

SOUTHERN GRAMPIANS SHIRE COUNCIL

**Council Meeting Agenda
Tuesday 12 May 2026**

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 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
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.

MOTION

That standing orders be suspended to allow the CEO to administer the oath or affirmation of office to Cr Elect

Oath/Affirmation of Office

In accordance with section 30 of the Local Government Act 2020 a person elected as a councillor must take the oath of office or the affirmation of office and also acknowledge to abide by the Model Code of Conduct.

The Chief Executive Officer will administer the Oath or Affirmation of Office to the Councillor Elect.

MOTION

That standing orders be resumed.

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 14 April 2026 and the Confidential Council Meeting held on 14 April 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 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

10.1 Petition - Leahy Street Hamilton

A petition with 34 signatures has been received requesting that Council consider not gifting 11 Leahy Street, Hamilton to Women's Housing Limited.

Attachment:

Nil.

RECOMMENDATION

That the petition be received by Council and officers provide a report back to Council.

10.2 Petition - Grosvenor Place Hamilton

A petition with 45 signatures has been received requesting that Council consider not disposing of Grosvenor Place, Hamilton.

Attachment:

Nil.

RECOMMENDATION

That the petition be received by Council and officers provide a report back to Council.

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 – 14 April 2026
- Briefing Session – 28 April 2026
- Briefing Session – 5 May 2026

This agenda was prepared on Thursday, 7 May 2026. 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 - 14 April 2026
Date:	14 April 2026
Location:	Martin J Hynes Auditorium
Councillors in Attendance:	Cr Barber 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 Marg Scanlon, Director Infrastructure and Sustainability Rory Neeson, Director Wellbeing, Planning and Regulation Alison Quade, Manager Communication and Engagement Rejoice De Vera, Senior Project Manager Kelly Pitt-Lancaster, Senior Library Coordinator

The Informal Meeting commenced at 3.00PM

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Hamilton Library and Community Hub – Concept Design Discussion	Nil
2		
3		
4		

The Informal Meeting concluded at 5.00PM.

Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	Briefing Session - 28 April 2026
Date:	28 April 2026
Location:	Martin J Hynes Auditorium
Councillors in Attendance:	Cr Barber Cr Campbell Cr Heslin Cr Manning Cr Rainsford
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 Nick Templeton, Head of Finance Zoe Dahlenburg, Senior Finance and Assets Officer Karly Herring, Governance Coordinator Tania Quinn, Acting Governance Coordinator Aaron Smith, Manager Assets Katie Krebs, Property Officer Rejoice de Vera, Senior Project Manager

The Informal Meeting commenced at 1.00PM

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Long Term Financial Plan	Nil
2	Governance Rules Review and Exhibition	Nil
3	Council Candidate Policy	Nil
4	Surplus Land	Nil
5	CBD Streetscape Concept Plan Updates	Nil

The Informal Meeting concluded at 5.00PM.

Informal Meeting of Councillors

ASSEMBLY DETAILS	
Title:	Briefing Session - 5 May 2026
Date:	5 May 2026
Location:	Martin J Hynes Auditorium
Councillors in Attendance:	Cr Barber 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 Marg Scanlon, Director Infrastructure and Sustainability Rory Neeson, Director Wellbeing, Planning and Regulation Susannah Milne, Manager Community Wellbeing Nick Templeton, Head of Finance Trevor Haley, Manager Works Joshua White, Gallery Director Ian Brilley, Gallery Operations Manage

The Informal Meeting commenced at 12.30PM.

MATTERS CONSIDERED		CONFLICTS OF INTEREST DECLARED
1	Proposed Capital Works – HILAC and Outdoor Pools	Nil
2	Draft Budget 2026-2027, LTFP, and Pricing Register	Nil
3	Award of Tender – Street Sweeper	Nil
4	Art Acquisition and Collection Policy	Nil
5	Public Art Policy	Nil

The Informal Meeting concluded at 5.00PM.

12 Management Reports

12.1 Approve Budget Documents Incl Pricing Register for Public Exhibition

Directorate:	People and Performance
Report Approver:	Darren Barber, Director People and Performance
Report Author:	Nick Templeton, Head of Finance
Attachment(s):	<ol style="list-style-type: none">1. 2026-27 Budget for Public Comment [12.1.1 - 55 pages]2. Long Term Financial Plan for Public Comment [12.1.2 - 41 pages]3. 2026-27 Pricing Register for Public Comment [12.1.3 - 51 pages]

Executive Summary

Southern Grampians Shire Council is pleased to present the 2026–2027 Budget, which delivers on our Council Plan and aligns with our long-term community vision. This Budget and the accompanying Long-Term Financial Plan (2026–2036) have been developed through extensive community engagement and a strong financial framework.

Our focus remains on operational efficiency and cost reduction so we can continue investing in community infrastructure and services. This approach has supported three consecutive years of record capital program delivery, including upgrades to buildings, roads, playgrounds and sporting facilities.

For 2026–2027, Council proposes a 2.75% rate increase, consistent with the rate cap set by the Minister and lower than last year's 3%. The rate cap continues to sit below CPI, widening the gap between revenue and rising costs. This makes efficiency essential to maintaining services, delivering major intergenerational projects, and meeting core obligations such as road maintenance.

A key change to this year's budget is removal of the 2% early-payment discount. Council has thought deeply about the impact of this decision in the current climate; however, it is no longer sustainable under rate capping. Pensioner concessions remain unaffected.

This report presents the key documents that will be presented for Council to approve to be displayed for public comment. The Briefing provides the opportunity to ask any questions or request clarification prior to the meeting to adopt the budget. The documents are:

- Draft Annual Operating Budget 2026/2027
- Draft Long Term Financial Plan Statements 2026/2036 (LTFP)
- Draft Pricing Register 2026/2027

Once these documents are considered, they will be made available to the public who will be invited to provide feedback on the documents. Following the period of being available for public comment, the documents will be presented for adoption at the Council Meeting on 9 June 2026, thereby complying with the legislative requirement to have the annual budget adopted by 30 June each year.

The draft 2026/2027 Budget has been developed within the overall planning framework, which guides Council in identifying community needs, aspirations and projects over the medium to long term. The key document for the future direction is the Council Plan, which informs the Long-Term Financial Plan.

The short-term objectives, strategies, initiatives, activities and resource requirements are identified in the Annual Budget. The Long-Term Financial Plan aligns with the 2026/2027 Budget and includes information and modelling in line with Council's longer-term aspirations. The Pricing Register complements the Budget and provides the basis upon which the fees and charges revenue has been developed.

Council has completed significant work in reducing operational costs over the last five budget years. This commitment to efficiency ensures that Council is in a strong financial position with a surplus forecast for eight of the ten years in the Long-Term Financial Plan.

The 2026/2027 Income Statement shows a surplus result of \$5.792m which includes sale of surplus properties along with capital grants relating to the three major projects being Hamilton Streetscape, Hamilton Art Gallery and the Community Hub. Importantly, the efforts to contain costs allows Council to deliver these key major projects to the community and project no debt owing at the completion of the ten-year Long Term Financial Plan. The important key performance indicators such as available cash, indebtedness and expenditure levels are positive throughout the term of the ten-year plan.

Council has an ongoing commitment to asset renewal with an average annual renewal expenditure of \$12.167m throughout the Long-Term Financial Plan.

Discussion

The Draft Budget for 2026/2027 has been prepared under the provisions of the Local Government Act 2020, the Local Government Victoria Model Budget, associated Regulations and relevant International and Australian Accounting Standards.

The Budget attached to this report has been developed through a process of consultation and review with Council and Council officers and has taken into consideration feedback following community engagement.

Setting the Council Budget continues to be a challenging task, aligning community expectations, rising construction and operating costs and constrained revenue raising ability.

Despite these difficulties, the Budget demonstrates the ability to fund major projects of regional significance, the renewal of existing assets and the continued delivery of services to the community.

Council will continue to focus on partnerships and collaboration both with providers locally and regionally with our neighbouring Councils to review service models, increase efficiencies and drive down costs whilst continuing to explore other revenue streams.

To fund the extensive program of both operational and capital works, Council has proposed rates to increase by 2.75% (rate cap has been set by the Minister for Local Government at 2.75%).

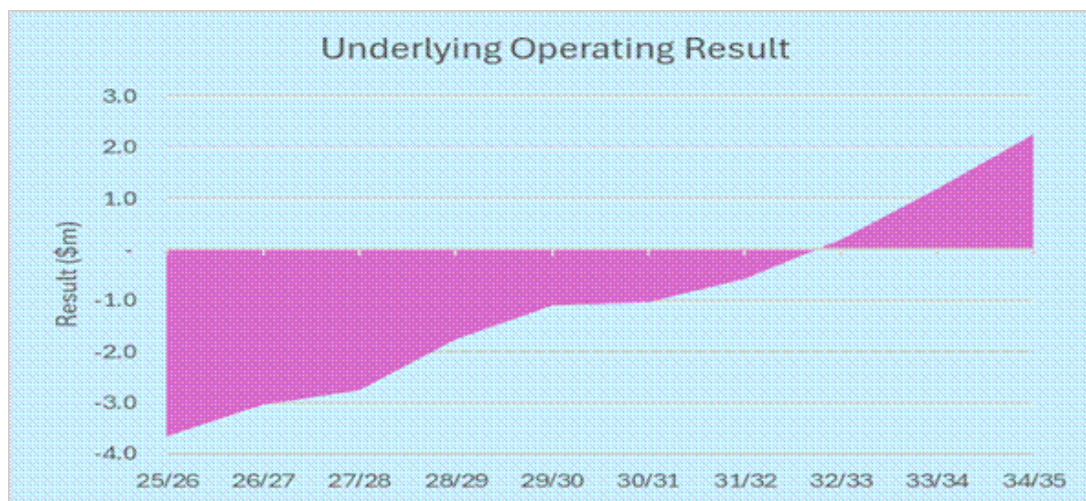
Operational Efficiencies

Each year Council prepares the annual Budget and Long-Term Financial Plan with the key goal of enabling the Council Vision while maintaining fiscal responsibility with an operating surplus achieved for eight of the ten years. The focus on financial sustainability has resulted in the underlying result becoming a surplus from 2033/2034 onwards.

The underlying result removes the non-recurrent (once-off) capital revenue items from the comprehensive operating result to provide the result stemming only from ongoing operating activities. The underlying result can vary significantly from the comprehensive operating result.

The operating expenditure for the ten years of the Long-Term Financial Plan shows a well contained increase in costs of 15%. The concentration on limiting expenditure growth is vital to the ongoing sustainability and results on an average annual increase in expenditure of 1.5%. The improvement in the underlying operating result over the ten years is a direct result of the restriction in expenditure over the longer term.

The below graph illustrates the improvement in the underlying operating result across the ten years of the Long-Term Financial Plan resulting from the containment of operating expenditure.



Rates and charges make up 43% of total revenue for 2026/27 and the projected increase is 3.0% for 2027/28 and 2.5% from 2028/29 onwards. Rate capping is the maximum amount Victorian Councils may increase rates in a year and for 2026/27 this is 2.75%, which is below the expected indexation rate for expenditure such as salary costs and materials and services.

Included on rates notices is the Emergency Services Volunteer Fund Levy which is a charge imposed by State Government that requires Council to collect and pass on. The state levy has been frozen for primary producers for 2026/2027. This levy represents a significant financial

burden to our ratepayers, and any future increase will have a substantial impact on our farmers.

2026/2027 Draft Budget

Operating Budget

The Operating Budget forecasts an operating surplus of \$5.792 million. This includes \$26.264m from Rates and charges (see further details below), \$21.261m from government grants, \$7.361m in fees and charges, \$524k in statutory fees, \$3.300m in gains on disposal of property, infrastructure, plant and equipment and \$2.902m in other revenue.

A high proportion of operational expenditure is employee costs of \$20.691m. Council continues to be a major employer in the region, employing effective fulltime equivalent of 227 people to deliver Council services which is a minor decrease compared to 232 for the 2025/2026 Budget.

Other expenses include materials and services of \$12.852m, borrowing costs (interest) of \$399k and other of \$6.075m. Depreciation of \$15.799m is not a cash expense but is the allocation of utilisation of previously acquired assets and has increased from the 2025/2026 budget due to increased asset values.

Capital Works Budget

Capital works of \$17.262m are proposed for 2026/2027 noting this does not include any prior year projects that will carry forward into this year. These works are being funded by grants of \$9.809m, sale of assets \$3.300m and loans of \$5m.

Much of this work is the renewal of existing assets (\$13.088m). Detailed design works for the new Hamilton Art Gallery, CBD Streetscape and upgrade of the Library / Community Hub projects are all anticipated to be completed during 2026/2027.

In 2026/2027, Council has allocated funding towards its major projects to deliver on the vision for the Hamilton CBD. The redevelopment of the Hamilton CBD streetscape will progress, with \$2.5m of grant funding anticipated to contribute to the commencement of construction following detailed design. Detailed design of the new Hamilton Art Gallery and Community and Government Hub (library, digital hub and office) are to be completed in 2026/27 with \$3m of expenditure allocated for design of the Art Gallery.

New proposed projects have been subject to a business case process that was presented to Council Briefing on 7 April 2026. These projects are made up of capital and operational items with some of the projects identified in the community submissions section of this report.

The budget document also includes projections of capital expenses, sub-totalled by asset type, for the following three years of the financial Plan, and a full list of the 88 specific capital works items for 2026/2027 can be found in the Budget.

Included in the Budget and Long-Term Financial Plan are three multiyear projects:

- CBD Revitalisation – Upgrade of the CBD streetscape is planned to be completed over seven years and funded partially by loans and potential grant funds.
- Community Hub – New building construction to be undertaken over two years incorporating Library, Cinema, digital Hub, municipal offices and office space for local organisations. Total project cost of \$34m with grant funding expected of \$17m with \$9m funded through loan funding and \$8m through Council contribution have focused on financial sustainability.
- Art Gallery – Construction of new Hamilton Gallery planned for completion in 2032 with Council contribution of \$10m to the \$50m construction cost and external contributions and grants of \$40m.

A Summary of the capital works schedule contained within the 2026/2027 Budget is shown below:

2026/2027 Proposed Capital Works			
Asset Category	Title	Program Type	\$
Buildings	HILAC annual indoor court surface recoating	Annual Renewal	25,000
Buildings	HILAC court 1 renewal *	Renewal	350,000
Buildings	Buildings Renewal	Annual Renewal	200,000
Buildings	Public Convenience renewal of fixtures, fittings, painting and surfaces.	Annual Renewal	50,000
Recreation	Outdoor Swimming Pools	Annual Renewal	1,900,000
Library Books	Library book purchases	Annual Renewal	70,000
Recreation	Playground Renewal 2026/2027 addressing priority compliance requirements	Annual Renewal	50,000
Aerodromes	Airport Pavement Renewal	Renewal	40,000
Recreation	Sporting Facilities	Annual Renewal	50,000
Open Space	Lake Hamilton Spillway	Renewal	100,000
Drainage	Stormwater Program 2026/2027	Annual Renewal	100,000
Roads	Gravel Road Resheet Program 2026/2027	Annual Renewal	384,600
Roads	Final Seal 2026/2027	Annual Renewal	1,092,014
Roads	Roads Design 2026/2027	Annual Renewal	168,000
Roads	Reseal Program 2026/2027	Annual Renewal	1,374,346
Roads	Road Rehabilitation Program 2026/2027	Annual Renewal	2,007,582
Roads	Shoulder Treatments 2026/2027	Annual Renewal	597,808
Roads	Heavy Patching 2026/2027	Annual Renewal	324,496
Roads	Road Safety Improvement program	New	765,000
Roads	Line marking	Annual Renewal	30,000
Footpath	Footpath Program Missing Links and renewal 2026/2027	New	106,000
Plant	Light Fleet Renewal Program 2026/2027	Annual Renewal	100,000
Plant	Heavy Fleet Renewal Program 2026/2027	Annual Renewal	600,000
Open	Major Projects - External Project Manager	Renewal	34,140
Open	CBD Streetscape	Renewal	3,239,742
Buildings	Art Gallery - Design	Upgrade	2,499,416
Buildings	Lonsdale Street Hub - Design	New	559,884
Various	Submissions/Business Cases	Various	444,625

TOTAL

17,262,653

Community Submissions

This year, Council undertook community engagement between November 2025 and January 2026 to determine where the community felt Council should prioritise its spending within the context of the Council Plan 2025-2029.

Business cases were prepared for the new projects that were both capital or operational in nature and assessed by Council officers before being presented to Council in April.

A number of the approved Community submissions and the allocation for 2026/2027 are shown in the following table:

Project Name
HILAC court 1 renewal
Mitchell Park Athletics renewal
Fencing of northern edge of Cavendish town square
Masterplan for Wannon Fall Scenic Reserve
Live4Life Southern Grampians
Design of Penshurst Skate Park
Penshurst Botanic Gardens Masterplan
Upgrade of Toilets at Wannon Reserve
Put Her Name on It program
Implementation of the State-wide treaty at a local level
Signage - Victoria Valley Road
Small Town Sewerage Project

Cash Management

The Statement of Cash Flows demonstrates how Council will fund its operations, capital investment and financing activities.

Council will generate a cash surplus of \$19.403m from operations which will go towards funding the \$17.262m of capital works. Council also proposes to sell assets which are no longer required for service delivery \$3.300m.

There are new borrowings proposed for 2026/2027 of \$5m to fund significant intergenerational capital works projects, most notably relating to the Community Hub building, the CBD Streetscape and the new Hamilton Art Gallery. Council will repay \$2.706m of principal and \$399k of interest against prior years borrowing. The Long-Term Financial Plan identifies that throughout the duration of the plan, the peak (highest) debt level is \$17.000m in 2031/32 which is funding sourced for intergenerational projects. Importantly over the ten years the debt at the end of the Long-Term Financial Plan is anticipated to be zero with funds loaned during this period expected to be fully repaid during the term of the Long-Term Financial Plan.

Council anticipates holding \$13.244m million cash at 30 June 2027.

Rates, Charges and Valuations information

General rates and municipal charges are levied in accordance with Council's Revenue and Rating Plan.

The municipal charge will increase from \$227 to \$233 (this is a 2.64% increase). There are 9,751 properties bringing the total collected to be \$2,271,983 which is approximately 10% of rate revenue.

Council accepts applications for exemptions from the requirements to pay the Municipal Charge under the provisions of Section 159 of the Local Government Act 1989 throughout the year.

The municipal waste charge will increase from \$430 to \$472 (9.7%) for all improved residential properties in the Hamilton, Balmoral, Branxholme, Byaduk, Byaduk North, Cavendish, Coleraine, Dunkeld, Glenthompson, Penshurst and Tarrington urban areas and "refuse collection areas" for the collection and disposal of refuse, recycling and FOGO.

The increase on 2025/2026 service charge reflects the rising costs to Council to dispose of waste and in particular the increasing fuel costs passed onto Council from the contractor. Council charges are below the charges imposed by the majority of neighbouring Councils including Moyne, Northern Grampians and Warrnambool.

The kerbside collection services will again only be provided to commercial and industrial properties within the Shire on request.

Council's Rating Policy is as below:

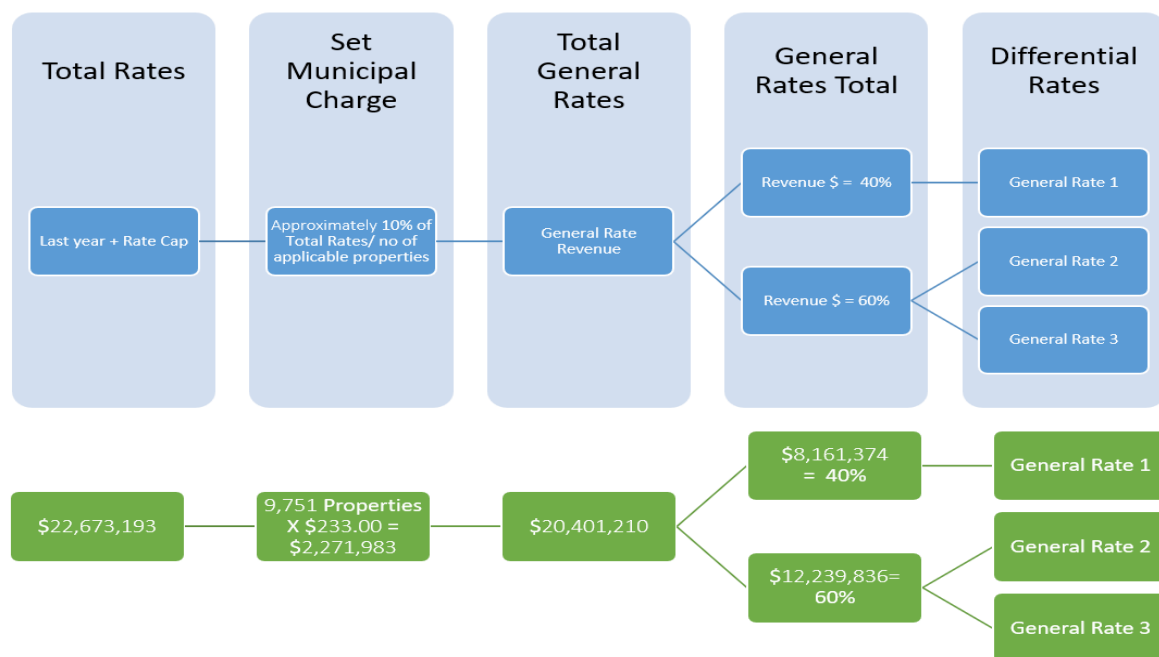


Table 1 - The Rate in the \$ for each type of class of Land is as below:

Type or class of land	2025/26 cents/\$CIV*	2026/27 cents/\$CIV*	Change
General rate 1 for rateable residential properties	0.003366	0.003283	-2.47%
General rate 1 for rateable rural properties	0.003366	0.003283	-2.47%
General rate 1 for rateable industrial properties	0.003366	0.003283	-2.47%
General rate 1 for rateable commercial properties	0.003366	0.003283	-2.47%
General rate 2 for rateable rural N/S properties	0.001889	0.002009	6.35%
General rate 3 for residential rural properties	0.001889	0.002009	6.35%
General rate 3 for rural properties	0.001889	0.002009	6.35%
General rate 3 for industrial rural properties	0.001889	0.002009	6.35%
General rate 3 for commercial rural properties	0.001889	0.002009	6.35%

Table 2 - The Valuations for each type of class of land:

Type or class of land	2025/26 \$'000	2026/27 \$'000	Change \$'000	%
Residential	2,623,198	2,746,269	123,071	4.69%
Rural	5,660,629	5,453,907	- 206,722	-3.65%
Industrial	103,164	112,182	9,018	8.74%
Commercial	250,708	266,094	15,386	6.14%
Total value of land	8,637,699	8,578,452	- 59,247	0

Table 3 - The result of multiplying the valuation by the rate in the \$:

Type or class of land	2025/26 \$'000	2026/27 \$'000	Change \$'000	%
General Rate 1	7,923	8,161	238	3.00%
General Rate 2	356	395	39	10.85%
General Rate 3	11,514	11,845	331	2.88%
Total amount to be raised by general rates	19,793	20,401	608	3.07%

Table 4 - Total amount of Rates and Charges to be levied.

	2025/26 \$'000	2026/27 \$'000	Change \$'000	%
General Rates	19,793	20,401	608	3.07%
Municipal Charges	2,203	2,272	69	3.14%
Waste Charges	2,910	3,217	307	10.56%
Total Rates and charges	24,906	25,890	984	0

There are 6,474 properties in the Southern Grampians Shire where municipal waste charge is applicable creating a total rate revenue of \$3,217,493.

Council has previously offered an incentive for prompt payment, a discount of two per cent where all four instalments of rates and charges declared for the current year (less the discount) are paid on or before the first instalment date, excluding any arrears of rates and charges outstanding from previous years.

Council have decided to discontinue the prompt payment incentive for the 2026/2027 year and instead encourage ratepayers under financial strain to apply for hardship provisions. In the current climate and with such significant change to the Emergency Services Volunteer Fund Levy, the focus for Council is assisting ratepayers that are experiencing financial duress.

Payment of rates can be by four instalments made on or before the due dates, which are anticipated to be as per below, however dates are subject to change:

Instalment 1 – 30 September 2026

Instalment 2 – 30 November 2026

Instalment 3 – 28 February 2027

Instalment 4 – 31 May 2027

Interest at the rate prescribed by Section 172(2)(a) of the Local Government Act 2020 be payable in respect of any rates and charges which are not paid by the dates fixed pursuant to Section 167(2) of the Local Government Act 2020.

Ratepayers can apply for hardship provisions under the Financial Relief and Hardship Policy including:

- Alternative Payment Arrangements / Payment Plan
- Deferral of rates and charges
- Waiver of interest and legal charges
- Waiver of rates and charges.

Long-Term Financial Plan

The 2026/2027 Budget (or Financial Plan) contains projections for the 2026/2027 year and the following three years.

The Long-Term Financial Plan projects a further seven years, after the Financial Plan, taking the total projected figures to a ten-year timeframe.

Council has decided that as it prepares each annual iteration of the Financial Plan (Annual Budget), it will also amend the Long-Term Financial Plan.

This means that the two documents will mirror one another for the first four years, however the Long-Term Financial Plan will also incorporate any new information regarding longer term matters such as forward capital works, outcomes of masterplans or strategies and the latest inflation or escalation data.

The LTFP has been drafted with the following assumptions:

Revenue

- The Rate Cap is anticipated to be 3.0% for the 2027/2028 year and then indexed at 2.5% for the remainder of the ten-year plan.
- Fees & Charges are indexed at 3.5% for 2027/2028 and 2028/2029 and 5.0% from 2029/2030 onwards.
- Statutory Fees are indexed at 3.5% for 2027/2028 and then indexed at 2.5% for the remainder of the ten-year plan.
- Operating Grants:
 - R2R increasing in line with Federal Governments commitment.
 - Financial Assistant Grants indexing at 2%.
 - Conservative outlook on capital grants with no non-recurrent grants included with the exception of major projects.

Costs

- Employee Costs: Capped at 1% rise for 2027/2028 and 2028/2029 and then indexed at 2.0% for the remainder of the ten-year plan.
- Materials Costs: Capped at 1.5% rise for 2027/2028 and 2028/2029 and then indexed at 2.0% for the remainder of the ten-year plan.
- Other Expenses: Capped at 1.5% rise for 2027/2028 and 2028/2029 and then indexed at 2.0% for the remainder of the ten-year plan.

Other Highlights

- New Hamilton Gallery design funded.
- Design for the Community Hub funded.
- Accumulated cash surpluses over the ten years.
- No debt at the end of the ten-year period.

The Draft Capital Works programs have also been loaded into the Plan, including Asset Renewals, Major Projects and Business Cases.

Pricing Register

The \$7.367m of fees and charges is supported by the 2026/2027 Pricing Register. This document provides a comprehensive list of all fees and charges levied by Council. It also includes a classification system and pricing principle for each of these charges. These charges have increased by an average of 3.5%, however the pricing basis and principle are taken into consideration for each individual fee and charge. (It should be noted that some of these fees and charges are set by other levels of government and simply passed on by Council).

Council has been advised that

Financial and Resource Implications

Council is required to implement the principles of sound financial management detailed in Section 136 of the *Local Government Act 2020*.

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

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

5.4 Provide the community a strong voice through meaningful and accessible engagement

5.5 Advocate for community priorities

Legislation

The 2026/2029 Budget includes the key activities and initiatives to be funded that will contribute to achieving the strategic objectives specified in the Council Plan 2025-2029.

The Council Plan identifies that we will:

- Social and Community
- Business, Economy and Tourism
- Community Infrastructure and Assets
- Environment
- Leadership and Governance

It is anticipated that the 2026/2027 Budget will align closely with the strategic objectives of the new Council Plan 2025-2029, once completed.

Gender Equality Act 2020

There are no direct implications to the *Gender Equality Act 2020* in preparing the 2026/2027 Capital Budget and LTFP, 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

In developing the Draft Budget, Council considers relevant financial risks to ensure it can achieve its Council Plan objectives within a longer term prudent financial framework.

Climate Change, Environmental and Sustainability Considerations

The Annual Budget provides the funding for the Council to undertake its social, economic and environmental initiatives outlined in the Council Plan 2025-2029.

Community Engagement, Communication and Consultation

Council engaged with the community in relation to the preparation of the 2026/2027 Annual Budget and associated documents commencing in October 2025.

This upfront engagement reflects the intent of earlier and more effective community involvement before the draft budget is prepared, as is the intent of the *Local Government Act 2020* and is in accordance with Council's Community Engagement Policy.

This earlier engagement process has allowed Council to be better informed of resident's priorities prior to the development of the budget. We conducted a short survey about the Budget and Long-Term Financial Plan which aligned with the community providing their submissions regarding the budget.

We conducted a short survey about the Budget and Long-Term Financial Plan which aligned with the community providing their submissions regarding the budget. Feedback for both closed on 9 January 2026 and 23 community submissions were received.

Councillors provided 11 submissions and Council staff submitted 43 business cases with the officer submissions incorporating strategic Council priorities from previous Council decisions along with opportunities to gain efficiencies and continued data collection. The officer submissions also incorporated feedback through community consultation and feedback with reference to the Council Plan and other strategic plans.

This process provided us with valuable information prior to the budget cycle.

Those community members who wanted to speak to their submissions, which was nine in total, presented to Council on 3 February 2026.

The Draft Budget 2026-2027, LTFP and Pricing Register will be available for feedback on the "Have your say" page of Council's website www.sthgrampians.vic.gov.au.

Any person wishing to obtain a copy may do so by contacting Council's Customer Service on (03) 5573 0444.

Council will also commence community engagement via social media to complement the existing traditional methods of obtaining feedback. This will include social media posts and directing people to "Have Your Say" page on the Council website.

All forms of feedback will close on 26 May 2026 following which a summary report will be prepared for Councillors.

It is proposed that adoption of the Budget 2026-2027, Long Term Financial Plan 2026-2036 and Pricing Register 2026-2027 will be considered at a Meeting of Council to be held on 9 June 2026.

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
Nick Templeton, Head of Finance

RECOMMENDATION

That Council:

1. Endorse the Draft Budget 2026-2027, Long Term Financial Plan 2026-2036 and Pricing Register 2026-2027 to be released for public comment for two weeks with the final documents presented at the 2 June 2026 Council Briefing.
2. Advertise the availability of the documents and options to provide feedback until the close of business on 26 May 2026.
3. Note the final budget will proceed to a future Council Meeting for consideration of adoption.

12.2 Surplus Land - 11 Leahy Street, Grosvenor Place, 8 David Street, Elizabeth/McPhee Streets, Hamilton

Directorate:	Infrastructure and Sustainability
Report Approver:	Marg Scanlon (Director Infrastructure and Sustainability)
Report Author:	Katie Krebs, Property Officer
Attachment(s):	<ol style="list-style-type: none">1. ATTACHMENT ONE SUBMISSIONS TABLE FINAL 08 04 2026 1 [12.2.1 - 54 pages]2. CONFIDENTIAL - ATTACHMENT TWO - PETITIONS [12.2.2 - 7 pages]3. ATTACHMENT THREE MAPPING 1 [12.2.3 - 2 pages]

Executive Summary

At the 10 February 2026 Council Meeting, Council endorsed the recommendation to proceed with the Intention to Sell public notification process enabling the community an opportunity to provide submissions to Council.

Council undertook the community consultation process regarding Council's intention to sell four properties identified as surplus to requirements:

- 11 Leahy Street, Hamilton
- Grosvenor Place, Hamilton
- 8 David Street, Hamilton and
- Elizabeth / McPhee Streets, Hamilton.

The original submission period closed on 20 March 2026 but was extended to 7 April 2026 to allow for additional community feedback.

By 8 April 2026, Council had received a total of 59 submissions. Of these, 56 submissions opposed the proposed sale of one or more properties, while 3 submissions supported the proposal. Detailed submissions are contained in Attachment One and have been recorded verbatim with names and addresses redacted for confidentiality purposes.

In addition, Council received two petitions regarding the sale of these properties which are referenced in Submissions 4 and 55 (Attachment Two).

The purpose of this report is to provide the details of the submissions received together with summary of the recurring themes and specific property details for each site. This report recommends Council not proceed with the disposal of 11 Leahy Street, Hamilton, Grosvenor Place, Hamilton, 8 David Street, Hamilton and defer the decision to dispose of Elizabeth/McPhee Street.

Discussion

A Public Notice inviting submissions in response to the proposed sale of four properties that have been identified as surplus to Council originally expired on 20 March 2026, but the period was extended to 7 April 2026.

At the 10 February 2026 Council meeting, Council resolved to advertise a Notice of Intention to sell the following four properties:

- 11 Leahy Street, Hamilton

- Grosvenor Place, Hamilton
- 8 David Street, Hamilton
- Elizabeth / McPhee Streets, Hamilton

As of 8 April 2026, Council received 59 submissions in total. The submission details verbatim are contained in Attachment One with names and addresses have been redacted for confidentiality purposes.

Fifty-six submissions were received against the intention to sell and 3 in agreement of the proposed intention to sell. Community concern was raised regarding all four properties, with strong recurring themes. These included the perceived loss of valued public open space, traffic and parking impacts, community safety, environmental and climate change considerations, property values, and questions regarding legal ownership, planning controls, and whether the land is surplus to Council needs. Many submitters stated they were under the long-held belief that the land was intended to remain a public reserve or recreation space in perpetuity and cited historical documentation, planning permits, and subdivision conditions in support of this view.

Council received 8 submissions and one petition with 34 signatures, regarding 11 Leahy Street, Hamilton. In summary the submissions represent:

- Disputing the legal ownership of the site and questioning Council's authority to sell the property noting it is zoned Public Parks and Reserve (PPRZ).
- The only remaining public open space left in the street.
- Public housing is already provided in this street, and this would add more parking, traffic and the street is narrow and abuts local schools which are already congested with traffic on school days.
- Concerns about the property values in the street.

The petition specifically calls for:

“Residents opposed to the proposed gifting of 11 Leahy St, Hamilton, to Women's Housing Limited (WHL)”.

In relation to the 11 Leahy Street submissions received, it should be noted that this property is zoned Residential and owned by a deceased person who registered ownership in 1873. Council would proceed with an adverse possession application should Council endorse the recommendation to donate this property for residential development.

Recent social housing, specifically Women's Housing, developed in Ballarat Road Hamilton, has been a positive contribution to the community.

Council received 17 submissions regarding Grosvenor Place, Hamilton. In summary, these submissions represent:

- This vacant land is referred to as Grosvenor Common, reserved by Council and it is reported that this site is a space for informal sporting activities, dog walking, children's play area, picnics, socialising, and a corridor for children to walk, to and from, school.
- Well established trees that provide nesting and shelter for native birds. The Victorian Planning website is referenced specifically for the key reasons for green space to be retained for community wellbeing.
- The site land forms part of the reasonable water management that flows downhill as runoff from Windsor Drive through to Grosvenor Place.

- Strong opposition to selling or developing Grosvenor Common, with residents wanting it retained as permanent public open space.
- Protection of amenity and safety, including concerns about increased traffic, narrow streets, and risks to children who use the area daily for play and school access.
- Reliance on planning history and purchase expectations, with residents citing subdivision conditions, planning documents, and the understanding that the land would remain a green reserve.

In relation to the Grosvenor Place submissions, it should be noted that this property is zoned for Public Park and Recreation Zone. To proceed with the proposed sale Council would need to engage the services of a registered land surveyor to apply to the State Titles Office to have the reservation status removed and a new title created for the property Lots. This process can take up to 12 months before the sale process can commence.

If Council elects to not proceed with the proposed sale, Council should note that currently there is no budget provision within the long-term financial plan to undertake any open space improvements to the site such as playground equipment, park furniture, or installations. Costs associated with the continued maintenance of the site would remain to be funded through the operational budget.

Council received 13 submissions regarding 8 David Street, Hamilton. In summary these submissions represent:

- Concern that residents were led to believe over 20 years ago that the land was intended to remain a public reserve/park.
- Strong opposition is expressed due to the loss of green space, particularly in the context of climate change.
- Residents argue the land is not under-utilised or surplus but actively used and valued by the community.
- The site is described as a habitat for native wildlife, including koalas, bandicoots, birds and other fauna, a community meeting place for neighbours, families, children and dog walking, a space used for mental health support, recreation and even wedding photography.
- Residents note that nearby green spaces would be too far away and unsafe to access, requiring walking along busy roads with heavy vehicles and limited footpaths.
- Several residents state they have personally maintained, mowed, and cared for the land for many years, often instead of Council.
- Concerns were also raised about devaluation of adjacent properties if the land is sold.
- Safety risks, including loss of emergency egress for battle-axe properties.
- Further cumulative loss of green space due to other Council land sales nearby.
- No footpath on North Boundary Road providing access to Pedrina Park.

In relation to the submissions received to 8 David Street Hamilton, it should be noted that this site is zoned for Public Park and Recreation. There are no native reservations on this site. If Council elects to proceed with the sale, Council will need to engage the services of a registered land surveyor to apply to the State Titles Office to have the reservation status removed and a new title created for the property Lots. This process can take up to 12 months.

It should also be noted that there is an informal access footpath through this property from the southern end of David Street to north side of Kent Road, which has formal footpaths that connect with Pedrina Park and HIRL which is equidistant to walking via North Boundary Road which does not have a consistent formal footpath.

Council received 4 submissions regarding Elizabeth / McPhee Streets, Hamilton. In summary these submissions represent:

- Access and amenity impacts: Residents directly adjacent to the vacant block object due to their long-standing reliance on the vacant block for vehicle access to garages, sheds, boats, and trailers. They state front access is constrained; development would restrict rear access, convert properties to single-frontage allotments, and negatively affect amenity and property values.
- Land use, maintenance, and community value: Residents note that neighbours have historically maintained the vacant land and that it is used as a safe play area for children and for walking dogs. There is concern that disposal would remove this informal community space.
- Opposition to disposal and planning concerns: A strong objection is raised to the sale of the land itself, referencing a 2018 Memorandum of Understanding with Council regarding maintenance. One resident questioned why Council approved a garage accessed via the vacant land if that land was later proposed for disposal, while another suggests retaining access by gifting a 4-metre strip. Public housing is opposed by one resident, though private housing is considered acceptable.

In relation to the Elizabeth / McPhee Streets, Hamilton property it should be noted that the building permit did not reference access via Prince Street to the storage shed on any building permits.

Council received 17 submissions regarding disposal of property generally via Council's online survey. In summary these submissions represent:

- Overall, submissions demonstrate strong community opposition, particularly where land is perceived as valued public open space with social, environmental, and wellbeing benefits. Key risks identified by submitters include loss of community amenity, reduced trust in Council, and inadequate community engagement.
- Several submissions expressed lack of trust in Council's intentions and use of sale proceeds. Concerns were raised about perceived lack of transparency throughout the process. Some submitters questioned whether Council has the right or authority to sell land that may have been donated or considered community land.
- Some objections framed the sale as a revenue-raising exercise, with calls for improved financial management instead. Some submitters referenced Council spending and wages as alternative areas for savings.

In response to these key themes Council should note details have been provided within this report in relation to the provision of public open space specific to each nominated property. The minimum standards for public open space provisions indicate local parks should be within a 400-metre safe, walkable distance (roughly a 5-minute walk) of 95% of all dwellings. Neighbourhood parks are ideally located within 800 metres (10-minute walk), and district-level open space within two kilometres. Attachment 2 of this report provides a visual representation of the current public open space provision to the nominated sites.

Council has the authority to sell land, and Council has the right to apply for adverse possession on land that is no longer privately owned. As defined within this report, it is required to adjust the Planning Scheme, specifically in relation to zoning of land and specifically in relation to these properties this amendment would remove the PPRZ zoning on two properties.

Council receives regular reports on the status of its asset portfolio including both vacant land and infrastructure enabling Council decision making on the option to retain, retain and invest or dispose of assets. Council also has a disposal of assets policy.

Financial and Resource Implications

The annual cost for mowing and maintenance of these nominated properties is approximately \$3,960, (\$1,320 per property) and the Fire Service Levy is approximately \$275 per annum/property. Council's Parks and Gardens Department maintain the properties; however, Council does not maintain the Elizabeth/McPhee Street property as this is maintained by residents. On average Council mow and maintain the other properties approximately 12 times per year (once a month).

The proposed disposal of these four properties translates to an estimated \$5,060 saving, freeing up funds and resources. Council would gain more revenue from the payment of rates on each property should they be disposed. The income from rates would be significantly higher once the parcels have been developed.

The cost of selling these properties will be limited to valuation, advertising, legal fees and sales agent commission. These costs will be recovered from the income generated from the sale of these properties.

Council Plan, Community Vision, Strategies and Policies

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

3.4 Ensure appropriate and connected residential, business and industrial development which encourages liveability

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.

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

5.4 Provide the community a strong voice through meaningful and accessible engagement

5.8 Ensure the community are at the forefront of decision making

Legislation

Under Section 114 *Local Government Act 2020* which relates to the restrictions on Council's power to sell land.

“114(2) Before selling or exchanging the land, the Council must -

- (a) at least 4 weeks prior to selling or exchanging the land, publish notice of intention to do so -
 - (i) on the Council's internet site; and
 - (ii) in any other manner prescribed by the regulations for the purposes of this subsection; and
- (b) undertake a community engagement process in accordance with its community engagement policy; and
- (c) obtain from a person who holds the qualifications or experience specified under section 13DA(2) of the *Valuation of Land Act 1960* a valuation of the land which is made not more than 6 months prior to the sale or exchange.”

Council's Planning Department have advised that with regards to the Council proposing to remove the Reservation / Public Open Space status on the properties at 8 David Street and Grosvenor Place, that Council would need to engage a land surveyor to apply to the Titles Office to have the reservation status removed and a new title created for the Lots.

Furthermore, in the absence of an open space strategy that specifies preferred locations, size and functions of public open space across the Shire, Council, would be directed by;

- The State planning policy within the Southern Grampians planning scheme provides statewide direction relating to open space provision/size and location- [19.02 COMMUNITY INFRASTRUCTURE Southern Grampians Planning Scheme - Ordinance](#)
- In summary the objective is to create and maintain an integrated, accessible and equitable network of public open space that supports community wellbeing, recreation, and environmental conservation. The strategies focus on planning connected regional and local open space networks, protecting significant parks and conservation areas and ensuring long-term quality and accessibility. Open space should be linked through walking and cycling routes, integrated with surrounding developments, particularly along waterways, and remain publicly accessible and owned. Provision must be fair and responsive to growth and areas of undersupply, while accommodating a wide range of uses including sport, recreation, nature conservation, social interaction, wildlife corridors, and flood management. Development adjacent to open space must minimise visual, noise and environmental impacts, and all parks should be managed in line with clear objectives that maximise broad community access.
- The relevant clause for ResCode (Clause 56.05-2) for residential subdivision in the planning scheme regarding the provision of open space for subdivision- [56.05 URBAN LANDSCAPE Southern Grampians Planning Scheme - Ordinance](#) states that local parks should be located within 400m of 95% of all dwellings.
 - *Grosvenor Place is located 247m north of Ray Middleton Reserve;*
 - *8 David Street is located 295m west of HIRL (Pedrina Park) and 343m East of Mt Baimbridge Reserve).*
 - *11 Leahy Street is located 289m west of Hamilton Recreation Reserve.*

In summary this clause outlines planning objectives and standards for urban landscaping and public open space in subdivision developments, aiming to create attractive, sustainable and well-connected neighbourhoods. It requires high-quality landscape design that responds to site conditions, reinforces neighbourhood character, incorporates natural and cultural features, protects native vegetation and habitat, supports integrated water and stormwater management, and uses drought tolerant, low-maintenance planting. Subdivisions creating streets or public open space must include a detailed landscape and maintenance plan, provide shade, passive surveillance, safe recreation areas, walking and cycling connections, and durable infrastructure. The document also sets standards for a well-distributed network of public open space, including local parks within walking distance of most dwellings, suitably sized active open space for sport, and linear parks and trails linking waterways and green corridors, all designed to be adaptable, environmentally sustainable, accessible, and supportive of healthy, active communities.

With regards to the property located at Elizabeth/McPhee Streets, Hamilton this was originally a road reserve and was not reserved for public open space/recreation reserve. It does, however, face rural farmland on the MCPhee Street end and is 281m north of the Grange Burn (Crown Land for public use).

All four properties are located within a 2km radius of the Hamilton CBD and the Lake and other recreational or public reserves. Attachment Three shows the geographical mapping of these properties in relation to local parks and green spaces.

Gender Equality Act 2020

It is important to note that under the *Gender Equality Act 2020*, there is an obligation for the Council to consider and promote gender equality in all their functions and activities. This includes the disposal of property. According to the Act, all Victorians should live in a safe and equal society, have access to equal power, resources and opportunities, and be treated with dignity, respect, and fairness which is being considered as part of the Big Housing Build and Women's Housing Limited, referred to above. A gender impact assessment was not required as part of the proposed disposal of lands.

Risk Management

The proposed recommendation should take into consideration the potential for reputational risk should Council proceed with the proposed disposal of the properties however, retention of these properties by Council is considered a missed opportunity to dispose of identified surplus properties.

Climate Change, Environmental and Sustainability Considerations

The proposal to sell the properties demonstrates Council's leadership to consider the surplus property which is otherwise under-utilised. This will also contribute to Council's sustainability as the development of these sites will assist with the current housing shortage that is happening in the region (and the State).

Community Engagement, Communication and Consultation

The verbatim responses to the recent public notification of Council's intention to sell are contained in Attachment One.

Youth Charter

No specific youth issues were identified.

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.

Katie Krebs, Property Officer

Aaron Smith, Manager Assets

Marg Scanlon, Director Infrastructure and Sustainability

RECOMMENDATION

That Council

1. Having given public notice of its intention to sell the following properties, acknowledge the submissions received with formal correspondence to be provided to the submitters:

- a) 11 Leahy Street, Hamilton
- b) Grosvenor Place, Hamilton (Lot RES1 PS 511147)
- c) 8 David Street, Hamilton
- d) Elizabeth/McPhee Street, Hamilton (Lot 1 TP 913631)

2. Not proceed with the disposal of

- a) 11 Leahy Street, Hamilton;
- b) Grosvenor Place, Hamilton (Lot RES1 PS 511147);
- c) 8 David Street, Hamilton; and

3. Defer the decision to dispose of Elizabeth/McPhee Street to undertake due diligence including stakeholder engagement on disposal options.

12.3 Public Exhibition of Governance Rules

Directorate: People and Performance
Report Approver: Darren Barber (Director People and Performance)
Report Author: Karly Herring, Governance Coordinator
Attachment(s): 1. Draft Governance Rules for Exhibition - as at 29 April 2026
[12.3.1 - 65 pages]

Executive Summary

Section 60 of the *Local Government Act 2020* (the Act) requires Councils to develop, adopt and keep in force Governance Rules.

Governance Rules must include the following -

- Conduct of Council meetings;
- Conduct of meeting of Delegated Committees;
- Form and availability of meeting records;
- Election of the Mayor and Deputy Mayor;
- The appointment of an acting Mayor;
- Election Period Policy;
- Procedures for the disclosure of a conflict of interest by a Councillor and a member of Council staff; and

Must provide for a Council to –

- Consider and make decisions fairly and on merit; and
- Institute decision-making processes to ensure any person whose rights will be directly affected by a decision of Council is entitled to communicate their views and have their interests considered.

Council last adopted its Governance Rules on 21 June 2023. Council delayed a more recent review of its Rules while Local Government Victoria, in consultation with the sector, developed Model Governance Rules which were anticipated for release in December 2025. Model Governance Rules were being developed to provide a more uniform approach to meeting procedures. The release of the Model Governance Rules has been delayed and as such, Councils are progressing their own reviews as an interim measure.

The reviewed Governance Rules are attached for consideration, and this report provides an overview of the changes with a recommendation that Council endorse the draft Governance Rules for public exhibition for the period 14 May 2026 to 28 May 2026 (inclusive).

Discussion

The amendments have been made based on observations of the current Rules and some amendments made based on recommendations made in the draft Model Governance Rules, including:

- Removed reference to Council Meetings Policy as it has been rescinded
- Included reference to Confidential Information Policy which should be read in conjunction with the Rules to understand the requirements in the Act and Council's process.

- Committee Meeting removed, it was a duplicate of Community Asset Committees and Delegated Committees and not required
- Division definition updates to include reference to names being printed in the agenda (this is already Council's current process but included for clarification purposes).
- 3.1 updated to include reference to confidential information being outlined in the *Local Government Act 2020*, to clarify a Council can only designate information as confidential if it meets the threshold in the Act.
- 3.3.8 (g) amended to clarify a request for a leave of absence must state the leave dates.
- 3.4.3 Notice of Meetings (a)(ii) highlighted for discussion, current rules state the agenda must be available for public inspection on the Council website by 9:00am on the Monday prior to the Meeting, with Council Meetings now being held on Tuesdays and not Wednesdays, this does not allow ample time for review and consideration for the public to participate in proceedings. Proposed change is COB Friday prior to the Council Meeting.
- 3.7.1 Order of Business amended to include the option for Councillors to choose between a Prayer or Opening Statement, the inclusion of a section for document tabling and updating the public deputation section to include reference to "Request to Speak to Agenda Item" and highlighting that review of confidential matter is an optional section.
- 3.8.1 Question Time includes clarification that only the questions will be included in the agenda, this is current process and included for emphasis only.
- 3.8.1 - Updated Questions on Notice to clarify the submitter will read their question aloud, or where they would prefer not to, the Mayor will read the answer and question and removed the section that if the person who submitted the question isn't attending in person, it won't be read and a letter sent instead.
- 3.8.2 Deputations – changes include speaking time extended from three to four minutes and both spokesperson and representatives all afforded the option to speak (generally this is what tends to occur and has been changed to reflect practice).
- 3.8.4 Speaking to an Agenda Item, has previously had a longer timeframe to submit compared to a deputation because it relates to an item on agenda (as opposed to a deputation which can be on any subject matter), the timeframe has been amended to align with Questions on Notice and Deputations which is 5pm Monday the day before the Meeting.
- 3.9.2 Notices of Motion submitted by a Councillor proposed to be signed by two councillors, indicating it has support to become a motion and allow debate, includes reference to Councillors being able to be a signatory for up to 2 notices of motion and for the avoidance of doubt, signing a notice of motion holds no obligation to then move or second a notice of motion at the Council Meeting, this clause is from the draft Model Governance Rules.
- 3.9.2 Notices of Motion includes reference to a CEO requiring a report to be prepared for any notice of motion which would impact litigation to which council is party.
- 3.9.2 Notice of Motion (j) updates to reflect background information to a notice of motion will not be printed in the agenda, this is current practice and included for clarification and emphasis.
- 3.9.3 Introducing a Notice of Motion at a Council Meeting – unlike a normal motion where the mover is not able to introduce a motion unless it is seconded, a notice of

motion can be introduced for up to two (2) minutes to encourage support, this is current process but the wording has been updated for clarification and emphasis.

- 3.9.23 Notice of Rescission – included a rule to allow the CEO to propose a notice of rescission, accompanied by a management report, where after the meeting, it is deemed a resolution can't be acted upon. The current Rules don't provide any provision for the CEO to submit a report recommending rescission.
- 3.10 Voting – included reference to the Chair having a casting vote as Chair and a vote in their capacity as councillors, and that abstaining from a vote is counted as a no – current process but included for clarification.
- 3.11 Points of Order updated references to the Model Code of Conduct.
- 3.12.5 Makes reference to the livestreaming videos being available alongside the minutes on the Council website as opposed to Council's Facebook page.
- Election Period Policy updated to 2024 adopted version.

Financial and Resource Implications

The Governance Rules review has been undertaken by the Governance Coordinator in consultation with the Executive Leadership Team and there are no financial implications.

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.

5.4 Provide the community a strong voice through meaningful and accessible engagement

5.6 Improve service delivery and efficiency through sustainable leadership

5.8 Ensure the community are at the forefront of decision making

Legislation

Section 60 of the *Local Government Act 2020* (the Act) requires Councils to develop, adopt and keep in force Governance Rules.

Gender Equality Act 2020

There are no Gender Equality considerations because of Council reviewing its Governance Rules.

Risk Management

The review and subsequent adoption of the Governance Rules reduce risk as Council will meet its legislative responsibilities under section 60 of the Act.

The Governance Rules provide comprehensive guidance on the way in which Council Meetings and Council auspiced meetings are to be conducted. It provides a stronger Governance framework for decision-making processes and a uniform approach to the way both councillors and members of the public conduct themselves and participate in council meetings, ensuring fair and equitable decision-making processes.

Climate Change, Environmental and Sustainability Considerations

There is no climate change, environmental, or sustainability considerations as a result of reviewing the Governance Rules.

Community Engagement, Communication and Consultation

Section 60(5) of the Act requires a Council to ensure that a process of community engagement is followed in amending its Governance Rules.

The Governance Rules will be placed on public exhibition for a period of two (2) weeks from 14 May – 28 May 2026, inviting submissions from the public.

Submissions will be sought via Council's website, socials and an advert placed in the Spectator. In addition to this, Governance will also reach out directly to any member of the public who has participated in Council Meeting procedures within the last five (5) years seeking their feedback on ways in which we could update and improve our public participation processes, including petitions, deputations, speaking to agenda items and questions on notice.

These submissions will be provided to Councillors at a briefing session prior to a final decision being made at a Council Meeting to adopt the updated Governance Rules.

Youth Charter

There are no Youth Charter implications resulting from Council reviewing its Governance Rules.

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
Tania Quinn, Acting Governance Coordinator

RECOMMENDATION

That Council endorse the draft Governance Rules for public exhibition for the period 14 May 2026 to 28 May 2026 (inclusive).

12.4 Award Contract 2025044 - Street Sweeper

Directorate: Infrastructure and Sustainability
Report Approver: Marg Scanlon (Director Infrastructure and Sustainability)
Report Author: Trevor Haley, Manager Works
Presenter(s): Marg Scanlon
Attachment(s): 1. CONFIDENTIAL - Tender Evaluation Report [12.4.1 - 22 pages]

Executive Summary

This Contract is for the supply and delivery of one Road Street Sweeper Truck for the primary function to carry out general road and street sweeping and re-seal sweeping across various locations within the Southern Grampians Shire Council.

Discussion

The Tender was advertised through the Municipal Agencies Victoria Vendor Panel on the 25 September 2025, closing on the 15 October 2025.

Three companies submitted tenders to Council;

- Bucher Municipal
- KOR Equipment Solutions
- Romech Sales

The Tender Evaluation comprised;

- Price 40%
- Fit for Purpose 20%
- Vehicle backup support and maintenance 25%
- Delivery/supply 15%

As a part of the tender process, Officers undertook field inspections enabling them to see the vehicle in operation, discuss vehicle features, and operational considerations pertinent to Council settings.

The Evaluation Panel determined that the Bucher Maxpowa V65t Sweeper grease unit is located under the vehicle which was considered impractical when tipping as the grease did not empty as compared to the other vehicles. The vehicle was noisy and larger than the other vehicles considered. User concerns were also raised in relation to the suitability for Council's needs specifically servicing tree lined streets as this vehicle is taller than the other vehicles considered.

The Iveco Euro Cargo ML160 supplied by KOR Equipment Solutions produced less dust than the other vehicles presented. No support back up is available. This vehicle is design for American use, specifically with the sweeping patch located on the right-hand side of the

vehicle. The Panel also identified that the controls were complicated which would require support and time to gain experience.

The Iveco ML160E25 Sweeper provided by Romech Sales and Service was easier to use and maintain, less noisy both externally and within the cabin. This unit has a hydraulic system with a high-pressure washer. This vehicle is considered a good height for Council's needs, and this unit also has hydro excavation capabilities. Overall, the Panel concluded this unit is easier to use, is more compact, and meets Council's needs. This vehicle is recommended for purchase.

Attachment 1 includes the Confidential Tender Evaluation Report.

Financial and Resource Implications

The cost of this vehicle is budgeted for within the 2025/2026 Heavy Fleet budget.

Council Plan, Community Vision, Strategies and Policies

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

Legislation

This contract is consistent with the *Local Government Act 2020*.

Gender Equality Act 2020

While a gender impact assessment has not been undertaken, in field considerations have included female operators of the three vehicles evaluated.

Risk Management

Officers field tested the vehicles and referee checks were completed with other Council's using the recommended vehicle. No issues were identified.

Collaborative Procurement Opportunities

No collaborative procurement opportunities were identified however the MAV Supply Panel was the reference for this tender process.

Climate Change, Environmental and Sustainability Considerations

The recommended unit meets the following Euro rating.

- Euro 6 Step E Compliance: The latest Eurocargo models meet strict Euro 6 Step E emissions standards, reducing cold-start emissions and stricter particulate matter limits.

- **Engine & Fuel Technology:** The truck utilizes the 6.7-litre 'Tector 7' engine. It features high-pressure common rail fuel injection, low-viscosity oils, and an electromagnetic fan that engages only when necessary, improving fuel efficiency.
- **HI-SCR System:** IVECO's HI-SCR (Selective Catalytic Reduction) system provides a "maintenance-free" Diesel Particulate Filter (DPF) that does not require driver-activated regeneration, improving uptime and reducing emissions.
- **Biofuel Compatibility:** The engines are fully compatible with cleaner-burning paraffinic fuels like HVO (Hydrogenated Vegetable Oil) and XTL, conforming to EN 15940 standards, as well as B7 biodiesel.
- **Transmission Efficiency:** The ZF 8-speed automatic transmission includes 'Eco Mode' for optimized gear shifts and 'Eco Roll' (coasting) to maximize fuel economy.
- **Alternative Powertrains:** The Eurocargo platform includes natural gas ("Natural Power") options, which offer lower noise levels and further reduced environmental impact for urban tasks.
- Rosmech have implemented numerous strategies within their vehicles to decrease water usage whilst managing to increase water coverage and to apply higher suction power with less fuel consumption – reducing carbon emissions.

Community Engagement, Communication and Consultation

No community engagement has been undertaken for this tender process. Operational staff undertook the tender evaluation including infield assessments.

Youth Charter

No specific youth issues were identified.

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.

Trevor Haley, Manager Works
Daniel Howe, Plant Operator
Joe Pierce, Acting Head Mechanic
Lauren Savin, Acting Fleet Coordinator
Andrew Povey, Business Partner Works Coordinator

RECOMMENDATION

That Council:

1. Award Contract 2025044 to Romech Sales for the Supply and Delivery of One (1) Iveco Road Street Sweeper for the tendered lump sum price of \$487,670 excluding GST
2. Authorise the Chief Executive Officer to execute Contract 2025044 and any other documents required by or to give effect to the terms of the contract on behalf of Council.

12.5 Art Acquisition and Collection Policy

Directorate:	Chief Executive Office
Report Approver:	Tony Doyle, Chief Executive Officer
Report Author:	Ian Brilley, Gallery Operations Manager Joshua White, Gallery Director
Attachment(s):	Art Acquisition and Collection Policy

Executive Summary

The Art Acquisition and Collection Policy governs the acquisition and de-accession of works of art for the Hamilton Gallery permanent collection, including donations, purchases, gifts, and bequests.

The policy ensures that all acquisitions and donations comply with the federal government guidelines of the Cultural Gifts Program (CGP), other council policies, state and federal policies, guidelines and industry standards.

Discussion

The Hamilton Gallery's world-class collection was established through the Shaw Bequest, a gift of 781 objects from Herbert and May Shaw and has since grown into one of Victoria's most significant collections. Comprising approximately 10,000 artworks, the collection is notable for its diversity with strengths in European decorative arts, Chinese and Japanese works, colonial Australian pieces, and prominent contemporary Australian art. The Gallery also holds the largest collection of Gunditjmara artworks on country.

The primary avenue through which the Gallery acquires works is the Cultural Gifts Program (CGP). Participation in the CGP encourages individuals and organisations to donate artworks, benefiting from a tax deduction while contributing to the public collection. This policy provides a clear framework to ensure that all acquisitions align with both the Gallery's collection strategy and the requirements of the CGP.

This policy also aligns with industry standards and guidelines and has been developed by the Hamilton Gallery team, particularly the Gallery Operations Manager and Curator, who are responsible for implementation. The Curator has extensive expertise in collection management, having taught the subject in the Masters of Curation Course at the University of Melbourne for several years.

The policy also adheres to the Ministry of the Arts' Collection of Cultural Material requirements and the National Standards for Australian Museums and Galleries, developed by the Australian Museums and Galleries Association. In developing the policy, the Curator reviewed multiple collection policies from institutions such as Newcastle Art Gallery, City of Yarra, City of Durham, and the University of Queensland, among others, to ensure best-practice standards.

The primary amendment to the policy relates to the composition of the Committee. These changes respond to the withdrawal of associated entities, which no longer wish to participate, and reflect organisational changes within Council.

Financial and Resource Implications

There are no direct financial impacts, as public art is not currently budgeted for. However, the Policy aligns with and supports opportunities for grants and donations.

Council Plan, Community Vision, Strategies and Policies

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

- 1.2 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
- 1.5 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

Community Infrastructure and Assets - We will deliver well-planned, high-quality infrastructure and spaces that connect people and respond to community needs.

- 3.2 Advocate for better investment from State and Federal Government in our community infrastructure and assets

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

Legislation

Various legislation applies subject to artwork acquisition, such as the Federal Government cultural gifts program as a key reference to inform the policy application.

Gender Equality Act 2020

This policy recognises gender equality and mandates further consideration of the Gender Equality Act 2020 in the implementation of this policy.

Risk Management

Risk management is a key consideration in the development of proposals and initiatives developed which are governed through this policy

Climate Change, Environmental and Sustainability Considerations

Environmental and sustainability responsibilities are not key policy objectives.

Community Engagement, Communication and Consultation

The adopted policy will be a publicly available document on the Council website.

Youth Charter

The Youth Charter is not pertinent to the implementation of this policy.

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.

Joshua White, Gallery Director
Ian Brilley, Operations Manager
Sam Happe, Curator

RECOMMENDATION

That Council:

1. Adopt the Art Acquisition and Collection policy; and
2. Rescind the previous Art Acquisition and Collection policy.

12.6 Public Art Policy

Directorate:	Chief Executive Office
Report Approver:	Tony Doyle, Chief Executive Officer
Report Author:	Joshua White, Gallery Director
Attachment(s):	1. DRAFT Public Art Policy [12.6.1 - 4 pages] 2. Council Policy Public Arts Policy 2012 [12.6.2 - 5 pages]

Executive Summary

Public art is the most accessible form of art. When done well, it can contribute to a community's identity and enrich the lives of residents. High-quality public art can also make a town more attractive as a place to live, work, and visit.

This Public Art Policy provides a framework for the implementation of public art across the Southern Grampians Shire. It aligns with relevant funding bodies, state and federal government guidelines, and other Council policies.

The Southern Grampians Shire Council has a previously adopted policy which was last reviewed in 2012 and is attached for information.

This revised policy is guided by principles consistent with national organisations, such as the National Association for the Visual Arts, and its objectives align with state and federal creative agencies, including Creative Victoria and Creative Australia.

This Policy provides overarching principles and objectives to guide all public art initiatives within the Shire.

The Policy will initiate two key actions:

1. The development of a Public Art Strategy – establishing a clear vision and themes for each township within the Southern Grampians Shire.
2. The establishment of a governance model – a committee to develop the strategy and to ensure the policy is adhered to when developing and delivering public art projects.

Discussion

The Public Art Policy was developed in collaboration with the Hamilton Art Gallery team and the Infrastructure and Sustainability Directorate.

It was determined that the best way to ensure high-quality public art for the Southern Grampians community required three elements:

1. A Policy – providing overarching principles and objectives.
2. A Strategy – offering community-specific guidance that is geographically and culturally appropriate for townships across the region.

3. A Governance Group – responsible for developing the Strategy and overseeing the ongoing implementation of public art.

This policy has been developed through engagement within the organisation. This policy is now presented to Council seeking endorsement for this policy to be released for community engagement.

Financial and Resource Implications

There are no direct financial impacts, as public art is not currently budgeted for. However, the Policy aligns with and supports opportunities for grants and donations.

Internal resources will be required to develop the Public Art Strategy and to assess public art proposals. Resources will also be committed to the ongoing review and maintenance of public art, in line with the management of all other Council assets.

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. 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

Community Infrastructure and Assets - We will deliver well-planned, high-quality infrastructure and spaces that connect people and respond to community needs.

- 3.2 Advocate for better investment from State and Federal Government in our community infrastructure and assets

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

Council has a 2024-2027 Arts and Culture Strategy which references the Public Art Policy.

Legislation

Various legislation applies subject to the type of public art, location and installation methods. This policy references Australian Standards Playgrounds AS 4685:2021 as a key reference to inform the policy application.

Gender Equality Act 2020

This policy recognises gender equality and mandates further consideration of the Gender Equality Act 2020 in the implementation of this policy.

Risk Management

Risk management is a key consideration in the development of proposals and initiatives developed which are governed through this policy.

Climate Change, Environmental and Sustainability Considerations

Environmental and sustainability responsibilities are one of the key policy objectives.

Community Engagement, Communication and Consultation

The adopted policy will be a publicly available document on the Council website.

The policy has been reviewed and amended based on State and Federal public art frameworks. This policy will inform the development of Council's Public Arts Strategy which will be developed through community engagement, which will also include a governance model including a group to provide oversight, expertise and strategic direction in relation to public art.

Youth Charter

The Youth Charter is pertinent to the implementation of this policy.

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.

Joshua White, Gallery Director

Marg Scanlon, Director Infrastructure and Sustainability

RECOMMENDATION

That Council:

1. Adopt the Public Art Policy; and
2. Rescind the previous Public Art Policy.

12.7 s11A Instrument of Appointment and Authorisation - Planning and Environment Act 1987

Directorate:	People and Performance
Report Approver:	Darren Barber (Director People and Performance)
Report Author:	Tania Quinn (Council Support Officer)
Attachment(s):	1. Draft S11A Instrument of Appointment Planning and Environment Act 1987 12 May 2026 [12.7.1 - 2 pages]

Executive Summary

Council appoints many powers to its staff through instruments of delegation and authorisation.

The s11A Instrument of Appointment and Authorisation appoints Council staff to be authorised under the *Planning and Environment Act 1987* (the Act) and allows them to fully discharge their duties and responsibilities under that Act.

The s11A Instrument of Appointment and Authorisation was last adopted by Council on 10 September 2025.

The Instrument has been updated to reflect a recent staff change and is attached for Council consideration.

Discussion

The Act, and a variety of other legislation, makes express provision for the appointment of authorised officers to act on behalf of Councils and these powers are essential to enable day to day decisions to be made and for the effective operation of the organisation.

The Instruments of Appointment and Authorisation are prepared for Council by Maddocks Lawyers.

S11A Instrument of Appointment and Authorisation

The s11A Instrument of Appointment and Authorisation:

- Appoints the officers to be authorised officers for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
- Authorises the officers to institute proceedings for offences against the *Planning and Environment Act 1987* and the regulations made under that Act.

The Authorisation requires updating due to staff changes in the Planning Team including the commencement of a new staff member.

These appointments and authorisations must be made by Council and are not delegated by the CEO.

Financial and Resource Implications

Council subscribes to the Delegations and Authorisations service provided by Maddocks Lawyers, the cost of which is provided for in Council's budget.

There are no other financial implications in reviewing the Instruments of Delegation.

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. through transparent decision-making, clear communication and meaningful engagement that builds community trust.

5.1 Improve effective governance and public accountability

Legislation

Section 147(4) of the *Planning and Environment Act 1987* appoints officers to be authorised officers for the purposes of the Act and regulations made under the Act.

Section 313 of the *Local Government Act 2020* authorises the officers either generally or in a particular case to institute proceedings for offences against the Act and regulations described in the s11A Instrument of Appointment and Authorisation.

Gender Equality Act 2020

The adoption of this Instrument does not have any direct gender implications.

Risk Management

The use of the Maddocks service alleviates the potential risk of staff not being appropriately authorised in the exercise of various powers and functions. Updates are provided by Maddocks regularly and capture any legislative changes. The service is available to all Victorian Councils which enables consistency.

Climate Change, Environmental and Sustainability Considerations

Many of the activities undertaken by staff on behalf of Council have social, economic, or environmental effects, including many of the powers included in the instruments of authorisation and delegation. The Instruments ensure that the decisions are made by the most appropriate person or persons within the organisation.

Community Engagement, Communication and Consultation

There is no requirement for community consultation in relation to the review of the Instrument.

Affected staff have been consulted in the preparation of this Instrument and will be provided with confirmation of the amendments to the Instrument once considered by Council.

Youth Charter

There are no direct Youth Charter implications as a result of the update of this instrument.

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.

Tania Quinn, Acting Governance Coordinator

RECOMMENDATION

In the exercise of the powers conferred by the legislation referred to in the attached instrument, Council resolves that:

1. Council adopt the attached s11A Instrument of Appointment and Authorisation for the members of Council staff set out in the instrument; and
2. The s11A Instrument of Appointment and Authorisation comes into force immediately the common seal of Council is affixed to the instrument and remains in force until Council determines to vary or revoke it, and on coming into force all previous s11A instruments are revoked.

12.8 Draft Policy - State and Federal Election - Council Candidate Policy

Directorate: People and Performance
Report Approver: Darren Barber (Director People and Performance)
Report Author: Karly Herring, Governance Coordinator
Attachment(s): 1. Council Policy Federal and State Elections Council Candidates [12.8.1 - 4 pages]

Executive Summary

With upcoming elections forecast in 2026, a draft policy has been prepared outlining the requirements of councillors who seek to become a prospective or nominated candidate in State and Federal elections.

Councillors are elected to perform their duties in a lawful manner and must comply with relevant provisions in the *Local Government Act 2020*, including standards of conduct, conflicts of interest and misuse of position.

The policy is attached for consideration with a recommendation that Council adopt the State and Federal Election - Council Candidate Policy.

Discussion

The policy outlines the requirements for Councillors who wish to become a prospective or nominate candidate, these requirements include:

- Must declare intention of candidacy in writing to the CEO as soon as practicable, the CEO will then advise all other councillors and have it minuted at the next available council meeting.
- To avoid perceived or actual conflicts in their position as Councillor and a prospective candidate in a State or Federal election, the Councillor must commence a leave of absence from the day after it is announced at a Council Meeting.
- If the Councillor who is a prospective candidate is the Mayor then the Deputy Mayor (or appointed Acting Mayor in lieu of a Mayor), will serve as the Acting Mayor for the duration of the leave of absence.

Financial and Resource Implications

Councillors are still entitled to opt to receive all, some or none of their allowance should they run as a candidate and seek a leave of absence until close of voting.

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.

Legislation

Section 123 of the *Local Government Act 2020* provides detail regarding misuse of position and improper use of information. This Policy is recommended to alleviate any real or perceived observations that a Councillors candidacy in a State or Federal election could or would cause a conflict in their capacity as a Councillor.

Section 34(2) of the *Local Government Act 2020* specifies a person is not qualified to be a Councillor and ceases to hold the Office of Councillor if they are a member of the Victorian Parliament, the Commonwealth Parliament, or of another State or Territory of the Commonwealth's Parliament. Therefore, a Councillor must resign immediately if their candidacy in a State or Federal Election is successful.

Gender Equality Act 2020

There are no direct gender equality implications as a result of adopting this policy.

Risk Management

The policy will alleviate any risk that a Councillor acts improperly during a State and Federal election by providing guidance and direction to Councillors during that time.

Climate Change, Environmental and Sustainability Considerations

There is no direct climate change, environmental, and sustainability consideration because of this policy.

Community Engagement, Communication and Consultation

No community engagement or consultation is required.

The policy will be publicly available for viewing on the Council website.

Youth Charter

There are no youth charter implications as a result of this policy.

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 adopt the State and Federal Election – Council Candidate Policy.

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

There are no Confidential Matters listed on tonight's agenda.

17 Close of Meeting

This concludes the business of the meeting.