2030 supports Council's obligations under Victorian legislation and government requirements for information management, cyber security, data protection and privacy. This includes the Local Government Act 2020, Privacy and Data Protection Act 2014, Public Records Act 1973, Victorian Protective Data Security Framework and Victorian Protective Data Security Standards. The Strategy also aligns with recognised cyber security guidance, including the Australian Cyber Security Centre Essential Eight, to strengthen protection of Council systems, information and services.

Gender Equality Act 2020

The ICT Strategy 2026–2030 is a high-level strategic planning document and does not, in itself, require a Gender Impact Assessment. Each major project delivered under the Strategy will be reviewed during project planning to determine whether it has a significant or direct impact on the public. Where relevant, a Gender Impact Assessment will be completed in accordance with the Gender Equality Act 2020.

Risk Management

The ICT Strategy 2026–2030 will help reduce key organisational risks relating to cyber security, information management, system reliability, data quality, business continuity and service delivery. Major projects will be planned and managed through Council's normal project governance and risk management processes, with risks assessed as part of project scoping, delivery and review.

There is a risk that some initiatives may be delayed or reduced in scope if internal capacity or funding is not available. This will be managed through prioritisation, staged delivery, regular roadmap review and the development of individual budget or resourcing requests where required. The Strategy also supports risk reduction by identifying underperforming systems, strengthening cyber security and compliance, improving disaster recovery arrangements and modernising core ICT infrastructure.

Climate Change, Environmental and Sustainability Considerations

The ICT Strategy 2026–2030 is not expected to directly create significant climate change or environmental impacts. However, several initiatives may support improved sustainability through more efficient use of technology, reduced reliance on ageing on-premises infrastructure, better lifecycle management of ICT equipment, and continued use of digital tools that reduce paper-based processes and unnecessary travel.

Where relevant, individual projects will consider environmental and sustainability impacts during planning and procurement, including energy efficiency, equipment reuse or disposal, cloud service sustainability, and whole-of-life cost considerations.

Community Engagement, Communication and Consultation

The ICT Strategy 2026–2030 is an internal strategic planning document and does not require formal community engagement or consultation at this stage. The Strategy has been developed to guide Council's ICT priorities, investment and service improvement activities over the next four years aligned to support the delivery of objectives of the Council Plan which was developed with substantial Community Engagement.

Individual projects delivered under the Strategy will be reviewed during planning to determine whether community engagement, communication or consultation is required. Where projects directly affect, interact with, or change the way the community accesses Council services, appropriate engagement and communication activities will be considered and undertaken in line with Council's normal processes.

Youth Charter

There are no Youth Charter implications to consider as part of this report.

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.

Matthew Tulloch, Manager Business Systems and Transformation

RECOMMENDATION

That Council adopt the ICT Strategy 2026–2030.

12.5 Business Facade Improvement Program 2026/27

Directorate: Wellbeing, Planning and Regulation
Report Approver: Rory Neeson, Director Wellbeing, Planning and Regulation,
Daryl Adamson, Manager Shire Strategy and Regulation
Report Author: Laura Redgrave, Business Facilitation Officer
Attachment(s): 1. BFIP Grant Assessment Results 2026 27 Board Briefing August 2026 [**12.5.1** - 2 pages]

Executive Summary

The Business Facade Improvement Program (BFIP) founded by Council in 2024 encourages businesses and property owners from across our Shire to complete improvements to the facade of their buildings. The program is in its third grant round.

Since the inception the program has been offered as a grant where businesses can apply for a maximum of $3,000 subject to matched funding from the applicant on a $1:$1 ratio. A total of $50,000 is offered under Council budget for the 2026/27 round. The grant assists with costs associated with, and limited to painting, cleaning, signage installation, lighting, repairs to buildings, landscaping and improvements to entrances of buildings that promote universal access.

This initiative also responds to a recurring theme in the Small Towns Strategy regarding the poor condition of some buildings in our townships, while also complimenting the work that has commenced on the CBD streetscape for Hamilton.

Discussion

The BFIP aims to have businesses throughout the Shire complete facade improvements to their buildings in the ten towns in the Shire.

Businesses were able to apply on a $1:$1 basis to complete improvements to their facades, with the total amount capped at $3,000 (exc. GST) per business.

To apply for funding, as part of the BFIP, businesses were required to meet with the Business Facilitation Officer, complete an online grant application form, and provide all required supporting documentation.

Council will further assist successful grantees by waiving any required planning fees on approved grants; however, any relevant building permit fees will still apply. Buildings within the Shire's heritage areas will need to comply with relevant guidelines with advice provided to all applicants by Council’s Heritage Advisor during the planning process.

If new signage is proposed to be completed as part of an application, a design proposal will need to be submitted to the Council as part of a planning application and approved through the planning permit process prior to the works commencing. Successful applicants will be assisted in applying for planning permits where required.

Businesses then have until the end of May 2027 to complete all proposed works. The acquittal process requires submission of all associated documentation including invoices and photographic proof of works, so that Council can reimburse the agreed grant. All claims must be submitted by 30 May 2027 so that the funds can be acquitted in the 2026/27 financial year.

To assess the applications for the BFIP, an independent grant panel consisting of three Council Officers was established. The panel included representation from Planning, Building, and Grants departments. Each application was assessed using best practice granting principles including no prior discussion of applications, individual assessment and aggregate results to produce an overall percentage and final ranking.

Consideration was given to the applications being complete: all documentation provided including consent from the building owner, together with the overall type of works with building improvements and remedial works being seen as more desirable than simple signage replacement.

The visibility of the facade within the streetscape for the benefit of all the community members was also highly valued. In addition, inclusion through improved accessibility for all abilities and safety measures is rated highly. In terms of locality, applications were received from Hamilton and surrounding small towns of Coleraine, Dunkeld, and Penshurst.

The panel met at the end of the assessment process on Thursday 30 July 2026 to discuss the findings and reconcile individual results. The panel was united in the decisions and reiterated that future correspondence to successful applicants must stipulate that the awarding is subject to planning approval being received for any relevant applications.

All grant applications approved scored 74% or above with the range inclusive of one application receiving 89%; eight applications scored over 80%.

2026/27 Business Facade Improvement Program – Approved Grants					
Applicant	**Property Address**	**Town**	**Description of Works**	**Total Project Value**	**Total Amount Recommend**
Hamilton Vetcare	97 French St	Hamilton	Removal of redundant signage structure on roof	$10,200.00	$3,000.00
Dunkeld Artisan Bakery	109a Parker St	Dunkeld	Hand painted External Wall Sign/Mural in courtyard	$3,250.00	$1,625.00

Dog on George	7 George St	Hamilton	Arborist / Fencing Screens / Labour	$10,333.00	$3,000.00
J & H Beattie Superannuation Fund	147 Gray St	Hamilton	Verandah Remedial Works	$16,776.20	$3,000.00
The Trustee for Gibbins Family Trust No. 2 t/a The Pitstop Cafe	246 Coleraine Rd	Hamilton	Lighting, Signage	$10,581.65	$3,000.00
McClure Plumbing Pty Ltd	62 Whyte St	Coleraine	Landscape	$6,760.00	$3,000.00
Hamilton Gymnastics (6 Ducks Pty Ltd)	114 French St	Hamilton	Cleaning & Signage	$5,246.00	$2,623.00
Limewood Real Estate	110 Thompson St	Hamilton	Signage / Paintworks	$4,760.00	$2,380.00
Glenelg Fine Confectionery	99 Whyte St	Coleraine	Paintworks above parapet	$3,200.00	$1,600.00
The Pet Palace	128 Thompson St	Hamilton	Signage	$3,920.00	$1,960.00
Cottrill Plumbing Pty Ltd	26 Martin St	Penshurst	Fascia Works / Paintworks including paint / Signage	$7,409.60	$3,000.00

Strukta Group	25-27 Peck St	Hamilton	New signage supply and installation	$5,472.00	$2,736.00
Cambos Milk Bar and Takeaway	67A Whyte St	Coleraine	Paintworks	$1,730.00	$865.00
The Speckled Frog	106 Gray St	Hamilton	Cleaning and paintworks	$1,850.00	$925.00
Grangeburn Office and IT	210 Gray St	Hamilton	Signage	$9,896.00	$3,000.00
			Totals	**$101,384.45**	**$35,714.00**

Financial and Resource Implications

The BFIP budget for the 2026/27 round was set at $50,000. The planning fees associate with each round are approximately $10,000; these fees are waived by Council.

Of the 16 applications received, the total amount requested was $38,714 with a valued of works estimated at $106,294. One application has been assessed as ineligible due to the works already being undertaken.

Sitting within the budgeted allocation of $50,000 the assessment panel approved grants to a total of $35,714 with an estimated works value of $101,384.45 equating to a return on investment of over 280%.

Council Plan, Community Vision, Strategies and Policies

Business, Economy and Tourism - We will create a thriving and diverse local and regional economy that supports our businesses and strengthens our position as a desirable place to live, work, and visit.

2.1 Build business confidence, encourage private investment and decrease vacancy rates by investing in public assets

2.2 Support and promote local businesses, reducing barriers for success, development and growth

Legislation

Planning and Environment Act 1987
Building Act 1993

Southern Grampians Planning Scheme
Heritage Act 2017

Gender Equality Act 2020

No implications have been identified under the Gender Equality Act 2020. The recommendations contained in this report are administrative in nature and are not expected to result in any differential gender impacts or affect Council's obligations under the Act.

Risk Management

To mitigate the financial and governance risks associated with the delivery of this grant program, Council will operate the program on a reimbursement basis. Grant funding will only be released to successful applicants after the approved works have been completed and the applicant has submitted all required acquittal documentation, including evidence of expenditure and completion of the project.

This approach minimises the risk of Council funds being used for purposes other than those approved, ensures that public funds are distributed only for completed and verified works, and provides Council with an appropriate level of oversight and accountability throughout the program.

Climate Change, Environmental and Sustainability Considerations

Any climate change, environmental or sustainability considerations will be managed through the grant application process or the planning permit process.

Community Engagement, Communication and Consultation

The program was widely publicised to ensure reach across the Shire. The program has been well supported by the Communications team through social media coverage to highlight the success of the last two rounds in 2024/25 and 2025/26. In previous years the method for promotion was primarily a business-to-business approach. This year a combined approach included face to face visits by the Business Facilitation Officer, promotion within the Southern Grampians Business Newsletter together with full page advertisements in community newspapers/newsletters in the smaller towns in the Shire.

As in previous years the Business Facilitation Officer participated in the Community Grants Roadshow including Library sessions on Fridays throughout the open phase. Face to face meetings ensured business and building owners had support and access to the grant application process. Business engagement reach was significant and was not limited to the facade program; offering the opportunity for discussion about current business plans, opportunities across the shire and general regulation compliance enquiries.

Youth Charter

Guiding Principle 2 – Listen
Understand needs - Ensures programs and services align with youth priorities.

Guiding Principle 4 – Advocate
Promote fairness – Supports equal opportunities and access.

Guiding Principle 5 – Respect
Show equality- Value young people equivalent to any member in our community no matter the age

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.

Laura Redgrave, Business Facilitation Officer
Daryl Adamson, Manager Shire Strategy and Regulation
Rory Neeson, Director Wellbeing, Planning and Regulation

RECOMMENDATION

That Council acknowledges the approval, under delegated authority, of Business Facade Improvement Program Grants totalling $35,714 (ex. GST), in accordance with the adopted program guidelines and budget allocation.

12.6 Removal of Parking Overlay (Clause 45.09) and Schedule 1 to the Parking Overlay - Hamilton Central Activity District from the Southern Grampians Planning Scheme

Directorate: Wellbeing, Planning and Regulation
Report Approvers: Rory Neeson, Director Wellbeing, Planning and Regulation,
Daryl Adamson, Manager Shire Strategy and Regulation,
Anita Collingwood, Planning Coordinator
Report Author: Scott Elliott, Principal Strategic Planner
Attachment(s):
1. Attachment 3 V C 277 Explanatory Report Approval Gazetted [**12.6.1** - 7 pages]
2. Attachment 2 Email from Council officer re Removal of Parking Overlay and Parking Overlay Schedule [**12.6.2** - 2 pages]
3. Attachment 4 V C 311 Explanatory Report Approval Gazetted [**12.6.3** - 7 pages]

Executive Summary

This report provides Councillors with information regarding recent changes to planning schemes across Victoria relating to Car Parking provisions; the removal of the Parking Overlay (Clause 45.09) and Schedule 1 to the Parking Overlay from the Southern Grampians Planning Scheme and recommends that Council endorse the removal of the Parking Overlay and Schedule 1 - Hamilton Central Activity District to the Parking Overlay from the Southern Grampians Planning Scheme and request the Minister to prepare, authorise and approve a planning scheme amendment to remove the Parking Overlay and Schedule 1 - Hamilton Central Activity District to the Parking Overlay from the Southern Grampians Planning Scheme.

Discussion

State Planning Context
In December 2025, the Victorian Government adopted a new approach to car parking requirements through Amendment VC277. The new provisions under clause 52.06 (Car parking) reduced car parking rates in proportion to existing public transport access and are based on the Car parking requirement (CPR) maps incorporated into the Victoria Planning Provisions (VPP) and all planning schemes.

In June 2026, planning scheme Amendment VC311 updated the Parking Overlay and the associated schedule to align with clause 52.06 and enable variations to the new CPR land categories. DTP is currently updating planning practice note PPN57 – Parking Overlay to reflect the purpose and operation of the amendment.

Following the reduction in car parking rates across many areas of Victoria, the benefit of the overlay to achieve reduced car parking provisions has weakened. Consequent to this announcement, the Department of Transport and Planning (DTP) received several enquiries from councils seeking to remove the overlay from their planning scheme and default to the new state standard car parking requirements. Southern Grampians Shire Council is among these councils to engage with the department and enquire about removing the overlay locally.

In response, DTP is preparing an amendment on behalf of councils that wish to delete the overlay and associated schedules from their scheme and instead rely on clause 52.06 requirements. Council officers have accepted this request and now seek Council's endorsement to request the Minister to remove the overlay from the Southern Grampians planning scheme.

Local Planning Context
The Hamilton Central Business Area Activation Masterplan 2020 document stated that the CBD area was already very well served with both on and offsite car-parking spaces with additional studies supporting this position.

These findings supersede the Hamilton Structure Plan directions from 2011 which are discussed in the Panel report for Amendment C25 to the Southern Grampians Planning Scheme and Council's own resolution at its meeting on 14 March 2012, which imposed a contribution rate of $8,000 per car parking space that hinders development. Several submissions to C25 identified that the nominated amount of $8,000 per car parking space would stifle the establishment of new businesses or expansion of existing businesses from occurring within the CBD. This $8,000 contribution is indexed annually from 1 July 2012 and would be a greater expense today.

It is noted that the only contributions that have been collected since its council resolution to disburse funds in February 2022 are from the existing parking meters located within the CBD.

The 2023 Southern Grampians planning scheme review also considered this issue and recommended that it be addressed as part of a separate planning scheme amendment with the support of the preparation of a strategic justification background report. DTP regional planning partnerships, who assisted in the 2023 planning scheme review, recommended this course of action -

> *'The planning scheme review (PSR) recommends council tackle this as part of a broader permit trigger review. The further strategic work list you provided last week includes an overlay and zone review:*
>
> *Improving the drafting of overlay and zone schedules to clarify objectives and strategies, increase permit exemptions, reduce unnecessary permit triggers, correct mapping errors, and align permit and applications requirements with the Department of Transport and Planning, planning directives.'*

The removal of the overlay would therefore reduce unnecessary permit triggers and requirements that are no longer consistent with planning direction across Victoria relating to car parking provisions.

Financial and Resource Implications

There are no immediate financial implications arising from the removal of the Parking Overlay. The planning scheme amendment process will be undertaken by Department of Transport and Planning (DTP) Officers, with no significant direct costs to Council.

The removal of the Parking Overlay is not expected to result in any ongoing financial burden for Council. Conversely, it may deliver positive economic benefits by reducing regulatory barriers to investment and development within the Hamilton Central Business District (CBD).

The current overlay requires developers to either provide additional car parking or make financial contributions in lieu of parking provision, which can increase development costs and affect project viability. Removing the overlay will eliminate these requirements, improve the attractiveness of the commercial centre for investment and redevelopment, and reduce the administrative resources associated with assessing, managing and collecting parking contributions.

Overall, the amendment is expected to support economic development outcomes by facilitating investment, encouraging business growth, and streamlining planning processes within the Hamilton CBD.

Council Plan, Community Vision, Strategies and Policies

Social and Community - We will promote a healthy community by ensuring people are safe, active and connected.
1.3 Promote and create spaces and places that bring people together.

Community Infrastructure and Assets - We will deliver well-planned, high-quality infrastructure and spaces that connect people and respond to community needs.
3.1 Ensure transport infrastructure, roads and paths enable safe, accessible and efficient movement across the region.

Legislation

The request to remove the overlay and schedule to the overlay meets objectives of the *Planning and Environment Act 1987*.

Gender Equality Act 2020

There are no direct implications to the *Gender Equality Act 2020*.

Risk Management

Risks are mitigated by ensuring compliance with the relevant Ministerial Directions, Planning Practice Notes, and the *Planning and Environment Act 1987*.

Climate Change, Environmental and Sustainability Considerations

There are no direct implications relating to climate change, environmental and sustainability matters.

Community Engagement, Communication and Consultation

There has been considerable community engagement previously relating to the matter and it is believed that there would be considerable community support to have the overlay removed.

Youth Charter

There are no direct implications to the Youth Charter.

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:

Scott Elliott, Principal Strategic Planner
Anita Collingwood, Planning Coordinator
Daryl Adamson, Manager Shire Strategy and Regulation
Rory Neeson, Director Wellbeing, Planning and Regulation

RECOMMENDATION

That Council:

1. Endorse the removal of the Parking Overlay and Schedule 1- (Hamilton Central Activity District) to the Parking Overlay from the Southern Grampians Planning Scheme, and

2. Request the Minister for Planning to prepare, authorise and approve a planning scheme amendment to remove the Parking Overlay and Schedule 1- (Hamilton Central Activity District) to the Parking Overlay from the Southern Grampians Planning Scheme

12.7 Planning Committee Meeting - Minutes of 26 August Meeting

Directorate: Wellbeing, Planning and Regulation
Report Approver: Rory Neeson, Director Wellbeing, Planning and Regulation
Report Author: Rory Neeson, Director Wellbeing, Planning and Regulation
Attachment(s): 1. Planning Committee Meeting - Minutes - 26 August 2026 [**12.7.1** - 18 pages]

Executive Summary

The Minutes from the Planning Committee meeting held on 26 August 2026 and endorsed by members of the Committee are presented to Council for information.

Discussion

This committee was established as a Delegated Committee of Council on 12 August 2020 in accordance with Section 64 of the *Local Government Act 2020.*

Matters for consideration at a Planning Committee:

- All planning permits valued between $5 million and $10 million (or less if the officer is recommending refusal relates to a matter which is prohibited under the Planning Scheme).
- All planning permits that receive between 10 and 20 objections.
- All applications where the officer is recommending refusal (except if refusal relates to a matter which is prohibited under the Planning Scheme).
- Power to decide to grant an amendment to a planning permit if the value of the original development exceeds $5million or if 10 or more objections were received, or if the officer is recommending refusal (except if refusal relates to a mater which is prohibited under the Planning Scheme).
- All planning permits made pursuant to Section 97C of the *Planning and Environment Act 1987* to request the Minister to decide the application.
- All planning scheme amendments under section s.8A(7) of the *Planning and Environment Act 1987* to prepare the amendment specified in the application without the Minister's Authorisation if no response received after 10 days.
- All planning scheme amendments that clarify or correct mistakes in the Planning Scheme (applied for under Section 20(4) of the *Planning and Environment Act 1987*)
- Whether applications should be referred to the full Council for a decision.

The meeting on 26 August 2026 considered the following matter:

TP-89-2025 was a planning permit application for a two-lot subdivision to excise an existing dwelling on land at 267 Thompsons Road, Tarrington.

The Committee resolved to grant a permit subject to a number of conditions which are outlined in the minutes.

Financial and Resource Implications

Preparation of reports, agenda and minutes of the Planning Committee Meeting utilised Council resources. Council Officers present reports and provide information to the committee.

Council Plan, Community Vision, Strategies and Policies

Business, Economy and Tourism - We will create a thriving and diverse local and regional economy that supports our businesses and strengthens our position as a desirable place to live, work, and visit.
2.5 Sustain and grow agricultural sector through diversification of farming practices and water usage

Community Infrastructure and Assets - We will deliver well-planned, high-quality infrastructure and spaces that connect people and respond to community needs.
3.4 Ensure appropriate and connected residential, business and industrial development which encourages liveability

Legislation

The Planning and Environment Act 1987 provides that certain local government authority responsibility and functions can be delegated to Committees of Council or Council Officers.

Gender Equality Act 2020

There are no gender equality implications as a result of this report.

Risk Management

There are no risk management implications through Council receiving these Planning Committee minutes, however a variety of factors relating to risk were considered as part of decisions made by the Planning Committee at each meeting.

Climate Change, Environmental and Sustainability Considerations

Whilst there are no direct implications in this category associated with the report, it should be noted that Council and the committee are committed to producing documentation and data through systems that have the least impact on the environmental. Agendas, reports and minutes are produced electronically and distributed via email. Presenters have the option to attend meetings virtually to reduce the need for travel.

Community Engagement, Communication and Consultation

A copy of the Minutes is available on Council's website.

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.

Sharon Clutterbuck, Executive Assistant, Director Wellbeing Planning and Regulation
Rory Neeson, Director Wellbeing, Planning and Regulation.

RECOMMENDATION

That Council receive the Minutes of the Planning Committee meeting held on 26 August 2026.

13 Notices of Motion

13.1 Notice of Motion - H5N1 Avian Influenza - Cr Ramsay-Grounds

Councillor: Cr Ramsay-Grounds
Co-signed: Cr Rainsford
Attachment(s): H5N1 NoM Background Evidence

I hereby give notice of my intention to move the following motion at the Council Meeting to be held on 11 September 2026

MOTION

That Southern Grampians Shire Council:

1. Notes that H5N1 avian influenza is circulating in wild birds in western Victoria and has now infected mammalian species in Australia, including a terrestrial scavenging mammal.
2. Notes that the susceptibility of kangaroos and other Australian macropods to H5N1 is currently unknown.
3. Writes to the Victorian Government requesting that, applying the precautionary principle, a moratorium be placed on commercial kangaroo shooting in Southern Grampians Shire by removing the Shire from the commercial kangaroo shooting zone until the susceptibility of macropods to H5N1 and the associated biosecurity, wildlife-health and public-health risks have been adequately assessed.
4. That a copy of this resolution be provided to Rural Councils Victoria and the Municipal Association of Victoria.

14 Urgent Business

There is no Urgent Business listed on the 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

RECOMMENDATION

That the following items be considered in Closed Council as specified in section 66(2)(a) and referenced in section 3(1).

16.1 CEO Performance Review 2025-2026

Reason why it is confidential:
Section 66(2)(a) *Local Government Act 2020* – 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.

Explanation of why that ground or grounds has been applied: This report is confidential as it contains personal information relating to the contract of the Chief Executive Officer.

17 Close of Meeting

This concludes the business of the meeting.