



CORANGAMITE
SHIRE

Agenda

Council Meeting

Tuesday 26 May 2026

To be held in the Killara Centre
At the Camperdown Community
Centre
Commencing at 3:00 pm



Vision

We strive for a connected and thriving community.

Mission

We will foster opportunities, celebrate our identity and lifestyle, and provide high quality and responsive services.

Values

Teamwork

Integrity

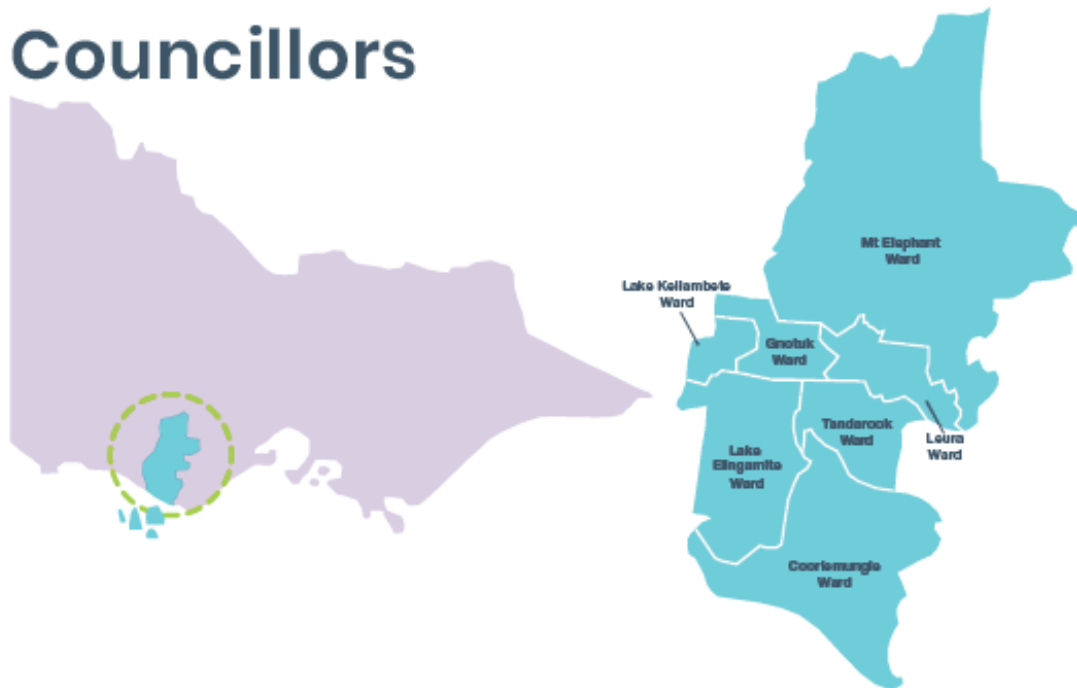
Respect

Disclaimer

The advice and information contained herein is given by the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written enquiry should be made to the Council giving the entire reason or reasons for seeking the advice or information and how it is proposed to be used.

Council meetings are livestreamed on the Internet to provide members of the community greater access to Council decisions and debate. A recording of the meeting will be available on Council's website after the meeting (usually within 48 hours). Visitors in the public gallery may be filmed and/or recorded during the meeting. By attending the meeting, it is assumed consent is given in the event that this occurs.

Councillors



Cr Jo Beard
Tanderook Ward



Cr Geraldine Conheady
Lake Kellambete Ward



Cr Nick Cole
Mount Elephant Ward



Cr Ruth Gstrein
Gnotuk Ward



Cr Laurie Hickey (Deputy Mayor)
Leura Ward



Cr Kate Makin (Mayor)
Lake Elongamite Ward



Cr Jamie Vogels
Cooriemungle Ward



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Order of Business

1 Prayer

We ask for guidance and blessing on this Council. May the true needs and wellbeing of our communities be our concern. Help us, who serve as leaders, to remember that all our decisions are made in the best interests of the people, culture and the environment of the Corangamite Shire.

Amen.

2 Acknowledgment of Country

Corangamite Shire Council acknowledges and pays our respects to the Eastern Maar and Wadawurrung peoples, as the Traditional Owners of the Lands that we work, live and play. We also acknowledge their Elders, past and present and recognise their ongoing cultural, spiritual and educational practices.

3 Apologies

4 Declarations of Conflict of Interest

In accordance with section 130 (1)(a) of the Local Government Act 2020 Councillors are required to disclose any “conflict of interest” in respect of a matter to be considered at a Council Meeting. Disclosure must occur immediately before the matter is considered or discussed.

5 Confirmation of Minutes

RECOMMENDATION

That the minutes of the Corangamite Shire Council meeting held on 28 April 2026 be confirmed as correct.

6 Deputations and Presentations

Members of the public may address Council under this section of the agenda during a meeting of Council if:

- 1) The person is addressing the Council in respect to a submission on an issue under Section 223 of the Local Government Act 1989; or
- 2) The person has requested that they address Council on an issue and the Mayor has agreed that they be heard.

Requests to address Council must be received by 5.00 pm on the day prior to the scheduled meeting of Council.

Presentations made to Council in this section of the agenda may not exceed five minutes in length, although Councillors may ask questions following each presentation. If a presentation exceeds five minutes in length, the Mayor may request that the presenter ceases to address Council immediately.

7 Committee Reports

Nil

8 Planning Reports

Nil

9 Officer's Reports

9.1 S11A Instrument of Appointment & Authorisation (Planning and Environment Act 1987)

Directorate: Governance and Civic Support

Author: Gabrielle Henry, Manager Governance and Civic Support

Executive Summary

The purpose of this report is to seek Council's endorsement for appointment of authorised officers under the *Planning and Environment Act 1987* through the updated Instrument of Authorisation and Appointment ('the Instrument'). This request arises from recent staff changes and the appointment of external contractor, PT Tomkinson & Associates Pty Ltd (Tomkinson), in March 2026 to undertake planning enforcement work in the role of Planning Investigation Officer on behalf of Council.

Council has powers under the *Local Government Act 2020* to appoint a person, including contractors, as an officer for the purpose of enforcement. Authorising these officers will ensure they have the required authority to perform their duties under the *Planning and Environment Act 1987*. Council will ensure they have the required authority to carry out their roles within legislated requirements.

Recommendation

Council resolves that:

1. The officers referred to in the attached Instrument be appointed and authorised as set out in the Instrument.
2. The Instrument 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.
3. The common seal of Council be affixed to the Instrument.
4. The Instrument of Appointment and Authorisation (Planning and Environment Act 1987 only) dated 25 November 2025 be revoked.

Discussion/Key Matters/Issues

Officers authorised to act under the *Planning and Environment Act 1987* have authorisation to enter sites, gather evidence or serve legal notices and if required undertake related enforcement functions as appropriate to their level of experience and qualifications.

The specific authorisations provided through this Instrument include:

- Under section 147(4) of the *Planning and Environment Act 1987* (Vic) – appointment as an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

- Under section 313 of the *Local Government Act 2020* (Vic) authorisation generally to institute proceedings for offences against the Act and/or any regulations.

If officers are not appropriately authorised, they risk not having the legal authority to perform key aspects of their roles, compromising enforcement across the Shire. If officers act without the correct authority, actions can be challenged and invalidated and officers may be personally liable.

Council, in a shared-service arrangement with Southern Grampians Shire Council, engaged Tomkinson in March 2026 to undertake planning enforcement work on behalf of Council in the role of Planning Investigation Officer following a public request for quotation process. Tomkinson is a provider of planning services with offices in Bendigo, Westmeadows, Torquay, Wangaratta and Ballarat.

Council has powers under section 224(1) of the *Local Government Act 1989* to appoint any person (including contractors) as an authorised officer for the purpose of enforcement.

The attached Instrument has been reviewed and updated to reflect staff changes and the appointment and role of Tomkinson, and authorises the following officers:

Council staff:

- Amanda Power
- Angela Daly
- Belinda Bennett
- Darren Frost
- David Crowe
- David Rae
- James Nield
- Jarrod Bell
- Jennifer Schoof
- Justine Linley
- Katherine Shurvell
- Melanie Osborne
- Stefan Alber

Tomkinson staff, in the role of Council Planning Investigation Officer:

- Sam Hockly
- Shravan Miryala
- Daniel Stagg
- Katie Xiao

Options for Council Consideration

Option 1 – Endorse the updated Instrument

This option is recommended by officers as it will ensure the nominated officers are appropriately authorised under the *Planning and Environment Act 1987*.

Option 2 – Not endorse the updated Instrument

This option is not recommended by officers as it will limit the authorisations and authority of nominated officers, particularly those external contractors specifically engaged to undertake planning enforcement work on behalf of Council.

Alignment to Council Plan

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

Strong Civic Leadership

Be financially responsible and sustainable

Relevant Law/Policy/Legal Implications

Local Government Act 1989

Local Government Act 2020

Planning and Environment Act 1987

Collaborative Procurement

Nil

Consultation and Engagement

Nil

Financial Considerations

There are no financial implications identified for the subject of this report.

Diversity and Inclusion Considerations

Nil

Environmental and Climate Change Considerations

Nil

Risk Consideration

Failure to appropriately authorise officers may expose Council to legal and operational risks, including invalid enforcement action.

Conflict of Interest

No officer involved in the preparation of this report declared a general or material conflict of interest.

Attachments

1. S11A Instrument of Appointment and Authorisation May 2026 [**9.1.1** - 2 pages]

*S11A Instrument of Appointment and Authorisation (Planning and
Environment Act 1987)*



**CORANGAMITE
SHIRE**

Corangamite Shire Council

Instrument of Appointment and Authorisation
(Planning and Environment Act 1987 only)

Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

In this instrument "**officer**" means -

**Amanda Lee Power
Angela Clare Daly
Belinda Anne Bennett
Daniel James Stagg
Darren Stanley Frost
David James Crowe
David Martin Rae
James Andrew Nield
Jarrod Leigh Bell
Jennifer Joy Schoof
Justine Ruth Linley
Katherine Valerie Shurvell
Katie Xiao
Melanie Louise Osborne
Samuel Lloyd Hockly
Shravan Miryala
Stefan Martin Alber**

By this instrument of appointment and authorisation Corangamite Shire Council -

1. under s 147(4) of the *Planning and Environment Act 1987* – authorises the officers to carry out the duties or functions and to exercise the powers of an authorised officer under the *Planning and Environment Act 1987*; and
2. under s 313 of the *Local Government Act 2020* authorises the officers either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This instrument is authorised by a resolution of the Corangamite Shire Council on 26 May 2026.

The Common Seal of
CORANGAMITE SHIRE COUNCIL
was affixed in the presence of:

.....
Chief Executive Officer

Date:

9.2 2026-2027 Draft Budget

Directorate: Corporate and Community Services

Author: Xavier Flanagan, Director Corporate and Community Services

Executive Summary

The purpose of this report is to present the 2026-2027 Draft Budget (Budget), incorporating the 2026-2027 Fees and Charges Schedule in accordance with the *Local Government Act 2020* (the Act) for the purposes of public exhibition. The 2026-2027 Budget is attached to this report. The Budget aims to maintain Council's stable financial position in a challenging environment and includes significant capital works.

The Budget allocates resources annually to support the Council Plan delivery, particularly the strategic initiatives. It aims to meet these objectives in the most financially sustainable manner possible whilst continuing to provide quality services to all sections of our community.

The 2026–2027 Budget for the financial year beginning 1 July 2026 has been developed in consultation with the community, Councillors and Council officers and is aligned with the Financial Plan, Asset Management Plans and Community Vision. The Budget is a short-term plan which specifies the resources required to fund the Council's services and initiatives over the next 12 months and subsequent three financial years.

Council is currently operating in a challenging economic climate characterised by inflation, rising costs, decreasing government grants and limited contractor and materials availability. In addition to this we see continued and increasing instances of Cost-Shifting from all levels of government. This combination of adverse factors creates significant pressure on Council's financial resources and operational capacity.

It is also important to note that this Budget has been prepared in the context of the ongoing drought and the fires of early 2026 noting that recovery activities, and their associated impacts, are continuing.

In a rate-capped environment, where the Council cannot easily increase rates to raise additional revenue, these financial challenges become even more pronounced. Rate capping limits Council's ability to adjust its primary source of income to meet rising costs.

Fuel price volatility and broader upward cost pressures linked to ongoing geopolitical disruption, including global geopolitical instability, present a significant challenge for the 2026-2027 Budget. These pressures affect both Council's operating and capital programs, increasing costs across fleet operations, waste collection, road maintenance, parks and gardens services and contracted works. With limited capacity to offset these increases, Council must continue to priorities essential services and deliver value for our community within the rate cap.

Balancing the Budget into the future is an increasingly difficult task. It requires meticulous financial planning, and frugal fiscal management, and strategic decision-making to ensure essential services are maintained, and statutory obligations are met.

The Budget document has been prepared based on the legislative requirements contained in the 'model budget' as developed by the Local Government industry taskforce and issued to all municipalities across Victoria. In accordance with the Act, the Budget includes links to the Council Plan 2025-2029 and details:

- Activities and initiatives to be funded.
- How the activities and initiatives will contribute to achieving strategic objectives.
- The service performance indicators.

Recommendation

That Council:

- 1. Places the Draft Budget for the 2026-2027 financial year, and subsequent 3 financial years, and the Draft 2026-2027 Fees and Charges, on public exhibition.**
- 2. Gives public notice via Council's website, local newspapers and social media that Council has prepared a Draft Budget for the 2026-2027 year and subsequent 3 financial years, including the Draft 2026-2027 Fees and Charges.**
- 3. Determines that the public exhibition period will be no less than 14 days from the initial public notice.**
- 4. Authorises the Chief Executive Officer to undertake administrative procedures necessary to enable Council to carry out its obligations under sections 94, 95 and 96 of the *Local Government Act 2020*.**
- 5. Will consider for adoption the Budget 2026-2027, and subsequent 3 financial years, including the 2026-2027 Fees and Charges at the Council Meeting scheduled to be held on Tuesday 30 June 2026 at 3pm at the Killara Centre after consideration of any written community feedback received by Council.**

Discussion/Key Matters/Issues

Budget Overview

An operating deficit of \$2.04 million has been budgeted with a capital works program of \$19.05 million. Key performance indicators include delivery of a year-end unrestricted working capital ratio of 291%.

	2025-2026 Adopted Budget	2026-2027 Draft Budget
Operating expenditure	41,462,958	43,194,156
Capital expenditure	16,740,636	19,053,109
Transfers to reserves	278,000	315,500
Total budget commitments	58,481,594	62,562,765
Rates and charges income	26,927,227	27,864,482
Rate Cap Increase	3.00%	2.75%
Net operating result	(195,233)	(2,043,231)
Underlying net operating result	(2.1%)	(14.1%)
Projected unrestricted cash/investment balance	18,625,820	22,558,226
Unrestricted working capital ratio	241%	291%
Capital expenditure	16,740,636	19,053,109
Asset renewal/upgrade ratio	96%	93%

The Budget is an essential planning and resource tool produced annually and is vital to the ongoing operational and financial viability of Council. It sets out the expected income and expenditure of both operational and capital activities for the coming year and incorporates Council's rating and borrowing strategies. The Budget also ensures the accountability of Council's operations and forms part of the public accountability process.

The Budget has been prepared to ensure that Council continues to maintain its services and meet the objectives of Council's asset management framework and financial plan. The principles of sound financial management require Council to continue to invest in asset renewal and maintain adequate liquidity. The Budget presented delivers these outcomes.

When we view the budget from a cash perspective, the Draft Budget 2026–2027 forecasts a net cash deficit of \$238,000 for the year, as per table below.

	2025-2026 Forecast Budget 000s	2026-2027 Proposed Budget \$'000
Accum Cash Surplus Brought Forward	33,258	24,266
Recurrent Operations	(11,423)	(13,491)
Loans / Lease repayments	(120)	(120)
Loan / Lease proceeds	0	0
Rate Income	26,982	27,864
Capital (Net)	(18,416)	(13,004)
Operating Projects	(6,929)	(2,766)
Extra-ordinary events	331	0
Transfer From/(To) Reserves	582	1,278
Cash Result for year	(8,992)	(238)
Accum Cash Surplus Carried Forward	24,266	24,028

In this context, a net cash deficit for the year (see 'Cash Result for year' in table above), represents an allocation of cash to Recurrent Operations, Lease repayments, and Capital and operating projects that exceeds that of the cash inflows from Rates income and transfers of cash held in reserve.

This outcome does not, of itself, indicate financial distress and is not unexpected in the context of Council's overall cash management position. A cash deficit can occur when Council deliberately draws on existing cash holdings to fund planned service delivery, renewals, or capital works. Importantly, Council enters 2026-2027 with an Accumulated Cash Surplus carried forward from prior years (\$24.27 million as per table above), which provides the capacity to absorb a modest net cash outflow while maintaining required liquidity and operational continuity. The forecast cash deficit should therefore be considered within the broader context of Council's strong opening cash balance, planned expenditure profile, and prudent financial governance.

The Budget document details the processes to be undertaken in accordance with the Act and the *Local Government (Planning and Reporting) Regulations 2020* (the Regulations). As required by the Regulations, the Budget also includes the prescribed performance indicators as shown in Section 5 of the attached Budget document.

For the 2026-2027 budget process, Victorian councils are required by the Victorian Auditor General's Office (VAGO) to set mandatory targets for eight specific performance indicators (four service and four financial) as part of the Local Government Performance Reporting Framework (LGPRF) to improve accountability and transparency, as detailed in the '*Performance Target Guide - Local Government Victoria 2026-27*'. The eight Targeted Performance Indicators, Council has selected, will sharpen organisational focus on the outcomes most important to our community and to strengthen accountability for budget investments. The targeted indicators will be monitored through a structured reporting timeline (quarterly performance reporting and end-of-year results). By embedding these Council-selected measures into budget governance and business planning, Council will be better positioned to track value for money, demonstrate progress against strategic objectives, and ensure resources are directed to the highest-impact activities, supporting continuous improvement and transparent reporting to the community.

The eight new specific performance indicators, which can be found in Section 5 of the Draft Budget 2026-2027 document, are as follows:

- Indebtedness Ratio
- Expenses per head of population
- Own-source revenue per head of population
- Average rate per property assessment
- Liquidity Ratio
- Adjusted underlying surplus (or deficit)
- Rates compared to property value
- Cost of kerbside waste collection service

Fuel Crisis

Given the current geopolitical disruptions caused by war in the Middle East and their impacts on the price and availability of fuel, changes have been made to the fuel budget to account for this in the underlying assumptions. An additional \$0.5 million has been added to the first 6 months of the fuel budget, which assumes a price per litre of \$3.0 from July 2026 to December 2026. This will be reviewed by Officers through the year, however this does represent a risk to Council's budget if fuel prices climb higher than \$3.0 per litre and or remain at this level past December 2026.

Rate Income

Rates and Charges will account for 46.3% of total Council revenue in 2026-2027. An increase in rate income is required to meet Council's aspirations and community expectations for new and existing infrastructure.

The Victorian Government rate cap for 2026-2027 is 2.75%.

The 'General rates' forecast for the 2025-2026 year calculated to be \$21.99 million, includes supplementary rate income earned through the year. Applying the 2.75% rate cap increase gives a Draft Budget 2026-2027 of \$22.85 million as shown in the table below.

Rates and charges	2025-26 Forecast Budget	2026-27 Budget	Change	
	\$'000	\$'000	\$'000	%
General rates*	21,979	22,583	605	2.75%

The Budget-on-Budget growth in 'General rates', from 2025-2026 Adopted Budget (\$21.95 million) to Draft Budget 2026-2027 (\$22.85 million) represents a 2.91% increase in the revenue item, as the 2025-2026 Adopted Budget figure does not include supplementary rates income.

The waste management charge per eligible household will increase by 6.67% from \$450.00 in 2025-2026 to a proposed \$480.00 in 2026-2027. The increase reflects the impact of inflation on the costs associated with the service, and global geopolitical instability impacting fuel and the supply chain.

Rates and charges	2025-26 Forecast Budget	2026-27 Budget	Change	
	\$'000	\$'000	\$'000	%
Waste management charges	2,590	2,763	173	6.67%

The overall increase in rates and charges including the waste management charge and rating agreements will be 3.30% over the 2025-2026 forecast (Refer to notes 4.1.1 (k) of the Budget).

Council is responsible for collecting the Victorian State Government Emergency Services and Volunteers Fund (ESVF). ESVF appears on rate notices as a separate charge. Council does not derive any benefit from this and is required to remit amounts collected to the State Revenue Office quarterly. Council is also responsible for collecting the Landfill Levy on behalf of the State Government.

User Fees and Charges

The majority of the user fees and charges are projected to increase by the Consumer Price Index (CPI), and all user fees have been set with a view to minimise Council subsidy where possible and to provide equity across user group.

Operating Expenditure

The Council's total budgeted expenditure on an accounting basis for 2026-2027 is \$62.15 million. After excluding \$18.65 million in non-cash transactions, such as depreciation and amortisation, the budgeted operating expenditure for 2026-2027 will be \$43.51 million on a cash basis.

This represents an increase of \$6.52 million, or 11.7% over the 2025-2026 adopted Budget, made up in the most part by an increase in Depreciation and Amortisation expense (\$4.79 million) driven by the impact of asset revaluations, materially increasing asset values, and Employee expenses (\$2.42 million) made up of pay rises and banding increments required by the Enterprise agreement, and required increases in FTE to maintain staff ratios for Pre Prep roll out in the Community Services space.

Major Operating Budget Initiatives

Some major initiatives included in the 2026-2027 Budget are:

Project	Amount
Council Grants Programs	\$320,000
Implementation of Early Years Plan 2025-2035	\$250,000
Implementation of Swimming Pool Renewal audit findings	\$275,000
Implementation of Urban Street Tree Asset Management program	\$250,000
Terang Stadium upgrade works	\$280,000

Capital Expenditure

The total capital works program will be \$19.05 million, and the details are provided in Section 4.2 of the attached Budget document. Council will continue to heavily invest in its road network through capital renewal, which is also supplemented by programmed maintenance.

The 2026-2027 Capital works program includes:

- Roads (\$9.95 million) – including rehabilitation, strategic local road upgrades, resheeting and resealing.
- Waste Management (\$2.0 million) – including investment in the Naroghid landfill site to accommodate for the increased volumes.
- Buildings (\$1.17 million) including Early years Plan 2025-2035 implementation, Initiating Timboon key worker housing, building a house in Trestle Estate, Terang Hall Access improvements (Stage Lift and Stage Floor) and Camperdown Civic Centre accessibility improvements.
- Plant and equipment (\$3.76 million) including ongoing cyclical replacement of the light and heavy plant vehicle fleet.

A substantial proportion of the capital works program is based on existing asset management plans and other projects have been included to take advantage of external funding opportunities and to deliver community planning outcomes.

The Council's average asset renewal ratio for the 2026-2027 year is projected to be 93% against a long-term target of 100%.

Borrowings

The Budget provides for no new borrowings in the 2026-2027 financial year.

Statutory Disclosures

The 2026-2027 Budget includes the disclosure requirements of the *Local Government Act 2020* and the *Local Government (Finance and Reporting) Regulations 2020*. The required statutory information pertaining to Rates and Charges is detailed within Section 4.1.1.

Integrated Strategic Planning

The Budget has been prepared in accordance with the:

- Council Plan
- Revenue and Rating Plan
- Asset Plan
- Financial Plan

Policy and Legislative Context

Council is required under the *Act* to adopt the Budget by 30 June 2026. Council is required to undertake community engagement as part of the process in accordance with Council's policy.

The Budget is Council's annual financial strategic document and is in keeping with the commitments in the Council Plan 2025-2029.

Internal / External Consultation

Council is required to undertake community engagement in accordance with the Corangamite Shire Community Engagement Policy (2021) as instructed under the Act.

The 2026-2027 Budget has sought and proposes additional community input as follows:

- Pre budget submissions were requested via the website from December 2025 through to February 2026.
- The submissions were collated into themes and presented to Council during a briefing session to help inform the 2026-2027 budget process.
- Submissions were collated and evaluated by the Executive Leadership Team to provide Councillors with a list of new initiatives for consideration.

- Councillors participated in budget workshops with officers to review budget documentation including submissions and provide direction.
- Draft Budget was prepared by officers.
- Draft Budget will be made available on Council's website following the May Council meeting for a period of 14 days calling for public feedback.
- Community engagement will also take place through local news outlets and social media.
- Following the May 2026 community engagement, Council's Budget will be updated with changes as directed by Councillors.
- The Budget (with any revisions) will be presented to June Council meeting for adoption.

Financial and Resource Implications

The Budget has been prepared in accordance with the direction provided by Council and in accordance with Council's Financial Plan. The Budget has been prepared within the following parameters:

- Rate increases capped at 2.75% for 2026-2027.
- An operating deficit of \$2.04 million.
- A capital works program of \$19.05 million.
- An unrestricted working capital ratio of 291% to maintain a solid liquidity buffer for Council to meet short-term obligations.
- Asset Renewal ratio of 93%.
- Capital budgets have been prepared in accordance with good asset management principles.

Contained within the 2026-2027 Budget document is:

- Detailed information on project initiatives, staffing and resources.
- Detailed capital works program including proposed future capital expenditure (Section 4.2).
- 2026-2027 Fees and Charge Schedule

The 2026-2027 Budget maintains Council's stable financial position with a commitment to maintaining services, complemented by a significant capital works program.

The 2026-2027 attached Budget has been prepared in accordance with the best practice "model budget".

Options for Council Consideration

Council may choose to either:

1. Place the 2026-2027 Budget and the 2026-2027 Fees and Charges Schedule on public exhibition (Recommended);
2. Place the 2026-2027 Budget and the 2026-2027 Fees and Charges Schedule on public exhibition, with amendments; or

3. Not place the 2026-2027 Budget and the 2026-2027 Fees and Charges on Schedule for public exhibition.

Alignment to Council Plan

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

Strong Civic Leadership

Be financially responsible and sustainable

Relevant Law/Policy/Legal Implications

In relation to the Budget, Council has specific obligations under the following sections of the

Local Government Act 2020:

- Section 94 – The Budget
- Section 95 – Revised Budget
- Section 96 – Preparation of Budget and revised Budget

Section 94 requires that:

- a) A Council must prepare and adopt a budget for each financial year and the subsequent 3 financial years by 30 June each year.
- b) The Budget must give effect to the Council Plan and contain a list of prescribed information, which is in the form set out in the Local Government Model Financial Report (LGMFR) in accordance with the regulations.
- c) If Council determines to apply a rate increase above the average rate cap for the financial year, the Budget must contain a statement that Council intends to apply for an increase above the average rate cap, or is waiting for the outcome of an application, or specify any approved average rate cap that applies.

Section 95 requires that a Council must prepare and adopt a revised Budget before the Council can make a variation to the declared rates or charges, undertake any borrowings not previously approved in the Budget, or where Council considers a change to the Budget should be the subject of community engagement. In addition, Part 4 - Division 4 of the Act requires Council to implement the prescribed financial management principles in undertaking their duties. Section 96 specifically states that:

A Council must develop the Budget and any revised Budget in accordance with—

- a) the financial management principles; and
- b) its community engagement policy.

Collaborative Procurement

Nil

Consultation and Engagement

An initial budget consultation process was undertaken early in the development process. From December 2025 to January 2026, the community were invited to share their views and ideas on what they would like Council to prioritise in the 2026-27 Budget. The submissions received from that process were collated and considered as part of the budget development process.

To ensure the Budget is adopted by 30 June 2026, it is proposed that the Draft Budget 2026-2027, including the Draft 2026-2027 Fees and Charges, be placed on public exhibition for a period no shorter than 14 days. During this time feedback will be invited from the community and considered by Council.

Financial Considerations

The Budget has been prepared in accordance with the direction provided by Council and in accordance with Council's Long-Term Financial Plan. The Budget has been prepared within the following parameters:

- Rate increases capped at 2.75% for 2026-2027.
- An operating deficit of (\$2.04) million.
- A capital works program of \$19.05 million.
- An unrestricted working capital ratio of 291% to maintain a solid liquidity buffer for Council to meet short-term obligations.
- Asset Renewal ratio of 93%.
- Capital budgets have been prepared in accordance with good asset management principles.

Contained within the 2026-2027 Budget document is:

- Detailed information on project initiatives, staffing and resources.
- Detailed capital works program including proposed future capital expenditure
- 2025-2026 Fees and Charge Schedule.

Diversity and Inclusion Considerations

The Draft Budget 2026–2027 has been prepared with an equity lens to ensure Council resources, services and capital investments are accessible and responsive to the needs of all community members, particularly groups who may experience disadvantage or barriers to participation (including Aboriginal and Torres Strait Islander peoples, people with disability, culturally and linguistically diverse communities, older people, young people, LGBTIQ+ communities, and people experiencing financial hardship). In addition to this budget decisions have been informed by relevant impact considerations and to progressively improve universal access in Council facilities and public spaces.

Environmental and Climate Change Considerations

The Draft Budget 2026–2027 has been developed to support Council's environmental sustainability and climate response commitments by prioritising initiatives that reduce emissions, improve energy and water efficiency, protect and enhance natural assets, and strengthen community resilience to climate risks. Provision has been made for continued investment in energy and water efficiency savings and to progressively reduce Council's operational footprint while maintaining essential service levels.

Risk Consideration

The Budget is prepared in a constrained economic environment including inflationary pressures, rate capping and volatility in input costs. These factors present a risk to Council's ability to maintain service levels and deliver the capital works program. Risks will be continually monitored to ensure financial sustainability.

Conflict of Interest

No officer involved in the preparation of this report declared a general or material conflict of interest.

Attachments

1. Corangamite Shire Budget 2026-2027 - Draft [9.2.1 - 58 pages]



Corangamite Shire Council

Draft Budget 2026–2027



**CORANGAMITE
SHIRE**

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Disclaimer

The information contained in this document is for general guidance only. It is not professional advice and should not be used, relied upon or treated as a substitute for specific professional advice. Given the changing nature of laws, rules and regulations, and the inherent hazards of electronic communication, there may be delays, omissions or inaccuracies in information contained in this document.

The model budget, including financial statements, has been prepared in accordance with the requirements of the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*. While every effort has been made to ensure that the information contained in this document has been accurate and complies with relevant Victorian legislation, each Council remains responsible to ensure that the budget they prepare is compliant with all statutory requirements.

Mayor and CEO's Introduction

Corangamite Shire Council is pleased to present the 2026–2027 Council Budget, developed to support the delivery of our Council Plan 2025–2029. This Plan outlines our strategic direction across five key objectives:

1. A community that enables healthy, active and resilient living
2. A growing and prosperous economy
3. Quality infrastructure and community connections
4. Protection and enhancement of our environment
5. Strong civic leadership

These objectives provide the foundation for delivering on our long-term aspirations as outlined in the Corangamite Community Vision 2040.

The 2026–2027 Budget sets out the resources required to maintain our wide range of services while also investing in infrastructure and community projects that enhance wellbeing and liveability across the Shire. It includes capital works funding, operational project support and the continuation of valued grant programs.

A rate increase of 2.75% has been applied, in line with the State Government's rate cap. The waste management charge will rise by 6.67%, reflecting increased State Government levies and collection costs.

Fuel price volatility and broader upward cost pressures - linked to ongoing geopolitical disruption, including conflict in the Middle East - present a significant challenge for the 2026-2027 budget. These pressures affect both Council's operating and capital programs, increasing costs across fleet operations, waste collection, road maintenance, parks and gardens services and contracted works. With limited capacity to offset these increases, Council must continue to prioritise essential services and deliver value for our community.

While rising costs continue to challenge our capacity to expand services and infrastructure investment, this budget ensures our financial position remains stable. It supports both existing service levels and new initiatives that benefit the Corangamite community.

Notwithstanding the rate increase, Council's ability to fund the required capital expenditure program and existing service levels is constrained by upward pressure on costs. Despite this, the budget includes a range of new initiatives that will be of benefit to the community whilst ensuring Council's financial position remains stable.

Capital Works Program

Council will invest \$19.05 million in infrastructure renewal, upgrades and new assets in 2026–2027. Highlights include:

- **Roads – \$9.95 million**
Funding for road rehabilitation, strategic upgrades, resheeting and resealing programs.
- **Plant and Equipment – \$3.8 million**
Replacement and upgrade of plant and vehicle fleet, including a new water truck and grader.
- **Waste Management – \$2.0 million**
Significant investment in the Naroghid landfill to accommodate increased volumes.
- **Buildings – \$1.2 million**
Ongoing maintenance and upgrades to Council facilities such as swimming pools, public toilets, libraries and depots. Additional focus is being placed on pool infrastructure due to ageing assets.

Funded Operating Projects 2026–2027

This budget also supports a number of operating projects aimed at enhancing community wellbeing, economic growth and environmental sustainability with some highlights listed below.

Recreation Reserves & Community Contributions

Camperdown - Leura Oval Upgrades (\$300,000 over 2 years)	\$150,000
Terang Stadium Upgrade Works	\$280,000
Facilities Condition Data Collection	\$100,000

Facilities & Public Spaces

Urban Street Tree Asset Management Program	\$250,000
Roadside Vegetation and Weed Mapping	\$60,000
Elm Tree Pruning (Finlay Avenue)	\$50,000
Hard Court Resurfacing Contribution	\$50,000

Infrastructure Works

Line re-marking on strategic feeder roads	\$100,000
Bridges & Major Culverts Condition Assessments	\$100,000
4D Road Maintenance for Fire Access	\$50,000
Safety Barrier Maintenance Program	\$22,000

Economic Development & Prosperity

Revised Skipton Structure Plan	\$100,000
Corangamite Destination Action Plan Implementation	\$40,000
Port Campbell Parking Strategy Implementation	\$50,000
Camperdown Saleyards Masterplan	\$30,000

Community Grant Programs

Council continues to support local groups, businesses and community initiatives through a diverse range of grant programs:

- Ready Now Grants – \$20,000
- Community Grants – \$50,000
- Enabling Grants – \$20,000
- Business Assistance Program – \$50,000
- Facility Grants – \$50,000
- Facility Design Grants – \$30,000
- Environment Support Grants – \$50,000
- Events & Festivals Funding – \$50,000

This budget has been developed through detailed planning, community consultation and financial analysis. It reflects Council's commitment to responsible governance, high-quality service delivery, and sustainable growth.

We would like to sincerely thank community members and community organisations for making submissions at the beginning of the budget process and for taking the time to share your priorities, local knowledge and ideas for our municipality. Your contributions have helped Council better understand what matters most to residents. We appreciate the constructive feedback provided and the commitment shown to strengthening our community.

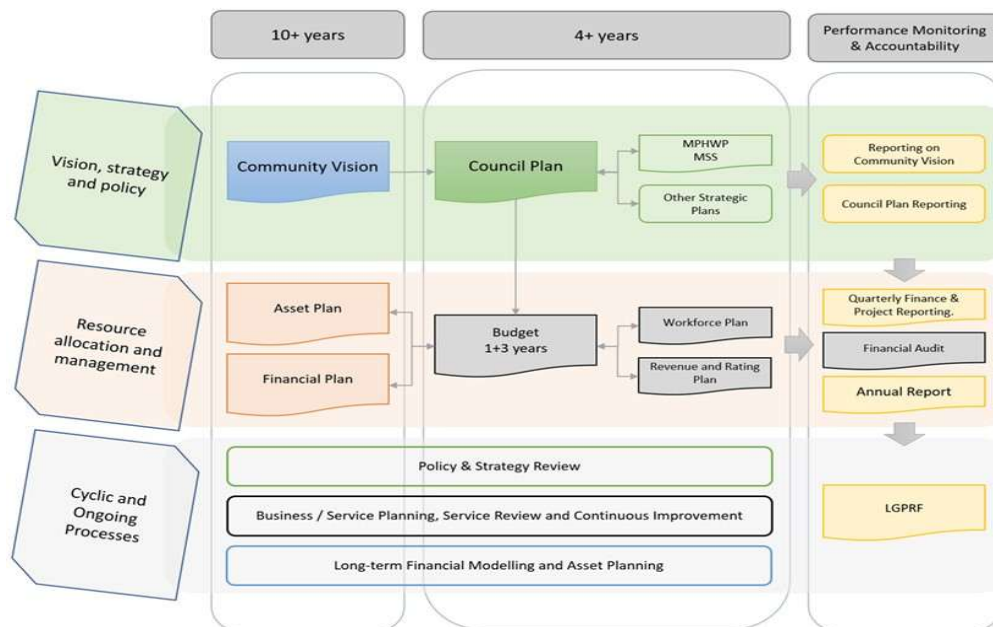
We invite you to explore the full document alongside the Council Plan 2025–2029 and the Corangamite Community Vision 2040.

1. Link to the Integrated Strategic Planning and Reporting Framework

This section describes how the Budget links to the achievement of the Community Vision and Council Plan within an overall integrated strategic planning and reporting framework. This framework guides the Council in identifying community needs and aspirations over the long term (Community Vision and Financial Plan), medium term (Council Plan, Workforce Plan, and Revenue and Rating Plan) and short term (Budget) and then holding itself accountable (Annual Report).

1.1 Legislative planning and accountability framework

The Budget is a rolling four-year plan that outlines the financial and non-financial resources that Council requires to achieve the strategic objectives described in the Council Plan. The diagram below depicts the integrated strategic planning and reporting framework that applies to local government in Victoria. At each stage of the integrated strategic planning and reporting framework there are opportunities for community and stakeholder input. This is important to ensure transparency and accountability to both residents and ratepayers.



Source: Department of Government Services

The timing of each component of the integrated strategic planning and reporting framework is critical to the successful achievement of the planned outcomes.

1.1.2 Key planning considerations

Service level planning

Although councils have a legal obligation to provide some services - such as animal management, local roads, food safety and statutory planning - most council services are not legally mandated, including some services closely associated with councils, such as libraries, building permits and sporting facilities. Further, over time, the needs and expectations of communities can change. Therefore councils need to have robust processes for service planning and review to ensure all services continue to provide value for money and are in line with community expectations. In doing so, councils should engage with communities to determine how to prioritise resources and balance service provision against other responsibilities such as asset maintenance and capital works. Community consultation needs to be in line with a councils adopted Community Engagement Policy and Public Transparency Policy.

1.2 Our purpose

Our Vision

We strive for a connected and thriving community.

Our Mission

We will foster opportunities, celebrate our identity and lifestyle, provide high quality and responsive

Our Values

Corangamite Shire will display the following behaviours in the way we conduct business

- Teamwork
- Integrity
- Respect

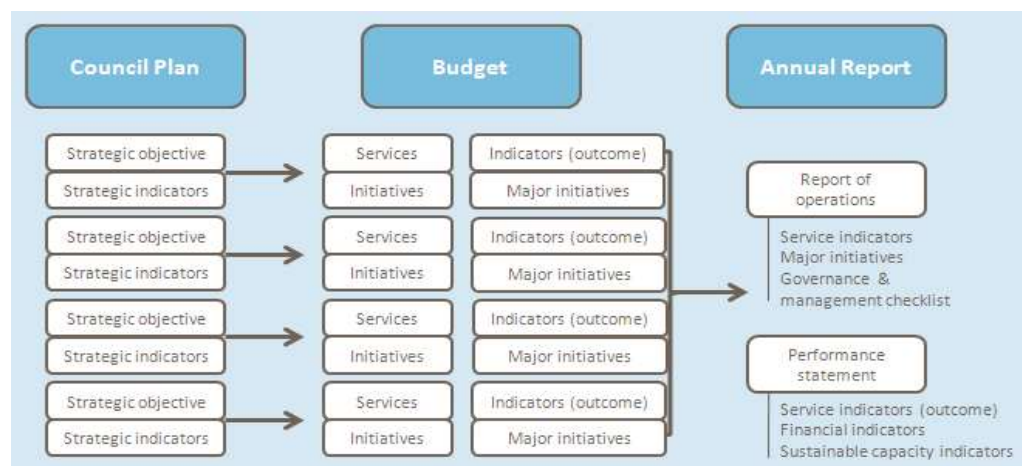
1.3 Strategic objectives

Council delivers activities and initiatives under various service categories. Each contributes to the achievement of one of the five Strategic Themes as set out in the Council Plan. The following table lists the five Strategic Themes as described in the Council Plan.

Strategic Objective	Description
1. A Community that enables healthy, active and resilient living	We are dedicated to improving health and wellbeing by enhancing recreational facilities, supporting mental health initiatives, and advocating for better aged care, healthcare and childcare services. Our aim is to create a supportive and active community.
2. A growing and prosperous economy	We strive to support economic growth by promoting local businesses, encouraging sustainable agriculture, and developing key projects. Our focus is on creating jobs, boosting tourism, and fostering a resilient and diverse local economy.
3. Quality infrastructure and community connections	We aim to enhance community connectivity by maintaining and upgrading our infrastructure, advocating for better digital access, and improving walking and cycling paths. Our goal is to create a safer, more connected environment for all residents
4. Protection and enhancement of our Environment	We are committed to protecting the environment through sustainable waste management, promoting renewable energy, and implementing our Climate Change Action Plan. Our goal is to reduce our carbon footprint and preserve biodiversity
5. Strong Civic leadership	We aim to foster strong leadership by engaging with the community, promoting transparency, and raising awareness of First Nations issues. Our focus is on inclusive communication, transparency, youth engagement, and celebrating cultural diversity.

2. Services and service performance indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2026-2027 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council's operations. Council is required by legislation to identify major initiatives, initiatives and service performance outcome indicators in the Budget and report against them in their Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below.



Source: Department of Government Services

2.1 Strategic Objective 1: A Community that enables healthy, active and resilient living

We are dedicated to improving health and wellbeing by enhancing recreational facilities, supporting mental health initiatives, and advocating for better aged care, healthcare and childcare services. Our aim is to create a supportive and active community.

Services

Services			2024-25	2025-26	2026-27
Service area	Description of services provided		Actual \$'000	Forecast \$'000	Budget \$'000
Positive Ageing & Inclusion	The Positive Ageing & Inclusion Program assists seniors and vulnerable people access services including the My Aged Care system, linking in with agencies, social services and community participation opportunities. Assistance is also provided with food relief, carer support and delivery of Council's Disability Access & Inclusion Plan.	Income	3	3	3
		Expense	(259)	(226)	(233)
		Net (Cost)/Surplus	(256)	(223)	(230)
Children's Services	Provides for management and operation of Council's maternal and child health, family day care, mobile childcare, Kindergartens and preschools.	Income	4,950	4,970	5,393
		Expense	(5,254)	(5,878)	(6,140)
		Net (Cost)/Surplus	(304)	(909)	(747)
Community Services Management	Community Services Management provides the management and administration of Council's community services. It also includes various strategic projects.	Income	44	77	2
		Expense	(403)	(753)	(480)
		Net (Cost)/Surplus	(359)	(676)	(478)
Building and Facilities	Building and facilities maintenance provides the long term maintenance management programs and operation of Council's property assets. It also provides specific programs and projects to support community managed facilities.	Income	416	1,084	344
		Expense	(3,006)	(4,804)	(2,794)
		Net (Cost)/Surplus	(2,590)	(3,720)	(2,449)
Immunisation	Councils Immunisation Program	Income	36	62	54
		Expense	(56)	(74)	(72)
		Net (Cost)/Surplus	(20)	(12)	(18)
Recreation and Facility management and administration	This service provides the management support and co-ordination resources for recreation and facility management including libraries and swimming pools. Recreation Programs provides varied ongoing programs to support recreation pursuits in the Shire. It includes support provided to community groups for recreation programs and projects.	Income	257	490	126
		Expense	(3,023)	(3,872)	(3,807)
		Net (Cost)/Surplus	(2,766)	(3,382)	(3,681)
Net Cost			(6,296)	(8,921)	(7,604)

Major Initiatives

- 1) Implementation of Early Years Plan 2025-2035.
- 2) Implementation of Swimming Pool Renewal audit findings.

Other Initiatives

- 3) Implementation of Urban Street Tree Asset Management program.
- 4) Contribution to Terang Stadium upgrade works.

Service Performance Outcome Indicators

Domain	Indicator	2024-25 Actual	2025-26 Forecast	2026-27 Budget
Community	Maternal and Child Health Services	87.65%	87.00%	87.00%
Community	Maternal and Child Health Services	91.18%	87.00%	87.00%

* refer to table in section 2.6 for information on the calculation of Service Performance Outcome Indicators

2.2 Strategic Objective 2: A growing and prosperous economy

We strive to support economic growth by promoting local businesses, encouraging sustainable agriculture, and developing key projects. Our focus is on creating jobs, boosting tourism, and fostering a resilient and diverse local economy.

Services

Service area	Description of services provided		2024-25 Actual \$'000	2025-26 Forecast \$'000	2026-27 Budget \$'000
Economy and Prosperity	Economic and Prosperity develops and manages projects to support the business and growth sector. It also includes Strategic Planning which provides management and support services for strategic town planning initiatives and heritage functions.	Income	794	499	144
		Expense	(2,213)	(2,641)	(1,691)
		Net (Cost)/Surplus	(1,419)	(2,142)	(1,547)
Environmental Health	Provides management and operations of environmental health services, including septic tank permits, and registration of premises.	Income	159	129	134
		Expense	(371)	(311)	(307)
		Net (Cost)/Surplus	(213)	(182)	(173)
Tourism	Provision of tourist information services at Port Campbell and includes a contribution to the Regional Tourism Board.	Income	103	104	103
		Expense	(519)	(515)	(498)
		Net (Cost)/Surplus	(415)	(411)	(395)
Regulatory Services	Regulatory Services provides management and administration of Council's planning scheme, building and environmental health services, including processing of permits, enforcement and representation at appeals.	Income	647	660	568
		Expense	(1,829)	(2,338)	(1,617)
		Net (Cost)/Surplus	(1,182)	(1,677)	(1,049)
Sustainable Development Management	Sustainable Development Management provides executive support and strategy development services for Council's development units and includes the Director of Sustainable Development	Income	-	-	-
		Expense	(269)	(258)	(269)
		Net (Cost)/Surplus	(269)	(258)	(269)
Community Relations	Community Relations provides the initial contact with our citizens and supports internal customers through the provision of customer service.	Income	9	5	5
		Expense	(1,038)	(1,132)	(1,042)
		Net (Cost)/Surplus	(1,028)	(1,127)	(1,037)
Net Cost			(4,526)	(5,798)	(4,469)

Major Initiatives

- 1) Addressing key worker housing with construction of a house in Trestle Estate, Timboon.
- 2) Develop masterplan for the former Camperdown Saleyards.
- 3) Pursue enabling infrastructure for Camperdown Production Precinct.

Other Initiatives

- 4) Timboon Precinct Plan staged implementation.
- 5) Revised Sipton Structure Plan required for Planning Scheme Amendment
- 6) Commence Activate Corangamite Investment Attraction Strategy.

Service Performance Outcome Indicators

Domain	Indicator	2024-25 Actual	2025-26 Forecast	2026-27 Budget
Responsiveness	Statutory Planning	61.72%	65.00%	65.00%

* refer to table at end of section 2.6 for information on the calculation of Service Performance Outcome Indicators

2.3 Strategic Objective 3: Quality infrastructure and community connections

We aim to enhance community connectivity by maintaining and upgrading our infrastructure, advocating for better digital access, and improving walking and cycling paths. Our goal is to create a safer, more connected environment for all residents.

Services

Services			2024-25 Actual \$'000	2025-26 Forecast \$'000	2026-27 Budget \$'000
Service area	Description of services provided				
Roads	This area undertakes regular maintenance on Council roads and drainage and will oversee and deliver the capital program for roads and drainage.	Income	5	-	-
		Expense	(4,632)	(4,561)	(4,674)
		Net (Cost)/Surplus	(4,627)	(4,561)	(4,674)
Asset Management	This service undertakes design, supervision and planning for Council's road infrastructure assets. It also provides support and advice on engineering related activities for Council services and private development services.	Income	3,401	-	-
		Expense #	(10,654)	(1,654)	(1,542)
		Net (Cost)/Surplus	(7,253)	(1,654)	(1,542)
# Expense in 2024-2025 included the reallocation to operating expense the value of the major project at Port Campbell as it was not a council asset.					
Works	Works includes operational maintenance activities to maintain Council's extensive road network activities. It includes street tree maintenance as well as depot operations.	Income	120	231	258
		Expense	(2,064)	(2,027)	(2,321)
		Net (Cost)/Surplus	(1,944)	(1,796)	(2,064)
Works & Services Management	This service provides the management, administration and supervisory support for Council roads, parks and gardens and fleet operations. It also manages our internal works unit in implementation of major capital and operational works.	Income	-	-	-
		Expense	(254)	(267)	(414)
		Net (Cost)/Surplus	(254)	(267)	(414)
Private Works	This service is to provide the management and operational support for private works carried out by Council under contract or quote.	Income	45	27	22
		Expense	(46)	(17)	(17)
		Net (Cost)/Surplus	(2)	10	4
Plant	This service purchases and maintains Council's light and heavy plant fleet to meet functional requirements and safety needs.	Income	307	220	222
		Expense	1,188	1,287	1,022
		Net (Cost)/Surplus	1,494	1,507	1,244
Libraries	This service provides through our public libraries a welcoming space that develops strong and connected communities, supports a culture of reading and improves quality of life.	Income	194	193	191
		Expense	(664)	(684)	(686)
		Net (Cost)/Surplus	(470)	(492)	(495)
Net Cost			(13,055)	(7,253)	(7,941)

Major Initiatives

- 1) Sealing of Bond Street, Cobden (Grayland St to Camperdown-Cobden Rd).
- 2) Cross Forest Road rehabilitation.

Other Initiatives

- 3) Fords Road rehabilitation.
- 4) Peter Road Bridge - Timber deck replacement.

Service Performance Outcome Indicators

Domain	Indicator	2024-25 Actual	2025-26 Forecast	2026-27 Budget
Environment	Roads	99.13%	99.02%	99.02%
Community	Library Services	38.65%	38.28%	40.00%
Cost	Library Services	\$46	\$47	\$47

* refer to table at end of section 2.6 for information on the calculation of Service Performance Outcome Indicators

2.4 Strategic Objective 4: Protection and enhancement of our Environment

We are committed to protecting the environment through sustainable waste management, promoting renewable energy, and implementing our Climate Change Action Plan. Our goal is to reduce our carbon footprint and preserve biodiversity.

Services

Service area	Description of services provided		2024-25 Actual \$'000	2025-26 Forecast \$'000	2026-27 Budget \$'000
Environment	This service provides the management and support for Council's environmental initiatives, including management and funding of projects and Camperdown's Elms.	<i>Income</i> <i>Expense</i> <i>Net (Cost)/Surplus</i>	168 (829) (661)	108 (1,126) (1,019)	127 (1,034) (907)
Emergency Management and Local Laws	Provides operation and administration of emergency management, fire protection and animal regulation and local laws. It also includes staff for school crossing supervision.	<i>Income</i> <i>Expense</i> <i>Net (Cost)/Surplus</i>	712 (1,898) (1,186)	1,903 (3,644) (1,741)	655 (1,914) (1,259)
Waste Management	The waste management area provides the management and operations for Council's kerbside collection services, transfer stations and the Corangamite Regional Landfill. It also provides funding for waste projects.	<i>Income</i> <i>Expense</i> <i>Net Cost</i>	5,488 (5,406) 82	5,154 (5,327) (173)	5,217 (5,255) (38)
Net Cost			(1,764)	(2,932)	(2,204)

Major Initiatives

- 1) Continued maintenance program of Elm trees (Finlay Avenue).
- 2) Implement energy and water saving improvements at Council facilities.

Other Initiatives

- 3) Roadside Vegetation and Weed Mapping.
- 4) Stage 2 of the Town and Locality Sign Replacement Project.

Service Performance Outcome Indicators

Domain	Indicator	2024-25 Actual	2025-26 Forecast	2026-27 Budget
Cost	Waste diversion	53.83%	60.00%	60.00%
Cost	Waste Management	\$417	\$460	\$491
Responsiveness	Food Safety	100.00%	100.00%	100.00%

* refer to table in section 2.6 for information on the calculation of Service Performance Outcome Indicators

2.5 Strategic Objective 5: Strong Civic leadership

We aim to foster strong leadership by engaging with the community, promoting transparency, and raising awareness of First Nations issues. Our focus is on inclusive communication, transparency, youth engagement, and celebrating cultural diversity.

Services

Services

Service area	Description of services provided		2024-25 Actual \$'000	2025-26 Forecast \$'000	2026-27 Budget \$'000
Governance	The area of governance provides direct administrative support to councillors and includes the Chief Executive Officer and support staff. It includes organisational marketing and publications, such as the Council Plan. This service also provides for support to the South West Vic Alliance.	Income	144	165	-
		Expense	(1,668)	(1,519)	(1,492)
		Net (Cost)/Surplus	(1,524)	(1,354)	(1,492)
Youth Services	Youth services provides management and operation of Council's youth services, including Youth Council and Freeza funding.	Income	95	89	89
		Expense	(203)	(239)	(151)
		Net (Cost)/Surplus	(108)	(150)	(62)
Finance	Finance provides all the financial support for Council including rating, investment management, payroll, creditors and procurement.	Income	2,679	1,490	2,004
		Expense	(190)	(987)	(396)
		Net (Cost)/Surplus	2,490	503	1,608
Corporate and Community Services Management	Corporate and Community Services provides executive support and strategy development and includes the Director of Corporate and Community Services. It also includes the delivery and operation of shared service projects.	Income	161	60	-
		Expense	(729)	(1,412)	(878)
		Net (Cost)/Surplus	(568)	(1,353)	(878)
Human Resources & Risk	Human Resources provides all the support services in relation to recruitment, training and enterprise bargaining. It also includes Risk Management services which manages workplace compliance, OH&S and supports the organisation in protection from loss and damage.	Income	112	-	5
		Expense	(1,904)	(2,325)	(2,275)
		Net (Cost)/Surplus	(1,792)	(2,325)	(2,270)
Information Systems	Information Services provides all IT support and licensing for Council's operation. It also includes operation of and support for Council's telephone, mobile and internet communication.	Income	288	160	127
		Expense	(2,262)	(2,376)	(2,219)
		Net (Cost)/Surplus	(1,975)	(2,216)	(2,093)
Net Cost			(3,477)	(6,894)	(5,187)

Major Initiatives

- 1) Completion of the Coastal Connect shared service project..
- 2) Community Disaster Recovery initiatives not funded by State or Federal Government.

Other Initiatives

- 3) Conducting Emergency Relief Centre Exercise.
- 4) Council Website refresh.

Service Performance Outcome Indicators

Domain	Indicator	2024-25 Actual	2025-26 Forecast	2026-27 Budget
Governance	Community Engagement	54.00%	60.00%	60.00%
Governance	Financial Decisions	6.10%	6.00%	6.00%

* refer to table in section 2.6 for information on the calculation of Service Performance Outcome Indicators

2.6 Service Performance Outcome Indicators

Domain	Indicator	Performance Measure	Computation
Governance	Community engagement	Satisfaction with the opportunities offered by Council to be consulted on or engaged in Council decisions (community satisfaction rating out of 100 with the consultation and engagement efforts of Council)	Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement
	Financial decisions	Total unpaid rates and charges (total unpaid rates and charges and unpaid interest on rates and charges for all financial years as a percentage of all rates and charges for the financial year)	[Sum of unpaid rates and charges and unpaid interest on rates and charges for all financial years / Sum of all rates and charges for the financial year] x 100
Community	Library services	Library membership (Percentage of the population that are registered library users)	[Number of registered library members / Population] x 100
	Maternal and child health services	Participation in the MCH service (Percentage of children enrolled who participate in the MCH service)	[Number of children who attend the MCH service at least once (in the financial year) / Number of children enrolled in the MCH service] x100
		Participation in the MCH service by Aboriginal children (Percentage of Aboriginal children enrolled who participate in the MCH service)	[Number of Aboriginal children who attend the MCH service at least once (in the financial year) / Number of Aboriginal children enrolled in the MCH service] x100
Environment	Roads	Sealed local roads below the intervention level (percentage of sealed local roads that are below the renewal intervention level set by Council and not requiring renewal)	[Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100
	Waste Management	Kerbside collection waste to landfill per serviced property (amount of waste collected from kerbside waste collection services that is sent to landfill per serviced property)	Amount of waste in tonnes (t) collected from kerbside waste collection services that is sent to landfill / Number of serviced properties
Responsiveness	Food Safety	Critical and major non-compliance outcome notifications. (Percentage of critical and major non-compliance outcome notifications that are followed up by Council)	[Number of critical non-compliance outcome notifications and major non-compliance outcome notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance outcome notifications about food premises] x100
	Statutory Planning	Planning applications decided within the relevant required time (percentage of regular and Vicsmart planning application decisions made within the relevant required time)	[Number of planning application decisions made within 60 days for regular permits and 10 days for VicSmart permits / Number of planning application decisions made] x 100
Cost	Library services	Cost of library services (direct cost of library services per head of population)	Direct cost of library services / Population
	Waste Management	Cost of kerbside waste collection services (direct cost of kerbside waste collection services per serviced property)	Direct cost of kerbside waste collection services / Number of serviced properties

2.7 Reconciliation with budgeted operating result

	Surplus/ (Deficit) \$'000	Expenditure \$'000	Income / Revenue \$'000
Strategic Objective 1: A Community that enables healthy, active and resilient living	(7,604)	(13,525)	5,921
Strategic Objective 2: A growing and prosperous economy	(4,469)	(5,422)	953
Strategic Objective 3: Quality infrastructure and community connections	(7,941)	(8,633)	692
Strategic Objective 4: Protection and enhancement of our Environment	(2,204)	(8,203)	5,999
Strategic Objective 5: Strong Civic leadership	(5,187)	(7,410)	2,224
Total	(27,404)	(43,194)	15,790
Expenses added in:			
Depreciation and Amortisation	(18,859)		
Fair value adjustments	(96)		
Total expenses added in	(18,955)		
Surplus/(Deficit) before funding sources	(46,359)		
Funding sources added in:			
Rates and charges revenue	27,864		
Capital grants	5,391		
Capital contributions	-		
Financial Assistance grants	11,061		
Total funding sources	44,317		
Operating surplus/(deficit) for the year	(2,043)		

3.0 Financial Statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2026-2027 has been supplemented with projections to 2029-2030

This section includes the following financial statements prepared in accordance with the *Local Government Act 2020* and the *Local Government (Planning and Reporting) Regulations 2020*.

Comprehensive Income Statement

Balance Sheet

Statement of Changes in Equity

Statement of Cash Flows

Statement of Capital Works

Statement of Human Resources

Comprehensive Income Statement

For the four years ending 30 June 2030

		Forecast Budget 2025-26 \$'000	Budget 2026-27 \$'000	Projections 2027-28 \$'000	2028-29 \$'000	2029-30 \$'000
	NOTES					
Income / Revenue						
Rates and charges	4.1.1	27,032	27,864	28,846	30,030	30,938
Statutory fees and fines		845	857	891	920	955
User fees	4.1.2	7,402	7,492	8,154	8,494	8,825
Grants - operating	4.1.3	17,246	15,406	15,818	16,259	16,706
Grants - capital	4.1.3	3,196	5,391	9,343	7,863	7,111
Contributions - monetary		1,399	286	116	317	60
Net gain (or loss) on disposal of property, infrastructure, plant and equipment		-	2	-	-	-
Other income	4.1.4	3,081	3,256	2,807	3,044	2,940
Total income / revenue		60,200	60,554	65,975	66,927	67,535
Expenses						
Employee costs	4.1.5	22,077	24,132	24,916	25,596	26,166
Materials and services	4.1.6	23,147	15,717	14,839	15,346	15,438
Depreciation	4.1.7	13,054	17,652	18,130	18,669	19,292
Amortisation - intangible assets		750	930	350	350	350
Amortisation - right of use assets		269	277	269	263	256
Fair value adjustments		86	95	107	85	103
Bad and doubtful debts - allowance for impairment losses		1	1	1	1	1
Borrowing costs	4.2.1	-	-	-	-	116
Finance costs - leases		87	89	87	86	86
Other expenses	4.1.8	4,832	3,702	3,353	3,428	3,522
Total expenses		64,302	62,597	62,052	63,824	65,330
Surplus/(deficit) for the year		(4,102)	(2,043)	3,923	3,102	2,205
Other comprehensive income						
Items that will not be reclassified to surplus or deficit in future periods						
Net asset revaluation gain /(loss)		10,000	10,000	10,000	10,000	10,000
Total other comprehensive income		10,000	10,000	10,000	10,000	10,000
Total comprehensive result		5,898	7,957	13,923	13,102	12,205

Balance Sheet

For the four years ending 30 June 2030

		Forecast Actual 2025-26	Budget 2026-27	Projections		
	NOTES	\$'000	\$'000	2027-28 \$'000	2028-29 \$'000	2029-30 \$'000
Assets						
Current assets						
Cash and cash equivalents		8,133	5,878	4,001	1,817	1,630
Trade and other receivables		3,498	3,594	3,702	3,785	3,889
Other financial assets		24,000	24,000	22,720	23,231	21,870
Inventories		87	89	92	94	97
Other assets		3,679	3,780	3,894	3,981	4,091
Total current assets		39,397	37,341	34,409	32,908	31,577
Non-current assets						
Trade and other receivables		88	33	64	69	110
Property, infrastructure, plant & equipment		622,205	633,078	649,263	667,039	683,598
Right-of-use assets		4,418	4,141	3,872	3,610	3,354
Intangible assets		355	175	175	175	175
Total non-current assets		627,066	637,427	653,374	670,894	687,237
Total assets		666,463	674,768	687,783	703,802	718,814
Liabilities						
Current liabilities						
Trade and other payables		2,736	2,811	2,896	2,961	3,042
Trust funds and deposits		763	784	807	826	848
Unearned income/revenue		3,410	3,410	2,140	2,140	2,140
Provisions		4,202	4,339	4,479	4,625	4,754
Interest-bearing liabilities	4.2.1	-	-	-	190	394
Lease liabilities		154	154	150	146	142
Total current liabilities		11,265	11,497	10,472	10,888	11,320
Non-current liabilities						
Provisions		9,264	9,380	9,508	9,616	9,740
Interest-bearing liabilities	4.2.1	-	-	-	2,436	4,734
Lease liabilities		5,462	5,462	5,450	5,406	5,359
Total non-current liabilities		14,726	14,842	14,958	17,458	19,833
Total liabilities		25,990	26,339	25,430	28,346	31,153
Net assets		640,473	648,429	662,353	675,456	687,661
Equity						
Accumulated surplus		201,193	200,428	204,061	206,883	208,799
Reserves	4.3.1	439,280	448,002	458,292	468,572	478,861
Total equity		640,473	648,429	662,353	675,456	687,661

Statement of Changes in Equity
For the four years ending 30 June 2030

		Total	Accumulated Surplus	Revaluation Reserve	Other Reserves
	NOTES	\$'000	\$'000	\$'000	\$'000
2026 Forecast Actual					
Balance at beginning of the financial year		634,575	204,983	424,092	5,500
Surplus/(deficit) for the year		(4,102)	(4,102)	-	-
Net asset revaluation gain/(loss)		10,000	-	10,000	-
Transfers to other reserves	4.3.1	-	(358)	-	358
Transfers from other reserves	4.3.1	-	670	-	(670)
Balance at end of the financial year		640,473	201,193	434,092	5,187
2027 Budget					
Balance at beginning of the financial year		640,473	201,193	434,092	5,187
Surplus/(deficit) for the year		(2,043)	(2,043)	-	-
Net asset revaluation gain/(loss)		10,000	-	10,000	-
Transfers to other reserves	4.3.1	-	(316)	-	316
Transfers from other reserves	4.3.1	-	1,594	-	(1,594)
Balance at end of the financial year		648,429	200,428	444,092	3,909
2028 Budget					
Balance at beginning of the financial year		648,429	200,428	444,092	3,909
Surplus/(deficit) for the year		3,923	3,923	-	-
Net asset revaluation gain/(loss)		10,000	-	10,000	-
Transfers to other reserves	4.3.1	-	(291)	-	291
Transfers from other reserves	4.3.1	-	-	-	-
Balance at end of the financial year		662,353	204,061	454,092	4,200
2029 Budget					
Balance at beginning of the financial year		662,353	204,061	454,092	4,200
Surplus/(deficit) for the year		3,102	3,102	-	-
Net asset revaluation gain/(loss)		10,000	-	10,000	-
Transfers to other reserves	4.3.1	-	(280)	-	280
Transfers from other reserves	4.3.1	-	-	-	-
Balance at end of the financial year		675,456	206,884	464,092	4,479
2030 Budget					
Balance at beginning of the financial year		675,456	206,884	464,092	4,479
Surplus/(deficit) for the year		2,205	2,205	-	-
Net asset revaluation gain/(loss)		10,000	-	10,000	-
Transfers to other reserves	4.3.1	-	(289)	-	289
Transfers from other reserves	4.3.1	-	-	-	-
Balance at end of the financial year		687,661	208,800	474,092	4,768

Statement of Cash Flows

For the four years ending 30 June 2030

	Forecast Actual 2025-26 \$'000	Budget 2026-27 \$'000	Projections		
Notes			2027-28 \$'000	2028-29 \$'000	2029-30 \$'000
	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
Cash flows from operating activities					
Rates and charges	26,583	27,768	28,738	29,946	30,834
Statutory fees and fines	845	857	891	920	955
User fees	8,126	7,856	8,503	8,843	9,174
Grants - operating	17,246	15,406	15,818	16,259	16,706
Grants - capital	4,884	5,391	8,073	7,863	7,111
Contributions - monetary	1,399	286	116	317	60
Other receipts	2,105	2,496	2,426	2,688	2,550
Employee costs	(23,374)	(24,054)	(24,843)	(25,497)	(26,106)
Materials and services	(28,227)	(19,649)	(18,460)	(19,067)	(19,244)
Net cash provided by/(used in) operating activities	9,585	16,357	21,262	22,272	22,040
Cash flows from investing activities					
Payments for property, infrastructure, plant and equipment	(20,611)	(19,053)	(25,129)	(27,007)	(26,277)
Proceeds from sale of property, infrastructure, plant and equipment	2,100	530	814	562	426
Net (payments)/proceeds for investments	13,894	-	1,280	(511)	1,361
Net cash provided by/ (used in) investing activities	(4,617)	(18,523)	(23,035)	(26,956)	(24,490)
Cash flows from financing activities					
Proceeds from Borrowings	-	-	-	2,633	2,705
Principal repayments	-	-	-	-	(190)
Interest paid - loans	-	-	-	-	(116)
Interest paid - lease liability	(87)	(89)	(87)	(86)	(86)
Repayment of lease liabilities	(758)	-	(17)	(47)	(51)
Net cash provided by/(used in) financing activities	(845)	(89)	(104)	2,500	2,263
Net increase/(decrease) in cash & cash equivalents	4,123	(2,255)	(1,877)	(2,184)	(187)
Cash and cash equivalents at the beginning of the financial year	4,010	8,133	5,878	4,001	1,817
Cash and cash equivalents at the end of the financial year	8,133	5,878	4,001	1,817	1,630

Statement of Capital Works

For the four years ending 30 June 2030

	NOTES	Forecast Budget 2025-26	Budget 2026-27	Projections		
		\$'000	\$'000	2027-28 \$'000	2028-29 \$'000	2029-30 \$'000
Property						
Land		1,137	-	-	-	-
Buildings		1,519	1,168	6,706	6,732	6,460
Total property		2,656	1,168	6,706	6,732	6,460
Plant and equipment						
Plant, Machinery & Equipment		3,498	3,782	3,533	3,567	3,768
Information Technology		130	-	273	232	54
Library Collection Materials		70	70	72	74	76
Total plant and equipment		3,698	3,852	3,878	3,873	3,898
Infrastructure						
Artworks		50	30	31	32	32
Roads		9,002	9,951	8,996	10,457	10,218
Kerb & Channel		259	210	258	186	263
Bridges		309	593	823	674	778
Footpaths & Cycleways		410	258	220	187	273
Drainage		270	370	458	284	292
Recreational, Leisure & Community Facilities		-	392	530	500	514
Waste management		2,023	1,998	2,682	3,475	3,030
Parks, Open Space & Streetscapes		295	-	340	316	216
Playgrounds		-	-	62	184	195
Other Infrastructure		1,639	233	144	105	108
Total infrastructure		14,257	14,034	14,545	16,402	15,919
Total capital works expenditure	4.5.1	20,611	19,053	25,129	27,007	26,277
Represented by:						
New asset expenditure		5,178	2,626	3,323	3,406	3,285
Asset renewal expenditure		14,067	13,802	14,023	14,188	15,569
Asset upgrade expenditure		1,366	2,625	7,782	9,413	7,423
Total capital works expenditure	4.5.1	20,611	19,053	25,129	27,007	26,277
Funding sources represented by:						
Grants		3,196	5,391	9,343	7,863	7,111
Contributions		100	98	116	317	60
Council cash		17,316	13,564	15,670	18,827	19,106
Borrowings		-	-	-	-	2,627
Total capital works expenditure	4.5.1	20,611	19,053	25,129	27,007	26,277

Statement of Human Resources

For the four years ending 30 June 2030

	Forecast Actual	Budget	Projections		
	2025-26	2026-27	2027-28	2028-29	2029-30
	\$'000	\$'000	\$'000	\$'000	\$'000
Staff expenditure					
Employee costs - operating	22,077	24,132	24,916	25,596	26,166
Employee costs - capital	1,426	1,470	1,518	1,567	1,618
Total staff expenditure	23,503	25,602	26,434	27,163	27,784
	FTE	FTE	FTE	FTE	FTE
Full time equivalent staff numbers					
Full time equivalent employees	219.7	227.3	227.3	227.3	227.3
Total staff full time equivalent staff numbers	219.7	227.3	227.3	227.3	227.3

A summary of human resources expenditure categorised according to the organisational structure of Council is included below:

	Budget	Comprises			
	2026-27	Full Time	Permanent Part time	Casual	Temporary
Department	\$'000	\$'000	\$'000	\$'000	\$'000
Corporate & Community Services	8,274	3,409	4,773	93	-
Executive Services	1,564	1,117	401	46	-
Sustainable Development	4,999	3,521	1,432	46	-
Works & Services	9,294	8,287	1,007	-	-
Total staff expenditure	24,132	16,334	7,613	185	-
Capitalised labour expenditure	1,470				
Total expenditure	25,602				

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below:

	Budget	Comprises			
	2026-27	Full Time	Permanent Part time	Casual	Temporary
Department					
Corporate & Community Services	76.9	31.5	44.1	1.3	-
Executive Services	13.1	9.2	3.3	0.6	-
Sustainable Development	42.8	30.0	12.2	0.6	-
Works & Services	72.5	64.8	7.7	-	-
Total staff	205.3	135.5	67.3	2.5	-
Capitalised labour full time equivalent staff	22.0				
Total full time equivalent staff	227.3				

Staff Expenditure for the four years ending 30 June 2030

	2026-27	2027-28	2028-29	2029-30
	\$'000	\$'000	\$'000	\$'000
Corporate and Community Services				
Permanent - Full time	3,409	3,520	3,619	3,707
Women	2,110	2,179	2,241	2,295
Men	1,299	1,341	1,379	1,412
Persons of self-described gender	-	-	-	-
Permanent - Part time	4,773	4,928	5,067	5,189
Women	4,481	4,626	4,757	4,872
Men	292	302	310	318
Persons of self-described gender	-	-	-	-
Total Corporate & Community Services	8,182	8,448	8,686	8,896
Governance and Civic Support				
Permanent - Full time	1,117	1,154	1,185	1,212
Women	996	1,028	1,056	1,080
Men	121	125	129	132
Persons of self-described gender	-	-	-	-
Permanent - Part time	401	414	425	435
Women	182	188	193	198
Men	219	226	232	237
Persons of self-described gender	-	-	-	-
Total Executive Services	1,518	1,568	1,610	1,646
Sustainability Development				
Permanent - Full time	3,521	3,635	3,734	3,817
Women	2,241	2,314	2,377	2,430
Men	1,279	1,321	1,357	1,387
Persons of self-described gender	-	-	-	-
Permanent - Part time	1,432	1,478	1,519	1,552
Women	1,232	1,272	1,307	1,336
Men	200	206	212	216
Persons of self-described gender	-	-	-	-
Total Sustainability Development	4,952	5,113	5,253	5,370
Works and Services				
Permanent - Full time	8,287	8,556	8,781	8,960
Women	1,151	1,189	1,220	1,245
Men	7,135	7,367	7,561	7,715
Persons of self-described gender	-	-	-	-
Permanent - Part time	1,007	1,040	1,068	1,090
Women	785	811	832	849
Men	222	230	236	241
Persons of self-described gender	-	-	-	-
Total Works and Services	9,294	9,596	9,849	10,050
Casuals, temporary and other expenditure	185	191	197	204
Capitalised labour costs	1,470	1,518	1,567	1,618
Total staff expenditure	25,602	26,434	27,163	27,784

Full time equivalent staff numbers for the four years ending 30 June 2030

	2026-27 FTE	2027-28 FTE	2028-29 FTE	2029-30 FTE
Corporate and Community Services				
Permanent - Full time	31.5	31.5	31.5	31.5
Women	19.5	19.5	19.5	19.5
Men	12.0	12.0	12.0	12.0
Persons of self-described gender	-	-	-	-
Permanent - Part time	44.1	44.1	44.1	44.1
Women	41.4	41.4	41.4	41.4
Men	2.7	2.7	2.7	2.7
Persons of self-described gender	-	-	-	-
Total Corporate & Community Services	75.6	75.6	75.6	75.6
Governance and Civic Support				
Permanent - Full time	9.2	9.2	9.2	9.2
Women	8.2	8.2	8.2	8.2
Men	1.0	1.0	1.0	1.0
Persons of self-described gender	-	-	-	-
Permanent - Part time	3.3	3.3	3.3	3.3
Women	1.5	1.5	1.5	1.5
Men	1.8	1.8	1.8	1.8
Persons of self-described gender	-	-	-	-
Total Executive Services	12.5	12.5	12.5	12.5
Sustainability Development				
Permanent - Full time	30.0	30.0	30.0	30.0
Women	19.1	19.1	19.1	19.1
Men	10.9	10.9	10.9	10.9
Persons of self-described gender	-	-	-	-
Permanent - Part time	12.2	12.2	12.2	12.2
Women	10.5	10.5	10.5	10.5
Men	1.7	1.7	1.7	1.7
Persons of self-described gender	-	-	-	-
Total Sustainability Development	42.2	42.2	42.2	42.2
Works and Services				
Permanent - Full time	64.8	64.8	64.8	64.8
Women	8.8	8.8	8.8	8.8
Men	56.0	56.0	56.0	56.0
Persons of self-described gender	-	-	-	-
Permanent - Part time	7.7	7.7	7.7	7.7
Women	6.0	6.0	6.0	6.0
Men	1.7	1.7	1.7	1.7
Persons of self-described gender	-	-	-	-
Total Works and Services	72.5	72.5	72.5	72.5
Casuals and temporary staff	2.5	2.5	2.5	2.5
Capitalised labour	22.0	22.0	22.0	22.0
Total staff numbers	227.3	227.3	227.3	227.3

4. Notes to the financial statements

4.1 Comprehensive Income Statement

4.1.1 Rates and charges

Rates and charges are required by the Act and the Regulations to be disclosed in Council's budget.

As per the *Local Government Act 2020*, Council is required to have a Revenue and Rating Plan which is a four year plan for how Council will generate income to deliver the Council Plan, program and services and capital works commitments over a four-year period.

In developing the Budget, rates and charges were identified as an important source of revenue. Planning for future rate increases has therefore been an important component of the financial planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year. For 2026-2027 the FGRS cap has been set at 2.75%. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the community.

To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rate and the municipal charge will increase by 2.75% in line with the rate cap.

This will raise total rates and charges for 2026-2027 to \$27,864,397

4.1.1(a) The reconciliation of the total rates and charges to the Comprehensive Income Statement is as follows:

Rates and charges	2025-26 Forecast Budget \$'000	2026-27 Budget \$'000	Change \$'000	%
General rates*	21,979	22,583	605	2.75%
Municipal charge*	2,006	2,061	55	2.75%
Waste management charges	2,590	2,763	173	6.67%
Cultural & Recreational Land rates	8	8	(0)	(1.64%)
Interest on rates and charges	50	50	-	0.0%
Revenue in lieu of rates	400	400	-	0.00%
Total rates and charges	27,032	27,864	833	3.08%

*These items are subject to the rate cap established under the FGRS

4.1.1(b) The rate in the dollar to be levied as general rates under section 158 of the Act for each type or class of land compared with the previous financial year

Type or class of land	2025-26 cents/\$CIV*	2026-27 cents/\$CIV*	Change
General rate for rateable residential properties	0.256660	0.263263	2.57%
General rate for rateable commercial properties	0.256660	0.263263	2.57%
General rate for rateable industrial properties	0.256660	0.263263	2.57%
General rate for rateable farm properties	0.222011	0.226406	1.98%
General rate for rateable vacant industrial properties	0.384990	0.394895	2.57%
General rate for cultural and recreational land properties	0.128330	0.131632	2.57%

The Ad Valorem 2026-2027 rate above is based on the current valuation as supplied by the Valuer General-Victoria which is subject to confirmation and may change as a result of the valuation process.

4.1.1(c) The estimated total amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates, compared with the previous financial year

Type or class of land	2025-26 \$'000	2026-27 \$'000	Change \$'000	%
Residential	7,061	7,150	89	1.26%
Commercial	591	603	12	2.03%
Industrial	1,514	1,545	30	2.01%
Farm	12,795	13,254	459	3.59%
Vacant Industrial Land	31	32	1	2.72%
Cultural & Recreational Land	8	8	0	-1.64%
Total amount to be raised by general rates	22,000	22,591	591	2.69%

4.1.1(d) The number of assessments in relation to each type or class of land, and the total number of assessments, compared with the previous financial year

Type or class of land	2025-26 Number	2026-27 Number	Change Number	%
Residential	6,470	6,470	-	0.00%
Commercial	478	478	-	0.00%
Industrial	133	133	-	0.00%
Farm	2,719	2,719	-	0.00%
Vacant Industrial Land	31	31	-	0.00%
Cultural & Recreational Land	3	3	-	0.00%
Total number of assessments	9,834	9,834	-	0.00%

4.1.1(e) The basis of valuation to be used is the Capital Improved Value (CIV)

4.1.1(f) The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year

Type or class of land	2025-26 \$'000	2026-27 \$'000	Change \$'000	%
Residential	2,757,452	2,715,857	(41,595)	(1.51%)
Commercial	230,202	228,917	(1,285)	(0.56%)
Industrial	589,769	586,775	(2,994)	(0.51%)
Farm	5,766,422	5,854,187	87,765	1.52%
Vacant Industrial Land	8,026	8,037	11	0.14%
Cultural & Recreational Land	6,100	5,850	(250)	(4.10%)
Total value of land	9,357,971	9,399,623	41,653	0.45%

4.1.1(g) The municipal charge under Section 159 of the Act compared with the previous financial year

Type of Charge	Per Rateable Property 2025-26 \$	Per Rateable Property 2026-27 \$	Change \$	%
Municipal charge*	229.00	235.30	6.30	2.75%

4.1.1(h) The estimated total amount to be raised by municipal charges compared with the previous financial year

Type of Charge	2025-26 \$	2026-27 \$	Change \$	%
Municipal charge*	2,006	2,061	55	2.75%

4.1.1(i) The rate or unit amount to be levied for each type of service rate or charge under Section 162 of the Act compared with the previous financial year and detailed disclosure of the actual service/s rendered for the amount levied

Type of Charge	Per Rateable Property 2025-26	Per Rateable Property 2026-27	Change	
	\$	\$	\$	%
Waste Management Charges	450.00	480.00	30.00	6.67%
Kerbside Collection Organics (Schools and Businesses)	134.00	146.00	12.00	8.96%
Kerbside Collection Waste 120l (Schools and Businesses)	187.00	204.00	17.00	9.09%
Kerbside Collection Waste 240l (Schools and Businesses)	297.00	320.00	23.00	7.74%
Kerbside Collection Recycling-(Schools and Businesses)	131.00	138.00	7.00	5.34%
Kerbside Collection Glass (Schools and Businesses)	89.00	94.00	5.00	5.62%
Kerbside Collection Organics (Community Groups)	95.00	100.00	5.00	5.26%
Kerbside Collection Waste 120l (Community Groups)	105.00	111.00	6.00	5.71%
Kerbside Collection Waste 240l (Community Groups)	154.00	162.00	8.00	5.19%
Kerbside Collection Recycling (Community Groups)	88.00	93.00	5.00	5.68%
Kerbside Collection Glass (Community Groups)	49.00	52.00	3.00	6.12%

4.1.1(j) The estimated total amount to be raised by each type of service rate or charge, and the estimated total amount to be raised by service rates and charges, compared with the previous financial year

Type of Charge	2025-26	2026-27	Change	
	\$	\$	\$	%
Waste Management Charges	2,538,900	2,720,160	181,260	7.14%
Kerbside Collection Organics (Schools and Businesses)	536	584	48	8.96%
Kerbside Collection Waste 120l (Schools and Businesses)	2,431	2,652	221	9.09%
Kerbside Collection Waste 240l (Schools and Businesses)	22,572	28,168	5,596	24.79%
Kerbside Collection Recycling-(Schools and Businesses)	6,026	8,004	1,978	32.82%
Kerbside Collection Glass (Schools and Businesses)	178	94	(84)	(47.19%)
Kerbside Collection Organics (Community Groups)	190	200	10	5.26%
Kerbside Collection Waste 120l (Community Groups)	210	222	12	5.71%
Kerbside Collection Waste 240l (Community Groups)	462	486	24	5.19%
Kerbside Collection Recycling-(Community Groups)	1,936	2,139	203	10.49%
Kerbside Collection Glass (Community Groups)	-	-	-	-
Total	2,573,441	2,762,709	189,268	7.35%

4.1.1(k) The estimated total amount to be raised by all rates and charges compared with the previous financial year

Rates and charges	2025-26 \$'000	2026-27 \$'000	Change \$'000	%
General Rates	21,986	22,591	605	2.75%
Municipal Charges	2,006	2,061	55	2.75%
Waste Management Charges	2,590	2,763	173	6.67%
Revenue in lieu of rates	400	400	-	0.00%
Total Rates and charges	26,982	27,814	833	3.09%

4.1.1(l) Fair Go Rates System Compliance

Corangamite Shire Council is required to comply with the State Government's Fair Go Rates System (FGRS). The table below details the budget assumptions consistent with the requirements of the Fair Go Rates System.

	2025-26	2026-27
Total Rates	\$ 23,946,450	\$ 24,643,282
Number of rateable properties	9,799	9,831
Base Average Rate	2,372.59	2,443.38
Maximum Rate Increase (set by the State Government)	3.00%	2.75%
Capped Average Rate	2,443.76	2,506.69
Maximum General Rates and Municipal Charges Revenue	\$ 23,946,463	\$ 24,643,282
Budgeted General Rates and Municipal Charges Revenue	\$ 23,946,450	\$ 24,643,282
Budgeted Supplementary Rates	\$ 60,000	\$ 60,000
Budgeted Total Rates and Municipal Charges Revenue	\$ 24,006,450	\$ 24,703,282

4.1.1(m) Any significant changes that may affect the estimated amounts to be raised by rates and charges

There are no known significant changes which may affect the estimated amounts to be raised by rates and charges. However, the total amount to be raised by rates and charges may be affected by:

- The making of supplementary valuations (2026-2027: estimated \$60,000 and 2025-2026: \$60,000)
- The variation of returned levels of value (e.g. valuation appeals)
- Changes of use of land such that rateable land becomes non-rateable land and vice versa
- Changes of use of land such that residential land becomes business land and vice versa.

4.1.1(n) Differential rates

The rate and amount of rates payable in relation to land in each category of differential are set out in table 4.1.1(b).

Each differential rate will be determined by multiplying the Capital Improved Value of rateable land (categorised by the characteristics described below) by the relevant percentages indicated above.

Council believes each differential rate will contribute to the equitable and efficient carrying out of council functions. Details of the objectives of each differential rate, the types of classes of land which are subject to each differential rate and the uses of each differential rate are set out below.

General RateClassification

The general rate will apply to all rateable properties which do not fall within other differential classifications (listed below).

Level of Rate

100% of general rate.

Farm rateClassification

Land under 2.0 ha used for farming in conjunction with other farming land within council boundaries, or any land which is "farm land" within the meaning of Section 2(1) of the *Valuation of Land Act 1960*.

- a) farm land means any rateable land that is 2 or more hectares in area;
- b) used primarily for primary producing purposes from its activities on the land; used primarily for grazing (including agistment), dairying, pig-farming, poultry farming, fish farming, tree farming, bee keeping, viticulture, horticulture, fruit growing or the growing of crops of any kind or for any combination of those activities; and
- c) That is used by a business –
 - i. That has a significant and substantial commercial purpose of character;
 - ii. that seeks to make a profit on a continuous or repetitive basis from its activities on the land; and
 - iii. that is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land if it continues to operate in the way that it is operating.

Reasons for the differential and level of rate

The differential rate recognises that ratepayers of farmland continue to bear a higher rating burden than those of other differentials. The farm rate will be set at 86.0% of the general rates for 2026-2027.

Commercial RateClassification

Commercial land is any land, which is:

- a) designated for use by businesses that interact with the public like offices, retail shops, shopping centres, restaurants, banks, bars etc. These businesses are generally not noisy or messy and can coexist with residential land.

Level of Rate

100% of general rate.

Industrial land rateClassification

Industrial land is any land which is:

- a) developed for the principal purpose of carrying out the manufacturing or production of goods or trade in goods or services

Level of Rate

100% of general rate.

Vacant industrial land rateClassification

The vacant industrial land is any land, which is:

- a) vacant; and
- b) located within an industrial zone under the Planning Scheme; and
- c) not used as farmland as described in the *Valuation Land Act 1960*

Reasons for the differential and level of rate

The differential rate seeks to incentivize the development of vacant industrial land. This is consistent with Council's strategic planning objectives. The vacant industrial land rate will be set at 150% of the general rate for 2026-2027.

Cultural and recreational land rate

Classification

Cultural and Recreational land means

- a) lands which are –
 - i) vested in or occupied by any body corporate or incorporated which exists for the purpose of providing or promoting cultural or sporting recreational or similar facilities or objectives and which applies its profits in promoting its objectives and prohibits the payment of any dividend or amount to its members; and
 - ii) used for outdoor sporting recreational or cultural purposes or similar outdoor activities; or
- b) lands that are primarily used as agricultural showgrounds.

All cultural and recreational lands shall be exempt from the payment of municipal rates, except where:

- a) the land is subject to a grazing lease, in which case it will attract the general rate (or farm rate if applicable); or
- b) the land is used for housing gaming machines, in which case the portion of the premises used for housing gaming machines shall attract the commercial rate, and the balance of the property shall be exempt from the payment of municipal rates; or
- c) the land is used as a horse racing venue, in which case the property shall attract the cultural and recreational lands rate.

Reasons for the differential and level of rate

The rate reflects the level of service provided and ensures that reasonable rate relativity is maintained between recreational land and other classes of land. The cultural and recreational land rate will be set at 50% of the general rate for 2026-2027.

4.1.1 (o) Municipal Charge

In addition to differential rates, Council levies a municipal charge to cover some of the administrative costs of Council. The total revenue from a municipal charge must not exceed 20% of the sum total of the general rates and municipal charge combined in a financial year. The application of a municipal charge represents a fixed component of rates for all properties, rather than sole use of the CIV valuation method.

4.1.1(p) Waste Management Charge

The Waste Management Charge covers kerbside waste collection and disposal where available, kerbside education programs and costs associated with contract administration and dealing with kerbside customer service inquiries. "Kerbside waste" includes general waste, glass waste, green waste (including kitchen organics) and recyclables.

4.1.2 User fees

	Forecast Actual	Budget	Change	
	2025-26 \$'000	2026-27 \$'000	\$'000	%
Landfill	4,570	4,585	15	0.32%
Mobile Child Care	1,506	1,551	46	3.03%
Building Services	331	332	1	0.42%
Leisure centre and recreation	143	177	34	23.60%
Family Day Care	265	272	7	2.50%
Local Laws	133	148	14	10.81%
Transfer stations	139	135	(4)	(2.92%)
Caravan Parks	69	73	3	4.92%
Other Fees and Charges	245	220	(26)	-10.47%
Total user fees	7,402	7,492	90	1.22%

User fees were increased in general by CPI (2.75%) which is partially offset by a decrease in landfill volumes and an increase in utilisation at the Leisure Centres.

4.1.3 Grants

Operating grants include all monies received from State and Federal sources for the purposes of funding the delivery of Council's services to ratepayers. Overall, the level of operating grants is projected to decrease by 11% or \$1.8 million compared to 2025-2026. This is largely due to the timing of the Financial Assistance Grants to be paid in 2026-2027, partially offset by reduced Disaster Recovery funding and the Primary Producer funding received in 2026-2027.

Capital grants include all monies received from State, Federal sources for the purposes of funding the capital works program. Overall, the level of capital grants are projected to increase by 69% or \$2.2 million compared to 2025-2026. This is due to increased Roads to Recover funding \$1.1million and TAC funding \$1.0 million.

A list of grants by type and source, classified into recurrent and non-recurrent and funding type, is included below.

	Forecast Actual	Budget	Change	
	2025-26 \$'000	2026-27 \$'000	\$'000	%
Grants were received in respect of the following:				
Summary of grants				
Commonwealth funded grants	9,209	15,790	6,580	71%
State funded grants	11,232	5,008	(6,225)	(55%)
Total grants received	20,442	20,797	356	2%
(a) Operating Grants				
Economy and Prosperity	10	8	(2)	(20%)
Financial Assistance Grant	2,950	6,190	3,240	110%
Financial Assistance Grant - Roads	2,351	4,871	2,520	107%
Mobile Child Care	362	378	16	4%
<i>Recurrent - Commonwealth Government</i>	<i>5,673</i>	<i>11,447</i>	<i>5,774</i>	<i>102%</i>
Libraries	186	184	(2)	(1%)
Cultural Development	20	20	-	0%
Kindergarten Funding	2,051	2,568	517	25%
Maternal and Child Health	462	451	(11)	(2%)
Positive Ageing & Inclusion	3	3	-	0%
Immunisations	43	43	(0)	(0%)
School Crossings	32	33	1	3%
Youth Programs	87	87	(1)	(1%)
Family Day Care	80	-	(80)	(100%)
<i>Recurrent - State Government</i>	<i>2,964</i>	<i>3,389</i>	<i>425</i>	<i>14%</i>
Total recurrent grants	8,637	14,836	6,199	72%

	Forecast Actual	Budget	Change	
	2025-26 \$'000	2026-27 \$'000	\$'000	%
Disaster Recovery Funding	340	-	(340)	(100%)
<i>Non-recurrent - Commonwealth Government</i>	340	-	(340)	(100%)
Disaster Recovery Funding	1,525	350	(1,175)	(77%)
Primary Producer support	5,538	-	(5,538)	(100%)
Community Services	77	2	(74)	(97%)
Environment and Emergency	142	70	(72)	(278%)
Facilities	490	-	(490)	(100%)
Kindergarten Funding	180	146	(34)	(19%)
Families and children	1	-	(1)	(100%)
Maternal and child health	26	-	(26)	(100%)
Planning Services	200	-	(200)	(100%)
Knowledge and record services	35	-	(35)	(100%)
Local Laws	4	-	(4)	(100%)
Youth Programs	2	2	-	0%
Recreation	50	-	(50)	(100%)
<i>Non-recurrent - State Government</i>	8,269	570	(7,698)	(93%)
Total non-recurrent grants	8,609	570	(8,038)	(93%)
Total operating grants	17,246	15,406	(1,840)	(11%)
(b) Capital Grants				
Roads to Recovery Program	3,196	4,343	1,147	36%
<i>Recurrent - Commonwealth Government</i>	3,196	4,343	1,147	36%
Total recurrent grants	3,196	4,343	1,147	36%
Environment and Emergency	-	67	67	100%
Recreation	-	17	17	100%
Roads	-	965	965	100%
<i>Non-recurrent - State Government</i>	-	1,049	1,049	100%
Total non-recurrent grants	-	1,049	1,049	100%
Total capital grants	3,196	5,391	2,195	69%
Total Grants	20,442	20,797	356	2%

4.1.4 Other income

	Forecast Actual 2025-26 \$'000	Budget 2026-27 \$'000	Change	
			\$'000	%
Interest and distributions	1,301	1,801	500	38.43%
Unrealised gain on investments	250	450	200	80.00%
Insurance reimbursement	442	182	(260)	(58.90%)
Fuel tax credits	220	220	-	0.00%
Sundry Income	64	193	129	199.92%
Fees - funding for Emergency Services and Volunteer Fund levy collection	102	54	(49)	(47.61%)
Legal costs recovered	12	22	10	83.33%
Reimbursements	690	335	(355)	(51.49%)
Total other income	3,081	3,256	175	5.67%

Increase in investment income and distributions \$0.5 million due to a forecast increase in interest rates, offset by a decrease in income received from insurance claims.

4.1.5 Employee costs

	Forecast Actual 2025-26 \$'000	Budget 2026-27 \$'000	Change	
			\$'000	%
Wages and salaries	17,171	18,845	1,675	9.75%
Annual leave and long service leave	1,869	2,017	148	7.90%
Superannuation	2,308	2,524	217	9.39%
Workcover	453	498	45	9.99%
Employee benefits	41	45	4	10.39%
Fringe benefits tax	236	202	(34)	(14.32%)
Total employee costs	22,077	24,132	2,055	9.31%

Employee costs have increased by 10% which includes 3.25 % EA increase and 5 new roles being funded in 2026-2027.

4.1.6 Materials and services

	Forecast Actual 2025-26 \$'000	Budget 2026-27 \$'000	Change	
			\$'000	%
Contracts	15,136	7,500	(7,637)	(50.45%)
Plant and equipment recoveries	4,036	4,051	15	0.36%
Consultants	69	9	(60)	(87.59%)
Materials and services	298	337	39	13.13%
Utilities	571	616	45	7.92%
Telephone and internet	350	347	(3)	(0.83%)
Subscriptions, Publications and Memberships	191	244	53	27.70%
Printing and stationery	81	78	(2)	(3.05%)
Bank charges	45	45	-	0.00%
Postage	45	44	(0)	(1.12%)
Fleet	1,874	2,066	191	10.21%
Training and development	451	381	(70)	(15.43%)
Total materials and services	23,147	15,717	(7,429)	(32.10%)

The 2025-2026 forecast assumes that all carry forward project will be completed and the 2026-2027 budget includes a provision for increased fuel costs due to the impact of the middle east conflict.

4.1.7 Depreciation

	Forecast Actual 2025-26 \$'000	Budget 2026-27 \$'000	Change	
			\$'000	%
Property	1,434	2,099	665	46.41%
Plant & equipment	1,470	1,662	192	13.06%
Infrastructure	10,150	13,891	3,741	36.86%
Total depreciation	13,054	17,652	4,599	35.23%

The increase in depreciation is due to the impact of the cost to renew existing assets which has been recognised in asset valuations completed and flows on to an increased depreciation charge in future years.

4.1.8 Other expenses

	Forecast Actual 2025-26 \$'000	Budget 2026-27 \$'000	Change	
			\$'000	%
Auditors' remuneration - VAGO - audit of the financial statements, performance statement and grant acquittals	67	69	2	2.69%
Auditors' remuneration - Internal Audit	35	36	1	2.86%
Councillors' allowances	260	285	25	9.62%
Council contributions and grants	2,216	1,166	(1,050)	(47.39%)
Insurance	1,141	1,287	146	12.75%
Advertising	176	181	5	2.84%
Legal Costs	253	196	(58)	(22.73%)
Meals and accommodation	168	114	(54)	(32.13%)
Lease and rental costs	198	202	5	2.47%
Other expenses	318	167	(151)	(47.50%)
Total other expenses	4,832	3,702	(1,130)	(23.38%)

Other expenses have decreased by \$1.1 million which predominately due to a reduction in Council contributions to one off projects or events.

4.2 Balance Sheet

4.2.1 Borrowings

	Forecast Actual 2025-26 \$'000	Budget 2026-27 \$'000	Projections		
			2027-28 \$'000	2028-29 \$'000	2029-30 \$'000
Amount borrowed as at 30 June of the prior year	-	-	-	-	2,633
Amount proposed to be borrowed	-	-	-	2,633	2,705
Amount projected to be redeemed	-	-	-	-	(190)
Amount of borrowings as at 30 June	-	-	-	2,633	5,148

The Budget indicates that there is no new borrowings in the 2025–2026 financial year, with borrowings projected for the 2028–2029 and 2029–2030 financial years.

4.3 Statement of changes in Equity

4.3.1 Reserves

Reserve Name	Reserve Type	Forecast Actual 2025-26 \$'000	Budget 2026-27 \$'000
Open space developer contributions reserve	Discretionary	418	254
Landfill rehabilitation reserve	Discretionary	1,612	1,852
Superannuation reserve	Discretionary	1,528	1,601
Infrastructure reserve	Discretionary	1,165	-
Other reserves	Discretionary	464	202
Total Equity Reserves		5,188	3,910

The decrease in the Infrastructure reserve is due to allocations to the Coastal Connect project and other major infrastructure projects in the 2026-2027 capital program.

4.4 Capital works program

This section presents a listing of the capital works projects that will be undertaken for the 2026-2027 year, classified by expenditure type and funding source.

4.4.1 Summary

	Forecast Actual 2025-26 \$'000	Budget 2026-27 \$'000	Change	
			\$'000	%
Property	2,656	1,168	(1,488)	(56.04%)
Plant and equipment	3,698	3,852	154	4.16%
Infrastructure	14,257	14,034	(223)	(1.57%)
Total	20,611	19,053	(1,558)	(7.56%)

	Project Cost \$'000	Asset expenditure types				Summary of Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowings \$'000
Property	1,168	325	153	690	-	-	75	1,093	-
Plant and equipment	3,852	24	3,828	-	-	-	-	3,852	-
Infrastructure	14,034	2,277	9,822	1,935	-	5,391	23	8,620	-
Total	19,053	2,626	13,802	2,625	-	5,391	98	13,564	-

4.4.2 Capital works program 2026-2027

Capital Works Area	Project Cost \$'000	Asset expenditure types				Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowings \$'000
PROPERTY									
Buildings									
Camperdown Heritage Centre - Internal Paint	13	-	13	-	-	-	-	13	-
Energy and Water Savings	100	-	-	100	-	-	-	100	-
Universal Access to Council buildings	50	-	50	-	-	-	-	50	-
Mechanic Office Extension and Additional Computer Terminal	65	-	-	65	-	-	-	65	-
Public Toilet Refurbishment - Leura Street, Camperdown	75	-	75	-	-	-	-	75	-
Public Toilet Renewal - Timboon Toilet Block Design	25	-	-	25	-	-	-	25	-
Simpson Depot - Replace Garage Door	15	-	15	-	-	-	-	15	-
Terang Hall Access improvements - Stage Lift and Stage Floor	150	150	-	-	-	-	75	75	-
Early Years Plan - 2025-2035 Implementation	250	-	-	250	-	-	-	250	-
Trestle Estate House build - Timboon	175	175	-	-	-	-	-	175	-
Camperdown Theatre Transformation Schematic Design	50	-	-	50	-	-	-	50	-
Camperdown Civic Centre - Design Accessibility improvements- Stage 1	200	-	-	200	-	-	-	200	-
PROPERTY TOTAL	1,168	325	153	690		-	75	1,093	-
PLANT AND EQUIPMENT									
Fixtures, fittings and furniture									
Library stock renewal	70	-	70	-	-	-	-	70	-
Plant, machinery and equipment									
Stage 2 GPS and Dash Cam rollout	24	24	-	-	-	-	-	24	-
Heavy Plant Replacement Program	2,895	-	2,895	-	-	-	-	2,895	-
Light Fleet Replacement Program	765	-	765	-	-	-	-	765	-
Minor Plant and Equipment Purchases	48	-	48	-	-	-	-	48	-
EV Ute in Council Fleet	50	-	50	-	-	-	-	50	-
PLANT AND EQUIPMENT TOTAL	3,852	24	3,828	-		-	-	3,852	-

Capital Works Area	Project Cost \$'000	Asset expenditure types				Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowings \$'000
INFRASTRUCTURE									
Bridges									
Beals Road Bridge, Timber deck replacement, Tesbury	286	-	286	-	-	286	-	-	-
Peter Road Bridge, Timber deck replacement, Scotts Creek	307	-	-	307	-	307	-	-	-
Drainage									
Drainage Pit Replacement program	70	-	70	-	-	-	-	70	-
Drainage Renewal Program	200	-	200	-	-	-	-	200	-
Rural Culvert Replacement Program and Climate Change Upsizing/Flood Prevention	100	-	-	100		-	-	100	-
Footpaths and cycleways									
Pram Crossings & All Access Parking Ramp Improvements	25	-	-	25	-	-	-	25	-
Estcourt Street footpath connection from Grey St to Swanston St, Terang	27	27	-	-	-	-	-	27	-
McCue Street Footpath Extension to Hennessy Street, Port Campbell	19	19	-	-	-	-	-	19	-
Robinson Street Footpath Extension to Bowen Street, Camperdown	10	10	-	-	-	-	-	10	-
Errey Street path connection to Mount Leura Path, Camperdown	34	34	-	-	-	-	-	34	-
Main St, Ligar St to Robertson St south side (SCS), Derrinallum	105	105	-	-	-	-	23	82	-
Walker Street, Parrott St to Curdie St west side, Cobden	38	38	-	-	-	-	-	38	-
Kerb and channel									
Victoria St from Neylon St to Rix St west side, Cobden	85	-	85	-	-	-	-	85	-
Walker St, Curdie St to Gwyn Ave east side, Cobden	60	-	60	-	-	-	-	60	-
Wilson St, Leura St to Curdie St south side, Camperdown	65	-	65	-	-	-	-	65	-
Other Infrastructure									
Camperdown town entrance sign construction	30	30	-	-	-	-	-	30	-
Emergency Relief Centre Resilience Upgrades	133	-	-	133	-	67	-	67	-
Town and Locality Sign Replacement Project Stage 1	100	-	100	-	-	-	-	100	-

Capital Works Area	Project Cost \$'000	Asset expenditure types				Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowings \$'000
Recreational, Leisure & Community Facilities									
Swimming Pool painting - Lismore Skipton & Terang	100	-	100	-	-	-	-	100	-
Swimming Pool Renewals - Audit program Implementation	275	-	275	-	-	-	-	275	-
Timboon Tiny Towns Contribution - Timboon Precinct Plan	17	17	-	-	-	17	-	-	-
Roads									
Reseal Program	1,950	-	1,950	-	-	-	-	1,950	-
Slurry Seal Program	100	-	100	-	-	-	-	100	-
Convert Y to T Road Intersections (5 no.)	965	-	-	965	-	965	-	-	-
Ansons Road Ch. 3.4km to 3.9km Rehab, Purrumbete	277	-	277	-	-	277	-	-	-
Sealing of Road, Bond Street, Grayland St to Camperdown-Cobden Rd, Cobden	405	-	-	405	-	-	-	405	-
Burkes Road Ch. 0km to 0.18km Final Seal, Terang	12	-	12	-	-	-	-	12	-
Coorlemungle Road Ch. 1.60km to 2.41km Rehab, Coorlemungle	464	-	464	-	-	464	-	-	-
Cross Forest Road Ch.0km to 2.03km Rehab, Naroghid	1,278	-	1,278	-	-	1,278	-	-	-
Darlington Terang Road Ch. 0.18km to 1.86km Final Seal, Darlington	67	-	67	-	-	-	-	67	-
Estcourt Street Ch. 0.01km to 0.12km Rehab, Terang	241	-	241	-	-	241	-	-	-
Fords Road Ch. 6.47km to 7.61km Rehab, Princetown	637	-	637	-	-	24	-	613	-
Gnarput Road Ch. 10.91km to 11.53km Final Seal, Lismore	15	-	15	-	-	-	-	15	-
Gravel Resheet program	1,600	-	1,600	-	-	-	-	1,600	-
Noogee Road Widening Final Seal, West of Terang	81	-	81	-	-	-	-	81	-
Patching Prior to Reseal program	300	-	300	-	-	-	-	300	-
Shenfields Lane Ch. 0.02km to 1.14km Rehab, Cobden	481	-	481	-	-	481	-	-	-
Sisters Noorat Road Ch. 2.0km to 2.73km Final Seal, Noorat	29	-	29	-	-	-	-	29	-
Street light improvements program	10	-	10	-	-	-	-	10	-
Cemetery Road, Ch. 0.2km to 1.45km, Rehab, Cobden	604	-	604	-	-	604	-	-	-
Koallah Road Ch. 1.5km to 2.27km Final Seal, Koallah	19	-	19	-	-	-	-	19	-
Linton Road Ch 14.59km to 15.48km Final Seal, Bradvale	35	-	35	-	-	-	-	35	-
Old Geelong Road Ch. 0.06km to 0.71km Rehab, Gnotuk	381	-	381	-	-	381	-	-	-

Capital Works Area	Project Cost \$'000	Asset expenditure types				Funding Sources			
		New \$'000	Renewal \$'000	Upgrade \$'000	Expansion \$'000	Grants \$'000	Contributions \$'000	Council cash \$'000	Borrowings \$'000
Waste management									
Landfill - Cap 15b Capping	713	713	-	-	-	-	-	713	-
Cell 11 Bund Slip Repair	361	361	-	-	-	-	-	361	-
Landfill Stormwater Pond	50	50	-	-	-	-	-	50	-
Landfill - Cell 14a & b capping installation	473	473	-	-	-	-	-	473	-
Landfill - Cell 16a Lining	400	400	-	-	-	-	-	400	-
Waste management Total									
Infrastructure Total	14,034	2,277	9,822	1,935		5,391	23	8,620	-
TOTAL CAPITAL WORKS	19,053	2,626	13,802	2,625		5,391	98	13,564	-

**Summary of Planned Capital Works Expenditure
For the years ending 30 June 2028, 2029 & 2030**

2027-2028	Asset Expenditure Types				Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Property									
Buildings	6,706	456	318	5,933	6,706	5,150	77	1,478	-
Total Buildings	6,706	456	318	5,933	6,706	5,150	77	1,478	-
Total Property	6,706	456	318	5,933	6,706	5,150	77	1,478	-
Plant and Equipment									
Plant, Machinery & Equipment	3,533	-	3,533	-	3,533	-	-	3,533	-
Library Collection Materials	72	-	72	-	72	-	-	72	-
Information Technology	273	-	273	-	273	-	-	273	-
Total Plant and Equipment	3,878	-	3,878	-	3,878	-	-	3,878	-
Infrastructure									
Artworks	31	31	-	-	31	-	-	31	-
Bridges	823	-	823	-	823	-	-	823	-
Drainage	458	-	278	180	458	-	-	458	-
Footpaths & Cycleways	220	155	40	26	220	-	-	220	-
Kerb & Channel	258	-	258	-	258	-	-	258	-
Other Infrastructure	144	-	103	41	144	-	-	144	-
Parks, Open Space & Streetscapes	340	-	340	-	340	-	-	340	-
Playgrounds	62	-	62	-	62	-	-	62	-
Recreational, Leisure & Community Facilities	530	-	530	-	530	103	-	427	-
Roads	8,996	-	7,393	1,603	8,996	4,090	-	4,906	-
Waste management	2,682	2,682	-	-	2,682	-	-	2,682	-
Total Infrastructure	14,545	2,868	9,827	1,850	14,545	4,193	-	10,351	-
Total Capital Works Expenditure	25,129	3,323	14,023	7,782	25,129	9,343	77	15,708	-

2028-2029	Asset Expenditure Types				Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Property									
Buildings	6,732	-	815	5,917	6,732	2,975	105	1,018	2,633
Total Buildings	6,732	-	815	5,917	6,732	2,975	105	1,018	2,633
Total Property	6,732	-	815	5,917	6,732	2,975	105	1,018	2,633
Plant and Equipment									
Plant, Machinery & Equipment	3,567	-	3,567	-	3,567	-	-	3,567	-
Library Collection Materials	74	-	74	-	74	-	-	74	-
Information Technology	232	-	232	-	232	-	-	232	-
Total Plant and Equipment	3,873	-	3,873	-	3,873	-	-	3,873	-
Infrastructure									
Artworks	32	32	-	-	32	-	-	32	-
Bridges	674	-	674	-	674	-	-	674	-
Drainage	284	-	284	-	284	-	-	284	-
Footpaths & Cycleways	187	110	52	26	187	-	-	187	-
Kerb & Channel	186	-	186	-	186	-	-	186	-
Other Infrastructure	105	-	105	-	105	-	-	105	-
Parks, Open Space & Streetscapes	316	-	316	-	316	-	-	316	-
Playgrounds	184	-	184	-	184	74	16	95	-
Recreational, Leisure & Community Facilities	500	-	500	-	500	105	-	395	-
Roads	10,457	-	6,987	3,470	10,457	4,709	174	5,574	-
Waste management	3,476	3,265	211	-	3,476	-	-	3,476	-
Total Infrastructure	16,403	3,406	9,500	3,497	16,403	4,888	190	11,324	-
Total Capital Works Expenditure	27,007	3,406	14,188	9,413	27,007	7,863	295	16,216	2,633

2029-2030	Asset Expenditure Types				Funding Sources				
	Total \$'000	New \$'000	Renewal \$'000	Upgrade \$'000	Total \$'000	Grants \$'000	Contributions \$'000	Council Cash \$'000	Borrowings \$'000
Property									
Buildings	6,460	-	941	5,519	6,460	2,705	-	1,050	2,705
Total Buildings	6,460	-	941	5,519	6,460	2,705	-	1,050	2,705
Total Property	6,460	-	941	5,519	6,460	2,705	-	1,050	2,705
Plant and Equipment									
Plant, Machinery & Equipment	3,768	-	3,768	-	3,768	-	-	3,768	-
Library Collection Materials	76	-	76	-	76	-	-	76	-
Information Technology	54	-	54	-	54	-	-	54	-
Total Plant and Equipment	3,897	-	3,897	-	3,897	-	-	3,897	-
Infrastructure									
Artworks	32	32	-	-	32	-	-	32	-
Bridges	778	-	216	562	778	-	-	778	-
Drainage	292	-	292	-	292	-	-	292	-
Footpaths & Cycleways	273	213	32	27	273	-	-	273	-
Kerb & Channel	263	10	253	-	263	-	-	263	-
Other Infrastructure	108	-	108	-	108	-	-	108	-
Parks, Open Space & Streetscapes	216	-	216	-	216	-	-	216	-
Playgrounds	195	-	195	-	195	-	-	195	-
Recreational, Leisure & Community Facilities	514	-	514	-	514	108	-	406	-
Roads	10,217	-	8,902	1,315	10,217	4,297	-	5,920	-
Waste management	3,030	3,030	-	-	3,030	-	-	3,030	-
Total Infrastructure	15,919	3,285	10,730	1,904	15,919	4,405	-	11,514	-
Total Capital Works Expenditure	26,276	3,285	15,569	7,422	26,276	7,111	-	16,460	2,705

5. Targeted performance indicators (Council selected)

The following table highlights Council's current and projected performance across eight targeted performance indicators selected by Council from the range of prescribed performance measures contained in the Local Government (Planning and Reporting) Regulations 2020. These indicators provide a useful analysis of Council's intentions and performance and should be interpreted in the context of the organisation's objectives.

Results against these indicators and targets will be reported in Council's Performance Statement included in the Annual Report.

Domain / Indicator	Measure	Notes	Actual 2024/25	Forecast 2025/26	Target 2026/27	Target Projections			Trend
						2027/28	2028/29	2029/30	+/-
Financial Forecasting									
Indebtedness Level of long-term liabilities is appropriate to the size and nature of a Council's activities	Non-current liabilities compared to own-source revenue Non-current liabilities as a percentage of own source revenue	1	42.1%	38.4%	37.6%	36.8%	41.1%	45.4%	+
Financial Forecasting									
Population Population is a key driver of a Council's ability to fund the delivery of services to the community	Expenses per head of population Total expenses / Resident population of the municipal district	2	\$4,593	\$3,988	\$3,878	\$3,840	\$3,944	\$4,033	o
Financial Forecasting									
Revenue and grants Revenue is generated from a range of sources to fund the delivery of services to the community	Own-source revenue per head of population Adjusted underlying revenue / Resident population of the municipal district	3	\$2,427	\$2,379	\$2,445	\$2,518	\$2,626	\$2,695	o
Financial Management									
Expenditure and revenue level Resources are used efficiently in the delivery of services	Average rate per property assessment General rates and municipal charges per property assessment	4	\$2,335	\$2,237	\$2,297	\$2,355	\$2,414	\$2,474	o
Financial Management									
Liquidity Sufficient working capital and cash is available to cover expenses	Cash compared to current liabilities Cash / current liabilities	5	376.83%	285.24%	259.88%	255.16%	230.05%	207.59%	-
Financial Management									
Operating position An adjusted underlying surplus is generated in the ordinary course of business	Adjusted underlying surplus (or deficit) The adjusted underlying surplus (or deficit) as a percentage of adjusted underlying revenue	6	(17.8%)	(13.5%)	(9.6%)	(8.1%)	(8.1%)	(4.0%)	-

Domain / Indicator	Measure	Notes	Actual 2024/25	Forecast 2025/26	Target 2026/27	Target Projections			Trend
						2027/28	2028/29	2029/30	+/-
Financial Management									
Rates Effort	Rates compared to property value								
Rating level is set based on the community's capacity to pay	Rate revenue as a percentage of the capital improved value of rates properties in the municipal district	7	(0.26%)	(0.29%)	(0.30%)	(0.25%)	(0.25%)	(0.25%)	o
Cost									
Waste management	Cost of kerbside waste collection service								
Kerbside collection services are delivered in a cost-efficient manner	The direct cost of the kerbside waste collection services per serviced property	8	\$417	\$460	\$491	\$505	\$515	\$528	+

Key to Target Trend:
+ increase in Council's overall targets
o maintaining Council's overall targets
- decrease in Council's overall targets

5a. Targeted performance indicators (Mandatory)

The following tables highlight Council's current and projected performance across a selection of targeted service and financial performance indicators. These indicators provide a useful analysis of Council's intentions and performance and should be interpreted in the context of the organisation's objectives.

The targeted performance indicators below are the prescribed performance indicators contained in Schedule 4 of the *Local Government (Planning and Reporting) Regulations 2020*. Results against these indicators and targets will be reported in Council's Performance Statement included in the Annual Report.

Targeted service performance indicators - Mandatory

Domain / Indicator	Measure	Notes	Actual 2024-25	Forecast 2025-26	Target 2026-27	Projections			Trend		
					2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	+/-o/-
Governance											
Community engagement (Council decisions made and implemented with community input)	Satisfaction with the opportunities offered by Council to be consulted on or engaged in Council decisions Community satisfaction rating out of 100 with the consultation and engagement efforts of Council	9	54	60	60	60	60	60	60	60	o
Environment											
Roads (sealed local roads are maintained and renewed to ensure a safe network)	Sealed local roads below the intervention level Number of kms of sealed local roads below the renewal intervention level set by Council / Kms of sealed local roads	10	99.1%	99.0%	99.0%	99.0%	99.0%	99.0%	99.0%	99.0%	o
Responsiveness											
Statutory Planning (Councils decide on planning applications and fulfill their legislative duties in a timely manner)	Planning applications decided within the relevant required time Number of planning application decisions made within the relevant required time / Number of planning application decisions made	11	61.7%	65.0%	65.0%	65.0%	65.0%	65.0%	65.0%	65.0%	o
Environment											
Waste management (waste is minimised and sustainability is promoted)	Kerbside collection waste to landfill per serviced property Waste in tonnage collected from kerbside waste collection services sent to landfill / Number of serviced properties	12	53.8%	60.0%	60.0%	60.0%	60.0%	60.0%	60.0%	60.0%	o

Targeted financial performance indicators - Mandatory

Indicator	Measure	Notes	Actual 2024-25	Forecast 2025-26	Target 2026-27	Target Projections			Trend
						2027-28	2028-29	2029-30	+/-
Financial management									
Liquidity (sufficient working capital and cash is available to cover expenses)	Current assets compared to current liabilities Current assets / current liabilities	13	438.6%	349.7%	100.0%	100.0%	100.0%	100.0%	o
Financial forecasting									
Asset renewal and upgrade (renewal and upgrade of assets is planned and delivered)	Asset renewal and upgrade compared to depreciation Asset renewal and upgrade expenses / Asset depreciation	14	98.1%	118.2%	100.0%	100.0%	100.0%	100.0%	o
Financial management									
Rates concentration (revenue is generated from a range of sources)	Rates compared to adjusted underlying revenue Rate revenue / adjusted underlying revenue	15	42.5%	47.4%	50.0%	50.0%	50.0%	50.0%	o
Financial management									
Expenditure and revenue level (resources are used efficiently in the delivery of services)	Expenses per property assessment Total expenses / no. of property assessments	16	\$7,317	\$6,539	\$6,365	\$6,524	\$6,688	\$6,855	-

Key to Target Trend:

- + increase in Council's overall targets
- o maintaining Council's overall targets
- decrease in Council's overall targets

5b. Financial performance indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be interpreted in the context of the organisation's objectives.

The financial performance indicators below are the prescribed financial performance indicators contained in Part 2 of Schedule 3 of the *Local Government (Planning and Reporting) Regulations 2020*. Results against these indicators will be reported in Council's Performance Statement included in the Annual Report.

Domain / Indicator	Measure	Notes	Actual 2024-25	Forecast 2025-26	Budget 2026-27	Calculated Projections			Trend
						2027-28	2028-29	2029-30	+/-
Financial forecasting									
Indebtedness (level of long term liabilities is appropriate to the size and nature of a Council's activities)	Non-current liabilities compared to own-source revenue	17	42.1%	38.4%	37.6%	36.8%	41.1%	45.4%	+
	Non-current liabilities / own-source revenue								
Loans and borrowings (level of interest bearing loans and borrowings is appropriate to the size and nature of Council's activities)	Loans and borrowings compared to own source revenue	18	0.0%	0.0%	0.0%	0.0%	6.2%	11.7%	+
	Interest bearing loans and borrowings / own source revenue								
	Loans and borrowings repayments compared to own-source revenue	19	0.0%	0.0%	0.0%	0.0%	0.0%	0.7%	o
	Interest and principal repayments on interest bearing loans and borrowings / own-source revenue								
Population (population is a key driver of a Council's ability to fund the delivery of services to the community)	Expenses per head of population	20	\$4,593	\$3,988	\$3,878	\$3,840	\$3,944	\$4,033	o
	Total expenses / Population								
	Infrastructure per head of population	21	\$36,772	\$36,409	\$37,659	\$38,615	\$39,668	\$40,642	+
	Valuation of infrastructure / Population								
Revenue and Grants (revenue is generated from a range of sources to fund the delivery of services to the community)	Own-source revenue per head of population	22	\$2,427	\$2,379	\$2,445	\$2,518	\$2,626	\$2,695	o
	Own-source revenue / Population								
	Recurrent grants per head of population	23	\$1,360	\$734	\$1,188	\$979	\$1,005	\$1,031	o
	Recurrent grants / Population								

Domain / Indicator	Measure	Notes	Actual 2024-25	Forecast 2025-26	Budget 2026-27	Calculated Projections			Trend
						2027-28	2028-29	2029-30	+/-
Financial management									
Liquidity (sufficient working capital and cash is available to cover expenses)	Cash compared to current liabilities Cash / current liabilities	24	376.8%	285.2%	259.9%	255.2%	230.1%	207.6%	-
Operating position (an adjusted underlying surplus is generated in the ordinary course of business)	Adjusted underlying surplus (or deficit) Adjusted underlying surplus (deficit) / Adjusted underlying revenue	25	(17.8%)	(13.5%)	(9.6%)	(8.1%)	(8.1%)	(4.0%)	+
Rates effort (rating level is set based on the community's capacity to pay)	Rates compared to property values Rate revenue / CIV of rateable properties in the municipal district	26	0.26%	0.29%	0.30%	0.25%	0.25%	0.25%	o
Expenditure and revenue level (resources are used efficiently in the delivery of services)	Average rates per property assessment General rates and municipal charges / no. of property assessments	27	\$2,335	\$2,237	\$2,297	\$2,355	\$2,414	\$2,474	o
Rates collection (rates and charges are being responsibly collected.)	Rates and charges debt Unpaid rates and charges / all rates and charges	28	6.1%	6.0%	6.0%	6.0%	6.0%	6.0%	o

Key to Forecast Trend:

- + Forecasts improvement in Council's financial performance/financial position indicator
- o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecasts deterioration in Council's financial performance/financial position indicator

Notes to measures

5

1. Non-current liabilities compared to own-source revenue

Increase in non-current liabilities increasing due to loans being drawn down in future years and own-sourced revenue remaining consistent.

2. Expenses per to head of population

This is predicted to remain steady over the future years as costs increase by CPI against a low growth in population.

3. Own-source revenue per head of population

5. Cash compared to current liabilities

Current liabilities remain consistent but a reducing cash balance is forecast for future years.

6. Adjusted underlying surplus (or deficit)

Increase in operating grants in future years with consistent growth in total expenses

7. Rates compared to property value

Result remaining constant due to rate capping.

8. Cost of kerbside waste collection service

Properties assumed to have limited growth and future year waste charges have been increased by CPI

5a

9. Satisfaction with the opportunities offered by Council to be consulted or engaged in Council decisions

Corangamite Shire is above the average for Rural Council sector and aims to remain steady over the 4 year period.

10. Sealed local roads below the intervention level

Corangamite Shire's ongoing road renewal and maintenance program aims to ensure a very low level of roads that are outside intervention levels.

11. Planning applications decided within the relevant required time

The service standard has remained constant due to challenges with resources and the complexity of applications. It is anticipated that this will improve into the future as resources come back to normal levels along with a change in the delegation policy to improve efficiency.

12. Kerbside collection waste to landfill per serviced property

Council has implemented the four bin system as per the State Government policy and will be looking to maintain the current diversion rates with glass not counting towards our diversion .

13. Current assets compared to current liabilities

It is anticipated that Council will remain above the target of 150% over the 4-year budget.

14. Asset renewal and upgrade compared to depreciation

Council's renewal program is in line with its asset management plans which aims to keep its renewal ratio as close to 100% as possible over the projection period.

15. Rates compared to adjusted underlying revenue

Reflects extent of reliance on rate revenues to fund all of Council's on-going services.

16. Expenses per property level

There are anticipated to be minimal increases in the number of assessments due to the population growth trends, however, CPI will continue to increase expenditure into the future.

5b

17. Non-current liabilities compared to own-source revenue

Council aims to continue to provide core services and meet its objectives from the Council Plan. It is targeted to achieve a breakeven position in this measure over the 4-year budget.

18. Loans and borrowings compared to own-source revenue

The cash not associated to a particular use within Council or a legislative requirement. Council is aiming to maintain a consistent ratio over the 4-year budget.

19. Loans and borrowings repayments compared to own-source revenue

Council currently holds no debt. Borrowings are forecast in the 2028-2029 and 2029-2030 Financial years.

20. Expenses per head of population

This is predicted to remain steady over the future years as costs increase by CPI against a low growth in population.

21. Infrastructure per head of population

Council has an increasing investment in capital expenditure against a consistent growth in population.

22. Own-source revenue per head of population

Consistent growth in rate income offset against a lower population growth expected.

23. Recurrent grants per head of population

Reduced operating grants expected in future years offset by lower population growth.

24. Cash compared to current liabilities

Current liabilities remain consistent but a reducing cash balance is forecast for future years.

25. Adjusted underlying surplus (or deficit)

Increase in operating grants in future years with consistent growth in total expenses

26. Rates compared to property value

Result remaining constant due to rate capping.

27. Average rate per property assessment

Remaining constant due to limited growth in property numbers and rate revenue being constrained by rate capping.

28. Rates and charges debt

Percentage of unpaid rates is expected to remain constant over future years.

CORANGAMITE SHIRE COUNCIL Budgeted Fees and Charges Schedule for the Financial Year 2026-2027 All Charges include GST where applicable									
Business Unit	Description	Unit of measure	GST Applied	Statutory / Discretionary	Fee Units	2025-2026 Fees	2026-2027 Fees	% Change	
Assets	Road Permits								
Assets	Works on Road Reserve permit application	per application	No	Discretionary		\$132.00	\$136.00	3.03%	
Assets	Urban vehicle crossing permit application	per application	No	Discretionary		\$132.00	\$136.00	3.03%	
Assets	Rural vehicle crossing permit application	per application	No	Discretionary		\$132.00	\$136.00	3.03%	
Assets	Fee for Superload Route on Local Roads Assessment	per hour	No	Discretionary		\$57.55	\$150.00	160.64%	
Assets	Application permit fee plus all inspection and reinstatement costs where applicable	per application	No	Discretionary		100%	100%	0.00%	
Building Services	Building Fees								
Building Services	Fees set by Building Regulations 2018								
Building Services	Application for Report and Consent (Section 29A Demolition) - Regulation 36(1)	per application	No	Statutory	5.75	\$96.70	TBA		
Building Services	Application for Report and Consent - Regulation 36(2)	per application	No	Statutory	19.61	\$329.60	TBA		
Building Services	Application for a building permit referred to it under Part 2 - Regulation 36 (2A)	per application	No	Statutory	27.45	\$461.40	TBA		
Building Services	Application for a building permit referred under Regulation 116(4) - Regulation 36(3)	per application	No	Statutory	19.9	\$334.50	TBA		
Building Services	Request for report on Legal Point of Discharge under regulation 133(2) - Regulation 36(4)	per application	No	Statutory	14.17	\$238.20	TBA		
Building Services	Report and Consent for building over an easement under regulation 130 NO FEE UNIT SPECIFIED IN REGS.	per application	No	Statutory	4.6	\$77.30	TBA		
Building Services	Fee for lodgement of building permit documents - Regulation 45	per application	No	Statutory	8.23	\$138.30	TBA		
Building Services	Fees for requests for information under regulation 51(1), 51(2) or 51(3) - Reg 52 (Building Information Certificate)	per application	No	Statutory	3.19	\$53.60	TBA		
Building Services	State Government Levy - Section 205G Building Act 1993 (the levy paid under this section is paid into the Building account of the Victorian Building Authority Fund)								
Building Services	Building Permit Levy payable for every dollar of the cost of building work for which a permit is sought when cost of building work is over \$10,000	per application	No	Statutory	0.128% of the cost of building work		TBA		
Building Services	Building Permit Applications for Domestic Works (Class 1 and 10) Fees for Construction/Alteration/Demolition Permits based on value of work The fee includes: (a) the statutory inspections (footings, frame and final) until permit expires (b) the processing of the application in accordance with Part 3 of the Building Act 1993								
Building Services	0-5,000		Yes	Discretionary		\$272.00	\$279.50	2.76%	
Building Services	5,001-10,000		Yes	Discretionary		\$689.50	\$708.50	2.76%	
Building Services	10,001-25,000		Yes	Discretionary		\$866.50	\$890.50	2.77%	
Building Services	25,001-50,000		Yes	Discretionary		\$1,043.50	\$1,072.00	2.73%	
Building Services	50,001-150,000		Yes	Discretionary		Min. fee \$1028.30 or value divided by 100, whichever is greater			
Building Services	150,001-250,000		Yes	Discretionary		value divided by 100 or by quote	value divided by 100 or by quote		
Building Services	250,001-500,000		Yes	Discretionary		value divided by 100 or by quote	value divided by 100 or by quote		
Building Services	500,001+		Yes	Discretionary		by quotation	by quotation		
Building Services	Building Permit Applications for Commercial Works (Class 2 to 9) Fees for Construction/Alteration/Demolition Permits based on value of work The fee includes: (a) the statutory inspections (footings, frame and final) until permit expires (b) the processing of the application in accordance with Part 3 of the Building Act 1993								
Building Services	0-\$5,000		Yes	Discretionary		\$272.00	\$279.50	2.76%	
Building Services	5,001-10,000		Yes	Discretionary		\$822.80	\$845.40	2.75%	
Building Services	10,001-25,000		Yes	Discretionary		\$1,043.50	\$1,072.20	2.75%	
Building Services	25,001-50,000		Yes	Discretionary		\$1,550.50	\$1,593.10	2.75%	
Building Services	50,001-150,000		Yes	Discretionary		Min. fee \$1531.80 or value divided by 100, whichever is greater			
Building Services	150,001-250,000		Yes	Discretionary		value divided by 100 or by quote	value divided by 100 or by quote		
Building Services	250,001-500,000		Yes	Discretionary		value divided by 100 or by quote	value divided by 100 or by quote		
Building Services	500,001+		Yes	Discretionary		by quotation	by quotation		
Building Services	Other Building Fees								
Building Services	Historical Building Permit Search (3-7 days)	per permit	Yes	Discretionary		\$143.10	\$147.00	2.73%	
Building Services	Historical Building Permit URGENT Search (1-2 days)	per permit	Yes	Discretionary		\$428.30	\$440.00	2.73%	
Building Services	For each inspection additional to statutory inspections included in building permit application fee	per inspection	Yes	Discretionary		\$296.10	\$304.20	2.74%	
Building Services	Administration fee for assessing and processing lapsed building permits	per inspection	Yes	Discretionary		\$296.10	\$304.20	2.74%	
Building Services	Erection of a fence (if value of work is less than \$5,000 otherwise use fee schedule for building permit applications)	per application	Yes	Discretionary		\$223.90	\$230.10	2.77%	
Building Services	Essential Services Inspections	per request	Yes	Discretionary		300 max or by quote	300 max or by quote		
Building Services	Inspection fees for Private Building Surveyors	per inspection plus travel	Yes	Discretionary		300 max or by quote	300 max or by quote		
Building Services	Extension of Time Request	per request	Yes	Discretionary		\$154.10	\$158.30	2.73%	
Building Services	Application to Amend Plans	per application	Yes	Discretionary		\$154.10	\$158.30	2.73%	
Building Services	Title Search	per application	Yes	Discretionary		\$68.20	\$70.10	2.79%	
Building Services	POPE (Place of Public Entertainment) Permits	per application	Yes	Discretionary		\$739.80	\$760.10	2.74%	
Building Services	Temporary Structures Permit	per application	Yes	Discretionary		\$739.80	\$760.10	2.74%	
Building Services	Resolution of works without a building permit - based on the cost of works and multiplying fee that would have been charged under building application fees by 2		Yes	Discretionary		Multiply fee that would have been charged under building application fees by 2	Multiply fee that would have been charged under building application fees by 2		
Building Services	Swimming Pool/Spa Registrations	per request	Yes	Statutory					
Community Relations	Community Relations								
Community Relations	Colour Printing								
Community Relations	A4	A4 Single sided	Yes	Discretionary		\$1.50	\$1.55	3.33%	
Community Relations	A4 Double Sided	A4 Double sided	Yes	Discretionary		\$1.95	\$2.00	2.56%	
Community Relations	A3	A3 Single sided	Yes	Discretionary		\$1.95	\$2.00	2.56%	
Community Relations	A3 Double Sided	A3 Double sided	Yes	Discretionary		\$2.70	\$2.80	3.70%	
Community Relations	Laminating								
Community Relations	A4	Per page	Yes	Discretionary		\$0.90	\$0.90	0.00%	
Community Relations	A3	Per page	Yes	Discretionary		\$1.20	\$1.25	4.17%	

Business Unit	Description	Unit of measure	GST Applied	Statutory / Discretionary	Fee Units	2025-2026 Fees	2026-2027 Fees	% Change
Community Relations	Photocopying							
Community Relations	Black & White	A4 Single sided	Yes	Discretionary		\$0.90	\$0.90	0.00%
Community Relations	Black & White	A3 Single sided	Yes	Discretionary		\$1.20	\$1.25	4.17%
Community Relations	Black & White	A4 Double sided	Yes	Discretionary		\$1.20	\$1.25	4.17%
Community Relations	Black & White	A3 Double sided	Yes	Discretionary		\$1.50	\$1.55	3.33%
Cultural Development	Theatre Royal movie ticket prices							
Cultural Development	Adult	per person	Yes	Discretionary		As advertised	As advertised	
Cultural Development	Child (under 15 years of age)	per person	Yes	Discretionary		As advertised	As advertised	
Cultural Development	Food, Drinks, Merchandise	per person	Yes	Discretionary		As advertised	As advertised	
Cultural Development	Cultural Events							
Cultural Development	Adult	per person	Yes	Discretionary		As advertised	As advertised	
Cultural Development	Child (under 15 years of age)	per person	Yes	Discretionary		As advertised	As advertised	
Cultural Development	Food, Drinks, Merchandise	per person	Yes	Discretionary		As advertised	As advertised	
Cultural Development	Vendor Sites	per application	Yes	Discretionary		Per agreement	Per agreement	
Cultural Development	Mobile Cinema Unit							
Cultural Development	Movie Distribution Rights	per session	Yes	Discretionary		At cost	At cost	
Cultural Development	Adult	per person	Yes	Discretionary		As advertised	As advertised	
Cultural Development	Child (under 15 years of age)	per person	Yes	Discretionary		As advertised	As advertised	
Cultural Development	Food, Drinks, Merchandise					As advertised	As advertised	
Environmental Health	REGISTRATIONS							
Environmental Health	Other - Other Health							
Environmental Health	Transfer of Registration	per application	No	Discretionary		50%	50%	0.00%
Environmental Health	Registered Premises (eg: Hairdressers, Skin Penetration, etc.)	per application	No	Discretionary		\$178.00	\$183.00	2.81%
Environmental Health	Hairdressers (only providing hairdressing or non skin penetration cosmetics services)	Single Fee Ongoing	No	Discretionary		\$264.00	\$272.00	3.03%
Environmental Health	Solicitors or Purchasers (Requests or Purchase) 10 Business Days	per application	No	Discretionary		\$275.00	\$283.00	2.91%
Environmental Health	Solicitors or Purchasers (Requests or Purchase) 5 Business Days or less	per application	Discretionary			\$385.00	\$396.00	2.86%
Environmental Health	New Premises Fitout Inspections prior to registration (includes 2 inspections prior to registration)	per application	No	Discretionary		50%	50%	0.00%
Environmental Health	Other - Other Health Registered Premises							
Environmental Health	Class 1 - High	per application	No	Discretionary		\$369.00	\$380.00	2.98%
Environmental Health	Class 2 - Medium	per application	No	Discretionary		\$331.00	\$341.00	3.02%
Environmental Health	Class 2 - Medium Community Groups (not for profit)	per application	No	Discretionary		\$253.00	\$260.00	2.77%
Environmental Health	Class 3a- Home based condiments and B&Bs	per application	No	Discretionary		\$253.00	\$260.00	2.77%
Environmental Health	Class 3 - Low	per application	No	Discretionary		\$178.00	\$183.00	2.81%
Environmental Health	Class 4 - No Fee (except water transport)	per application	No	Discretionary		nil	nil	
Environmental Health	Community Group Fund Raising BBQ's and Sausage Sizzles	per application	No	Discretionary		nil	nil	
Environmental Health	Class 2-3 Community Groups Fund Raising (3 or less times per year)	per application	No	Discretionary		nil	nil	
Environmental Health	Water Transport Vehicles	per application	No	Discretionary		\$178.00	\$183.00	2.81%
Environmental Health	Late registration fee (all categories and registrations)	per late registration	No	Discretionary		\$70.00	\$72.00	2.86%
Environmental Health	Follow-up Inspection fees (all categories and registrations) (Note: Fees will be adjusted by 25% on a quarterly basis for new registrations)	per inspection	No	Discretionary		\$128.00	\$132.00	3.13%
Environmental Health	Prescribed premises - Prescribed Accommodation					Quarterly pro-rata	Quarterly pro-rata	
Environmental Health	Caravan Parks - 0-25 sites	per inspection	No	Statutory	17	\$285.90	TBA	
Environmental Health	Caravan Parks - 26-50 sites	per inspection	No	Statutory	34	\$571.90	TBA	
Environmental Health	Caravan Parks - 51-100 sites	per inspection	No	Statutory	68	\$1,143.80	TBA	
Environmental Health	Caravan Parks - 101-150 sites	per inspection	No	Statutory	103	\$1,732.40	TBA	
Environmental Health	Caravan Parks - 151-200 sites	per inspection	No	Statutory	137	\$2,304.30	TBA	
Environmental Health	Caravan Parks - 201-250 sites	per inspection	No	Statutory	171	\$2,876.20	TBA	
Environmental Health	Caravan Parks - 251-300 sites	per inspection	No	Statutory	205	\$3,448.10	TBA	
Environmental Health	B & B's, Self Contained, Camps, Hotels & Motels	per application	No	Discretionary		\$274.00	TBA	
Environmental Health	Labour Hire Accommodation	per application	No	Discretionary		\$282.00	TBA	
Environmental Health	Water Sampling Fee (Collection and Sample)	per sample		Discretionary		\$253.00	TBA	
Environmental Health	Septic Tank							
Environmental Health	Minor alteration to OWMS	per application	No	Statutory	37.25	\$626.50	TBA	
Environmental Health	Construct, install or alter OWMS	per application	No	Statutory	48.88	\$822.20	TBA	
Environmental Health	Renewal of permit	per application	No	Statutory	8.31	\$333.00	TBA	
Environmental Health	Transfer a permit	per application	No	Statutory	9.93	\$0.00	TBA	
Environmental Health	Amend a permit (plumber details only)	per application	No	Statutory	10.38	\$0.00	TBA	
Environmental Health	Amend a permit	per application	No	Statutory	10.38	\$174.60	TBA	
Environmental Health	Additional Septic Tank Inspections	per hour	No	Statutory	6.12	\$102.90	TBA	
Family Day Care	Assessed - Family Day Care (In Venue)							
Family Day Care	Fee per hour for 'core hours' (8.00am-6.00pm Monday - Friday excluding public holidays)	per hour	No	Discretionary		\$12.80	\$13.95	8.98%
Family Day Care	Meals							
Family Day Care	Fee per hour for 'non-core hours' (outside core hours, weekends and public holidays)	per hour	No	Discretionary		\$17.70	\$18.20	2.82%
Family Day Care	Breakfast							
Family Day Care	Breakfast	per meal per child	No	Discretionary				
Family Day Care	Snack							
Family Day Care	Snack	per meal per child	No	Discretionary				
Family Day Care	Lunch							
Family Day Care	Lunch	per meal per child	No	Discretionary				
Family Day Care	Dinner							
Family Day Care	Dinner	per meal per child	No	Discretionary				
Finance	Bad Debts							
Finance	Any account listed with Council's debt collectors	per debt listed	Yes	Discretionary		\$19.10	\$19.65	2.88%
Finance	Debts listed for collection via Credit Clear	per debt listed	Discretionary			\$8.45	\$8.70	2.95%
Finance	Debt recovery costs - Non magistrates Court	per debt listed		Discretionary		At cost	At cost	
Finance	Transaction fees							
Finance	Declined Direct Debit fee	per declined transaction	Yes	Discretionary		\$6.40	\$6.60	3.13%
Finance	Dishonoured Cheque	per dishonoured cheque	Yes	Discretionary		\$17.60	\$18.10	2.84%
Immunisation	IMMUNISATIONS							
Immunisation	Influenza	per encounter	Yes	Discretionary		\$18.45	\$18.95	2.71%
Immunisation	Boostrix	per encounter	Yes	Discretionary		\$41.00	\$42.15	2.80%
Immunisation	Chickenpox	per encounter	Yes	Discretionary		\$61.50	\$63.20	2.76%
Immunisation	Meningococcal ACWY	per encounter	Yes	Discretionary		\$71.75	\$73.70	2.72%
Immunisation	Meningococcal B (Bexsero)	per encounter	Yes	Discretionary		\$128.65	\$132.20	2.76%
Information and Communications Technology	Printing							
Information and Communications Technology	Plan Printing	A3 sheet	Yes	Discretionary		\$71.75	\$73.70	2.72%
Information and Communications Technology	Plan Printing	A1 & A2 sheet	Yes	Discretionary		\$128.65	\$132.20	2.76%
Information and Communications Technology	Plan Printing	A0	Yes	Discretionary		\$10.95	\$11.25	2.74%
Killara / Theatre Complex	Killara Centre							
Killara / Theatre Complex	Commercial Hire (private functions, corporate or profit making entities)	per day	Yes	Discretionary		\$604.75	\$621.40	2.75%
Killara / Theatre Complex	Commercial Hire (private functions, corporate or profit making entities)	per hour	Yes	Discretionary		\$123.00	\$126.40	2.76%
Killara / Theatre Complex	Community Hire (members of the community, community groups not undertaking a commercial hire use)	per day	Yes	Discretionary		\$317.75	\$326.50	2.75%
Killara / Theatre Complex	Community Hire (members of the community, community groups not undertaking a commercial hire use)	per hour	Yes	Discretionary		\$71.40	\$73.35	2.73%
Killara / Theatre Complex	McCabe Room/Playhouse							
Killara / Theatre Complex	Commercial Hire (private functions, corporate or profit making entities)	per day	Yes	Discretionary		\$414.50	\$425.90	2.75%
Killara / Theatre Complex	Commercial Hire (private functions, corporate or profit making entities)	per hour	Yes	Discretionary		\$87.85	\$90.25	2.73%
Killara / Theatre Complex	Community Hire (members of the community, community groups not undertaking a commercial hire use)	per day	Yes	Discretionary		\$208.65	\$214.40	2.76%
Killara / Theatre Complex	Community Hire (members of the community, community groups not undertaking a commercial hire use)	per hour	Yes	Discretionary		\$49.40	\$50.75	2.73%

Business Unit	Description	Unit of measure	GST Applied	Statutory / Discretionary	Fee Units	2025-2026 Fees	2026-2027 Fees	% Change
Killara / Theatre Complex	THEATRE KITCHEN							
Killara / Theatre Complex	Hourly hire rate	per hour	Yes	Discretionary		\$63.15	\$64.90	2.77%
Killara / Theatre Complex	Daily hire rate	full day	Yes	Discretionary		\$236.05	\$242.55	2.75%
Killara / Theatre Complex	THEATRE							
Killara / Theatre Complex	Managed by Council - Fees Camperdown Community Centre - Theatre Royal							
Killara / Theatre Complex	Commercial Hire (private functions, corporate or profit making entities) - includes use of kitchen, tables and chairs	full day	Yes	Discretionary		\$872.90	\$896.90	2.75%
Killara / Theatre Complex	Community Hire (members of the community, community groups not undertaking a commercial hire use)	full day	Yes	Discretionary		\$477.60	\$490.75	2.75%
Killara / Theatre Complex	Commercial Hire (private functions, corporate or profit making entities) - includes use of kitchen, tables and chairs	per hour	Yes	Discretionary		\$164.70	\$169.25	2.76%
Killara / Theatre Complex	Community Hire (members of the community, community groups not undertaking a commercial hire use)	per hour	Yes	Discretionary		\$87.85	\$90.25	2.73%
Killara / Theatre Complex	Set Up Theatre (optional)	per booking	Yes	Discretionary		\$109.80	\$112.80	2.73%
Killara / Theatre Complex	Managed by Council - Fees Camperdown Community Centre - Old Sports Stadium							
Killara / Theatre Complex	Hourly hire rate	per hour	Yes	Discretionary		\$60.35	\$62.00	2.73%
Killara / Theatre Complex	Daily hire rate	full day	Yes	Discretionary		\$252.55	\$259.50	2.75%
Kindergartens	Pre-school - Fees (Grant Funded)							
Kindergartens	Three and four year old programs, terms 3 and 4	per child per term	No	Discretionary		\$656.75	\$674.80	2.75%
Kindergartens	Three and four year old programs, terms 1 and 2	per child	No	Discretionary		\$673.17	\$691.70	2.75%
Knowledge & Record Services	Freedom of Information Requests							
Knowledge & Record Services	Freedom of Information request for access to document(s)	per request	No	Statutory	2	\$33.60	TBA	
Knowledge & Record Services	Charge for search time	hourly rate	Yes	Statutory	1.5	\$25.20	TBA	
Knowledge & Record Services	Charge for supervision	per hour	No	Statutory	1.5	\$25.20	TBA	
Knowledge & Record Services	Freedom of Information request report cost	per A4 page	No	Statutory		\$0.00	TBA	
Local Laws	Permits							
Local Laws	Permits Local Laws No.1 and No. 2	per application	No	Discretionary		\$128.00	\$132.00	3.13%
Local Laws	(New applications for annual permits are no fee for final quarter- from 1 Oct)							
Local Laws	Roadside Grazing permit	per application	No	Discretionary		\$1.00	\$1.00	0.00%
Local Laws	Disabled Parking Permit	per permit	No	Discretionary		\$0.00	\$0.00	
Local Laws	Droving of Livestock							
Local Laws	Application Fee - Non refundable	per application	No	Discretionary		\$132.00	\$136.00	3.03%
Local Laws	Bond	per application	No	Discretionary		\$1,124.00	\$1,155.00	2.76%
Local Laws	Daily Fee - cattle	per head	No	Discretionary		\$0.26	\$0.27	2.75%
Local Laws	Daily Fee - sheep	per head	No	Discretionary		\$0.07	\$0.08	2.75%
Local Laws	Daily Fee - other livestock	per head	No	Discretionary		\$0.07	\$0.08	2.75%
Local Laws	Road Leasing Agreement (Policy)	per application	No	Discretionary		\$218.00	\$224.00	2.75%
Local Laws	Pound fees - Fines Impounding Fees - All other animals, including Poultry and Birds (but not dogs or cats)							
Local Laws	Sustenance	per head per day	Yes	Discretionary		\$5.70	\$5.90	3.51%
Local Laws	For every head	per head	No	Discretionary		\$19.20	\$19.80	3.12%
Local Laws	Pound Fees - Fines Impounding Fees - Cats							
Local Laws	Daily Rate	per animal	No	Discretionary		\$13.40	\$13.80	2.99%
Local Laws	Release Fee	per animal	No	Discretionary		\$76.40	\$78.50	2.75%
Local Laws	Pound Fees - Fines Impounding Fees - Dogs							
Local Laws	Daily Rate	per animal	No	Discretionary		\$13.40	\$13.80	2.99%
Local Laws	Release Fee	per animal	No	Discretionary		\$113.20	\$116.40	2.83%
Local Laws	Pound Fees - Fines Impounding Fees - Cattle							
Local Laws	Sustenance	per head per day	Yes	Discretionary		\$19.20	\$19.80	3.12%
Local Laws	First head	per head	No	Discretionary		\$113.20	\$116.40	2.83%
Local Laws	Additional head	per head	No	Discretionary		\$19.20	\$19.80	3.12%
Local Laws	Pound Fees - Fines Impounding Fees - Goats and Pigs							
Local Laws	Sustenance	per head per day	Yes	Discretionary		\$13.40	\$13.80	2.99%
Local Laws	First head	per head	No	Discretionary		\$60.70	\$62.40	2.80%
Local Laws	Additional head	per head	No	Discretionary		\$19.20	\$19.80	3.12%
Local Laws	Pound Fees - Fines Impounding Fees - Horses							
Local Laws	Sustenance	per head per day	Yes	Discretionary		\$19.20	\$19.80	3.12%
Local Laws	First head	per head	No	Discretionary		\$113.20	\$116.40	2.83%
Local Laws	Additional head	per head	No	Discretionary		\$19.20	\$19.80	3.12%
Local Laws	Pound Fees - Fines Impounding Fees - Sheep							
Local Laws	Sustenance	per head per day	Yes	Discretionary		\$7.80	\$8.10	3.85%
Local Laws	First head	per head	No	Discretionary		\$36.70	\$39.80	2.84%
Local Laws	Additional head	per head	No	Discretionary		\$7.80	\$8.10	3.85%
Local Laws	Pound Fees - Transport costs Other Ranger Services							
Local Laws	Transport – total transport costs incurred	per circumstance	Yes	Discretionary		100%	100%	0.00%
Local Laws	Registrations - Dog Fees (New Animals 50% from 1 August. No fee from 1 November)							
Local Laws	Full Registration Includes Govt. levy plus adjustments	per animal	No	Discretionary		\$119.00	\$127.00	6.72%
Local Laws	Concession (not applicable to Menacing, Dangerous and Restricted breed)	per animal	No	Discretionary		50%	50%	0.00%
Local Laws	Reduced fee Includes Govt. levy	per animal	No	Discretionary		\$39.00	\$42.00	7.69%
Local Laws	Menacing, Dangerous and Restricted Breeds Includes Govt. levy	per animal	No	Discretionary		\$222.00	\$233.00	4.95%
Local Laws	Reduced fee- registered foster carer	per animal	No	Discretionary		\$8.00	\$13.00	62.50%
Local Laws	Assistance and guide dogs	per animal	No	Discretionary		\$0.00	\$0.00	
Local Laws	Registrations - Cat Fees (New Animals 50% from 1 August. No fee from 1 November)							
Local Laws	Full Registration Includes Govt. levy	per animal	No	Discretionary		\$73.00	\$80.00	9.59%
Local Laws	Concession	per animal	No	Discretionary		50%	50%	0.00%
Local Laws	Reduced fee Includes Govt. levy	per animal	No	Discretionary		\$24.00	\$26.00	8.33%
Local Laws	Reduced fee- registered foster carer	per animal	No	Discretionary		\$8.00	\$13.00	62.50%
Local Laws	Registrations - Registration Fees Registration							
Local Laws	Animal business - Includes Govt. levy (2021 \$20)	per site	No	Discretionary		\$275.00	\$283.00	2.91%
Local Laws	Equipment Hire							
Local Laws	Animal Trap hire	per week	No	Discretionary		\$0.00	\$0.00	
Local Laws	Microchipping							
Local Laws	Microchipping	per animal	No	Discretionary		\$87.00	\$90.00	3.45%
Local Laws	Local Laws							
Local Laws	Charged at hourly rate applicable for Ranger, Vehicle, Transport	per hour	Yes	Discretionary		100%	100%	0.00%
Local Laws	Inspections	per 1/4 hour	Yes	Discretionary		100%	100%	0.00%
Local Laws	Infringement Notices Offences and Codes - Control of Livestock Violations Other Ranger Services							
Local Laws	Permits - Inspections Local Law							
Local Laws	Inspections and Reinstatements	per opening	Yes	Discretionary		100%	100%	0.00%
Local Laws	Permits - Inspections Other Ranger Services							
Local Laws	Vehicle Charge – charged at rate as costed out against the unit	per hour	Yes	Discretionary		100%	100%	0.00%
Local Laws	Animal Adoption							
Local Laws	Adoption Fee- Cat	per animal	No	Discretionary		\$50.00	\$52.00	4.00%
Local Laws	Adoption Fee- Kitten	per animal	No	Discretionary		\$50.00	\$52.00	4.00%
Local Laws	Adoption Fee- Cat more than 7 years	per animal	No	Discretionary		\$25.00	\$26.00	4.00%
Local Laws	Adoption Fee Dog	per animal	No	Discretionary		\$150.00	\$155.00	3.33%
Local Laws	Adoption Fee- Puppy	per animal	No	Discretionary		\$150.00	\$155.00	3.33%
Local Laws	Adoption Fee- Dog more than 7 years	per animal	No	Discretionary		\$50.00	\$52.00	4.00%

Business Unit	Description	Unit of measure	GST Applied	Statutory / Discretionary	Fee Units	2025-2026 Fees	2026-2027 Fees	% Change
Local Laws	Surrender Fee							
Local Laws	Surrender- cat	per animal	No	Discretionary		\$138.00	\$142.00	2.90%
Local Laws	Surrender- kitten	per animal	No	Discretionary		\$111.00	\$115.00	3.60%
Local Laws	Surrender- cat and offspring	per animal	No	Discretionary		\$250.00	\$257.00	2.80%
Local Laws	Surrender- Dog	per animal	No	Discretionary		\$115.00	\$119.00	3.48%
Local Laws	Surrender- Puppy	per animal	No	Discretionary		\$61.00	\$63.00	3.28%
Local Laws	Surrender- dog and offspring	per animal	No	Discretionary		\$155.00	\$160.00	3.23%
Mobile Child Care	Assessed - Mobile Child Care							
Mobile Child Care	Session per hour	Per hour per child	No	Discretionary		\$14.50	\$14.90	2.75%
Other Council Buildings	Heritage - Clock Tower Visit							
Other Council Buildings	Adult	per person	Yes	Discretionary		\$2.85	\$2.95	3.51%
Other Council Buildings	Concession and Students	per person	Yes	Discretionary		\$1.65	\$1.70	2.75%
Other Council Buildings	Child	per person	Yes	Discretionary		\$1.15	\$1.20	4.35%
Planning Services	Planning Fees							
Planning Services	Fees for amendment to Planning Scheme (Regulation 6)							
Planning Services	Stage 1: a) Considering a request to amend a planning scheme; and b) taking action required by Division 1 of Part 3 of the Planning and Environment Act 1987 (the Act); and c) considering any submissions which do not seek a change to the amendment; and d) if applicable, abandoning the amendment.	per application	No	Statutory	206	\$3,464.90	TBA	
Planning Services	Stage 2: a) Considering submissions which seek a change to an amendment, and where necessary referring the submissions to a panel: i. up to 10 submissions ii. 11 to (and including) 20 submissions iii. submissions that exceed 20 submissions		No	Statutory	1021	\$17,173.10	TBA	
Planning Services	b) providing assistance to a panel in accordance with Section 158 of the Act; and c) making a submission to a panel appointed under Part 8 of the Act at a hearing referred to in section 24(b) of the Act; and d) considering the panel's report in accordance with Section 27 of the Act; and e) after considering submission and the panel's report, abandoning the amendment. <i>Paid to the Planning Authority</i>		No	Statutory	2040	\$34,312.60	TBA	
Planning Services	Stage 3: a) Adopting an amendment or a part of an amendment in accordance with Section 29 of the Act; and b) submitting the amendment for approval by the Minister in accordance with Section 31 of the Act; and c) giving the notice of approval of the amendment required by section 36(2) of the Act. <i>Paid to the Planning Authority</i>	per application	No	Statutory	2727	\$546.60	TBA	
Planning Services	Stage 4: a) Consideration by the Minister of a request to approve the amendment in accordance with section 35 of the Act; and b) giving notice of approval of the amendment in accordance with section 36(1) of the Act. <i>Paid to the Minister for Planning (DELWP)</i>	per application	No	Statutory	32.5	\$546.60	TBA	
Planning Services	Fees for applications for Planning Permits under section 47 of the Planning and Environment Act 1987 (Regulation 9)							
Planning Services	Use Only	per application	No	Statutory	89	\$1,497.00	TBA	
Planning Services	To develop land or to use and develop land for a single dwelling per lot or to undertake development ancillary to the use of the land for a single dwelling per lot if the estimated cost of the development included in the application is:							
Planning Services	\$0 - \$10,000	per application	No	Statutory	13.5	\$227.10	TBA	
Planning Services	\$10,001 - \$100,000	per application	No	Statutory	42.5	\$714.80	TBA	
Planning Services	\$100,001 - \$500,000	per application	No	Statutory	87	\$1,463.30	TBA	
Planning Services	\$500,001 - \$1,000,000	per application	No	Statutory	94	\$1,581.10	TBA	
Planning Services	\$1,000,001 - \$2,000,000	per application	No	Statutory	101	\$1,698.80	TBA	
Planning Services	If cost for a single dwelling is greater than \$2,000,000 the fee will be calculated by adding fee from other development plus half of the use fee if applicable.							
Planning Services	Vic Smart application if the estimated cost of the development is:							
Planning Services	\$0 - \$10,000	per application	No	Statutory	13.5	\$227.10	TBA	
Planning Services	\$10,001 +	per application	No	Statutory	29	\$487.80	TBA	
Planning Services	Vic Smart application to subdivide or consolidate land	per application	No	Statutory	13.5	\$227.10	TBA	
Planning Services	Vic Smart application (other)	per application	No	Statutory	13.5	\$227.10	TBA	
Planning Services	To develop land (other than for a single dwelling or to subdivide) if the cost of the development is:							
Planning Services	\$0 - \$100,000	per application	No	Statutory	77.5	\$1,303.50	TBA	
Planning Services	\$100,001 - \$1,000,000	per application	No	Statutory	104.5	\$1,757.70	TBA	
Planning Services	\$1,000,001 - \$5,000,000	per application	No	Statutory	230.5	\$3,877.00	TBA	
Planning Services	\$5,000,001 - \$15,000,000	per application	No	Statutory	587.5	\$9,881.70	TBA	
Planning Services	\$15,000,001 - \$50,000,000	per application	No	Statutory	1733	\$29,140.50	TBA	
Planning Services	\$50,000,001 +	per application	No	Statutory	3694	\$65,496.70	TBA	
Planning Services	Subdivide existing building	per application	No	Statutory	89	\$1,497.00	TBA	
Planning Services	Subdivide land into two lots	per application	No	Statutory	89	\$1,497.00	TBA	
Planning Services	Realignment or consolidation	per application	No	Statutory	89	\$1,497.00	TBA	
Planning Services	Subdivide land into three or more Lots	per 100 lots created	No	Statutory	89	\$1,497.00	TBA	
Planning Services	A permit to: a) create, vary or remove a restriction within the meaning of the Subdivision Act 1988; or b) create or remove a right of way; or c) create, vary or remove an easement other than a right of way; or d) vary or remove a condition in the nature of an easement (other than right of way) in a Crown grant.	per application	No	Statutory	89	\$1,497.00	TBA	
Planning Services	A permit not otherwise provided for in this regulation	per application	No	Statutory	89	\$1,497.00	TBA	
Planning Services	Fees for applications to amend planning permits under section 72 of the Planning and Environment Act 1987 (Regulation 11)							
Planning Services	To amend a permit to change the use of the land allowed by the permit or to allow a new use	per application	No	Statutory	89	\$1,497.00	TBA	
Planning Services	To amend a permit (other than a permit to use and/or develop land for a single dwelling per lot) to change a statement of what the permit allows or change any or all conditions which apply to the permit.	per application	No	Statutory	89	\$1,497.00	TBA	
Planning Services	To amend a permit to use and/or develop land for a single dwelling per lot or to undertake ancillary development if the estimated cost is:		No					
Planning Services	\$0 - \$10,000	per application	No	Statutory	13.5	\$227.10	TBA	
Planning Services	\$10,001 - \$100,000	per application	No	Statutory	42.5	\$714.80	TBA	
Planning Services	\$10,001 - \$500,000	per application	No	Statutory	87	\$1,463.30	TBA	
Planning Services	\$500,001 - \$2,000,000	per application	No	Statutory	94	\$1,581.10	TBA	
Planning Services	Amendment to a Vic Smart permit if the estimated cost of development is:							
Planning Services	\$0 - \$100,000	per application	No	Statutory	13.5	\$227.10	TBA	
Planning Services	\$10,001 +	per application	No	Statutory	29	\$487.80	TBA	
Planning Services	Vic Smart permit to subdivide or consolidate land	per application	No	Statutory	13.5	\$227.10	TBA	
Planning Services	Amendment to a Vic Smart permit (other)	per application	No	Statutory	13.5	\$227.10	TBA	
Planning Services	To amend a permit to develop land (other than a permit to use and/or develop land for a single dwelling per lot) if the estimated cost is:							
Planning Services	\$0 - \$100,000	per application	No	Statutory	77.5	\$1,303.50	TBA	
Planning Services	\$100,001 - \$1,000,000	per application	No	Statutory	104.5	\$1,757.70	TBA	
Planning Services	\$1,000,001 +	per application	No	Statutory	230.5	\$3,877.00	TBA	
Planning Services	Subdivide an existing building	per application	No	Statutory	89	\$1,497.00	TBA	
Planning Services	Subdivide land into two lots	per application	No	Statutory	89	\$1,497.00	TBA	
Planning Services	Realignment or consolidation	per application	No	Statutory	89	\$1,497.00	TBA	
Planning Services	Subdivide land into three or more Lots	per 100 lots created	No	Statutory	89	\$1,497.00	TBA	
Planning Services	To amend a permit to: a) create, vary or remove a restriction within the meaning of the Subdivision Act 1988; or b) create or remove a right of way; or c) create, vary or remove an easement other than a right of way; or d) vary or remove a condition in the nature of an easement (other than right of way) in a Crown grant.	per application	No	Statutory	89	\$1,497.00	TBA	
Planning Services	An amendment to a permit not otherwise provided for in this regulation	per application	No	Statutory	89	\$1,497.00	TBA	

Business Unit	Description	Unit of measure	GST Applied	Statutory / Discretionary	Fee Units	2025-2026 Fees	2026-2027 Fees	% Change
Planning Services	Other Statutory Planning Fees							
Planning Services	Requesting the Minister to prepare an amendment to a planning scheme exempted from requirements referred to in section 20(4) of the Act	per application	No	Statutory	270	\$4,541.40	TBA	
Planning Services	Requesting the Minister to prepare an amendment to a planning scheme exempted from certain requirements prescribed under section 20A of the Act	per application	No	Statutory	65	\$1,093.30	TBA	
Planning Services	For combined applications	per application	No	Statutory			TBA	
						Sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications had been made.		
Planning Services	Amendment to an application under section 57A(3) of the Act after notice is given (Regulation 12): a) for an application for a permit b) for an application to amend a permit c) if an application to amend an application has the effect of changing the class of that permit to a new class, having a higher application fee set out in the tables to regulation 9 or 11, the applicant must pay an additional fee being the difference between the original class of permit and the amended class of permit.	per application	No	Statutory		40% of the application fee for that class of permit set out in the tables at regulations 9 or 11.	TBA	
Planning Services	For combined application to amend permit	per application	No	Statutory		Sum of the highest of the fees which would have applied if separate applications were made and 50% of each of the other fees which would have applied if separate applications had been made.	TBA	
Planning Services	For a certificate of compliance	per application	No	Statutory	22	\$370.00	TBA	
Planning Services	Amend or end an agreement under section 173 of the Act	per application	No	Statutory	44.5	\$748.50	TBA	
Planning Services	Application for planning certificate (S198 of the Act) - Regulation 14:							
Planning Services	a) application not processed electronically	per application	No	Statutory	1.5	\$25.20	TBA	
Planning Services	b) electronically processed	per application	No	Statutory		\$0.00	TBA	
Planning Services	Where the Planning Scheme specifies that the matter must be done to the satisfaction of the responsible authority, Minister, public authority or municipal council - Regulation 18	per application	No	Statutory	22	\$370.00	TBA	
Planning Services	Subdivision (Fees) Regulations 2016							
Planning Services	Application to certify plan and for statement of compliance	per application	No	Statutory	11.8	\$198.50	TBA	
Planning Services	Fee for alteration of plan	per application	No	Statutory	7.5	\$126.10	TBA	
Planning Services	Amendment to certified plan	per application	No	Statutory	9.5	\$159.80	TBA	
Planning Services	Check engineering plans	per application	No	Statutory		0.75% of the estimated cost of constructing the works proposed on the engineering plan	TBA	
Planning Services	Engineering plan prepared by Council	per application	No	Statutory		3.5% of the estimated cost of constructing the works proposed on the engineering plan	TBA	
Planning Services	Supervision of works	per application	No	Statutory		2.5% of the estimated cost of constructing the works	TBA	
Planning Services	Fees for applications - Regulation 6							
Planning Services	Discretionary Planning Fees							
Planning Services	Historical planning permit search (3-7 days)	per application	Yes	Discretionary		\$144.00	\$148.00	2.78%
Planning Services	Historical planning permit URGENT search (1-2 days)	per application	Yes	Discretionary		\$290.00	\$298.00	2.76%
Planning Services	Extension of Time Request - First request	Per application	Yes	Discretionary		\$370.00	\$381.00	2.97%
Planning Services	Extension of Time Request - Second request	Per application	Yes	Discretionary		\$740.00	\$761.00	2.84%
Planning Services	Extension of Time Request - Any subsequent request	Per application	Yes	Discretionary		\$1,480.00	\$1,521.00	2.77%
Planning Services	Secondary consent application - VicSmart	Per application	Yes	Discretionary		\$154.00	\$159.00	3.25%
Planning Services	Secondary consent application	Per application	Yes	Discretionary		\$255.00	\$263.00	3.14%
Planning Services	Written information requests	per request	Yes	Discretionary		\$76.00	\$79.00	3.95%
Planning Services	Notification signage	per sign	Yes	Discretionary		\$140.00	\$144.00	2.86%
Planning Services	Notification costs	base charge	Yes	Discretionary		\$50.00	\$52.00	4.00%
Planning Services	Notification costs for over 10 letters	per letter >10	Yes	Discretionary		\$4.95	\$5.10	3.03%
Planning Services	Section 173 Agreement review by Solicitor (if required at Councils discretion)	per application	Yes	Discretionary		at cost	at cost	
Planning Services	Advertising - Warramboul Standard	per advertisement		Discretionary		\$368.00	\$378.10	2.74%
Planning Services	Advertising - WD News	per advertisement		Discretionary		\$212.00	\$217.85	2.76%
Private Works	Private Works							
Private Works	Direct cost and overhead recovery plus margin	% of cost	Yes	Discretionary		20.00%	20.00%	0.00%
Private Works	Additional Park Mowing	Per request	Yes	Discretionary		\$207.50	\$213.20	2.75%
Rates	Land Information Certificates							
Rates	Land Information Certificates	each	No	Statutory				
Rates	Land Information Certificates - Urgent request	each	No	Discretionary		\$101.00	\$103.80	2.77%
Rates	Provision of sales data	yearly	Yes	Discretionary		\$263.55	\$270.80	2.75%
Recreation Management	Recreation Equipment Hire Small Marquee / BBQ							
Recreation Management	Council Organised Events	per day	Yes	Discretionary		\$0.00	\$0.00	
Recreation Management	Commercial Hires	per day	Yes	Discretionary		\$131.00	\$134.60	2.75%
Recreation Management	Not for Profit Community Groups	per day	Yes	Discretionary		\$0.00	\$0.00	
Senior Citizens	Senior Citizen Centre - Activity Community Activities – Dining Room							
Senior Citizens	Commercial Hires & Government Depts. - Full Day	full day	Yes	Discretionary		\$181.00	\$186.00	2.76%
Senior Citizens	Commercial Hires & Government Depts. - Full Day	half day	Yes	Discretionary		\$91.00	\$94.00	3.30%
Senior Citizens	Community Single Bookings - Full Day	full day	Yes	Discretionary		\$60.00	\$62.00	3.33%
Senior Citizens	Community Single Bookings - Half Day	half day	Yes	Discretionary		\$31.00	\$32.00	3.23%
Senior Citizens	Regular Users (per year)	monthly users	Yes	Discretionary		\$0.00	\$0.00	
Senior Citizens	Regular Users (per year)	weekly users	Yes	Discretionary		\$0.00	\$0.00	
Senior Citizens	Senior Citizen Centre - Facility Whole Facility							
Senior Citizens	Hourly rate	per hour	Yes	Discretionary		\$80.00	\$83.00	3.75%
Stadiums	Camperdown Community Sports Stadium							
Stadiums	Stadium Court 1 (per hour)	per court per hour	Yes	Discretionary		\$47.50	\$49.00	3.16%
Stadiums	Stadium Court 2 (per hour)	per court per hour	Yes	Discretionary		\$47.50	\$49.00	3.16%
Stadiums	Single Session Programming (Fikids, alternative sports run by Council eg. Pickleball, volleyball)	per program	Yes	Discretionary		\$5.50	\$5.70	3.64%
Stadiums	School Holiday Programming Session (Minimum 2 hours)	per program (Min 2 hours)	Yes	Discretionary		\$10.50	\$10.80	2.86%
Stadiums	Timboon Sporting Centre							
Stadiums	Stadium Court 1 (per hour)	per court per hour	Yes	Discretionary		\$47.50	\$49.00	3.16%
Stadiums	Program Room (per hour)	per room per hour	Yes	Discretionary		\$32.00	\$33.00	3.13%
Stadiums	Squash Court 1 (per hour)	per court per hour	Yes	Discretionary		\$16.00	\$16.50	3.13%
Stadiums	Squash Court 2 (per hour)	per court per hour	Yes	Discretionary		\$16.00	\$16.50	3.13%
Stadiums	Gym Memberships (Monthly)	per month	Yes	Discretionary		\$60.00	\$62.00	3.33%
Stadiums	Gym Memberships (Casual)	per visit	Yes	Discretionary		\$11.00	\$11.40	3.64%
Stadiums	Single Session Programming (Fikids, alternative sports run by Council eg. Pickleball, volleyball)	per program	Yes	Discretionary		\$5.50	\$5.70	3.64%
Stadiums	School Holiday Programming Session (Minimum 2 hours)	per program (Min 2 hours)	Yes	Discretionary		\$10.50	\$10.80	2.86%

Business Unit	Description	Unit of measure	GST Applied	Statutory / Discretionary	Fee Units	2025-2026 Fees	2026-2027 Fees	% Change
Swimming Pools	Swimming Pools - Managed by Contractor for Council							
Swimming Pools	Child	per child	Yes	Discretionary		\$4.50	\$4.60	2.22%
Swimming Pools	Adult	per person	Yes	Discretionary		\$5.50	\$5.70	3.64%
Swimming Pools	Family (defined 2 adults and children < 18)	per family	Yes	Discretionary		\$16.50	\$17.00	3.03%
Swimming Pools	School Swim (Non Members)	per person	Yes	Discretionary		\$3.10	\$3.20	3.23%
Swimming Pools	Day Hire	per day	Yes	Discretionary		\$236.00	\$245.00	2.94%
Swimming Pools	Season Ticket - Child	per season	Yes	Discretionary		\$90.00	\$92.00	2.22%
Swimming Pools	Season Ticket - Adult	per season	Yes	Discretionary		\$100.00	\$103.00	3.00%
Swimming Pools	Season Ticket - Family (defined 2 adults and children < 18)	per season	Yes	Discretionary		\$195.00	\$200.00	2.56%
Waste Management	Landfill - General Industrial Category							
Waste Management	Price per Tonnage	per tonne	Yes	Discretionary		\$334.49	\$350.23	4.71%
Waste Management	Large volume rate	per tonne	Yes	Discretionary		\$305.79	\$319.70	4.55%
Waste Management	Bricks and Concrete	per tonne	Yes	Discretionary		\$22.85	\$24.30	6.35%
Waste Management	Cover Material (Clean)	per tonne	Yes	Discretionary		\$75.85	\$79.25	4.48%
Waste Management	Landfill - General Municipal Category							
Waste Management	Price per Tonnage	per tonne	Yes	Discretionary		\$260.95	\$274.40	5.15%
Waste Management	Large volume rate	per tonne	Yes	Discretionary		\$232.24	\$243.87	5.01%
Waste Management	Contaminated Green Waste	per tonne	Yes	Discretionary		\$260.95	\$274.40	5.15%
Waste Management	Landfill - Green Waste and Kitchen Organics							
Waste Management	Price per Tonnage	per tonne	Yes	Discretionary		\$109.31	\$116.25	6.35%
Waste Management	Large volume rate	per tonne	Yes	Discretionary		\$84.36	\$89.72	6.35%
Waste Management	Contaminated Green Waste	per tonne	Yes	Discretionary		\$260.95	\$274.40	5.15%
Waste Management	Transfer Stations - General Industrial Category							
Waste Management	Price per Tonnage	per tonne	Yes	Discretionary		\$377.85	\$396.34	4.89%
Waste Management	Bag	per unit	Yes	Discretionary		\$9.10	\$9.60	5.49%
Waste Management	Car boot/wheelie bin	per unit	Yes	Discretionary		\$14.20	\$14.90	4.93%
Waste Management	Level Trailer/UTE	per trailer	Yes	Discretionary		\$56.70	\$59.50	4.94%
Waste Management	Heaped Trailer/UTE	per trailer/UTE	Yes	Discretionary		\$85.10	\$89.20	4.82%
Waste Management	Level Tandem Trailer	per trailer	Yes	Discretionary		\$90.70	\$95.20	4.96%
Waste Management	Heaped Tandem Trailer	per trailer	Yes	Discretionary		\$147.40	\$154.60	4.88%
Waste Management	Light Uncompacted (eg Uncompactable Foams)	per cubic meter	Yes	Discretionary		\$334.49	\$350.23	4.71%
Waste Management	Uncompacted	per cubic meter	Yes	Discretionary		\$56.70	\$59.50	4.94%
Waste Management	Compacted	per cubic meter	Yes	Discretionary		\$113.40	\$119.00	4.94%
Waste Management	Transfer Stations - General Municipal Category							
Waste Management	Price per Tonnage	per tonne	Yes	Discretionary		\$304.31	\$320.51	5.32%
Waste Management	Bag	per unit	Yes	Discretionary		\$7.40	\$7.70	4.06%
Waste Management	Car boot/wheelie bin	per unit	Yes	Discretionary		\$11.50	\$12.10	5.22%
Waste Management	Level Trailer/UTE	per trailer	Yes	Discretionary		\$45.70	\$48.10	5.25%
Waste Management	Heaped Trailer/UTE	per trailer/UTE	Yes	Discretionary		\$68.50	\$72.20	5.40%
Waste Management	Level Tandem Trailer	per trailer	Yes	Discretionary		\$73.10	\$77.00	5.34%
Waste Management	Heaped Tandem Trailer	per trailer	Yes	Discretionary		\$118.70	\$125.00	5.31%
Waste Management	Uncompacted	per cubic meter	Yes	Discretionary		\$45.70	\$48.10	5.25%
Waste Management	Compacted	per cubic meter	Yes	Discretionary		\$91.30	\$96.20	5.37%
Waste Management	Transfer Stations - Green Waste and Kitchen Organics							
Waste Management	Price per Tonnage	per tonne	Yes	Discretionary		\$135.95	\$144.58	6.35%
Waste Management	Bag	per unit	Yes	Discretionary		\$4.60	\$4.80	4.35%
Waste Management	Car boot/wheelie bin	per unit	Yes	Discretionary		\$7.00	\$7.50	7.14%
Waste Management	Level Trailer/UTE	per trailer	Yes	Discretionary		\$27.40	\$29.20	6.57%
Waste Management	Heaped Trailer/UTE	per trailer/UTE	Yes	Discretionary		\$41.00	\$43.70	6.59%
Waste Management	Level Tandem Trailer	per trailer	Yes	Discretionary		\$43.80	\$46.60	6.39%
Waste Management	Heaped Tandem Trailer	per trailer	Yes	Discretionary		\$71.30	\$75.80	6.31%
Waste Management	Uncompacted	per cubic meter	Yes	Discretionary		\$27.60	\$29.40	6.52%
Waste Management	Compacted	per cubic meter	Yes	Discretionary		\$54.90	\$58.40	6.38%
Waste Management	Landfill and Transfer Stations- Recycling							
Waste Management	Price per Tonnage	per tonne	Yes	Discretionary		\$243.29	\$258.73	6.35%
Waste Management	Bag	per unit	Yes	Discretionary		\$3.90	\$4.20	7.69%
Waste Management	Car boot/wheelie bin	per unit	Yes	Discretionary		\$6.10	\$6.50	6.56%
Waste Management	Level Trailer/UTE	per trailer	Yes	Discretionary		\$24.40	\$25.90	6.15%
Waste Management	Heaped Trailer/UTE	per trailer/UTE	Yes	Discretionary		\$36.50	\$38.90	6.58%
Waste Management	Level Tandem Trailer	per trailer	Yes	Discretionary		\$39.00	\$41.40	6.15%
Waste Management	Heaped Tandem Trailer	per trailer	Yes	Discretionary		\$63.30	\$67.30	6.32%
Waste Management	Uncompacted	per cubic meter	Yes	Discretionary		\$24.40	\$25.90	6.15%
Waste Management	Compacted	per cubic meter	Yes	Discretionary		\$48.70	\$51.80	6.37%
Waste Management	Dead Animal Composting							
Waste Management	Dogs/Cats/Sheep	per animal	Yes	Discretionary		\$11.00	\$11.70	6.36%
Waste Management	Yearling	per animal	Yes	Discretionary		\$26.50	\$28.20	6.42%
Waste Management	Heller/Alpacas	per animal	Yes	Discretionary		\$44.30	\$47.20	6.55%
Waste Management	Cow/bulls and horses	per animal	Yes	Discretionary		\$98.40	\$104.70	6.40%
Waste Management	Steel and Waste Oil Municipal Category							
Waste Management	Steel		Yes	Discretionary		\$0.00	\$0.00	
Waste Management	Gas Bottles	each	Yes	Discretionary		\$16.00	\$17.00	6.25%
Waste Management	Used motor oil		Yes	Discretionary		\$0.00	\$0.00	
Waste Management	Silage Wrap (Plasback bags)							
Waste Management	Clean	per bag	Yes	Discretionary		\$0.00	\$0.00	
Waste Management	Contaminated	per bag	Yes	Discretionary		\$0.00	\$0.00	
Waste Management	Mattresses							
Waste Management	Single Mattress	per unit	Yes	Discretionary		\$37.50	\$39.90	6.40%
Waste Management	Double Mattress or Larger	per unit	Yes	Discretionary		\$48.00	\$51.10	6.46%
Waste Management	E-Waste Recycling							
Waste Management	Small Items	per unit	Yes	Discretionary		\$0.00	\$0.00	
Waste Management	Medium Items	per unit	Yes	Discretionary		\$0.00	\$0.00	
Waste Management	Large	per unit	Yes	Discretionary		\$0.00	\$0.00	
Waste Management	Waste Management Charges							
Waste Management	Waste Management Charge (Residential)	Annual per service	No	Discretionary		\$450.00	\$480.00	6.67%
Waste Management	Kerbside Collection Waste 120l (Schools and Businesses)	Annual per service	No	Discretionary		\$187.00	\$204.00	9.09%
Waste Management	Kerbside Collection Waste 240l (Schools and Businesses)	Annual per service	No	Discretionary		\$297.00	\$320.00	7.74%
Waste Management	Kerbside Collection Organics (Schools and Businesses)	Annual per service	No	Discretionary		\$134.00	\$146.00	8.96%
Waste Management	Kerbside Collection Recycling (Schools and Businesses)	Annual per service	No	Discretionary		\$131.00	\$138.00	5.34%
Waste Management	Kerbside Collection Glass (Schools and Businesses)	Annual per service	No	Discretionary		\$89.00	\$94.00	5.62%
Waste Management	Kerbside Collection Waste 120l (Community Groups)	Annual per service	No	Discretionary		\$105.00	\$111.00	5.71%
Waste Management	Kerbside Collection Waste 240l (Community Groups)	Annual per service	No	Discretionary		\$154.00	\$162.00	5.19%
Waste Management	Kerbside Collection Organics (Community Groups)	Annual per service	No	Discretionary		\$95.00	\$100.00	5.26%
Waste Management	Kerbside Collection Recycle (Community Groups)	Annual per service	No	Discretionary		\$88.00	\$93.00	5.68%
Waste Management	Kerbside Collection Glass (Community Groups)	Annual per service	No	Discretionary		\$49.00	\$52.00	6.12%
Waste Management	Replacement Kitchen Organics Bags	Per Roll	Yes	Discretionary		\$7.20	\$7.40	2.78%
Waste Management	Replacement Kitchen Organics Bin	Per Caddy	Yes	Discretionary		\$18.00	\$18.50	2.78%
Waste Management	Replacement Kerbside Waste Bin (120l)	Per Bin	Yes	Discretionary		\$79.00	\$82.00	3.80%
Waste Management	Replacement Kerbside Recycling Waste Bin (240l)	Per Bin	Yes	Discretionary		\$85.00	\$88.00	3.53%
Waste Management	Replacement Kerbside Green Waste Bin (240l)	Per Bin	Yes	Discretionary		\$85.00	\$88.00	3.53%
Works Management	Cobden - Airfield							
Works Management	Commercial Operators - unlimited use	per year	Yes	Discretionary		\$332.55	\$341.70	2.75%
Works Management	Loading Pad	per landing	Yes	Discretionary		\$13.35	\$13.70	2.62%
Young Active Kids	YAK (Young Active Kids)							
Young Active Kids	1 child	per session	Yes	Discretionary		\$6.90	\$7.00	1.45%
Young Active Kids	2 children	per session	Yes	Discretionary		\$12.30	\$12.50	1.63%
Young Active Kids	3 children	per session	Yes	Discretionary		\$16.50	\$17.00	3.03%

Appendix A - Operational Projects 2026-2027

In 2026-2027 Council plans to fund \$2.249 million of operational projects with a particular focus on Environment and Emergency management, Facility upgrades and works on recreational facilities.

Operational Projects 2026-2027	Council Contribution	Grant Contribution	Community Contribution	Total Project Cost
Design & Geotech Investigations for Future Rehabilitation Projects	50,000	-	-	50,000
Bridges & Major Culverts Level 2 Condition Assessments	100,000	-	-	100,000
Learning Development Officer	1,744	-	-	1,744
New Permanent Part-Time Rates Officer	33,000	-	-	33,000
Local Laws Officer	62,500	-	-	62,500
Emergency On-call Staffing	20,000	-	-	20,000
Port Campbell Parking Strategy implementation	50,000	-	-	50,000
Roadside Vegetation and Weed mapping	60,000	-	-	60,000
Domestic Animal Management Plan implementation	10,000	-	-	10,000
Emergency Relief Centre Exercise	10,000	-	-	10,000
Repair Café Startup contribution	-	20,000	-	20,000
Elm Tree Pruning program	50,000	-	-	50,000
Community Recovery Activities for Skipton, Larralea & Otway Fires	200,000	-	-	200,000
Organics Processing Expression of Interest #	-	-	-	-
Landfill Operation Model review ##	-	-	-	-
Council website refresh	24,000	-	-	24,000
Facilities - Condition Data Collection	100,000	-	-	100,000
Urban Street Tree Asset Management Program	250,000	-	-	250,000
Cobden Visitor Information Centre	7,500	-	-	7,500
Cobden Garden Beds - planting and maintenance	5,000	-	-	5,000
Hard Court Resurfacing Contribution	50,000	-	-	50,000
Wadawurrung Traditional Owners Aboriginal Corporation (WTOAC) Country Plan Contribution	10,000	-	-	10,000
Camperdown - Leura Oval Upgrades	150,000	-	-	150,000
Terang Stadium Upgrade Works	140,000	-	140,000	280,000
Council Building Services Review	40,000	-	-	40,000
Revised Skipton Structure Plan required for Planning Scheme Amendment	-	100,000	-	100,000
Timboon Structure Plan required for Planning Scheme Amendment	30,000	-	-	30,000
Camperdown Production Precinct - trade waste and water recycling options	50,000	-	-	50,000
Safety Barrier Maintenance Program	22,000	-	-	22,000
Line re-marking on strategic feeder roads	100,000	-	-	100,000
4D Road Maintenance and Opening Works for Fire Access tracks	50,000	-	-	50,000
Strategic Planning Officer	150,000	-	-	150,000
Corangamite Destination Action Plan Implementation	40,000	-	-	40,000
Masterplan for former Camperdown Saleyards	30,000	-	-	30,000
Corangamite Youth Strategy Implementation	8,000	-	-	8,000
Senior Economic Development Officer	75,000	-	-	75,000
Port Campbell fuel station location investigation	10,000	-	-	10,000
Total	1,988,744	120,000	140,000	2,248,744

\$30,000 Funded by Waste charge

\$40,000 Funded by Waste charge

Appendix B - Council Contributions to External Parties

In 2026-2027 Council plans to provide contributions of \$0.62 million to support local community and sporting groups and other associations.

Organisations	2025-2026 Adopted Budget	2026-2027 Budget
Associations and bodies		
Great Ocean Road Regional Tourism	\$80,000	\$80,000
South-West Victoria Alliance Council Contribution	\$30,000	\$35,000
Leadership Great South Coast	\$10,000	\$5,000
Corangamite Vaping Initiative to Prevention Program	\$5,000	\$0
Subtotal	\$125,000	\$120,000
Community Groups		
Great South Coast Food and Fibre Contribution	\$15,000	\$15,000
Little Acorn Building Terang- Leasehold	\$10,500	\$10,500
South Beach Lake Bullen Merri	\$8,717	\$8,957
Community requests fund	\$5,000	\$5,000
South West Sports Academy	\$5,000	\$5,000
Lakes and Craters Band	\$2,500	\$2,500
Playgroups Council Contributions	\$1,250	\$1,250
Sports Star Award Contribution	\$1,250	\$1,250
Contribution to Corangamite Food Bank	\$5,000	\$0
Subtotal	\$54,217	\$49,457
Halls & Community Centres		
Civic Hall - Cobden	\$29,208	\$30,011
Civic Hall - Terang	\$29,208	\$30,011
Public Hall - Timboon	\$29,208	\$30,011
Community Centre - Lismore	\$8,334	\$8,563
Darlington Hall	\$8,334	\$8,563
Public Hall - Derrinallum	\$8,334	\$8,563
Public Hall - Simpson	\$8,334	\$8,563
Public Hall - Skipton	\$8,334	\$8,563
Skipton Hall Rewiring	\$10,000	\$0
Subtotal	\$139,294	\$132,848
Sport and Recreation Reserves		
Township Reserves	\$182,337	\$187,351
Sports Centre - Terang	\$16,272	\$16,719
Minor Recreation Reserves	\$7,782	\$7,969
General Recreation Programming	\$0	\$2,500
Hard-court Upgrades - Timboon Rec Reserve - Netball (one off)	\$50,000	\$0
Subtotal	\$395,685	\$347,387
Other		
Trail Management	\$30,027	\$30,852
Regional Arts Victoria	\$15,000	\$15,000
Subtotal	\$45,027	\$45,852
Total	\$619,929	\$562,696



**CORANGAMITE
SHIRE**

Corangamite Shire Council

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9.3 Revocation of Information Technology Policies

Directorate: Corporate and Community Services

Author: Xavier Flanagan, Director Corporate and Community Services

Executive Summary

This report recommends revoking the Domain User Account Password and Endpoint Security policies as Council policies, as they are operational in their nature and application. These policies are more suitably managed internally as organisational policies, allowing more timely updates while continuing to apply to Councillor use of Council IT systems.

Recommendation

That Council:

1. Revoke the Domain User Account Password Policy
2. Revoke the Endpoint Security Policy

Discussion/Key Matters/Issues

This report recommends the revocation of the following Information Services policies: the Domain User Account Password Policy and Endpoint Security Policy.

These policies are operational in nature and application, and are more appropriately managed as organisational policies rather than Council endorsed policies. Managing them through internal organisational processes will allow more timely updates in response to changes in technology, security standards, and operational requirements.

The policies will remain in effect in their current form as organisational policies until they are reviewed and updated through the internal policy management process.

After the policies transition from Council policies to organisational policies, they will continue to apply to Councillor use of Council IT equipment and software services.

The policies are attached at the end of the report.

Options for Council Consideration

That Council has the options for the two policies to remain as Council policies, or alternatively, to support their revocation and transition to organisational policies.

Alignment to Council Plan

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

Strong Civic Leadership

Be financially responsible and sustainable

Relevant Law/Policy/Legal Implications

N/A

Collaborative Procurement

Nil

Consultation and Engagement

N/A

Diversity and Inclusion Considerations

N/A

Environmental and Climate Change Considerations

N/A

Risk Consideration

Retaining these policies as Council policies requires formal Council approval for updates, which can delay changes and increase the risk that controls become outdated and misaligned with current security and operational needs.

Conflict of Interest

No officer involved in the preparation of this report declared a general or material conflict of interest.

Attachments

1. Policy Council Domain User Account Password Adopted Current [9.3.1 - 6 pages]
2. Policy Council Endpoint Security Adopted Current [9.3.2 - 3 pages]

Domain User Account and Password Policy

Corangamite Shire
July 2022



Council Policy



Domain User Account and Password Policy

Introduction

This document defines Council's policy with respect to user accounts, passwords and password management. Sensitive and confidential Council records could be accessed by unauthorised persons if the steps outlined below are not adopted and followed at all times. All users, including contractors and vendors with access to Corangamite Shire ICT systems, are responsible for taking the appropriate steps to select and secure their passwords.

Purpose

To establish guidelines to maintain electronic information security and restrict access to authorised users only.

To establish a standard for creation of strong passwords, the protection of those passwords and the frequency of change.

Scope

This policy applies to Councillors, employees, and other authorised persons who have access to Council's electronic information systems.

Definitions

Domain	collection of interconnected servers, computers and printers protected from unauthorised access.
Domain user account	user account for an individual with an associated set of privileges for access to Council information and update functionality.
Multi-factor Authentication	a security measure that requires two or more proofs of identity. Something a user knows (password), physically possesses (token).
SAML/OAuth	Provides authentication and authorisation to a service.
ICT	Information and Communication Technology

References

Legislative obligations:

- *Information Privacy Act 2000*
- *Victorian Charter of Human Rights and Responsibilities Act 2006*
- *Local Government Act 2020*
- *Victorian Data Protection Security Framework*

Adopted at Council on: 26 July 2022
Agenda Item: 9.6
Responsibility: Manager Information Services
Document Number: 2449386

Department: Information Services
To be reviewed by: July 2025

Page Number: 2

Council Policies and Guidelines:

- Electronic Communications Policy
- Code of Conduct for Staff
- Councillor Code of Conduct
- E-mail Usage Guidelines (internal and external)
- Internet Usage Guidelines

Policy Detail

Domain user accounts will be created for all staff members requiring access to Council's electronic systems and email facilities. Similarly, temporary domain accounts will be created for any contractor or supplier who, by the nature of their work, also require access to Council's ICT systems. Access in these cases will be limited to the task being carried out on behalf of Council and will be revoked when the task is completed.

User accounts provide an audit trail for all activities within Council's electronic information systems. Users must not allow other users to use their user account to access Council's information systems. Exceptions will be made for ICT staff to allow the resolution of reported faults. User accounts are automatically disabled after 5 unsuccessful login attempts for a period of 30 minutes. Information Services will re-enable your account on request. Information Services will disable an account when a user terminates employment with Council or at the direction of a member of the Senior Officer Group. Corporate user accounts will be automatically disabled if the account is inactive for a period greater than 90 days.

Passwords are an important aspect of computer security and form the front line of protection for user accounts. Poorly chosen passwords may potentially result in the compromise of Council's entire corporate network. As such, all Councillors, employees, and other authorised persons are responsible for taking appropriate steps, as outlined below, to secure their passwords.

There is always a trade off in password security. The stronger the password and more frequently they are changed, the greater the tendency of staff to record their passwords on paper thereby increasing the risk of unauthorised access. This policy aims to provide maximum security by reducing the likelihood of staff resorting to paper notes to remember their passwords while at the same time making them difficult to "guess". Passwords will be changed every 6 months and must conform to the requirements below. Password changes are enforced through a domain policy maintained by the Information Services Department.

All user accounts that access council's systems will be configured for multi-factor authentication using the Microsoft Authenticator mobile app. If the authenticator app cannot be used a phone number will be set to receive the code. When accessing Council's systems externally users will be prompted to approve access. Multi-factor authentication prevents access if someone has the password but not the device to approve access. This protects where passwords have been leaked from data breached sites or captured through phishing.

Where external websites support SAML or OAuth integration this will be configured so that domain credentials can be used to log in.

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Passwords

This policy requires the use of ‘strong’ passwords. The incorporation of strong passwords aligns Council with best practice security measures.

Strong passwords have the following characteristics:

- Contain both upper and lower case letters (e.g. A – Z, a – z)
- Have digits (e.g. 0 – 9) and at least one punctuation character (e.g. ! @ # \$ % ^ & * () _ + { } | : " < > ?) as well as letters
- At least 12 characters long for standard user accounts
- At least 15 characters long for administrator accounts
- At least 30 characters long for service accounts
- Are not a word in any language, slang, dialect, jargon etc.
- Are not based on personal information, names of family etc, local town names and postcodes.

Poor, weak passwords have the following characteristics:

- The password contains less than 12 characters
- The password is a word found in a dictionary
- The password is a common usage word such as:
 - names of family, pets, friends, co-workers etc.
 - computer terms and names, commands, sites, companies, hardware, software
 - the words ‘Corangamite Shire Council’, ‘Corangamite’, ‘Council’
 - birthdays and other personal information such as addresses
 - word or number patterns like aaabbb, qwerty, zyxwvuts, 123321 etc.
 - any of the above in reverse order
 - any of the above preceded or followed by a digit (e.g. secret1, 1secret)

Password Protection Standards

Do not use the same password for Council accounts as for non-Council access (e.g. Personal internet account, Internet banking account etc.).

Do not share Council passwords with anyone. All passwords are to be treated as sensitive, confidential information.

List of don’ts:

- Don’t write a password down and store them in your desk
- Don’t store passwords in a file on any computer system
- Don’t reveal a password over the phone to anyone
- Don’t reveal a password in an email message
- Don’t talk about a password in front of others
- Don’t hint at the format of a password (e.g. ‘my family name’)
- Don’t reveal a password on questionnaires or security forms
- Don’t share a password with family members
- Don’t use your computer password for websites, do use unique passwords for each website.

If someone demands to know your password, please refer them to your manager or the Information Services department. If an account is suspected to have been compromised in a suspicious circumstance, please report the incident to the Information Services department and have your password changed immediately. Any employee found to have

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violated this policy may be subject to disciplinary action, up to and including termination of employment.

Review Date

This policy will be reviewed in July 2025 or earlier if deemed necessary.

It is considered that this Policy does not impact negatively on any rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

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Document Set ID: 2449386
Version: 8, Version Date: 29/07/2022

Endpoint Security Policy

Corangamite Shire

July 2022



Council Policy



Endpoint Security Policy

Introduction

Malware, or malicious software, is a term to describe any program designed to destroy, corrupt, encrypt information, steal user data, provide unauthorised access or adversely impact the usage of IT systems.

Potential sources of malware include shared media such as USB memory sticks, email (including, but not limited to, files attached to messages), malicious code embedded in websites and software, or documents copied over networks such as the internal network or the internet.

An infection by malicious software is almost always costly to Council whether through the loss of data and productivity or damage to reputation and possible litigation.

Purpose

This policy describes the measures taken by Council's Information Services department to counter malicious software and establishes guidelines to maintain electronic information security and integrity. It also identifies the responsibilities of staff to protect Council's electronic systems.

Scope

This policy applies to Councillors, Corangamite Shire employees, and other authorised persons who have access to Council's electronic information systems.

Definitions

ICT	Information & Communication Technology.
Malware	General term referring to a variety of hostile or intrusive software.
Computer Virus	Type of Malware which can replicate itself and spread from one host to another.
OneDrive	Microsoft's file sharing application.
IOS	Apple Corporation operating system for mobile devices like iPhone and iPad.
Endpoint Protection application	Software that protects a device from malware. e.g. Webroot or Windows Defender

References

Electronic Communications Policy
E-mail Usage Guidelines (internal and external)
Internet Usage Guidelines

Adopted at Council on: 26 July 2022
Agenda Item: 9.5
Responsibility: Manager Information Services
Document Number: 2282807

Department: Information Services
To be reviewed by: July 2025

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Policy Detail

- All computers, laptops, smart devices and Microsoft Windows based tablets connected to Council's network must run an approved, licensed and up to date endpoint protection product that continually monitors for malicious software.
- All domain based, centrally managed computers must run the centrally managed endpoint protection software.
- Employees using remote access facilities of Council including, Remote Desktop, Virtual Private Network (VPN), and folder sharing software such as, OneDrive or Dropbox, must ensure they have endpoint protection on their remote device.
- ICT reserves the right to disconnect any machine from the network if an infection is found or suspected. The machine will remain disconnected until the infection is removed and endpoint protection is installed.

ICT Responsibilities

- All desktop PC's, laptops/tablets and servers directly connected to the Council network to have two layers of protection from independent software providers.
- Maintain an enterprise standard, endpoint protection solution. This software is deployed to all domain based Windows PCs.
- Ensure that all malware signatures are updated at least daily or software uses online threat detection. Patches and fixes will be applied when available.
- When notified of detected malware, ICT will consult with the employee to identify the source and ensure complete removal. ICT will reaffirm the individual's responsibilities under this policy.
- If an employee's failure to follow this policy results in repeated malware incidents, ICT will advise the person's supervisor of the breach.
- Ensure security updates and patches are applied to all Council's computer infrastructure.
- Monitor developments in malware for the PC environment and Apple IOS devices including iPhone and iPad to ensure adequate protection is available at all times.

Individual Responsibilities

- All Councillors, employees and authorised users are responsible for taking suitable measures to protect against malware. These include accessing only reputable websites, not downloading files from the internet or email attachments that the origins of are not known, and making sure that any CD's, DVD's, USB memory sticks, and external hard drives have not been created and/or accessed on unprotected computers.
- Use caution when opening emails and attachments from unknown senders.
- Employees must not un-install, bypass or in any other way deactivate the endpoint security solution installed on their computer or device.
- If advised by ICT that a storage media item in their possession is infected, the employee will ensure that item is not loaded on any of Council's computers.
- When using home computers to access Council resources remotely, the computer must be protected by a suitable endpoint protection product which is regularly updated. Security patches for the operating system must also be regularly installed.

Review Date

This policy will be reviewed in July 2025 or earlier if deemed necessary.

It is considered that this Policy does not impact negatively on any rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

Adopted at Council on: 26 July 2022
Agenda Item: 9.5
Responsibility: Manager Information Services
Document Number: 2282807

Department: Information Services
To be reviewed by: July 2025

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9.4 Local Law Related Policies

Directorate: Sustainable Development

Author: Belinda Bennett, Manager Environment and Emergency

Executive Summary

This report seeks Council's consideration of a suite of policies that support the implementation of the General Local Law 2025 including:

1. Use of Council Land Policy
2. Use of Private Land Policy
3. Animals Policy
4. Fuel Reduction Slashing on Roadsides Policy
5. Roadside Firewood Collection Policy
6. Enforcement- Infringements and Prosecutions Policy
7. Kerbside Landfill, Recyclables, Glass and Food Organics & Garden Organics Policy
8. Open Air Burning Policy
9. Nature Strip Planting Policy
10. Support for Events and Festivals (Traffic Management and Local Law Fee Exemptions) Policy

The Policies provide the community and Council officers with guidance on the application of the Local Laws for the referenced uses and activities.

These Policies have been reviewed and updated following the commencement of the General Local Law 2025 in December. The report recommends that Council adopt the revised Local Law Policies.

Recommendation

That Council:

- 1. Revokes the following policies:**
 - a. Use of Council Land Policy dated November 2021**
 - b. Use of Private Land Policy dated February 2024**
 - c. Animals Policy dated November 2021**
 - d. Fuel Reduction Slashing on Roadsides Policy dated January 2023**
 - e. Roadside Firewood Collection Policy dated January 2023**
 - f. Enforcement- Infringements and Prosecutions Policy dated January 2023**
 - g. Kerbside Landfill, Recyclables, Glass and Food Organics and Garden Organics Policy dated June 2024**
 - h. Open Air Burning Policy dated November 2021**
 - i. Nature Strip Planting Policy dated June 2023**
 - j. Support for Events and Festivals (Traffic Management and Local Law Fee Exemptions) Policy dated March 2024**
- 2. Adopts the following policies:**
 - a. Use of Council Land Policy dated May 2026**
 - b. Use of Private Land Policy dated May 2026**
 - c. Animals Policy dated May 2026**
 - d. Fuel Reduction Slashing on Roadsides Policy dated May 2026**
 - e. Roadside Firewood Collection Policy dated May 2026**
 - f. Enforcement- Infringements and Prosecutions Policy dated May 2026**
 - g. Kerbside Landfill, Recyclables, Glass and Food Organics and Garden Organics Policy dated May 2026**
 - h. Open Air Burning Policy dated May 2026**
 - i. Nature Strip Planting Policy dated May 2026**
 - j. Support for Events and Festivals (Traffic Management and Local Law Fee Exemptions) Policy dated May 2026**

Discussion/Key Matters/Issues

The General Local Law 2025 commenced on 9 December 2025. The Local Law regulates and controls activities on Council land and private land to protect community safety, public amenity and the environment.

Council has several policies that relate to the General Local Law. These policies provide the community and Council officers with guidance on the application of the Local Laws, such as permitted and prohibited activities, compliance requirements, permit exemptions, decision guidelines and permit conditions.

All policies have been reviewed and updated to ensure that they reference and align with the new Local Law. The review also included updates to policies to ensure that they are consistent with other legislative requirements, meet community and Council needs and are clear and easy to understand.

The following table provides a summary of the policies and key changes. The revised policies are attached.

Policy	Policy Summary	Key changes
1. Use of Council Land Policy	Regulates the use of Council land, including (but not limited to) events, trading activities, informational signage and road closures/changed traffic conditions.	<ul style="list-style-type: none"> Added in guidance for the assessment of permit applications. Removed provisions about roadside grazing (shifted to Livestock Policy) Clarified Council's position on trading activities not associated with an adjoining business or not part of a community event. Added in guidance on the display of election or political signs on Council land and roads. Other minor administrative changes to align with the General Local Law 2025 and other legislation.
2. Use of Private Land Policy	Regulates the use of private land to prevent and/or minimise impacts on community amenity and safety. For example, unsightly properties, caravans and camping on private land, and trees and plants overhanging footpaths and roads.	<ul style="list-style-type: none"> Added guidance on how detrimental to general amenity to land will be assessed. Remove references to persistent use of recreational vehicles as this is no longer regulated by the Local Law. Other minor administrative changes to align with the General Local Law 2025.
3. Animals Policy	Controls animal numbers and sets standards for the	<ul style="list-style-type: none"> Minor administrative changes to reference the General Local Law

	housing of animals (including poultry) to avoid detrimental amenity impacts.	2025 and make the policy clearer to understand.
4. Fuel Reduction Slashing on Roadsides Policy	Allows slashing or cutting of roadsides with without a permit where policy requirements are met.	<ul style="list-style-type: none"> Minor administrative changes to reference the General Local Law 2025
5. Roadside Firewood Collection Policy	Prohibits the collection of firewood from Council managed roads.	<ul style="list-style-type: none"> Minor administrative changes to reference the General Local Law 2025
6. Enforcement-Infringements and Prosecutions Policy	Provides guidance on Council enforcement approaches	<ul style="list-style-type: none"> Minor administrative changes to reference the General Local Law 2025 Expanded the policy to apply to all enforcement functions of Council (previously just Local Law and Environmental Health)
7. Kerbside Landfill, Recyclables, Glass and Food Organics & Garden Organics Policy	Defines the level of service provision for kerbside waste services and outlines requirements for residents that receive the service.	<ul style="list-style-type: none"> Incorporated policy statements that were removed from the previous Local Law relating to bin placement, contamination and accepted bins.
8. Open Air Burning Policy	Controls open air burning to prevent detrimental impacts on community safety and amenity.	<ul style="list-style-type: none"> Updated permit exemptions to align with changes to the General Local Law 2025. Clarified that the burning of prohibited materials is regulated by other legislation.
9. Nature Strip Planting Policy	Regulates plantings on nature strips to protect neighbourhood amenity, community safety and assets/utilities.	<ul style="list-style-type: none"> Removed restrictions on planting of edible plants Restricted the planting of noxious and environmental weeds
10. Support for Events and Festivals (Traffic	Defines Council's role in supporting events and festivals with traffic	<ul style="list-style-type: none"> Reduced application period to six weeks to align with Department of Transport and Planning timeframes

Management and Local Law Fee Exemptions) Policy	management and Local Law permit fee waivers.	<p>and reduce pressure on event organisers</p> <ul style="list-style-type: none"> • Added that other non-incorporated organisations can apply for support where the event provides significant community benefit. • Added that events run by local schools and health services will be considered on a case-by-case basis. • Clarified which officer roles can consider exemptions to the policy. • Minor administrative changes to align with the General Local Law 2025
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Options for Council Consideration

Council can adopt the policies as presented or choose to amend any of the policies.

Alignment to Council Plan

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

A Community that enables healthy, active, and resilient living

Enable, advocate and where responsible deliver improved amenity and public safety

A growing and prosperous economy

Explore ways to reduce red tape for our community

Relevant Law/Policy/Legal Implications

The policies have been developed in accordance with the General Local Law 2025 and relevant Acts and regulations.

Legal advice was received during development of the General Local Law 2025 which informed the development of the policies.

The policies have been reviewed and developed in accordance with Council's Policy Development Framework.

Collaborative Procurement

Nil

Consultation and Engagement

The policies are a revision of existing policies. Development of the policies was informed by engagement with internal teams who will be impacted by or have a role in implementing the policies.

Community engagement was undertaken to develop the General Local Law 2025 which have informed the policy changes. There are not substantive changes to the policies proposed outside of the updates to align with the new General Local Law 2025.

Financial Considerations

Council has received \$130,000 funding through the Business Acceleration Fund (BAF) for review of the Local Laws, associated policies and permit systems.

A key focus of this funding will be to reduce regulatory burden on businesses, such as streamlining permit requirements and processes for low-risk business activities such as advertising signs, outdoor dining and display of goods on footpaths. This permit system will work alongside the Use of Council Land Policy which specifies the requirements for footpath trading.

Diversity and Inclusion Considerations

The *Gender Equality Act 2020* requires Council to undertake gender impact assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. Gender Impact Assessments have been undertaken for each policy, and it is considered that the policies meet the needs of people of different genders, addresses gender inequality, and promotes gender equality.

Environmental and Climate Change Considerations

The General Local Law 2025 and related policies support protection of the environment on private and Council land.

Risk Consideration

The General Local Law 2025 impacts on STRATEGIC RISK 52- Community health and wellbeing services are not safely or competently delivered. The development and enforcement of policies are risk mitigation strategies for this strategic risk and all contained in Enterprise Risk 60 and 61 in Council's Risk Register relating to Local Laws. The current risk rating is medium and the residual risk rating is medium.

Conflict of Interest

No officer involved in the preparation of this report declared a general or material conflict of interest.

Attachments

1. 1. Use of Council Land Policy May 2026 [9.4.1 - 6 pages]
2. 1. Under Separate Cover- Use of Council Land Policy May 2026- with tracked changes [9.4.2 - 11 pages]
3. 2. Use of Private Land Policy May 2026 [9.4.3 - 6 pages]

4. 2. Under Separate Cover - Use of Private Land Policy May 2026 - tracked changes [**9.4.4** - 11 pages]
5. 3. Animals Policy May 2026 [**9.4.5** - 4 pages]
6. 3. Under Separate Cover- Animals Policy May 2026- tracked changes [**9.4.6** - 11 pages]
7. 4. Fuel Reduction Slashing on Roadsides Policy May 2026 [**9.4.7** - 4 pages]
8. 4. Under Separate Cover- Fuel Reduction Slashing on Roadsides Policy May 2026- tracked changes [**9.4.8** - 5 pages]
9. 5. Roadside Firewood Collection Policy May 2026 [**9.4.9** - 3 pages]
10. 5. Under Separate Cover- Roadside Firewood Collection Policy May 2026- tracked changes [**9.4.10** - 3 pages]
11. 6. Enforcement - Infringements and Prosecutions Policy May 2026 [**9.4.11** - 5 pages]
12. 6. Under Separate Cover- Enforcement - Infringements and Prosecutions Policy May 2026- tracked chang [**9.4.12** - 6 pages]
13. 7. Kerbside Landfill, Recyclables and Food Organics and Garden Organics Collection Policy May 2026 [**9.4.13** - 12 pages]
14. 7. Under Separate Cover- Kerbside Landfill, Recyclables and Food Organics and Garden Organics Collec [**9.4.14** - 15 pages]
15. 8. Open Air Burning Policy May 2026 [**9.4.15** - 4 pages]
16. 8. Under Separate Cover- Open Air Burning Policy May 2026- tracked changes [**9.4.16** - 6 pages]
17. 9. Nature Strip Planting Policy May 2026 [**9.4.17** - 7 pages]
18. 9. Under Separate Cover- Nature Strip Planting Policy May 2026- tracked changes [**9.4.18** - 7 pages]
19. 10. Support for Events and Festivals Policy May 2026 [**9.4.19** - 5 pages]
20. 10. Under Separate Cover- Support for Events and Festivals (Traffic Management and associated Local [**9.4.20** - 7 pages]

Use of Council Land Policy

Corangamite Shire
May 2026



Council Policy



Use of Council Land

Introduction

Corangamite Shire Council is committed to providing a safe and healthy environment for all residents.

The unauthorised use of Council land can pose a significant risk to Council and the community. For example, unauthorised use of Council land and roads may:

- Pose a risk to public safety.
- Compromise the amenity and appearance of the land.
- Exclude public access and use.
- Have a detrimental impact on public enjoyment of that land.
- Impede management of the land including fire management.
- Create legal liability issues.

Council controls the use of Council land to ensure community safety, protect the amenity of this land and provide for the enjoyment of all residents.

Purpose

The purpose of this policy is to control the use of Council land to provide for community safety and the protection and enjoyment of Council land.

Scope

This policy applies to all Council land, Council assets or roads under the control of Council, as defined by Council's General Local Law 2025.

It excludes:

- grazing, droving and movement of livestock on Council land and roads which is covered by Council's Livestock Policy.
- planting on nature strips which is covered by Council's Nature Strip Planting Policy.
- Council land and buildings (including crown land where Council acts as a Committee of Management) that are leased in accordance with Council's Property Leasing Policy

Definitions

Refer to the Corangamite Shire Local Law 2025 for definitions.

References

Local Government Act 2020

Corangamite Shire General Local Law 2025

Road Management Act 2004

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Road Management (General) Regulations 2016

Policy Detail

Council's General Local Law 2025 regulates the use of Council land and roads. This includes when a permit is required for activities on Council land and roads.

Some of the activities on Council land and roads regulated by the General Local Law 2025 include (but are not limited to):

- Interfering with watercourses.
- Interfering with trees and plants.
- Lighting fires.
- Events, such as markets and festivals.
- Placement of bulk rubbish containers.
- Occupation of a road for works, including road closures and changed traffic conditions.
- Building works and works that may damage Council assets such as roads and footpaths.
- Installation of fencing and gates.
- Camping.
- Riding or leading horses in urban areas
- Trading activities such as advertising signs, display of goods for sale and outdoor dining.
- Placement of informational signs (i.e. election or political signage).
- Collections, such as raffles and fundraising
- Store any goods, materials, machinery or fodder.
- Advertising sale of a vehicles
- Ploughing, cultivating or harvesting.
- Defacing Council land, buildings and assets including removing or placing anything on Council land.

Council may install signage on Council land roads at specific sites to control certain activities (e.g. flying drones).

Permits

A permit from Council is required to undertake activities on Council land and roads regulated by the General Local Laws 2025.

All permit applications must be on the prescribed form in accordance with the Council General Local Law 2025 and a permit fee may apply. Where requested, applicants must provide evidence that they covered by adequate public liability insurance for the proposed use of land.

In determining whether to grant a permit, Authorised Officers will consider:

- community health and safety.
- community benefits.
- public liability.
- impacts on general amenity of the land and surrounding areas.
- community access and inclusion.
- duration of use.

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- feasibility and cost of reinstating the site condition at expiration of the permit.
- Any other Acts or regulations which may relate to the activity.

If the use is determined to be unsuitable by an Authorised Officer, a permit will not be issued.

Depending on the type of use, a permit may be issued for a specified time period or as an annual permit. Annual permits operate from 1 January to 31 December and must be renewed annually unless cancelled by the permit holder or revoked by Council. These will be no refund of permit fees if the permit is cancelled.

Although generally discouraged, a permit may be issued for use of Council land (i.e. footpath) outside a property that is not occupied by the applicant. In this instance, permit applications must be accompanied by written permission from the owner or occupier of the private land and the applicant's public liability insurance must cover the proposed use.

Permits are not transferable. A new permit must be applied for by the new property owner/occupier or person/organisation undertaking the use.

Where required, the permit holder must ensure that they hold public liability insurance to cover the use of Council land for the duration of the use.

Council may revoke a permit should the permit holder fail to comply with any of the permit conditions.

A permit holder may be required to temporarily cease use of Council land and/or remove associated items if requested by an Authorised Officer. For example, to allow maintenance works to be undertaken on the Council land.

Permit holders will be responsible for any damage caused to Council land, Council assets or roads as a result of the permitted use and must reimburse Council for any reinstatement works .

Road Licencing and Leasing

If use of a road reserve requires long term tenure and is for a purpose other than grazing and a licence or lease would better suit the needs of the Council, the person(s) proposing the use of the road must apply to Council for a licence or lease to permit the activity, in accordance with Council's Property Leasing Policy.

No new use of road reserves for purposes other than grazing will be permitted without prior consent from Council.

Trading Activities in Urban areas

A permit is required for trading activities on Council land and roads.

Advertising signage, display of goods for sale, and outdoor dining on footpaths in urban areas should meet the following requirements.

- The permit holder must ensure that a footpath area of at least 1.8 metres wide and 2.4 metres high remains unobstructed for pedestrian access. No items including (but not limited to) signs, planters, umbrellas, tables and chairs may be placed in this area.

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- Tables and chairs and any items associated with footpath dining must at all times be confined to the area adjacent to the kerb line unless otherwise approved by Council.
- All chairs should be positioned in a way that will prevent them from being backed into the pedestrian area.
- Permit holders are responsible for any litter generated by patrons of their footpath dining areas.
- Portable advertising signs (or alike) should be located adjacent to the kerbside.
- Portable advertising signs should be no greater than 1000mm high by 800mm wide.
- Signs and goods for display must only be displayed during the business's normal hours of operation.
- Signs and goods for display must not be affixed to any footpath, building, street furniture, pole or other structure.
- Inflatable signs, portable electric signs, illuminated and flashing signs are prohibited from the footpath.
- Goods for display should be kept to a minimum and preferably displayed against the kerbside.
- When goods are displayed against the building line, they should be kept as close as possible to the building, to ensure a clear pedestrian area.

Council may approve alternative arrangements depending on the site-specific conditions.

Council generally will not issue permits for trading activities on Council land and roads that are not associated with an adjoining business, not part of a community event or not in an area designated by Council for such activities.

Informational Signage- Election or political

The display of election or political signs on Council land and roads is not permitted, except at designated public polling places and only at times when polling is taking place at that location. Election or political signs must not be placed on or attached to Council Assets.

Temporary road closures and altered traffic conditions

A permit is required from Council under the *Road Management Act 2004* to alter traffic conditions (including road closures) on roads managed by Council.

Applications for temporary road closures or altered traffic conditions should include:

- The name (and sections) of streets which will be affected by changed traffic conditions including maps.
- The date and times for changed traffic condition.
- Details of an accredited traffic management company that has been engaged to undertake traffic management
- Traffic guidance scheme prepared by an accredited traffic management company.
- Department of Transport and Planning consent if there are any changed traffic conditions on any road managed by Department of Transport and Planning.
- A copy of the current insurance policy that specifically covers the proposed activity.
- Any other matter relevant to the application.

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In determining whether to grant a permit, Council must take into account:

- Whether the agreement of Victoria Police, Department of Transport and Planning and as required Ambulance Victoria has been obtained and their requirements met, including an appropriate traffic guidance scheme.
- For road closures, whether all owners or occupiers of properties with any vehicular access via the section of road to be closed have been advised by letter and given seven (7) days to comment or object.
- Any other matter relevant to the circumstances of the application.

Permit applications should be received at least six (6) weeks prior to the events or works, noting that Council is required to advertise road closures at least two (2) weeks in advance.

Exemptions

A permit is not required for owners and occupiers to maintain nature strips in urban areas adjoining their land.

Council may maintain nature strips that are considered a fire risk within the township area to reduce fire hazards, with one treatment per fire season. Areas that are determined to be of community benefit may be maintained more frequently at the discretion of Council.

Review Date

May 2030 unless updated earlier.

Gender Impact Assessment

The Gender Equality Act 2020 requires Council to undertake Gender Impact Assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. A Gender Impact Assessment has been undertaken on the policy. It is considered that the policy does not adversely impact on any gender.

Human Rights

It is considered that this Policy does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act (2006).

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Use of Private Land Policy

Corangamite Shire
May 2026



Council Policy



Use of Private Land

Introduction

The use of private land has the ability to impact adversely on neighbourhood and visual amenity and pose a health and safety risk to the community.

The General Local Law 2025 includes controls on the use of private land relating to the following:

- General amenity of private land
- Occupying caravans or moveable dwellings or camping for extended periods.
- Storing or using shipping containers and moveable dwellings.
- Discharging materials and substances from property.
- Inappropriately discharging stormwater from property.
- Allowing trees and plants to obscure or interfere with roads and footpaths.
- Failing to correctly identify a property.

While some uses are short term and minor in nature, others may impact the wellbeing and safety of the community and can hinder emergency services.

Purpose

The purpose of this policy is to:

- Provide a clear and transparent direction for the use of private land to minimise adverse impacts on neighbourhood amenity and community safety.
- Support the community and Council authorised officers to interpret and apply the Local Laws relating to the use of private land.

Scope

This policy applies to all owners and occupiers of private land within the Corangamite Shire.

This policy does not apply to open air burning on private land as this is covered by Council's Open Air Burning Policy.

References

- Corangamite Shire General Local Law 2025
- *Country Fire Authority Act 1958*

Definitions

Refer to the Corangamite Shire General Local Law 2025 for definitions.

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Policy Detail

Owners and occupiers of private land must ensure that the land does not adversely impact on neighbourhood and visual amenity or on the health and safety of the community.

The determination that a particular use of private land is adversely impacting on the neighbourhood and visual amenity or health and safety of the community will be determined by an Authorised Officer in accordance with the General Local Law 2025 and the following guidance.

General Amenity of Land

The General Local Law 2025 states that the owner and occupier of private land must ensure that the condition of the land is not dilapidated, unsightly or otherwise detrimental to the general amenity of the neighborhood. The General Local Law 2025 specifies when the condition of private land is considered to be detrimental to neighbourhood amenity:

- unconstrained materials and/or rubbish visible from the road frontage
- odorous material
- more than two unregistered, disassembled, incomplete or deteriorated vehicles (including cars, boats, caravans, or farm equipment) in an Urban Area visible from the road frontage
- bulk rubbish container/s placed in locations that are visible from the road frontage or causing odour impact on the neighbourhood
- grass exceeding 300mm in height in an Urban Area except where grass is grown for fodder on land greater than 0.4ha.

For the purpose of assessing whether private land is having a detrimental impact on neighbourhood amenity, Authorised Officers will:

- Assess amenity impacts from the road frontage and/or adjoining public land.
- Consider the nature of the neighbourhood in which the land is located (i.e. urban area, rural area)
- Consider the permitted use of the land (i.e. farming, industrial, residential, etc)

The General Local Law 2025 regulates long grass in urban areas. Note that during the declared Fire Danger Period, long grass in urban areas will be regulated under the *Country Fire Authority Act 1958* where a Municipal Fire Prevention Officer determines there is a fire risk.

Caravans and Camping on Private Land

A permit is required to occupy a caravan, moveable dwelling, motorhome, tiny house, or tent that does not meet the requirements of the General Local Law 2025.

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The occupation of caravan, moveable dwelling, motorhome, tiny house or tent for any period of time requires adequate sanitation facilities being available on the land.

Shipping Containers

Under the General Local Law 2025, a permit is required to keep, store, repair or in any other manner use any shipping container on private land unless:

- the land exceeds 2 hectares; and
- it does not adversely impact the visual amenity of the neighbourhood from outside the property boundary.

In considering whether a shipping container has an adverse impact on the visual amenity of the neighbourhood, Authorised Officers will assess the impact from the road frontage and/or public land and will consider the permitted use of the land and the nature of the neighbourhood where the land is located.

Trees and Plants Obstruct or Obscure Roads and Footpaths

A tree or plant is considered to obstruct or interfere with a footpath where more than one quarter of the footpath is obscured within 2 metres above ground level of the footpath.

A tree or plant is considered to obstruct or interfere with a road where it encroaches into the road maintenance envelope (within 5 metres above the ground level).

Permits

In some instances, a Local Law permit may be provided to an owner or occupier to undertake activities on private land if the use is considered temporary or to have limited impact on neighbourhood and visual amenity or the health and safety of the community.

Council may provide written consent/permits to:

- store materials and/or rubbish in urban areas;
- store unregistered, unroadworthy, disassembled, incomplete or deteriorated vehicles;
- place bulk rubbish containers;
- occupy caravans, moveable dwellings, tiny homes, motorhomes or tents for extended periods;
- store or use shipping containers; and
- allow trees or plants to obstruct or interfere with the footpath (i.e. historical hedges).

All applications must be on the prescribed form in accordance with the Council General Local Law 2025 and a permit fee may apply.

In determining whether to grant a permit, authorised officers will consider:

- visual impact (as viewed from the road frontage and/or public land);
- the nature of the neighbourhood in which the land is located (i.e. urban area, rural area)

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- the permitted use of the land (i.e. farming, industrial, residential, etc)
- community health and safety;
- public liability;
- if the use is to be of temporary nature;
- adverse impacts on neighbouring properties; and
- feasibility and cost of reinstating the site condition at expiration of the permit.

If the use is determined to be unsuitable by an Authorised Officer, a permit will not be issued.

Caravans and Camping on Private Land

In determining whether to grant a permit to occupy a caravan, tiny home, motorhome, tent or moveable dwelling for an extended period, Authorised Officers will also consider:

- whether adequate sanitary facilities are available onsite.
- the location of the caravan, tiny home, motorhome, tent or moveable dwelling on the property and screening from neighbouring properties.
- the number of caravans, tiny homes, motorhomes, tents or moveable dwellings to be located on the site.
- the reasons for occupation of the caravan, tiny home, motorhome, tent or moveable dwelling.
- where the applicant intends to occupy a caravan, tiny home, motorhome, tent or moveable dwelling whilst a permanent dwelling is being built:
 - that the caravan, tiny home, motorhome, tent or moveable dwelling is to be located on land where a permanent dwelling is located.
 - that a building permit or planning permit has been issued for the dwelling.
 - whether there is continuous progress towards construction of the dwelling and compliance with any associated permits.
- whether the landowner or occupier has provided consent.
- any special circumstances that apply to applicant (such as homelessness and family violence), and
- risk of bushfire and flooding at the site and access for emergency services.

Issuing Permits

Depending on the type of use, a Local Laws permit may be issued for a specified or indefinite time period or as an annual permit. Annual permits operate from 1 January to 31 December and must be renewed annually unless cancelled by the permit holder or revoked by Council. There will be no refund of permit fees if the permit is cancelled.

Conditions of use will apply as determined by an Authorised Officer and will then be included as part of the consent/permit that is issued.

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Permits are not transferred when the property owner or occupier changes. A new permit must be applied for by the new owner or occupier.

A person may be required by an Authorised Officer, at any time, to stop the permitted use and/or remove all associated items.

Council may revoke a permit should the permit holder fail to comply with any the conditions contained in the permit.

Exemptions

Caravans, tiny homes, motorhomes, tents and moveable dwellings in a registered Caravan Park or in accordance with a Building or Planning permit, or the Planning Scheme are exempt from this policy.

Review Date

May 2030

Gender Impact Assessment

The Gender Equality Act 2020 requires Council to undertake Gender Impact Assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. A Gender Impact Assessment has been undertaken on the policy. It is considered that the policy does not adversely impact on any gender.

Human Rights

It is considered that this Policy does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act (2006).

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Animals Policy

Corangamite Shire
May 2026



Council Policy



Animals

Introduction

The number of animals kept at a property and the conditions they are kept in has the potential to impact on animal welfare, neighbourhood character and/or adjoining landowners.

The General Local Law 2025 includes controls on animals kept on private land in both urban and rural areas. These include controls on animal type, animal numbers, the conditions for housing of animals, confinement of animals and nuisance animals.

Purpose

The purpose of the policy is to ensure that the keeping of animals on private land does not adversely impact on community amenity by limiting animal numbers and setting standards and animal housing and confinement, whilst also allowing for fair and reasonable use of land.

Scope

This policy applies to owners and occupiers of land, animal owners and/or animal carers within the Corangamite Shire.

This policy specifically applies to dogs, cats, birds, horses, donkeys, mules, cattle, sheep, goats, alpacas, pigs and other animals as identified in Council's General Local Law 2025.

References

Corangamite Shire General Local Law 2025

Policy Detail

Number of Animals

The number of animals able to be kept in an urban or rural area is regulated by Council's General Local Law 2025. The General Local Law 2025 defines urban and rural areas.

An Excess Animal Permit is required to keep a number of animals that is greater than the maximum number of animals permitted in Council's General Local Law 2025.

Where an Excess Animal Permit has been granted, the owner or occupier of the private land must ensure the following:

- All manure and other wastes are removed and/or treated as often as necessary so that it does not cause a nuisance or offensive condition.
- The ground surrounding the shelter is adequately drained.
- The area of land within 3 metres of the area or structure in which the animal must be kept free from dry grass, weeds, refuse, rubbish or other material capable of harboring vermin.

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Poultry

The General Local Law 2025 includes controls on the number of hens, ducks, geese and turkeys and large birds permitted in urban areas without a permit. A permit is required to keep a rooster in an urban area.

All poultry should be contained to the property where the animal is being kept.

Any structure used for housing of poultry must be maintained in a clean, inoffensive and sanitary condition and meet the following requirements:

- Poultry must be kept in a fowl-house; a structure made for the purpose of housing poultry (or similar structure), including fowl-pen; or in a mobile cage.
- The construction or placement of a fowl-house, housing structure or mobile cage, must be:
 - Greater than 10 metres from any dwellings on the property or adjoining and adjacent properties.
 - Greater than 3 metres from any property boundary or dividing fence and not attached to a dividing fence or property boundary.
 - Roofed.
 - Have a with floor surface level at least 100mm above the level of the surrounding ground.
 - Constructed to hold 75mm in depth of litter on the floor
 - Rendered and maintained rat proof.
- Structures where poultry are kept (including any attached fowl run) must be thoroughly cleansed from time to time to ensure they are kept in a clean, inoffensive and sanitary condition at all times.
- Poultry feed must not be kept or stored where poultry are kept, unless such food is kept or stored in vermin-proof receptacles.
- Poultry food (including food scraps) and other material likely to be offensive, dangerous to health or attract rodents or other vermin must not be left or to remain thereon for a longer period than is necessary.

Permits

A permit is required to:

- Keep a number of animals that is greater than the maximum number of animals permitted in Council's General Local Law 2025.
- Keep a rooster within an urban area.
- Keep animals in a manner that does not comply with the General Local Law 2025 or this policy.

Applications for permits are required to be in writing on the prescribed form in accordance with Council's General Local Law 2025. Permit fees may apply.

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In determining whether to grant a permit, Council must take into account the following:

- Reason for requiring the permit.
- Type and number of additional animals to be kept (for excess animal permits).
- Proximity to adjoining properties.
- If neighbour agreements need to be obtained.
- Amenity of the area.
- Likely effects on adjoining owners.
- Planning zoning and overlays applied to the land.
- Topography of the land, including flood risk.
- For cats and dogs, whether animals are registered in accordance with the *Domestic Animals Act 1994*.
- Adequacy of animal shelters including:
 - height of the shelter
 - distance from any other street or road
 - distance from the boundary of any adjoining property
 - the distance from any dwelling.
 - adequacy of fencing and gates; and
- Any other matter relevant to the circumstances associated with the application.

Exemptions

Animal owners that are regulated by State Government Regulations or Codes of Practice.

Review Date

May 2030 or earlier if required.

Gender Impact Assessment

The Gender Equality Act 2020 requires Council to undertake Gender Impact Assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. A Gender Impact Assessment has been undertaken on the policy. It is considered that the policy does not adversely impact on any gender.

Human Rights

It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights Act (2006).

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Fuel Reduction Slashing on Roadsides Policy

Corangamite Shire

May 2026



**CORANGAMITE
SHIRE**

Council Policy



Fuel Reduction Slashing on Roadsides

Introduction

The unauthorised use of roadsides can pose a significant risk to Council and the community. Unauthorised activities may:

- Create a risk to public safety;
- Present liability issues for users and Council; and
- Lead to the damage of services and utilities, native vegetation or cultural heritage sites.

Purpose

The purpose of this policy is to provide direction to land managers in relation to the slashing or cutting of grass on roadsides for fuel reduction and management of fire risk.

This policy should be read in conjunction with the *Use of Council Land Policy* and the *CFA Roadside Management Guidelines*.

Scope

This policy applies to the slashing or cutting of grass for the management of fire fuel on Council owned and/or managed roadsides in rural areas. The policy provides guidance for roadside slashing where a permit is not required under the *General Local Law 2025*.

Activities that include baling, grazing, spraying, burning and ploughing are not considered in this policy and require a permit in accordance with the *Use of Council Land Policy and Livestock Policy*.

References

Corangamite Shire General Local Law 2025
Livestock Policy
Use of Council Land Policy
Rural Roadside Management Plan
CFA Roadside Management Guidelines

Policy Detail

Slashing and cutting grass can reduce fuel loads and fire risks on roadsides. This activity needs to be undertaken in a way that avoids any negative impacts on the community, environment and Council operations and assets.

Fuel reduction activities cannot be applied uniformly across all Council managed roads due to differences in roadside values and conditions across the Shire. Council has a responsibility to ensure roadsides are managed in a way that provides for the safe use of road, whilst protecting environmental, cultural and other assets on roadsides.

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Permit Exemptions

Land managers are exempt from obtaining a Local Law Permit for the slashing and cutting of grass on roadsides where:

- the works will not impact negatively on any sites of cultural significance; and
- the vegetation being managed is not native (including native grass) or is native vegetation that is exempted from a planning permit under the Corangamite Planning Scheme; and
- the works are undertaken:
 - on a low conservation value roadside; or
 - on a medium or high conservation value roadside which has been managed in this way for a period of 10 years or more prior to the commencement of this policy (this excludes roadsides where unauthorised native vegetation removal has occurred in the past 10 years); or
 - to maintain traffic sight lines for any authorised driveway access.

Land managers are encouraged to contact Council for advice relating to any activity on Council managed roadsides and determine whether a permit is required. Council has roadside conservation value mapping available for all Council-managed roads in the municipality.

If the above criteria are not met, an application can be made to Council to obtain a permit to undertake roadside slashing or grass cutting.

Activities relating to spraying, burning, baling, ploughing and earthworks on roadsides will be considered in accordance with Council's *Use of Council Land Policy* and permits required under *General Local Law 2025*. Ploughing or major disturbance will generally not be permitted.

Permits

If a permit is required, applications are to be in writing on the prescribed form in accordance with the *General Local Law 2025*. A permit fee will apply. .

If the applicant is not the adjoining landowner written consent from the adjoining landowner must be provided as part of the application.

The permit period operates from 1 January to 31 December unless cancelled by the permit holder or revoked by Council.

Council may revoke a permit should the permit holder fail to comply with any of the conditions or requirements relating to this policy.

Decision criteria

The assessment of permit applications must consider the following;

- Corangamite Shire General Local Law 2025
- Otway Strategic Fire Management Plan
- Rural Roadside Management Plan
- Corangamite Planning Scheme
- Relevant Federal and State legislation, where applicable
- And other plans, overlays or relevant advice that apply to the roadside.

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Requirements to undertake work

The following requirements apply to works completed under a permit as well as works exempted from a permit.

- The person undertaking the work must ensure that any vehicles or equipment used on roadsides is in a safe and roadworthy condition. The person undertaking the work will be responsible for damage to their own or any other person's vehicles and equipment as a result of undertaking the activity and must have all appropriate insurances to carry out the work.
- Vehicles or equipment must not be stored on the roadside overnight or for prolonged periods while undertaking the slashing works.
- The person undertaking the work must ensure that no activities will be undertaken on roadsides where soil is waterlogged, in order to prevent bogging damage to the ground surface.
- The person undertaking the work must ensure that vehicle hygiene standards are maintained to prevent the spread of weeds and disease pathogens (such as *Phytophthora cinnamomi*). As a rule, activities should be undertaken on higher quality areas first and followed by more degraded areas. Vehicles should be washed down after the activity.
- It is the responsibility of the person undertaking the work to inspect the area for obstacles and utilities prior to commencing the activity and will be solely responsible for any damage to utilities or Council assets.
- Activities undertaken on the roadside must not be in contradiction to other legislation and the person undertaking the activity on the roadside will be responsible for obtaining all associated permits.
- Activities must not be undertaken on Catastrophic Fire Danger Days or on Total Fire Ban Days.

Review Date

May 2030 unless updated earlier.

Gender Impact Assessment

The Gender Equality Act 2020 requires Council to undertake Gender Impact Assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. A Gender Impact Assessment has been undertaken on the policy. It is considered that the policy does not adversely impact on any gender.

Human Rights

It is considered that this policy does not impact negatively on any rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

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Roadside Firewood Collection Policy

Corangamite Shire
May 2026



Council Policy



Roadside Firewood Collection

Introduction

Corangamite Shire recognises that firewood provides an important source of low-cost heating for many people in rural areas. Firewood for personal use is sourced from either private land, public land or from commercial suppliers. Collecting firewood from roadsides can be a dangerous activity and pose a significant risk to individuals, road users, Council and the environment.

The *Firewood Strategy for Public Land* was introduced in 2010 by the Victorian Government which outlined new procedures for taking firewood from public land for personal use. Since 2011, people seeking to collect firewood from public roadsides have been required to obtain permission from the relevant road management authority before collecting any firewood from roadsides.

A review was undertaken to determine if the activity should be permitted on Council managed roadsides. This review found that the risk to community and those undertaking the activity could not be ameliorated, nor could individuals be insured by third parties to undertake the activity, therefore roadside firewood collection should not be made a permitted activity by Council.

Purpose

This policy provides direction to the community on the collection of firewood from roadsides managed by Corangamite Shire.

Scope

This policy relates to all roadsides managed by Council.

Definitions

In this policy-

'Roadside' - refers to the land from fence line to fence line and includes the road formation

'Firewood' refers to all vegetation including dead vegetation and fallen limbs.

References

Corangamite Shire General Local Laws 2025

Corangamite Shire Rural Roadside Management Plan

Policy Detail

Council will not permit the collection of firewood from Council managed roadsides due to the risks posed to individuals, road users, and the environment in undertaking this activity.

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Exemptions

Landowners removing fallen trees and limbs along a boundary fence to the minimum extent necessary to allow the fence to be maintained and retain stock within the property.

Enforcement

If community members are found collecting firewood from roadsides enforcement action may be undertaken in accordance with the General Local Law 2025.

Review Date

May 2030 unless updated earlier.

Gender Impact Assessment

The Gender Equality Act 2020 requires Council to undertake Gender Impact Assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. A Gender Impact Assessment has been undertaken on the policy. It is considered that the policy does not adversely impact on any gender.

Human Rights

It is considered that this policy does not impact negatively on any rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

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Enforcement – Infringements and Prosecutions Policy

Corangamite Shire

May 2026



Council Policy



Enforcement – Infringements and Prosecutions

Introduction

Corangamite Shire Council is committed to creating a safe and liveable community that considers the socially disadvantaged. This will be achieved by implementing a fair, predictable and consistent approach to compliance.

Purpose

The purpose of this policy is to provide clear and transparent direction for enforcement, including Infringement Notices and prosecutions. The policy will provide for fair and just outcomes and clearly define responsibilities for Authorised Officers, as well as provide direction for the prosecution of offences in accordance with legislation.

Scope

This policy applies to the enforcement of the following all Acts, Regulations and Local Laws that Council is authorised to enforce.

References

Corangamite Shire – Procedure Infringements and Prosecutions.

Corangamite Shire - Procedure for Infringement Payments.

Infringements Act 2006.

Magistrates Court Act 1989.

Fines Reform Act 2014.

Criminal Procedure Act 2009.

Corangamite Shire General Local Law 2025.

Local Government Act 2020.

Policy Detail

Where a Council Authorised Officer believes on reasonable grounds that a person has committed an infringement offence, the Authorised Officer has the authority to decide the most appropriate action to be taken in accordance with their delegation and the Corangamite Shire – Procedure Infringements and Prosecutions.

The types of enforcement action or combination of actions may include:

- No Action
- Verbal Warning or Direction
- Official Warning
- Notice to Comply (offences under Local Laws only)
- Notices, Orders or similar as prescribed by the relevant Act
- Infringement Notice
- Prosecution

The Authorised Officer will consider the following criteria when determining the appropriate enforcement action:

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- The seriousness and impact of the alleged offence.
- Circumstances surrounding the alleged offence.
- Whether voluntary action has been made by the accused person.
- Cooperation given to Authorised Officers.
- Similar or related prior matters.
- The potential for remedial action, restitution or compensation.
- If special circumstances apply to the person, as defined by the *Infringements Act 2006* and *Infringements Regulation 2006*.
- If the accused person is a child, and
- Any legislative requirements relating to the offence.

In determining the most appropriate action, an Authorised Officer will consider all information relating to the offence and work towards resolving the issue in a fair and just manner. This will be achieved by ensuring natural justice and fairness, good governance, transparency, consistency and ethical practices are considered at all times.

Verbal Warning or Direction

An Authorised Officer may provide a verbal warning to an offender to prevent occurrence and/or verbal advice on the action needed to remedy the offence.

Official Warning

When an Official Warning is issued, the offender will be informed of the requirements of the relevant legislation, regulations or Local Law and what can be done to ensure the issue does not occur again. The offender will also be cautioned that further breaches may result in prosecution, which may either be an Infringement Notice or a summons to appear at the Magistrate's Court.

Notice to Comply

Where an Authorised Officer has detected an offence with the Local Law, the Authorised Officer may issue the offender with a Notice to Comply where Council requires action to remedy an offence by a specified date. Where possible, Authorised Officers will work with community members to identify solutions, timeframes and/or steps required to rectify an offence, which may then be included as part of a Notice to Comply.

Time extensions for a Notice to Comply will be considered by Authorised Officer and may be provided if genuine reasons can be provided for the delay in completion.

Notices and Orders

Under some Acts or regulations, Authorised Officers can issue notices, orders or alike to prohibit or remedy an offence.

Infringement Notice

Where an offence has been committed and the Authorised Officer has determined that by its nature the offence would warrant prosecution regardless of it being a "first offence, second offence or multiple offence", an Authorised Officer will issue an Infringement Notice or proceed by summons.

Council will ensure that all recipients of Infringement Notices are aware of the availability to enter into payment plans, that they can request a formal review of the infringement and they can determine to have the matter heard and determined in court. A payment plan or review may be instigated at any time during the infringement payment process.

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If an Infringement Notice is not paid by the due date, reminder notices have been sent and a payment plan has not been established with Council in accordance with the Corangamite Shire - Procedure for Infringement Payments, the Infringement Notice may be referred to the Magistrates Court for prosecution in accordance with the *Infringements Act 2006* or Fines Victoria.

Payment Plans

A person may apply for a payment plan for an infringement penalty and prescribed costs by submitting a written or verbal request to an authorised Council officer.

Payment plans will be offered and applied in accordance with the Corangamite Shire Procedure for Infringement Payments. A payment plan can include payment of an infringement penalty and prescribed costs by:

- Instalment;
- An extension of time to pay, or
- Both instalment and an extension of time to pay.

Work and Development Permits

Eligible persons can apply to Fines Victoria for a work and development permit to enable non-financial part or full payment of an infringement penalty and prescribed costs by:

- participating in unpaid work under the supervision of an accredited agency;
- completing a suitable course, including educational, vocational or life skills courses;
- undergoing treatment given by an accredited health practitioner;
- receiving financial or other types of counselling; or
- in the case of an eligible person under the age of 25 years, participating in a mentoring program.

Internal Agency Review of Infringements

A person who has been served with an infringement notice or a person acting on that person's behalf, may apply for a review of the decision to serve the infringement notice if the person believes:

- the decision was contrary to law;
- the decision involved a mistake of identity;
- that special circumstances apply to the person (as defined in the Act);
- the conduct for which the infringement notice was served should be excused having regard to any exceptional circumstances relating to the infringement offence; or
- the person was unaware of the infringement being served and the service of the infringement was not by personal service.

All requests for the review of Infringement Notices will be handled in accordance with the *Infringements Act 2006* and the Council's Procedure for Infringements and Prosecutions.

In accordance with the *Infringements Act 2006* Council may only complete one review in relation to any one infringement offence.

Prosecutions

Council may issue a summons for court prosecution where:

- An infringement has been issued for an offence and the infringement is not paid by the due date;
- There is no statutory provision to issue an infringement notice; or

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- The offence is of a serious nature that would warrant a court prosecution.

No summons will be issued for court prosecutions unless authorised by the Director Sustainable Development and Chief Executive Officer, except for the prosecution of offences where an infringement has been issued which is not paid by the due date. When authorising prosecutions, the Director Sustainable Development and Chief Executive Officer will consider whether the prosecution is warranted and that the evidence is sufficient to ensure the case has every chance to succeed.

Exemptions

Nil.

Review Date

May 2030 unless updated earlier.

Gender Impact Assessment

The Gender Equality Act 2020 requires Council to undertake Gender Impact Assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. A Gender Impact Assessment has been undertaken on the policy. It is considered that the policy does not adversely impact on any gender.

Human Rights

It is considered that this Policy does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act (2006).

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Kerbside Landfill, Recyclables, Glass, and Food Organics & Garden Organics Collection Policy

Corangamite Shire

May 2026



Council Policy



Kerbside Landfill, Recyclables, Glass, and Food Organics & Garden Organics Collection

Introduction

Council provides kerbside landfill, recyclables, glass, and food organics and garden organics (FOGO) collection services to properties within designated collection areas.

Purpose

The policy defines the level of service provision and entitlements for Council's kerbside landfill, recyclables, glass and FOGO collection services and outlines the requirements for both Council and service entitled premises in providing this service.

Scope

This policy applies to all service entitled premises within the collection area designated by Council. It also applies to schools, community facilities, community groups, Council premises, commercial premises and events within the collection area designated by Council.

Definitions

In this policy –

“Bin” is a mobile bin used to collect and store landfill, recyclables or food organics and garden organics. Bins are 120 litre and 240 litre

“Collection Areas” are areas designated by Council which receive a kerbside waste collection service.

“Council” refers to the Corangamite Shire Council.

“Council Premises” refers to premises owned by Council or Crown Land where Council has been appointed as the Committee of Management.

“E-waste” means any waste item that uses a plug, battery or power cord.

“Food Organics & Garden Organics (FOGO)” means:

- Prunings, cuttings and branches which are no greater than 100mm in diameter and 900mm in length;
- Grass clippings, leaves, bark and cut flowers;
- Small non-treated timber offcuts which are no greater than 100mm in diameter and 900mm in length;
- Sawdust from untreated timber;

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- Cold ash (wrapped in paper);
- Pet droppings (wrapped in paper);
- Food organics including but not limited to vegetable and fruit peelings, leftovers, bones, meat, dairy, prawn shells and fish scales;
- Soiled paper from wrapping food organics;
- Soiled pizza boxes
- Australian certified compostable kitchen caddy liners AS 4736-2006; and
- Any other items as nominated by Council.

“Landfill” is the residual fraction of the waste stream remaining excluding the Recyclables, glass and FOGO diverted and includes refuse and rubbish except Hazardous Wastes.

“Glass” means the following products

- Glass bottles
- Glass jars; and
- Any other items as nominated by Council.

“Hazardous Waste” waste that exhibits characteristics of ignitability, corrosivity, reactivity or toxicity, batteries, pesticides, mercury-containing items, e-waste and radioactive materials.

“Premises” refers to developed/habitable, school, industrial or commercial buildings.

“Prohibited Waste” Includes trade waste, medical or infectious waste, slops or liquid waste, slops or liquid waste, night soil, oils, solvents, flammable liquids or paint, bricks, concrete, masonry, engine blocks or vehicle parts (whether in pieces or not), e-waste, or any other matter prescribed by Council.

“Property” refers to a property both habitable and/or vacant land.

“Property Owner” refers to the owner of a property both habitable and/or vacant land.

“Recyclables” means the following containers, packaging and products:

- Paper and Cardboard (unwaxed and unlaminated);
- Aluminium cans, packaging and foil;
- PET (1), HDPE (2) and PP (5) rigid plastic packaging;
- Steel rigid packaging, including empty aerosol cans; and
- Any other items as nominated by Council.

“Service” refers to the provision of mobile landfill, recycling and FOGO bins and the collection of landfill, recyclables, glass and FOGO.

“Service Entitled Property” refers to premises entitled to receive kerbside waste collection services.

“Service Fee” refers to a fee to be charged by Council for the provision and collection of landfill, recycling, FOGO and glass bins to schools, commercial premises, community facilities, Council premises and at events.

“Tenant” refers to a resident that is not the property owner.

“Unauthorised Bins” refers to a bin not allocated by the Corangamite Shire Council for the purpose of kerbside waste collection services.

“Waste” means any discharged object or material that requires disposal through the kerbside landfill, recyclables, glass or FOGO bin.

“Waste Management Charge” refers to the annual kerbside waste collection service charge defined annually and listed on Council’s rate notice.

References

Corangamite Shire General Local Law 2025

Recreation Reserves Management Policy

Public Halls Management Policy Property Leasing Policy

Local Government Act 2020

Circular Economy (Waste Reduction and Recycling) Act 2021

Policy Detail

Landfill, Recyclables, Glass and FOGO Collection

Council’s kerbside landfill, recyclables and FOGO collection service provides for:

- Weekly landfill collection;
- Fortnightly recyclables collection;
- Fortnightly FOGO collection from January to September and weekly FOGO collection from October to December; and
- Monthly glass collection.

Landfill, recyclables, glass and FOGO collection shall be undertaken between the hours of 6:00am and 3:30pm on the designated collection day, unless otherwise approved by Council.

Where there is a change to the designated collection day due to a public holiday, event or other disruption, Council will notify all affected residents using Council’s social media and waste service app.

Service entitled premises

Service entitled premises will only be eligible for a single kerbside collection service which consists of the following bins;

- One landfill bin;
- One recyclables bin;
- One FOGO bin; and
- One glass bin.

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Council will not supply alternative bin configurations, with the exception of Multi Unit Developments (MUDs) and the provision of additional bins as outlined in this policy.

Vacant land and building sites will not be eligible for kerbside waste collection services

Mobile Bins

The occupier of the service entitled premises must only use bins approved and supplied by Council. Bins must conform with the following specifications:

- a) Waste Bin
 - 120 litre Dark Green coloured mobile garbage bin with the Council brand affixed and lid coloured Red.
- b) Recycling Bin
 - 240 litre Dark Green coloured mobile garbage bin with the Council brand affixed and lid coloured Yellow.
- c) Green Organics Bin
 - 240 litre Dark Green coloured mobile garbage bin with the Council brand affixed and lid coloured Light Green.
- d) Glass Bin
 - 120 litre Dark Green coloured mobile garbage bin with the Council brand affixed and lid coloured purple.

Removal of Kerbside Collection Services

If a premise ceases to be entitled to a kerbside collection service through demolition or condemnation, the property owner must notify Council and Council will adjust the premise Waste Service Charge and retrieve the bins from the property.

Provision of Additional Residential Kerbside Collection Services

In special circumstances, an additional residential kerbside landfill and or recycling collection may be provided to service entitled premises.

Premises wishing to gain access to additional kerbside collection services are required to submit a written application clearly stating the reasons why the additional service is required with evidence to support their claim (i.e. medical certificate). Decisions regarding the provision of additional kerbside collection services are made at the discretion of the Coordinator Waste and Environmental Sustainability. An additional kerbside collection service will only be provided where:

- A person living at the premise has a medical condition with treatment resulting in the generation of waste quantities exceeding those which can be reasonably accommodated by a standard kerbside waste collection service (i.e. dialysis) and the waste is non-hazardous.
- There are multiple dwellings (i.e. units) that are not rated separately by Council.
- There are circumstances beyond the resident's control, not relating to leisure, business, culture or other pursuit, where the Coordinator Waste and Environmental

Sustainability deems that an additional kerbside collection service would be appropriate.

If medical circumstances apply, the Coordinator Waste and Environmental Sustainability may deem it appropriate to provide these additional kerbside collection services free of charge.

Premises must notify Council as soon as circumstances warrant the cessation of the additional services.

Additional kerbside waste collections services will generally not be provided in the following circumstances:

- Premises with a large number of residents permanently residing;
- Premises that have additional residential premises, e.g. 'granny flats';
- Premises that have Dependant Person's Unit (DPU); and
- Premises that contain additional vacant lots (e.g. large gardens).

Provision of New Kerbside Collection Services

New premises within the designated collection area will commence receiving landfill, recycling, glass and FOGO collection services following issue of a Certificate of Occupancy and submission of a customer service request to Council to receive the new kerbside waste collection services.

New kerbside collection services will not be issued to sites under construction, including circumstances arising from owner builder constructions.

Premises outside of the designated collection area wishing to receive kerbside landfill, recycling and FOGO collections must submit a written application to Council requesting an extension to the designated collection area.

Decisions regarding the extension of designated collection areas are made at the discretion of the Coordinator Waste and Environmental Sustainability. The designated collection area will only be extended where:

- The premise is located in close proximity to the existing designated collection boundary;
- There is support from all service-entitled premises in the proposed collection area extension;
- The kerbside collection contractor provides approval for the collection area extension; and
- There is sufficient access to provide the collection services.

The cost of extending the designated collection area will also be considered. Requests for on-route collections that do not meet the above criteria will not be considered.

Any request for new kerbside collection services must have written approval from the principal ratepayer.

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Mobile bins for all new services will be supplied and delivered to the premise at Council's cost.

Mobile Bin Placement and Collection

Mobile bins must be placed on the kerbside no later than 8:00pm on the day prior to the designated collection day (or other time advertised by Council). Mobile bins should be removed within 48 hours of being emptied.

Mobile bins must be placed:

- immediately behind the kerb of the street frontage of the premises.
- if there is no kerb and channel, on the carriageway side of the open drain but well clear of the trafficable surface.
- Where access is limited or collection is on one side of the road, mobile bins shall be positioned for collection as directed by Council
- so that the wheels face the premises;
- one (1) metre apart from other bins and free of obstructions such as power poles, letter boxes, trees and parked cars.

Mobile bins must not be over filled, and the lid shall be closed prior to collection to reduce spillage. Occupiers must not place any material out for collection immediately adjacent to the mobile bin.

Mobile bins must not be excessively compacted causing the contents to become jammed. Bins should not weigh more than 80kgs.

Where mobile bins were correctly placed for collection and the collection was missed by the contractor, the resident should contact Council to submit a customer service request within the following 24 hours. The bin must be left on the kerbside to be cleared by the contractor or as advised by Council representative.

Accepted material

Occupiers must only deposit waste items and materials in the appropriate mobile bin in accordance with information published by Council on its website and/or waste app. Prohibited materials specified in the General Local Law 2025 and/or information published by Council on its website and/or waste app, must not be placed in any mobile bin.

Refusal of Service

Waste Collection Service may be refused for:

- Failing to use the approved bin;
- Additional unauthorised bins;
- Placing prohibited waste out for collection;
- Placing a bin out for collection after the scheduled collection time;
- Placing a recyclables, glass or FOGO bin out for collection on a non-scheduled collection day for that service;
- Placing a bin that weights more than 80kg out for collection;
- Placing a bin in a non-approved location that prohibits contractor access;

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- Placing hazardous or prohibited waste in any bin; and
- Failing to use the bins correctly, leading to contamination of recyclables, glass or FOGO.

Occupiers must, if directed by Council, remove contaminated material from any mobile bin.

Occupiers must, if directed by Council, dispose of all contents of a mobile bin containing contaminated material.

Council may issue warnings and take action including ceasing a collection service where there is repeated misuse of the waste collection service. Services will recommence once the resident signs an agreement stating commitment to Council's Policy.

Council may issue infringements for offences under the General Local Law 2025 relating to kerbside services.

Ownership of Bins

Council will retain ownership of all landfill, recycling, glass and FOGO bins supplied for the kerbside waste collection services. Residents must not remove or transfer mobile bins from the designated property. This includes the movement of bins from one property to another where multiple properties are owned in the Shire.

Unauthorised Bins

Only authorised mobile bins issued by Council for the purpose of the service are permitted to be used for the kerbside collection services. Mobile bins that have not been supplied by Council for the purpose of the service will not be collected. Other non-approved waste receptacles such as drums or excess waste materials, such as bags placed next to mobile bins, will also not be collected.

Where a premise is found to have unauthorised Council mobile bin(s), Council will take appropriate action to retrieve them. This includes premises that have additional Council mobile bins and have not received Council approval for additional kerbside collection services.

Missing, Stolen, Vandalised or Damaged Bins

Where a bin is stolen, vandalised or damaged from vehicular accident, residents must provide a statutory declaration to Council to secure a new Council bin(s) free of charge.

Where a statutory declaration is not supplied or the bin is missing, the resident will be required to pay the cost for the replacement bin(s).

Where bins that are missing when a premises changes ownership or tenancy and where there is a claim that the premises never had the bin(s) Council will require a statutory declaration stating the bin(s) were not present and provide bins free of charge. Future bin(s) replacements at the property may attract charges.

Council will replace authorised bins damaged or broken landfill, FOGO, glass recycling bins at no cost to the property owner or tenant in the following circumstances:

- Split bins
- Broken or damaged lids or pins
- Broken or damaged handles
- Broken or damaged wheels

If the mobile bin has been damaged by the resident, including fire damage, the bin will need to be repaired or replaced at the cost of the resident.

Council will manage all repairs and replacement of mobile bins.

Council and the contractor will not enter private property to deliver, repair or replace mobile bins. Residents must leave their mobile bin out on the kerbside for repair or replacement as instructed by a Council officer.

Bin Disposal

Council will not sell or donate second hand mobile bins to residents or community groups. All unserviceable bins will be retained by the contractor or Council for disposal or repurpose.

Council Properties

Council may provide waste collection services to Council owned and managed premises located in the designated collection area.

Council premises wishing to receive new or additional waste collection services must submit a written request to Council.

Where the Council premise is leased or managed by a third party and Council provides a waste collection service to the premise, a Service Fee will apply except where;

- The lease agreement or Council's Property Leasing Policy states that Council will be responsible for waste management costs for the premise;
- Council is responsible for waste management at the premise as per Council's Recreation Reserves Management Policy or Council's Public Halls Management Policy or
- There is an agreement between Council and the tenant to waive the service fee.
- The third party will be responsible for payment of the Service Fee.

Records will be maintained of the number of collection services provided to Council premises for service costing purposes and to assist in the preparation of future waste collection contracts.

Schools

Schools are entitled to access kerbside landfill, recycling, glass and FOGO collection services.

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An annual Service Fee will be applied for each mobile bin serviced under the collection. Mobile Bins will be supplied and delivered at the school's cost. The school shall retain ownership of the Mobile Bin.

Schools wishing to access the kerbside landfill recycling, glass or FOGO service must submit a written request to Council.

Council reserves the right to withdraw waste collection services from any school at any time.

Commercial Premises

Council may provide additional kerbside landfill, recycling, glass and FOGO collection services to commercial premises in designated collection areas pending an investigation into the costs and options to provide this service.

An annual Service Fee will be applied for each service provided to the premise.

Multi-Unit Developments (MUD's)

Council reserves the right to determine, and if necessary modify, bin configurations at new and existing multi-unit developments. Property developers must provide to each premise a designated storage location and reasonable kerbside access for the provision of kerbside bin collection services. Each premises requires a minimum of 5m kerbside for bin placement on collection day.

If it is found the developer has not provided the appropriate provisions, Council may direct the developer to provide alternate waste disposal services.

New Developments

Where new developments do not accommodate Councils recommendations to the Traffic Impact Assessment for waste collection vehicle access, Council may direct the developer to provide alternate waste disposal service.

Community Facilities

When requested, Council will provide landfill, recycling, glass, and FOGO collection services to community facilities located in designated collection areas. This includes sporting facilities and recreational reserves. All requests for new or additional services must be made in writing to Council.

A Service Fee will be applied for each service provided to the premise except where Council is responsible for waste management as per Council policy or through other agreement with Council.

Additional services may be provided for special events when requested, such as finals matches at sporting reserves. Additional Service Fees will apply for the additional services provided.

Council will not service unauthorised mobile bins at community facilities.

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Community Groups

Council may provide additional kerbside landfill, recycling, glass and FOGO collection services to community group premises in designated collection area pending an investigation into the costs and options to provide this service. The community group must receive a rates notice to be eligible for waste services.

An annual Service Fee will be applied for each service provided to the premise.

Waste Exemption Cards

Eligible not for profit community groups within the Corangamite Shire may request a waste exemption card from Council. This allows a predetermined number of 25 free waste disposals at Council's waste facilities for that financial year.

The waste exemption cards assist not for profit community groups who may receive donated materials for repurposing and as a result have unsuitable or dumped items for disposal.

Community groups eligible for a waste exemption cards include.

- Opportunity Shops
- Charities
- Not for profit organisations

The Waste exemption cards are for landfill waste only and are not intended for recycling, glass or food and or garden organics.

Eligible not for profit community groups will only be provided with one card per year and each card provides a designated number of 25 disposals at Council Transfer Stations.

Not for profit community groups must initially apply for a waste exemption card in writing and be approved by the Coordinator Waste and Environmental Sustainability. Community groups will automatically be issued a renewed waste exemption card annually until Council is notified they are no longer required.

The Coordinator Waste and Environmental Sustainability and Manager Environment and Emergency can at their discretion waive waste fees for community groups disposal where special circumstances apply without a waste exemption card.

Events

Event organisers may request landfill and recycling collection services for events held in designated collection areas. Requests for waste collection services at events must be made in writing to Council at least four (4) weeks prior to the event. Event organisers are to nominate the number of bins and collection frequency required for the event.

Event Organisers will be charged a Service Fee for all costs associated with the service including delivery and collection of bins, collection of waste and disposal of waste costs.

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Event organisers will be responsible for any additional costs associated with disposal of any additional waste that exceeds the bins supplied or disposal of contaminated recyclables.

Council will not service unauthorised mobile bins at events.

Responsibility for Implementing the Policy

The Manager Environment and Emergency, Coordinator Waste and Environmental Sustainability and Waste and Circular Economy Officer shall ensure that requests by residents in relation to collection of waste, FOGO, glass and recycling bins are responded to promptly and professionally.

The Coordinator Waste and Environmental Sustainability shall ensure that all waste collection, FOGO collection, recycling collection and glass collection services are undertaken in a professional manner, in accordance with specified standards.

Exemptions

No service entitled premise in the collection area will be exempt from the Waste Service Charge.

Review Date

May 2030 unless updated earlier.

Gender Impact Assessment

The Gender Equality Act 2020 requires Council to undertake Gender Impact Assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. A Gender Impact Assessment has been undertaken on the policy. It is considered that the policy does not adversely impact on any gender.

Human Rights

It is considered that this Policy does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act (2006).

Open Air Burning Policy

Corangamite Shire

May 2026



Council Policy



Open Air Burning

Introduction

Residents sometimes undertake burning to dispose of certain materials, such as garden waste and vegetation. Whilst alternative disposal methods that have less impact on the environment and amenity are encouraged, burning of vegetative material is permitted under Council's General Local Laws 2025 where it is appropriately managed.

Council's General Local Law 2025 includes controls on open air burning to minimise detrimental impacts to people and the environment, such as smoke and odour, and to minimise risks to life and property from uncontrolled fires.

Purpose

The purpose of the policy is to:

1. Prevent open air burning negatively affecting on residents and the environment from offensive or injurious odour or smoke by controlling the size of fires in urban areas and restricting the type of materials that may be burnt.
2. Reduce the likelihood of open air burning threatening life and property.

Scope

This policy applies to all persons within Corangamite Shire, except where exempted from obtaining a permit under Council's General Local Law 2025.

Fires on roads and Council land is excluded from this Policy. This is covered by the Use of Council Land Policy.

References

Corangamite Shire General Local Law 2025

Country Fire Authority Act 1958

Public Health and Wellbeing Act 2008

Environment Protection Act 2017

Summary Offences Act 1966

Policy Detail

Open Air Burning in Urban Areas

A permit is required to undertake burning in urban areas, unless the burning meets the requirements of Clause 13 of the General Local Law 2025 or is exempted from a permit under this Clause. Urban areas are defined under the General Local Law 2025.

A permit must not be lit before obtaining a permit.

No fires will be permitted in the urban areas during the Fire Danger Period, as determined by the CFA.

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Open Air Burning in Rural Areas

A permit from Council is not required to undertake open air burning in rural areas. However, a permit must be obtained by the Country Fire Authority prior to burning any during the declared Fire Danger Period under the *Country Fire Authority Act 1958*.

Prohibited Material

Material that is likely to cause unreasonable nuisance, that is or liable to be dangerous to health or offensive, must not be burnt. This is regulated under the *Public Health and Wellbeing Act 2008*. This includes damp or green vegetation.

Burning of waste materials such as household waste, treated timber, plastics, metal, tyres and painted materials, is prohibited under the *Environment Protection Act 2017*.

Permits

A person may apply to Council for a permit to burn in an urban area. Applications for permits are required to be in writing on the prescribed form in accordance with Councils General Local Law 2025.

No Permit fee will apply to permits.

In determining if a permit should be issued for burning in an urban area, Council will consider the following:

- The reasons for burning.
- Type of material to be burnt.
- Other means of disposing of the material.
- Possible detrimental impacts on community amenity and safety.
- Any community benefits.
- Access to adequate means of controlling the fire.
- Likely effects of weather on the fire.
- Seasonal conditions.
- The duration of burning.

Council generally will not issue permits for larger fires in urban areas due to unacceptable detrimental impacts to neighbourhood amenity.

Penalty

Refer to Council's General Local Law 2025.

Additionally there are severe penalties under the *Country Fire Authority Act 1958* and the *Summary Offences Act 1966* for the lighting of fires and the non-compliance of conditions of a CFA permit.

Review Date

May 2030 unless updated earlier.

Gender Impact Assessment

The Gender Equality Act 2020 requires Council to undertake Gender Impact Assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. A Gender Impact Assessment has been undertaken on the policy. It is considered that the policy does not adversely impact on any gender.

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Human Rights

It is considered that this Policy does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act (2006).

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Nature Strip Planting Policy

Corangamite Shire

May 2026



Council Policy

Nature Strip Planting

Introduction

This Policy is to define a clear set of objectives and maintenance standards for the planting of Council owned nature strips by adjacent property owners in the urban areas of Corangamite Shire.

Purpose and Objectives

This Policy acknowledges that well maintained nature strips add to the appearance and presentation of Corangamite Shire and its streetscapes. They can bring economic benefits to businesses and property owners. Corangamite Shire encourages property owners to recognise the value of nature strips and to take pride in maintaining them. Nature strips are an integral part of the Corangamite Shire urban environment.

The objective of the policy is to ensure that if nature strips are modified, they are landscaped and maintained in a way that:

- Minimises the risk to the community.
- Provides for the unobstructed and safe flow of pedestrian traffic.
- Provides access for postal deliveries and utility service providers.
- Does not impede access to fire hydrants.
- Does not impact the safety of vehicles using the road.
- Does not impact on the proper function or provision of road and road related infrastructure such as kerb and channel, footpaths.
- Will not impact on overhead infrastructure such as utility services.
- Allows kerbside parking of vehicles and safe and practical conditions for emptying waste and recycling bins.
- Complements the existing streetscape.
- Are in keeping with heritage areas where applicable.
- Can act as additional footpath space when two or more people walk together or pass by.
- Provide space for street tree planting.

Scope

This policy covers all nature strips located in the urban areas of Corangamite Shire and its towns. The policy provides clear direction and specifications for property owners and Council in the alteration of Council owned nature strips, maintained by property owners.

Definitions

‘Adjacent Property Owner’ – the property owner who has a Council owned nature strip between their property and the road (Council or State Road).

‘Authorised Officer’ – refers to any officer employed with Corangamite Shire.

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'Nature Strip' – a nature strip is an area of public land between the property boundary and the back of kerb or table drain, excluding any public pavement. In most cases a nature strip is grassed.

'Risk' – including safety, financial, time, quality or reputational risk.

References

Corangamite Shire General Local Laws 2025
Urban Street Trees Policy and Procedures 2023

Policy Detail

Nature Strip Maintenance

Council does not carry out renovation or regular maintenance (including mowing and watering) of nature strips. Council greatly appreciates and encourages property owners or residents of abutting properties to take ownership for the maintenance of plants and any landscape features on the nature strip including watering as required and in accordance with water authority restrictions where / when in force, weeding, mowing and edging turf.

Residents may wish to be actively involved in the maintenance of street trees but this is ultimately the responsibility of Council. Residents are encouraged to provide watering to young Council trees to aid their establishment, however any other maintenance is the responsibility of Council and should not be undertaken by residents.

If a property owner does not undertake any maintenance of the nature strip, Council will implement one annual mow of the nature strip as part of its fire prevention program.

Common Nature Strips

Grassed nature strips remain the most common form of nature strip treatment within Corangamite Shire.

Written permission from Council is not required to maintain a grassed nature strip.

Street Trees on Nature Strips

Council is responsible for the planting, maintenance and removal of all street trees in the urban area. Trees are managed in accordance with the Urban Street Tree Asset Management Plan 2018-2028 and Urban Street Trees Policy and Procedures 2023.

Property owners are strictly prohibited from planting street trees in nature strips without written permission from Council. See *Urban Street Tree Policy and Procedures*.

Nature Strip Planting

Permits

A local law permit will be required for an individual to undertake planting activities on Council land. All permit applications must be on the prescribed form in accordance with Council's *General Local Laws 2015*. A permit fee may apply.

Decision Guidelines

In determining whether to grant a permit, applicants must meet the following conditions:

a) Sizing and dimension requirements

The following requirements must be adhered to when property owners wish to alter a Council owned grassed nature strip:

- Nature strip plantings must be maintained to a maximum height of 500mm.
- Pedestrian access adjacent to the property boundary must be maintained. Pedestrian access must be minimum 2000mm width from the property boundary and minimum 2400mm height clearance. There are to be no plantings in this space. Grassed nature strip is acceptable in this space and is the responsibility of the property owner to maintain. This is to allow for potential future works by Council for excavation and installation of a 1500mm shared use concrete footpath.
- Nature strip plantings and any foliage must be planted and maintained to allow a 300mm clearance between the back of kerb and any plant or plant foliage. If no kerb is present, there must be a 300mm clearance between the boundary of road reserve and any plant or plant foliage. This allows access for services such as street sweepers, waste collection, kerbside parking and bike lanes.
- Any plants around existing or established trees must be a minimum distance of 200mm from the base of the tree

b) Heritage Overlays

Road reserves are generally not included in Heritage Overlays unless acknowledging the significance of existing tree assets. Alterations to nature strips in streets covered by heritage overlays will be considered in accordance with Corangamite Planning Scheme.

c) Synthetic Turf

Use of synthetic turf is not permitted on nature strips within Corangamite Shire. Synthetic turf poses issues relating to access to assets for utility companies and Council. Potential damage may be caused to the synthetic turf during maintenance and waste collection activities leading to aesthetic issues as well as trip hazards and snake hazards.

However, if the application for synthetic turf is for a short-term application such as a display home and adheres to the following criteria, it may be permitted:

- The turf must be installed by a qualified and insured professional company; and
- The turf must be maintained in a neat and weed-free condition.

Council retains the right to request removal of turf in the case of non-compliance with this policy, at the cost of the property owner.

d) Coverage of Nature Strip

Total coverage of a nature strip area with an alternative to grass or plants is strictly prohibited. This includes full coverage with mulch.

Mulch is permitted around plantings only.

e) Shrubs Around Trees

Planting of shrubs around established trees is prohibited as the planting process can impact on tree roots. Any plants around existing or established trees must be a minimum distance of 200mm from the base of the tree. Existing plantings must be managed and kept below the maximum height of 500mm. Approval and ordering the removal of these plantings will be made at the discretion of Council's Planning, Environment and Local Laws Departments.

f) Lawn Clippings

Depositing lawn clippings in road reserves including nature strips is prohibited. This includes placement around street trees.

g) Not Permitted on Nature Strips

Hard surfaces such as concrete, pavers, asphalt or stepping-stones are not permitted in residential areas. If a hard surface is required for vehicle access purposes, a vehicle crossing permit should be obtained.

Small stones are not permitted in nature strips as they pose a safety risk. The risk associated with small stones includes the stones being thrown by other pedestrians or from activities such as whipper snipping. There is a risk of personal injury or property damage and therefore these items are prohibited.

Other requirements include:

- Irrigation systems are not permitted in nature strips.
- Stone, woodchips and crushed rock are not permitted.
- Rocks, bluestone pitchers, railway sleepers or retaining walls are not permitted.
- Letterboxes must be established on private property and suitable access to Australia Post delivery drivers must be maintained.
- Temporary or permanent electrical wiring must not be installed on to the nature strip (e.g. lighting of trees is not permitted).
- Planting of noxious or environmental weeds.

If a property owner wishes to modify a nature strip with one or more of the prohibited items listed in this section (Not Permitted on Nature Strips), written permission is required from Council.

h) Development Master Plans

Master plans for new developments may include nature strip plantings. These plans will be assessed for suitability by Council's Planning and Environment Departments.

i) Excavation, Cultivation and Dial Before You Dig

Excavation and cultivation must be by hand as mechanical excavation or cultivation may damage infrastructure and services that may be underground. They may also cause damage to street trees and their root systems. Mechanical excavation or cultivation is strictly prohibited for nature strips unless a Road Opening Permit is obtained from Council.

Hand excavation and cultivation only will be permitted. As hand digging may expose some underground services, the property owner or their contractor must contact 'Dial Before You Dig' on 1100 or via their website <https://www.1100.com.au/> to check the location of services prior to carrying out works.

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The owner or occupier is solely responsible and will be held accountable for repairing all damage to underground and aboveground infrastructure, street trees and or street tree root systems caused by any landscaping works.

Utility companies, Council and Council's contractors are permitted to use mechanical excavation.

j) Utilities and Council Maintenance Work

Council and Utility companies that supply water, gas, electricity and telecommunications may require access to the nature strip to perform maintenance or capital works without notice. The utility companies and Council are required to 'make good' the nature strip following maintenance work but are not required to reinstate residential nature strips that have been landscaped other than in grass.

Reinstatement of gardens on nature strips is the sole responsibility of the property owner.

k) Risk Management and Safety

Corangamite Shire has a responsibility to provide a safe environment within urban and rural areas in the municipality. As the nature strip is public land, Council must be vigilant when it comes to recognising when a threat to public safety exists.

Any feature that is deemed by Corangamite Shire to be a risk to the public as a tripping hazard, a falling hazard, obstruction or other hazard, may be removed from the nature strip without consultation or warning at the cost of the property owner.

Non-compliance will be managed through the relevant Local Law process.

Planting within 10m of an intersection requires written permission from Council.

l) How Nature Strips Are Maintained

Nature strips must always be well maintained and kept in a safe condition by the property owner by:

- Ensuring that plants are pruned so that they do not protrude from private property onto pathways, driveways or within clearance zones specified in the *Sizing and dimension requirements* section.
- Keeping the nature strip free of weeds, rubbish and waste, any tripping hazards and any protruding objects.

m) Failure to Maintain a Nature Strip

Where a resident fails to maintain a nature strip modified in accordance with this policy and:

- The condition of the nature strip is a traffic or pedestrian hazard; or
- It does not provide appropriate pedestrian access; or
- It is a safety or fire hazard; or
- It interferes with the visibility of motorists, cyclists and pedestrians at intersections, curves in the road and near driveways; or
- Impacts unfavourably and significantly on the local amenity; or
- It poses a risk.

An Authorised Officer may enforce the requirements of this Policy under the relevant Local Law process.

n) Property Ownership Change

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If a property with a modified nature strip changes ownership the existing owner is responsible for communicating the requirements of this policy to the new owner.

It is the responsibility of the property owner to maintain the modified nature strip at all times.

Policy Implementation

The policy will be effective from the date formally adopted by Council. Existing modified nature strips not compliant with this Policy may remain, however any Nature Strips containing alterations as listed in the *Not Permitted on Nature Strips* section, may be issued a notice to remove the item(s) if deemed to be a risk to the public or Council, and/or impede on pedestrians.

This policy relates to formalised nature strips in urban areas.

Review Date

May 2030

Gender Impact Assessment

The Gender Equality Act 2020 requires Council to undertake Gender Impact Assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. A Gender Impact Assessment has been undertaken on the policy. It is considered that the policy does not adversely impact on any gender.

Human Rights

It is considered that this Policy does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act (2006).

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Support for Events and Festivals (Traffic Management and associated Local Law Fee Exemptions) Policy

Corangamite Shire
May 2026



Council Policy



Support for Events and Festivals (Traffic Management and Local Law Fee Exemptions)

Introduction

Council recognises the significant benefits that events and festivals bring to the region. Events continue to add to the vitality of the Shire, activate towns and precincts, provide a sense of community and offer cultural, social and economic benefit to the community.

Council's Grow and Prosper Framework states Council will support, develop and foster events that contribute to our community values and provide economic and social benefits for our residents.

Council aims to provide support for events and festivals through a process that ensures equity.

Council is committed to ensuring that events and festivals are run safely and all compliance requirements are met, whilst minimising negative impacts upon the community.

This policy defines the level of support Council will provide to community events and festivals for traffic management and Local Laws permit fee waivers. It will also stipulate how requests for this support are received, assessed and implemented.

This policy is closely aligned to the Events and Festivals Grant Program and its associated guidelines however this policy specifically provides direction relating to traffic management and Local Law fee waivers, for events and festivals organised by community groups from within the Corangamite Shire.

Purpose

The purpose of the policy is to define Council's role in supporting events and festivals with traffic management and Local Law permit fee waivers. The Policy also establishes a framework for an appropriate level of Council support and eligibility.

Scope

This policy is applicable to events and festivals held within Corangamite Shire that have a requirement for a Local Laws permit or require an alteration to traffic conditions on designated Roads, as defined under the *Road Management Act 2004*.

This Policy applies to all events, new and existing.

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This policy does not apply to funding that is provided through other grant programs and other means offered by Council. Eligibility under this program does not impact the organisers ability to secure funds through other Council grant programs, provided that other Council funding is not used to cover an event organisers financial contribution towards traffic management.

References

- Corangamite Shire Council Plan
- Grow and Prosper Corangamite 2023-2033
- Corangamite Shire Grants Policy
- Events and Festivals Grant Program Policy
- *Road Management Act 2004*
- Corangamite Shire General Local Law 2025

Policy Detail

This policy provides guidance to officers and event organisers on Council's event traffic management support and local laws permit fee waivers.

Council Role

Council will provide the following to eligible events and festivals:

- Processing of the Local Law Permit (including any Council permit required under the Road Management Act 2004).
- Assessment of the request for traffic management support and determination of approval or refusal.
- Financial support for traffic management where approved (as outlined below)
- Local Law Permit Fee waiver where approved (as outlined below)
- Traffic Guidance Scheme/Traffic Management Plan assessment (where applicable)
- Advertising in local newspapers to meet compliance with legislation (if required).
- Notification to Public Transport Victoria (if required).

Financial support for traffic management

Traffic management for events and festivals must be undertaken by an accredited traffic management company. Council is no longer able to provide traffic management for events and festivals with internal staff and resources.

Council will provide financial contribution for traffic management at eligible events and festivals as follows:

- 100% or up to \$5,000 (whichever is lowest) for all eligible events including events commemorating national military contributions.

This financial contribution covers costs directly incurred for event traffic management such as engaging an accredited traffic management company to prepare a traffic guidance scheme and/or traffic management plan, obtain permits from Department Transport and Planning and provide traffic management during the event. It does not

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cover indirect costs such as event organisers time to coordinate the traffic management with an accredited company.

Other Council grants or contributions cannot be used by event organisers to cover traffic management costs in exceedance of the \$5,000 cap.

Local Law Fee Waiver

Council may waive fees for Local Law permits for eligible events and festivals. This includes permits issued for road closures and altered traffic conditions under the Road Management Act 2004.

Eligible Events

Events and Festivals that:

- submit to Council all relevant local law permit applications at least six (6) weeks prior to the event.
- are organised by incorporated not-for-profit organisations or not-for-profit groups auspiced by an incorporated organisation; or alternatively provide significant benefit to the local community.
- are organised by a group that is located within the Corangamite Shire*
- are being held within the Corangamite Shire.

Ineligible Events

Events and Festivals that:

- are organised by a group that is from outside of the Corangamite Shire*
- are organised by State Government agencies (note events run by local schools and health providers will be considered on a case-by-case basis).
- occur outside of the Corangamite Shire.
- are linked in any way to a political party, political organisation and political agenda.
- Are linked to a religious agenda or promotion.
- provide for only a specific group of people (i.e. not open to the public).
- are to be held in less than six (6) weeks after the local law permit application is received.
- do not use accredited traffic management controllers or undertake traffic management that is not compliant with relevant legislation or regulations.
- do not obtain the required permits and approvals (including planning permission if required).
- have already occurred (no retrospective approvals).
- directly provide commercial benefit to a business or a small number of individuals.
- should be the responsibility of another agency or authority.
- are organised by a group that has received support from Council for traffic management for more than three events in the past 12 months.
- involve gambling or
- involve discriminatory or illegal activities.

*Mt Leura Hill Climb motorsport events are exempt from this requirement, with no more than two events per year eligible for support under the Policy with a combined maximum cost of \$5,000.

Council process

Event organisers must request traffic management support and/or local law fee waivers when submitting their Local Law permit application to Council (or earlier). Officers will decide on this request in accordance with the policy and the event organisers will be notified of the decision.

The event organisers will be required to liaise and plan the traffic management for the event with their nominated traffic management company. All traffic management must be undertaken by an accredited provider.

At the completion of the event and no longer than four months following the event, the event organiser must provide Council with a copy of the invoice from the traffic management company and the appropriate financial and invoice details to enable payment to be made.

The payment will be made in accordance with Councils normal trading terms.

All recipients must acknowledge Council as a supporter of their event in any promotional material or advertising for the event.

Exemptions

The Manager Economy and Prosperity or Manager Environment and Emergency may choose to exempt or give special consideration to any event or festival (such as events and festivals that are linked to emergency recovery activities or events that provide significant community benefit to the Shire) (consistent with CEO sub-delegations).

Review Date

May 2030 unless updated earlier.

Human Rights

It is considered that this Policy does not impact negatively on any rights identified in the *Charter of Human Rights and Responsibilities Act (2006)*.

Gender Impact Assessment

The *Gender Equality Act 2020* requires Council to undertake Gender Impact Assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. A Gender Impact Assessment has been undertaken and it is considered that the policy meets the needs of people of different genders, addresses gender inequality, and promotes gender equality.

9.5 Livestock Policy May 2026

Directorate: Sustainable Development

Author: Belinda Bennett, Manager Environment and Emergency

Executive Summary

The Livestock Policy (May 2026) has been developed to regulate the movement, grazing and droving of livestock on Council land and roads. It guides the application of the General Local Law 2025 in relation to livestock.

The Livestock Policy is a new policy that incorporates guidance that was previously covered by the Livestock Local Law 2015 (now lapsed). Whilst there has not been any significant change to requirements relating to the movement, grazing and droving of livestock, this guidance is better placed in a policy rather than in the General Local Law 2025.

The report recommends that Council adopt the Livestock Policy (May 2026).

Recommendation

That Council adopt the Livestock Policy May 2026.

Discussion/Key Matters/Issues

The Livestock Policy provides detailed operational guidance for these activities, including permit requirements and exemptions.

The Policy seeks to support farming activities whilst protecting Council land, road safety and community amenity. It supports compliance with legislative requirements in relation to road management and native vegetation and ensures that Council's liability risks are managed appropriately.

The Livestock Policy allows for the movement of livestock (i.e. stock crossings) on Council land and roads without a permit where the policy requirements are met. A Local Laws permit is required to graze or drive livestock on Council land and roads. The Livestock Policy outlines requirements for this grazing and droving, as well as permit assessment criteria and conditions.

There are currently around 150 active permits for grazing on Council roads. Council charges a peppercorn fee for these permits to encourage grazing where it will reduce fire risks without impacting on native vegetation.

Whilst the Livestock Policy is a new policy, there has not been any substantive change to the requirements for the movement, grazing and droving of livestock on Council land and roads. These requirements were previously covered by the Livestock Local Law 2015 which has now lapsed. During the development of the General Local Law 2025, it was determined that these requirements are better covered by a separate policy rather than the Local Law to allow for greater flexibility to changing conditions and needs.

Options for Council Consideration

Council can adopt the Livestock Policy 2026 as presented or choose to amend the Policy.

Alignment to Council Plan

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

A Community that enables healthy, active, and resilient living

Enable, advocate and where responsible deliver improved amenity and public safety

A growing and prosperous economy

Explore ways to reduce red tape for our community

Relevant Law/Policy/Legal Implications

The Livestock Policy been developed in accordance with the General Local Law 2025. It supports compliance with various Acts and regulations, such as the *Road Management Act 2004*, *Planning and Environment Act 1987*, *Flora and Fauna Guarantee Act 1988* and *Environment Protection and Biodiversity Conservation Act 1999*.

Legal advice was received during development of the General Local Law 2025 which informed the development of this policy.

This policy has been reviewed and developed in accordance with Council's Policy Development Framework.

Collaborative Procurement

Nil

Consultation and Engagement

The Policy was developed in consultation with internal teams who are responsible for administering and enforcing the Policy.

Whilst the Livestock Policy is a new policy, there has not been a substantive change to the requirements for the movement, grazing and droving of livestock on Council land and roads.

Community consultation was undertaken to develop the General Local Law 2025 which has been used to inform the development of the Livestock Policy.

Financial Considerations

There are no financial implications identified for the subject of this report.

Diversity and Inclusion Considerations

The *Gender Equality Act 2020* requires Council to undertake gender impact assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public.

A Gender Impact Assessment has been undertaken and it is considered that the policy meets the needs of people of different genders, addresses gender inequality, and promotes gender equality.

Environmental and Climate Change Considerations

The Livestock Policy supports the protection of native vegetation and other environmental value on Council land and roads.

Risk Consideration

The General Local Law 2025 impacts on STRATEGIC RISK 52- Community health and wellbeing services are not safely or competently delivered. The development and enforcement of policies are risk mitigation strategies for this strategic risk and all contained in Enterprise Risk 60 and 61 in Council's Risk Register relating to Local Laws. The current risk rating is medium and the residual risk rating is medium.

Conflict of Interest

No officer involved in the preparation of this report declared a general or material conflict of interest.

Attachments

1. Livestock Policy May 2026 [9.5.1 - 7 pages]

Livestock Policy

Corangamite Shire
May 2026



Council Policy



Livestock

Introduction

The movement, droving and grazing of livestock on Council land and roads is important for supporting agriculture in the Corangamite Shire and reducing fire risks. However, these activities can also create risks for community safety, environment, cultural heritage, animal welfare, biosecurity and local amenity if not appropriately managed.

This policy outlines Council's approach to regulating livestock-related activities on Council land and roads and supports the consistent application of relevant requirements under the General Local Law 2025. It sets clear expectations for the movement, droving and grazing of livestock on Council land and roads and supports the community and Council Authorised Officers to interpret and apply the Local Laws relating to livestock.

Purpose

The purpose of this policy is to control the movement, droving and grazing of livestock on Council land and roads to:

- Ensure the safety of road users.
- Minimise damage to roads and road assets.
- Protect native vegetation and other environmental values.
- Protect cultural heritage values.
- Ensure the welfare of livestock being driven, grazed or moved.
- Minimise biosecurity risks and weed spread.
- Support fuel reduction for fire management.

Scope

This policy applies to all Council land or roads under the control of Council, as defined by Council's General Local Law 2025.

Definitions

Refer to the Corangamite Shire General Local Law 2025 for definitions.

References

- Corangamite Shire General Local Law 2025
- Road Safety (Road Rules) Regulations 1999

Policy Detail

The General Local Law 2025 regulates the movement, grazing and droving of livestock on Council land and roads.

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Movement of Livestock

It is often necessary for a person to move livestock across or along a road from one part of their property to another part of their property (i.e. livestock crossing).

A person may, without a permit, move livestock, across and/or along a road to travel from one property being part of a single farming enterprise to another being part of the same farming enterprise or from one part of a property to another part of the same property, providing they comply with the following:

- The Road Safety (Road Rules) Regulations 1999 and the Department of Transport and Planning's Manual for Traffic Control at Stock Crossings (or other guidelines prepared by the Department of Transport and Planning).
- The length of travel is the minimum practical distance on or along any the road.
- Movement is completed on the day of the commencement.
- Areas of high or very high conservation significance (as mapped by Council) is avoided or protected.
- Livestock are moved promptly to prevent unnecessary grazing of roads.
- The livestock owner or person moving the livestock has adequate public liability insurance to cover the activity and can provide proof of insurance coverage when requested by Council.
- The livestock are supervised and under effective control by a person who is competent in the management of livestock, and
- Any livestock deposits on any road pavement which cause or are likely to cause danger to road users, are removed as soon as practicable.

Where compliance with these requirements cannot be met, a permit is required from Council prior to the movement of livestock.

Droving of Livestock

A person who owns or is in charge of livestock must apply to Council for a permit to drive livestock on Council land or roads.

Droving involves moving livestock from one location to another on a road or Council land to change their grazing area, to move from a grazing area to another location for sale or agistment (or vice versa) or to supplement their feeding.

The livestock owner or person droving the livestock must comply with the following:

- The number of livestock driven at any one time cannot exceed:
 - 6,000 sheep (including ewes, wethers and rams)
 - 500 cows; or
 - 200 other livestock.
- Livestock must travel at least:
 - ten (10) kilometres each day in one direction for cattle
 - eight (8) kilometres each day in one direction for sheep and other livestock
- Livestock must not be driven or camped in any area mapped by Council as high or very high conservation value.
- Livestock must be fit, healthy and free of disease.

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- Appropriate reflective signs or flashing lights are to be erected in front of and at the rear of any livestock camped overnight on a road and signs that comply with guidelines prepared by Department of Transport and Planning must be in place.
- Livestock are only to be driven on roads during daylight hours.
- Livestock must be supervised and under effective control at all times by a person who is competent in the movement of such livestock.
- Livestock camped overnight are enclosed by a substantial and secure barrier (or otherwise isolated to prevent escape or danger to other road users).
- Livestock must have access to adequate feed and water.
- The livestock owner or person driving the livestock must have adequate public liability insurance to cover the activity and can provide proof of insurance coverage when requested by Council.

Grazing of Livestock

A permit from Council is required for livestock grazing on Council land and roads. Council permits for grazing on Council land and roads are issued for fire hazard reduction only.

A grazing permit does not relieve the owner or occupier of land of their obligations to ensure that fencing of the land is adequate to prevent the escape of that livestock.

The requirements for the grazing of livestock on Council land and roads are as follows:

- Grazing is only permitted from 1 September to 30 April. Where special circumstances apply, grazing outside of this period may be permitted in writing by the Manager Environment and Emergency.
- The permit holder must ensure that grass within the permit area is grazed to a height of 150mm or less to reduce the fire hazard during the declared Fire Danger Period.
- Permit areas are to be fenced by a temporary electric fence, with a minimum of 2 wires and must be constructed in a manner to allow easy removal when required.
- The temporary fence shall be kept stock-proof and shall be placed no closer than five (5) metres from the centre of the carriageway (or as directed by an Authorised Officer).
- Fences may be electrified between sunrise and sunset only. The permit holder must ensure that the fence is electrified whenever livestock are present in the permit area and not electrified when no livestock are present.
- Electric fences adjoining Council land or a road must have signs displayed that are:
 - Constructed from metal or plastic
 - Not less than 150mm x 80mm
 - Bright yellow or red background on both sides
 - Inscribed with "Electric Fence" on both sides using a block lettering not less than 20mm high
 - Placed at intervals of not less than one sign every 100 metres of fence.
- Removal or damage of any native vegetation is not permitted.
- The permit area, as well as the area between the permit area and adjoining road, shall be kept free of noxious weeds and maintained in a clean and tidy condition.
- The fence is to be removed following a request to remove the fence from an Authorised Officer or Works Team Leader.
- Only cows, horses and sheep shall be permitted in the permit area. Bulls and pigs are prohibited from the permit area at all times.
- Livestock must be removed from that permit area between sunset and sunrise.

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- The applicant shall be responsible for any damage to utilities or assets on Council land and roads caused by the grazing. This includes telecommunication or power transmission cables, whether above or below ground. Applicants should conduct a Dial Before You Dig to locate utilities before installing any temporary fencing.
- The permit area shall not be over-grazed nor trampled into mud.
- The permit holder must keep all water channels and culverts within the permit area in good working at all times.
- Storage or placement of troughs, silage, hay or other similar feed or water structures are not permitted on roads.
- Fertiliser applications or cultivation is not permitted on Council land or roads.

Permit holders will be responsible for any damage caused to any Council land, roads, assets or utilities. The permit holder must reimburse Council for any reinstatement works as a result of the damage to Council land, roads or assets from the permitted use.

Permits

A person may apply to Council for a permit to move, drove or graze livestock on Council land and roads.

All permit applications must be on the prescribed form in accordance with Council's General Local Law 2025 and a permit fee may apply. Applicants must provide evidence that they covered by adequate public liability insurance for the proposed use of the land.

Depending on the type of use, a permit may be issued for a specified time period or as an annual permit. Annual permits operate from 1 January to 31 December, except for grazing permits which operate from 1 July to 30 June. Permits must be renewed annually unless cancelled by the permit holder or revoked by Council. These will be no refund of permit fees if the permit is cancelled.

Permits are not transferable. A new permit must be applied for by the new property owner/occupier or person undertaking the use.

Council may revoke a permit should the permit holder fail to comply with any of the permit conditions.

Droving of livestock

In determining whether to grant a permit, Authorised Officers will consider:

- Number and type of livestock to be driven
- Proposed droving routes (roads)
- Proposed duration and/or frequency of droving
- Proposed distances to be travelled each day
- Proposed time of droving
- Roadside condition and seasonal conditions at the proposed time of droving
- Presence of native vegetation, including high and very conservation significance areas
- Nature of any weeds along the proposed route and the potential to spread noxious and environmental weeds.
- Health and condition of livestock and the potential biosecurity risks.
- Availability of water and feed during droving.
- Provisions for containment of livestock overnight, if required.

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- Competency and experience of the person droving the livestock.
- Road safety including traffic volumes of the proposed and provisions for warning road users.
- Appropriate Public Liability Insurance.

Grazing of livestock

If an applicant proposes to graze a roadside adjoining a property that they do not own or occupy, they must provide written consent from the owner of the said property with their permit application.

In determining whether to grant a permit, Authorised Officers will consider:

- Number and type of livestock to be grazed
- Any existing permits, leases or licences relating to the proposed grazing area.
- Native vegetation and other environmental values on the Council land for road proposed road to be grazed.
 - Grazing is not permitted on high and very high conservation roads (as mapped by Council).
 - Grazing may be permitted on low or medium conservation significance roads subject to advice and/or inspection from Council's Environment Projects Officer.
- Cultural heritage values on the Council land or road proposed road to be grazed.
- Road safety considerations, including the width of the roadside to achieve setbacks between fencing and road.
- Whether the proposed temporary fence is adequate for the containment of livestock.
- Ability for the temporary fence to be removed by the permit holder if the permit lapses, is cancelled or revoked.
- Whether written consent has been provided by the owner of land immediately adjacent to the proposed permit area.
- Appropriate Public Liability Insurance

If a grazing permit lapses or is revoked or cancelled, the permit applicant must immediately remove the temporary fencing from the Council land or road or as otherwise instructed by an Authorised Officer. If the permit applicant fails to remove the temporary fence within the timeframe specified by an Authorised Officer, Council may remove the fence and seek reimbursement from the permit applicant.

A permit holder may be required to temporarily cease grazing of Council land or roads and/or remove fencing if requested by an Authorised Officer. For example, to allow maintenance works to be undertaken on a roadside or fire prevention works.

Fees and Charges

Council set fees and charges annually relating to permits for the movement, grazing and droving of livestock.

Council may require payment of a Permit Bond for the droving of livestock on Council land and roads prior issuing a permit. This Permit Bond will be retained by Council to offset the costs of carrying out any reinstatement works to remediate damage to Council Land, roads or assets arising from the permitted activity. Council will refund the Permit Bond on completion of the permitted activity if an Authorised Officer is satisfied that no damage has been caused from the activity or any damage has been repaired by, or on behalf of, the permit applicant to

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an Authorised Officer's satisfaction.

Review Date

May 2030 unless updated earlier

Gender Impact Assessment

The Gender Equality Act 2020 requires Council to undertake Gender Impact Assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. A Gender Impact Assessment has been undertaken on the policy. It is considered that the policy does not adversely impact on any gender.

Human Rights

It is considered that this Policy does not impact negatively on any rights identified in the Charter of Human Rights and Responsibilities Act (2006).

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9.6 Curdies Catchment Flood Study

Directorate: Sustainable Development

Author: Belinda Bennett, Manager Environment and Emergency

Executive Summary

The Curdies Flood Study commenced in late 2024. It seeks to build understanding of flood risks in priority reaches of the Curdies catchment with consideration to riverine, overland and storm surge flooding.

Council has partnered with the Corangamite Catchment Management Authority (CCMA) to deliver the Curdies Flood Study. WaterTechnology were engaged to undertake the study.

WaterTechnology undertook modelling to map flood impacts across the catchment for a series of rainfall events. Using this mapping, the Flood Study assesses the potential flood impacts on properties, roads and other assets, including identification of properties with above floor flooding.

The study estimates annual average flood damage costs and models several options to mitigate flood risks in priority areas, including cost-benefit analysis.

A key output of the Study is the development of mapping and draft documentation for an amendment to the Corangamite Planning Scheme. Incorporating flood intelligence into the planning scheme will mitigate future flood impacts and ensure that future development is appropriate for the flood risk. This planning scheme amendment would be subject to further community consultation. Since this project commenced, the Victorian Government has announced a state-led approach to implementing planning scheme amendments relating to flood risks.

The Curdies Flood Study project has now been completed. This report presents the final Flood Study reports for Council consideration and adoption.

Recommendation

That Council:

- 1) Adopt the Curdies River Flood Study comprising:**
 - **R01 – Data Review and Validation Report**
 - **R02 – Hydrologic/Hydraulic Modelling Report**
 - **R03 – Floodplain Risk Management Report**
 - **R04 – Summary Report**
- 2) Seek the written consent from the Minister for Planning to prepare and give notice of draft planning scheme amendment C70cora to the Corangamite Planning Scheme to implement the findings of the Curdies River Flood Study.**
- 3) Notes that, subject to Ministerial consent, community and stakeholder consultation will be undertaken on the draft planning scheme amendment, including proposed ordinance and flood mapping.**
- 4) Notes that a further report will be presented to Council following completion of consultation, outlining:**
 - a. the outcomes of submissions and stakeholder feedback; and**
 - b. recommended next steps, including whether to refer the draft amendment to the Standing Advisory Committee or request the Minister for Planning intervene under section 20(4) of the Planning and Environment Act 1987 to implement the draft amendment.**

Discussion/Key Matters/Issues

The Curdies River catchment is subject to a range of flood events including riverine flooding, overland flooding and flooding associated with closure of the estuary mouth. Limited information existed on flooding risks and mitigation options across the catchment.

To address this knowledge gap, Council partnered with the Corangamite Catchment Management Authority (CCMA) to undertake a flood study on priority reaches of the Curdies catchment. Whilst most flood studies focus on riverine flooding, the Curdies Flood study considered all types of flooding including riverine, overland and storm surge flooding. The scale of the study is extensive, providing an opportunity for integrated catchment scale understanding of, and response to, flooding challenges.

The extent of the flood study area is shown in orange in Figure 1 below.

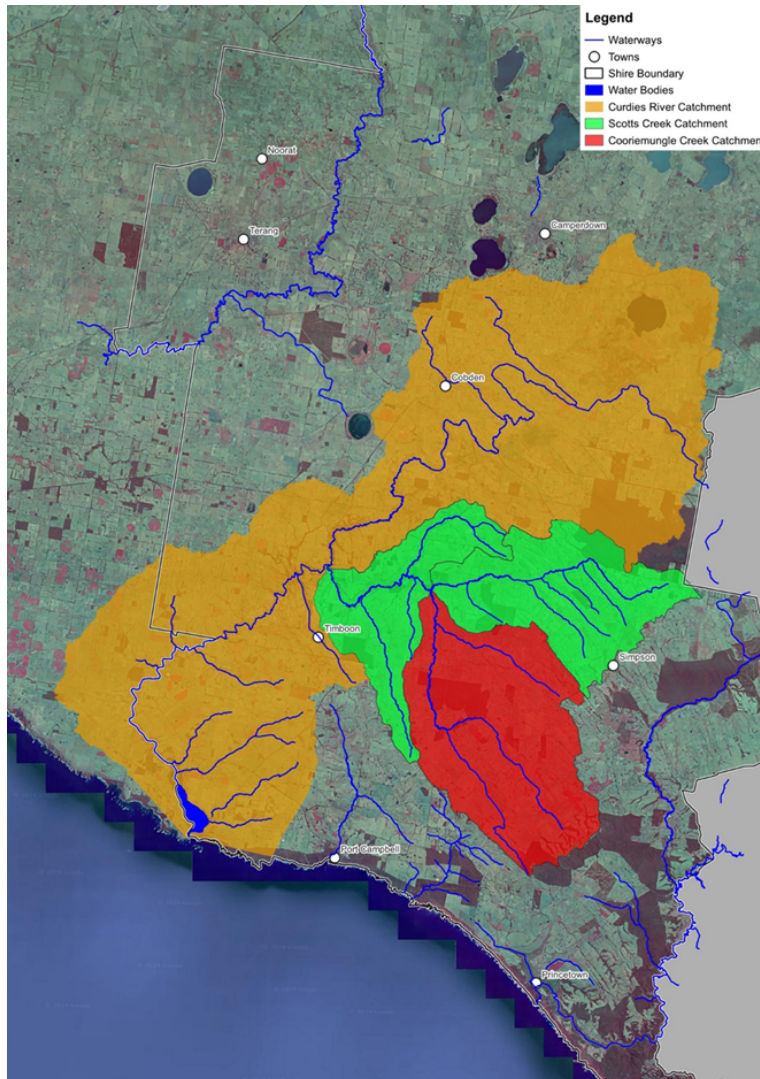


Figure 1: Curdies Catchment Flood Study Area is shown in Orange. The Scotts Creek sub-area (green) and Cooriemungle sub-area (red) were outside of the study area and will be subject to future flood studies.

The purpose of the Curdies Flood Study is to better understand flood risks to:

- Support Council, VICSES and other emergency agencies to respond to flood emergencies, such as pre-emptively closing roads that are subject to inundation and contacting properties that may be affected by developing flood emergencies.
- Inform the Corangamite Planning Scheme to ensure that future use and development of land is appropriate for the flood risk.
- Implement flood mitigation works to increase resilience and reduce the frequency, extent and severity of flooding, such as optimising road and drainage upgrades.
- Improve the community's awareness and preparedness for flood emergencies.

The Curdies Flood Study uses hydrologic (rain-runoff) and hydraulic (water flow within a system) modelling to map flood impacts across the catchment for a series of rainfall events. Using this mapping, the Flood Study assesses the potential flood impacts on properties, roads and other assets and models a range of options to mitigate flood risks in priority areas.

Methodology

Council engaged Water Technology in August 2024 to undertake the Curdies Flood Study. The Flood Study is consistent with established modelling and reporting approaches for flood investigations. It has been delivered in three stages:

Stage 1- Project Inception, Data Collection and Community Engagement

This stage included:

- Inception meeting with project steering group.
- Data collation, including previous flood investigations, historic flood information (such as photos), rainfall and streamflow data, road asset information (culverts and bridges) and strategic planning documents.
- First round of asset surveying (required for hydraulic modelling).
- Community consultation sessions were held in Cobden and Timboon in November 2024 to make the community aware of the project and gain local information on historic flood events.

Stage 1 was completed in late 2024. A data review report (R01) was produced as part of this stage and is attached under separate cover.

Stage 2- Hydrologic and Hydraulic Modelling

This stage included:

- Build of the Hydrologic and Hydraulic Models.
- Calibration of the models against historic flood events to validate their accuracy.
- Hydrologic and Hydraulic modelling and mapping for different rainfall events including:
 - 20% Annual Exceedance Probability (AEP) (1 in 5 year)
 - 10% AEP (1 in 10 year)
 - 5% AEP (1 in 20 year)
 - 2% AEP (1 in 50 year)
 - 1% AEP (1 in 100 year)
 - 0.5% AEP (1 in 200 year)
 - 0.2% AEP (1 in 500 year)
 - 0.1% AEP (1 in 1000 year)
 - Probable Maximum Flood (the largest flood that could conceivably occur in a location).
- Hydraulic Modelling for 10% AEP and 1% AEP events under two future climate change scenarios to 2100 ('SSP3' and 'SSP5' as defined by the Intergovernmental Panel on Climate Change- IPCC).
- Community consultation sessions which were held in Cobden and Timboon in August 2025 to help validate the accuracy of the modelling.
- Additional asset surveying.
- Survey of floor levels at properties with structures that are likely to have above-floor flooding.

Stage 2 was completed in January 2026. A copy of the Hydrologic and Hydraulic Report (R02) is attached under separate cover. This is a technical report that outlines the methodology used for the modelling.

Council has received flood maps produced from the modelling. This includes a series of maps for each of the modelled scenarios outlined above, including flood depth, maximum flood depth, flood velocity and flood hazard classification. Given the number of maps produced, only flood maps for the 1% AEP SSP3 scenario are attached to this report under separate cover.

The modelling considers coastal inundation within the Curdies estuary from storm surge flooding and closure of the river mouth. A closed mouth can impact on flooding at the estuary and further upstream toward Timboon West without high rainfall. Ocean conditions can be influential with large swell and storm surge events (also called storm tides) impacting on flood dynamics. The modelling assumes that the berm (river mouth) is closed during a flood event with the berm opening once sufficient overtopping occurs. The modelled berm height is based on the maximum berm height observed over the past decade from CCMA records. However, if ocean conditions and water quality within the estuary allow, the berm is likely to be artificially opened before overtopping occurs to prevent flooding of the caravan park and dwelling on the west side of the river (Moyne Shire) and the Great Ocean Road on the east side of the river. Modelled flood impacts in the lower section of the catchment are therefore highly influenced by the condition of the berm.

Stage 3- Floodplain Risk Management

Stage 3 involved analysis of the flood modelling and delivery of key outputs to support Council's flood planning and response activities including:

- Flood Intelligence Assessment
 - Identification of properties and roads impacted by flooding for each of the modelled AEP events. Using surveyed floor levels, the assessment identifies the number of properties/structures likely to be flooded above floor.
 - Preparation of a flood warning assessment, including flood warning times to help determine when properties or roads are likely inundated from the start of rainfall.
 - Updates to the Corangamite Municipal Flood and Storm Emergency Plan and Local Flood Guides.
- Flood Damages and Mitigation Assessment
 - Assessment of flood damages (average annual cost)
 - Modelling of structural flood mitigation options, including high-level cost benefit analysis
- Planning Scheme Amendment Documentation
 - Preparation of mapping and documentation for use when amending the Corangamite Planning Scheme to ensure it reflects current best knowledge of flood risks.

Deliverables from this stage included:

- A Floodplain Risk Management Report with individual sections detailing the above (R03- attached under separate cover).
- Final mapping, spatial datasets and model files.
- Flood animations (based on current conditions) to assist Council to visualise flood progression for different modelled events
- A Summary Report (R04-attached) that consolidates all three project stages into a holistic view of findings and recommendations for the completed project. It provides high level summaries of the technical reports intended for a community audience.

Property and Road Impacts

The Flood Study identifies properties directly impacted by above floor flooding at different AEP events based on the modelling. Table 1 below shows the number of buildings inundated for each of the modelled events. It should be noted that the flooding in Cobden and Timboon is mainly relating to stormwater or overland flooding, rather than flooding of the Cobden Creek or Power Creek.

Table 1: Number of residential and commercial buildings with above floor flooding for different flood events

Event	Cobden	Timboon	Curdievale	Peterborough	Rural
20% AEP	7	6	0	0	0
10% AEP	14	6	0	0	0
5% AEP	22	7	0	0	0
2% AEP	28	7	0	0	1
1% AEP	33	7	0	0	1
0.5% AEP	38	7	1	0	1
0.2% AEP	40	8	3	2	4
0.1% AEP	47	9	3	4	5

The Flood Study also identifies roads inundated for the different AEP flood event. Table 2 provides a summary of roads inundated by Curdies River only. The Summary report includes depth of inundation for each road for each of the flood events. There are also other roads across the catchment inundated during flood events. For example, during a 20% AEP flood, 178 individual sections of road will be inundated.

Table 2: Roads inundated by different flood events- Curdies River only

Event	Road
20% AEP	<ul style="list-style-type: none"> • Thorntons Road E north of Jancourt Road • Maddens Bridge Road • Morehouses Bridge Road • Limeworks Road • Boggy Creek Road* • Great Ocean Road**
10% AEP	Roads listed above plus: <ul style="list-style-type: none"> • Thorntons Road E south of Jancourt Road • Curdies River Road
5% AEP	
2% AEP	
1% AEP	Roads listed above plus: <ul style="list-style-type: none"> • Lavers Hill-Cobden Road • Curdies River Road at bend southwest of bridge • Timboon-Nullawarre Road bridge
0.5% AEP	Roads listed above plus: <ul style="list-style-type: none"> • Cobden-Port Campbell Road
0.2% AEP	Roads listed above plus: <ul style="list-style-type: none"> • Old Cobden-Port Campbell Road
0.1% AEP	

*influenced by berm conditions

**strongly influenced by berm conditions

Flood Damages and Mitigation

It is estimated that the average annual cost of flood damage within the study area is \$431,123 per year. This includes direct damage to roads, dwelling, and buildings. It does not account for indirect impacts, such as loss of income if milk tankers cannot access farms due to inundation of roads or bridges.

The Flood Study modelled and analysed several mitigation options to address flood impacts on key assets including:

1. Cobden Pool- upgraded culverts, flood wall and stormwater pump
2. Moorehouses Bridge Road, Curdies River Crossing- raise bridge and approaches to 1% AEP flood level
3. Moorehouses Bridge Road, Unnamed tributary- upgraded culvert to 1% AEP flood level
4. Timboon-Nullawarre Road- additional culvert pipes
5. Lavers Hill-Cobden Road- raise bridge and approaches to 1% AEP flood level
6. Maddens Bridge Road- additional culverts were modelled but were unsuccessful at preventing inundation of road. Closing this road during flood events remains the most appropriate intervention.

A cost benefit analysis was undertaken on all mitigation options except the non-viable Maddens Bridge Road option. This cost benefit analysis considered the estimated cost to implement the mitigations and estimated reduction in average annual costs attributable to inundation (i.e. damage to infrastructure). Based on this analysis, the options do not achieve a neutral or positive cost benefit ratio because they are costly to implement and only produce a small reduction in the average annual damages. The cost benefit analysis does not however consider the indirect cost benefits associated with reduced road closures and uninterrupted economic activity. Nor does it consider intangible but critically important community benefits, such as the reduced threat for road users.

Planning Scheme Amendment

The Flood Study included the preparation of mapping and draft documentation for an amendment to the Corangamite Planning Scheme to incorporate flood intelligence. This will mitigate future potential flood impacts and ensure that future development is appropriate to the flood risk.

The Planning Scheme amendment mapping is being prepared based on 1% AEP and 'SSP3 2100' climate scenario. The Shared Socio-economic Pathways (SSPs) are climate change scenarios to 2100 based on projected global socio-economic conditions defined by the IPCC. There are five scenarios for emission projections ranging from a rapid transition to net zero emissions (SSP1) to a fossil-fuelled development approach (SSP5). Based on consultation with the CCMA, the SSP3 scenario has been adopted for the planning scheme mapping as it is a likely, yet conservative future scenario describing changes in climate and catchment conditions.

The Planning Scheme amendment mapping also includes a sea level rise of 0.8 metres to 2100 which is consistent with current state planning policies.

It is proposed that a Floodway Overlay is applied to areas with one of more of the following:

- Flood depths $\geq 0.3\text{m}$
- Flood velocities $\geq 2.0\text{m/s}$
- Product of depth and velocity $\geq 0.3\text{m}^2/\text{s}$

A Land Subject to Inundation Overlay is proposed for most of the remaining modelled flood extent, noting that shallow and sheet flow inundation in paddocks (i.e. overtopping of rural drains in high rainfall events) has been excluded from the planning scheme mapping.

A Special Building Overlay is proposed for a number of small areas in Cobden that are subject to hazardous stormwater flooding that do not meet the definition of 'mainstream flooding'. Additional areas subject to less hazardous flooding within Cobden are recommended to be managed through the Building Regulations. This means that a minimum floor level can be set 300mm above the flood level, but does not trigger the need for planning permit.

The draft planning scheme mapping is shown in the summary report. More detailed mapping is attached under separate cover. The draft mapping and proposed controls will require further community consultation as part of any Planning Scheme amendment.

It is important to note that the Victorian Government announced a state-led approach to incorporating flood studies into local planning schemes in October 2025. Once the flood study has been adopted by Council, officers will work with the Department of Transport and Planning and the CCMA to incorporate the Curdies Flood Study in the Corangamite Planning Scheme.

The recommendations of this report are consistent with DTP advice on the new approach.

Flood Study recommendations

The Summary Report identifies recommendations for consideration by Council, CCMA and other agencies to support improved floodplain management, emergency preparedness, and community resilience within the Curdies River catchment:

- That the findings of the study be considered by the relevant authorities.
- The additions to the draft Municipal Flood and Storm Emergency Plan are adopted into a working version of the plan.
- Flood mapping produced by the study is shared with the community (including through Council's flood portal currently under development).
- The draft planning scheme mapping is considered for adoption in the Corangamite Planning Scheme.
- Community education regarding flood damages and risks are carried out.
- The viability of additional gauges as recommended in the Flood Warning assessment are investigated in partnership with the Bureau of Meteorology.
- The model files and other deliverables of the study are filed by CCMA and Council for future use.

Next steps

Once adopted, outputs from the Flood Study will be shared with project partners for incorporation into relevant plans and spatial platforms. This includes working with VICSES to update the Municipal Flood and Storm Emergency Plan to incorporate the Curdies flood intelligence and working with the CCMA to upload flood mapping onto Digital Twin Victoria platforms. The flood mapping will also be uploaded onto Council's flood portal (currently under development) which will be available to the community. Mitigation options for Council managed roads and assets will be considered through Council's assets planning programs.

Council will work with DTP and CCMA to incorporate the Curdies Flood Study into the Corangamite Planning Scheme.

Council will also work with the Bureau of Meteorology and other partners to investigate and advocate for the installation of additional rainfall gauges to improve flood warning and data collection capabilities.

Options for Council Consideration

Council may adopt the Curdies Flood Study. Alternatively, Council may defer adoption of the Study to allow further investigation or amendment to the Study.

Alignment to Council Plan

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

A growing and prosperous economy

- Encourage sustainable agriculture

- Explore ways to reduce red tape for our community

Quality infrastructure and community connections

- Maintain and upgrade our infrastructure

Protection and enhancement of our Environment

- Enhance community resilience to emergencies

- Adapt and mitigate climate change impacts

- Protect biodiversity and our natural assets

Strong Civic Leadership

- Lead by example in response to climate change

Relevant Law/Policy/Legal Implications

Council has a statutory duty to ensure that flood risk and community safety in flood-prone areas are appropriately and effectively managed. Consistent with state government policy and the *Victorian Floodplain Management Plan*, flood-prone land in the Corangamite Planning Scheme, including land predicted to be inundated by future sea-level rise, must be mapped using the most up-to-date data and modelling available. Under the *Planning and Environment Act 1987*, Council must also consider matters including 'the degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard'. The Curdies Flood Study supports Council to meet these obligations.

Collaborative Procurement

Council partnered with the CCMA to deliver this project.

Part of the Curdies Catchment is located within Moyne Shire. It was necessary that the flood modelling include the catchment area within Moyne Shire. Moyne Shire Council has partnered on the delivery of this project through representation on the project steering group and participation in community consultation.

Consultation and Engagement

Council established a Project Steering Committee to oversee the project, which includes representatives from:

- Department of Energy, Environment and Climate Action
- Department of Transport and Planning
- Corangamite CMA
- Moyne Shire Council
- Victorian State Emergency Service
- Parks Victoria
- Great Ocean Road Coast and Parks Authority
- Council's Assets, Works, Planning and Emergency teams.

Two rounds of community engagement were undertaken including drop-in sessions held in Cobden and Timboon and feedback sought through a project website.

WaterTechnology also engaged with select landholders in the modelled flood area to undertake surveys to determine above-floor flooding impacts.

Financial Considerations

Council has a budget of \$320,000 to deliver this project. This includes a \$140,000 grant from Emergency Management Victoria, \$120,000 from a DEECA grant obtained through the CCMA, and \$60,000 from Council's budget.

Diversity and Inclusion Considerations

Not applicable

Environmental and Climate Change Considerations

The Curdies Flood Study aligns with Council's Climate Change Action Plan 2025 by increasing understanding of climate change risks and identifying climate adaptation (flood mitigation) strategies. The modelling considers climate change scenarios defined by the IPCC.

Risk Consideration

The Curdies Flood Study is a risk mitigation action to address the following risks in Council's Enterprise Risk Register

Risk 15: As a result of major fire/flood not being managed effectively, environmental damage occurs and lives are lost

Risk 26: As a result of ineffective planning for increased climate variability Corangamite Shire's operations are adversely affected.

Risk 51: Ineffective adaption or response to climate variability, adverse environmental conditions and natural disasters.

Conflict of Interest

No officer involved in the preparation of this report declared a general or material conflict of interest.

Pursuant to sections 3(1) and 66(5) of the *Local Government Act 2020* the Chief Executive Officer has designated this attachment as confidential on the grounds that it contains information that was confidential information for the purposes of section 77 of the *Local Government Act 1989*. In particular the attachment contains information regarding identification of personal property information.

Attachments

1. CONFIDENTIAL REDACTED - R01 Data Review Report [9.6.1 - 51 pages]
2. CONFIDENTIAL REDACTED - R02 Hydrologic and Hydraulic Modelling Report [9.6.2 - 147 pages]
3. CONFIDENTIAL REDACTED - R02 Hydrologic and Hydraulic Modelling Report- Appendix E Flood Mapping Calibration [9.6.3 - 96 pages]
4. CONFIDENTIAL REDACTED - R03 Floodplain Risk Management Plan [9.6.4 - 87 pages]
5. R04 Summary Report [9.6.5 - 38 pages]
6. CONFIDENTIAL REDACTED - Flood Mapping 1% AEP SSP3 2100 [9.6.6 - 24 pages]
7. CONFIDENTIAL REDACTED - Draft Planning Scheme Amendment Mapping-South [9.6.7 - 1 page]

8. CONFIDENTIAL REDACTED - Draft Planning Scheme Amendment Mapping-North [**9.6.8** - 1 page]



Summary Report

Curdies River Flood Study

Corangamite Shire Council

15 May 2026



Document Status

Version	Doc type	Reviewed by	Approved by	Date issued
V01	Report	J Theilemann	J Theilemann	16/03/2026
V02	Report	J Theilemann	J Theilemann	15/05/2026

Project Details

Project Name	Curdies River Flood Study
Client	Corangamite Shire Council
Client Project Manager	Belinda Bennett
Water Technology Project Manager	Michael Clarke
Water Technology Project Director	Johanna Thielemann
Authors	Michael Clarke, Abi Satria Praga, Olivia Aju
Document Number	25010026_R04_V01



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ACKNOWLEDGEMENT OF COUNTRY

The Board and employees of Water Technology acknowledge and respect the Aboriginal and Torres Strait Islander Peoples as the Traditional Custodians of Country throughout Australia. We specifically acknowledge the Traditional Custodians of the land on which our offices reside and where we undertake our work.

We respect the knowledge, skills and lived experiences of Aboriginal and Torres Strait Islander Peoples, who we continue to learn from and collaborate with. We also extend our respect to all First Nations Peoples, their cultures and to their Elders, past and present.



Artwork by Maurice Goolagong 2023. This piece was commissioned by Water Technology and visualises the important connections we have to water, and the cultural significance of journeys taken by traditional custodians of our land to meeting places, where communities connect with each other around waterways.

The symbolism in the artwork includes:

- Seven circles representing each of the States and Territories in Australia where we do our work
- Blue dots between each circle representing the waterways that connect us
- The animals that rely on healthy waterways for their home
- Black and white dots representing all the different communities that we visit in our work
- Hands that are for the people we help on our journey



EXECUTIVE SUMMARY

Water Technology were engaged by Corangamite Shire to deliver the Curdies River Flood Study. The study involved a comprehensive review of available flood data for Curdies River catchment and development of flood modelling and mapping in line with current industry best practices and the recommendations of Australian Rainfall and Runoff v4.2. Flood modelling and mapping has been produced for a range of design events including the 20%, 10%, 5%, 2%, 1%, 1 in 200, 1 in 500, 1 in 1000 and Probable Maximum Flood (PMF) events.

In addition to the flood modelling and mapping, flood intelligence products detailing the flood behaviour and impacts in various townships (Cobden, Timboon, Curdievale and Peterborough) and the broader Curdies River catchment have been developed and included in a draft update to the Corangamite Shire Municipal Emergency Management Plan (MFEP). Intelligence products developed include the following:

- Summaries of flood behaviour and impacts in concise tables and maps;
- Flood peak timing estimates from the beginning of rainfall;
- A simple tool to link rainfall to potential flood impacts, and;

To enhance flood warning capabilities within the Curdies River catchment, additional measures have been recommended, including the installation of sub-daily rainfall gauges at Timboon and Cobden to improve real-time flood monitoring in these towns.

The Average Annual Damages (AAD) resulting from flooding across the townships within the Curdies River catchment have been assessed using standard industry methodologies. The estimated AAD is approximately \$431,000. Five flood mitigation options were evaluated, with benefit cost ratios calculated based solely on the reduction of direct flood damages. One option focused on decreasing the frequency of inundation at the Cobden Pool, while the remaining four targeted improvements to flood immunity and service levels on key road infrastructure. Although the road-focused options did not yield significant reductions in direct flood damage costs an outcome consistent with interventions that primarily protect transport assets rather than buildings they offer important indirect benefits. These include reduced road closure frequency and enhanced support for ongoing economic activity. As such, these options warrant consideration within Council's broader asset management and capital works planning.

As part of the study, non-structural mitigation measures have been developed in the form of updated planning scheme flood mapping. This mapping, based on the projected 1% Annual Exceedance Probability (AEP) flood behaviour for the year 2100 under the SSP3-7.0 Socioeconomic Pathway, is recommended for incorporation into the Corangamite Shire Planning Scheme. Draft amendment documentation, including the proposed mapping, has been submitted to Council for consideration.

The outputs of this study provide a robust foundation for future floodplain management within the Curdies River catchment, supporting the implementation of planning controls that ensure development is appropriately located and responsive to flood risk. Additionally, the flood intelligence products developed will enhance the capacity for proactive response to future flood events.



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1 INTRODUCTION

1.1 Overview

Water Technology was commissioned by Corangamite Shire (Council) to undertake the Curdies River Flood Study. The study area covers the Curdies River catchment exclusive of the Scotts Creek and Cooriemungle Creek catchments as shown in Figure 1-1.

The study was identified as a priority in the Corangamite Shire Flood Study Scoping and Roadmap (Water Technology, 2024), with the lower and upper sections of the catchment identified as likely to have flood impacts based on coarse modelling undertaken as part of the roadmap analysis. In addition to its prioritisation identifies in the roadmap, the catchment area is known to Council officers as being prone to road inundation.

Flooding in the Curdies River catchment can occur as a result of short duration storm bursts resulting in overland flows and township flash flooding; long duration storms are also known to result in riverine flooding along the main watercourses; and coastal inundation within the estuary by either storm surge or the intermittent closure of the river mouth. Artificial estuary openings, by use of an excavator, are sometimes completed following periods of prolonged closure and runoff accumulation, which have resulted in high water levels in the estuary. The openings are managed by Parks Victoria (although this is transitioning to Great Ocean Road Coast and Parks Authority), with support and advice from Corangamite CMA also informing the decision.

This study has produced flood levels, extents and velocities for a range of flood magnitudes across the study area. The impact of climate change has been considered in accordance with the latest recommendations in Australian Rainfall and Runoff (ARR) Version 4.2. The impact of rising sea levels on flooding has also been investigated.

Flood intelligence products detailing expected impacts, linked to gauges where possible, have been produced. Buildings and roads impacted by flooding were identified and tabulated/mapped. Flood warning has been assessed in the context of a Total Flood Warning System (TFWS), with specific recommendations around warning and community resilience made. Draft planning scheme amendment mapping will be prepared for inclusion in the Corangamite Shire Planning Scheme.

This report is one of a series documenting the outcomes of the Curdies River Flood Study. Each reporting stage is as follows:

- R01 – Data Review and Validation Report
- R02 – Hydrologic/Hydraulic Modelling Report
- R03 – Floodplain Risk Management Report
- **R04 – Summary Report**

This report follows R01 to R03 and summarises the completed project. This summary report will focus on project outputs and deliverables produced by the study. Readers are directed to individual reports for further information and technical detail. The chapters and sections of this report broadly follow the previous reporting from R01 to R03 with a summary of the key points in each detailed report.

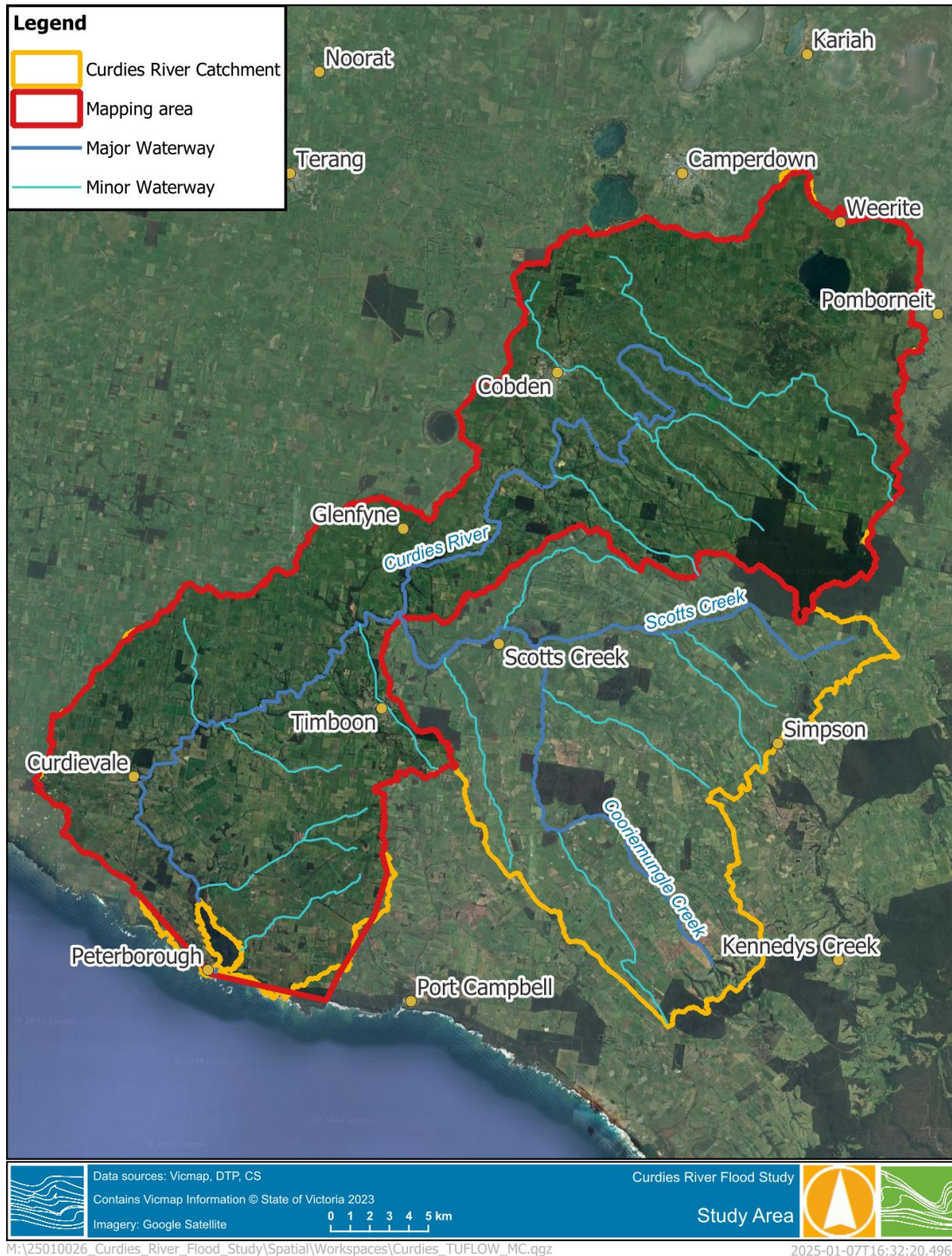


Figure 1-1 Study area and Curdies River catchment



2 DATA COLLATION AND REVIEW

The first stage of the project included the collation and review of available data relevant to flooding in the Curdies River catchment. This included the following:

- Previous flood studies and Investigations covering the area (see Table 2-1 below)

Table 2-1 Flood related studies completed in Curdies Region

Related Studies	Author	Year
Corangamite Shire Flood Study Scoping and Roadmap	Water Technology	2024
Victorian Flood Data Transfer Project	SKM	2000
Cobden Drainage Improvements Investigation	Engeny Water Management	2018
Peterborough Urban Design Framework Flooding Issues Paper (CCMA)	Corangamite CMA	2002

- Catchment storages
 - Lake Purrumbete, which intercepts 4.2% of the Curdies River catchment, has been represented in the RORB model using a stage–storage relationship derived from DEM and bathymetric data, with starting levels sensitivity-tested to assess its influence on flooding.
- Recorded Streamflow
 - The Curdies River catchment has eight active and inactive stream gauges. Of these gauges, two gauges, Curdies River at Curdie (235203) and Scotts Creek at Curdie (235237) have long periods of record and have recorded numerous recent flood events.
- Recorded Rainfall
 - Rainfall data for the study is limited, with few active daily or sub-daily gauges in and around the catchment; alternative sources such as Weather Underground, WeatherZone and radar data were investigated but provided no reliable additional information.
- Calibration Events
 - Flood information from the selected calibration events, including available streamflow and rainfall data, photographic evidence and surveyed flood levels were compiled and assessed. Four major recent events (August 2010, September 2016, August 2020, October 2022) have been selected for calibration and validation.
 - At the time of the review, no surveyed flood levels were available.
- Hydraulic Structures
 - Although the Curdies River is uncontrolled, the catchment contains numerous bridges, culverts and road embankments that act as hydraulic controls which require representation in the models. Several site visits were undertaken throughout the catchment, to gather information related to the bridges and culverts.
 - Road crests are generally well represented by the LiDAR data.
- Recorded Topographic data



- The 2022-23 DTV LiDAR (2022–23) was validated against surveyed road transects across the catchment, with results confirming its high accuracy and suitability as the primary topographic dataset for this study.

Community consultation sessions were conducted in Timboon and Cobden on 21 November 2024 to support the data-collation stage of the project. Attendance was low and only limited flood-related information was obtained. Residents noted several bridges affected by flooding, isolation of a property near Limeworks Road, past dam failure, and inundation issues in parts of Cobden. Although the data gathered was minimal, it offered valuable insight into local flood behaviour.

The Data Collation Report (R01) also confirmed and detailed the modelling methodology for the following stages of the project.



3 FLOOD MODELLING

3.1 Overview

The Hydrologic and Hydraulic Report (R02) describes in detail the Hydrologic (RORB) and Hydraulic (TUFLOW) model and parameter selection adopted for the study. The report also details the validation modelling of historic events as well as model sensitivity tests.

The flood modelling and analysis component of the flood study generally followed these key stages/tasks:

- Stream gauge review
- Flood frequency analysis
- Hydrologic (RORB) model build and calibration
- Hydraulic (TUFLOW) model build and calibration
- Design Modelling

Each step is discussed below.

3.2 Stream Gauge Review

To strengthen confidence in the adopted design hydrology, the two key stream gauges in the Curdies River catchment were individually hydraulically modelled and their rating tables compared with modelled results. The review focused on assessing the upper end (i.e. larger flows) of the published rating curves and adjusting historic flows where appropriate based on theoretical model outputs. Localised hydraulic models of the two gauges were developed for the sole purpose of developing modelled rating curves. The local models were 2-dimensional only and were calibrated against actual gaugings.

The approach to developing the final rating curve included adopting the existing published rating curve up until a point of divergence where the modelled rating curve deviated or crossed the published curve. The final adopted curve is a hybrid of the published curve (as developed by hydrographers) and the modelling results. The published and modelled/adopted curves are shown in Figure 3-1 and Figure 3-2 below.

The modelled/adopted curve for the Curdies River at Curdie (235203) gauge represents a significant decrease in flow at river heights above 5.5 metres gauge height. The adopted curve for the Scotts Creek at Curdie (235237) gauge is only marginally different from the published rating but extends far higher than the previously published rating.

The impact of this is that many large flood events in the Curdies River at Curdie gauge have had their flow revised down, which translates to lower estimated flood quantiles in rare events as predicted by the flood frequency analysis (section 3.3).

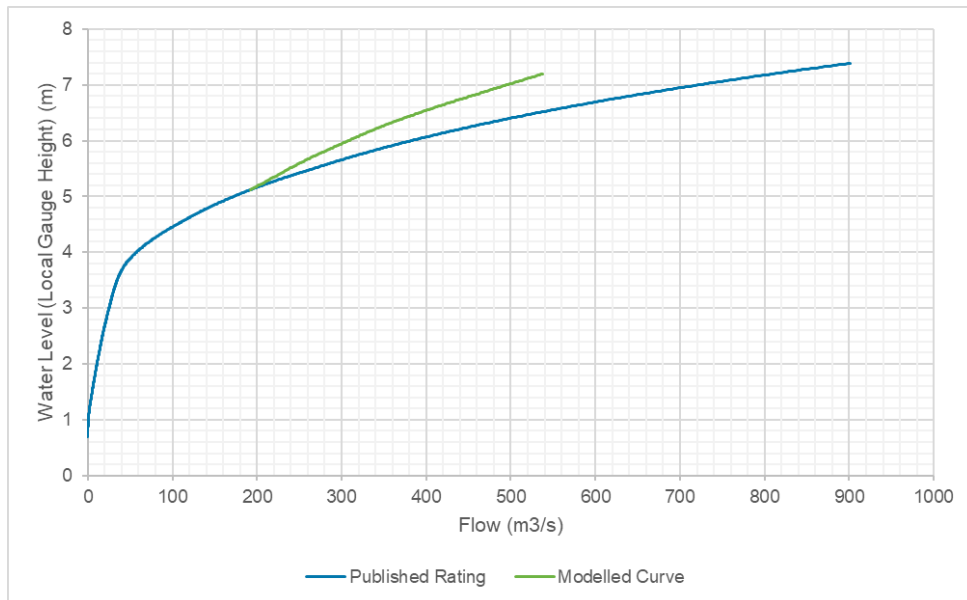


Figure 3-1 Curdies River at Curdie (235203) gauge rating review

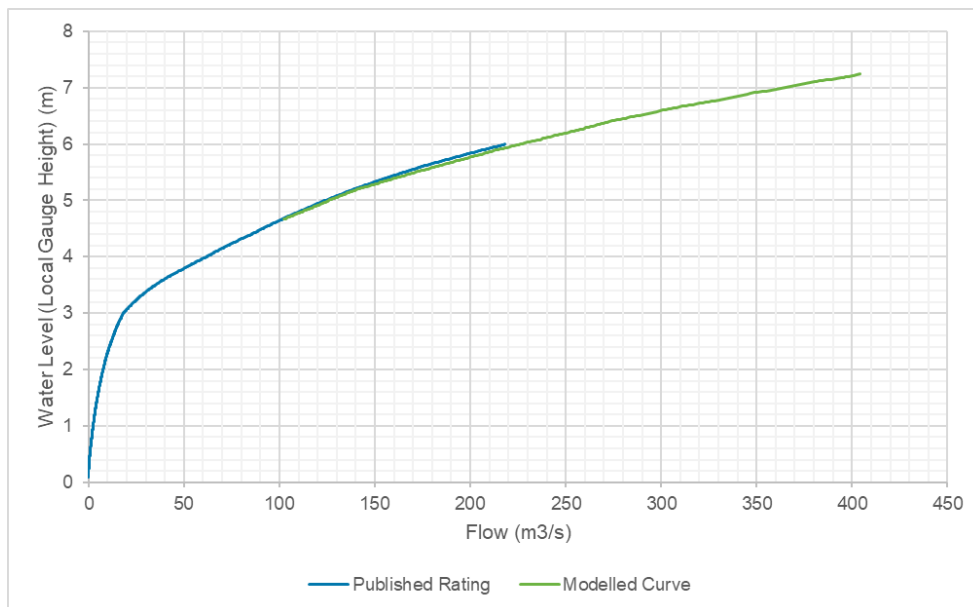


Figure 3-2 Scotts Creek at Curdie (235237) gauge rating review



3.3 Flood Frequency Analysis

Flood frequency analysis was conducted for the available flow records at the Curdies River @ Curdie (235203) and Scotts Creek @ Curdie (235237) gauges. The analysis was completed in the RMC BestFit v2.0-beta3 software package.

Generalized Extreme Value (GEV) and Log-Pearson III (LP3) were the best-performing distributions, with GEV adopted. The LP3 distribution underestimated several low flows at the Scotts Creek at Curdie gauge. GEV also aligned better with rainfall-runoff (RORB) modelling results. The adopted FFA curves are shown in the Figure 3-3 below with their confidence intervals and comparison against the results of rainfall runoff (RORB) modelling and the regional flood frequency estimator (RFFE). The RFFE differed notably from both FFA and RORB, with RFFE overestimating flows at Curdies River and underestimating at Scotts Creek. Greater confidence is placed in the FFA and RORB results due to their stronger, local data basis.

The annual maxima series and FFA quantiles are presented for the Curdies River at Curdie (235203) and Scotts Creek at Curdie (235237) graphically in Figure 3-4 and Figure 3-3.

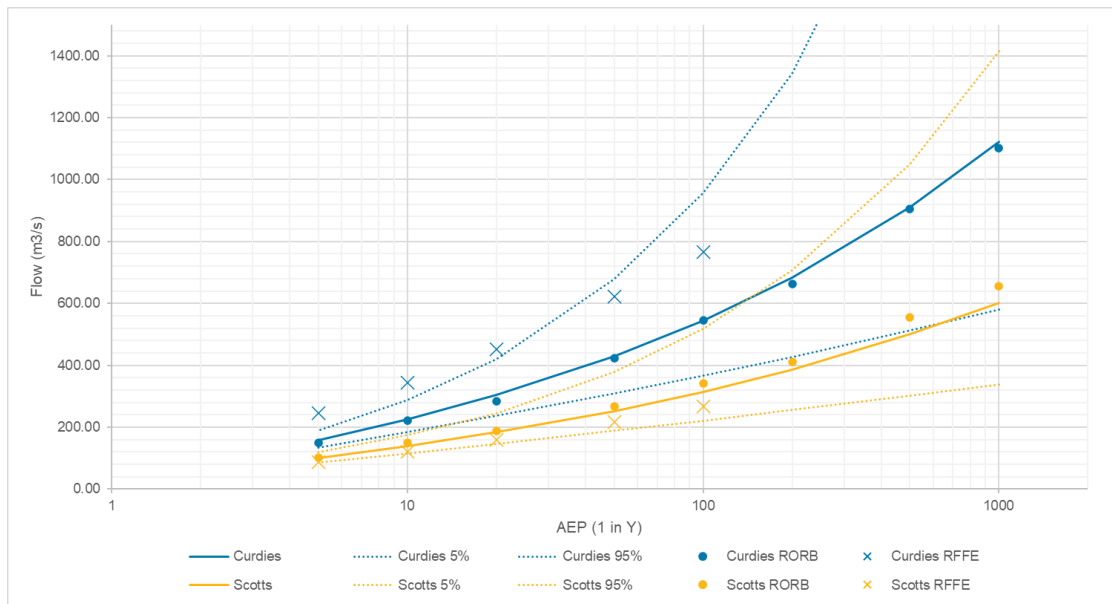


Figure 3-3 Adopted FFA curves, RORB design flows and RFFE results

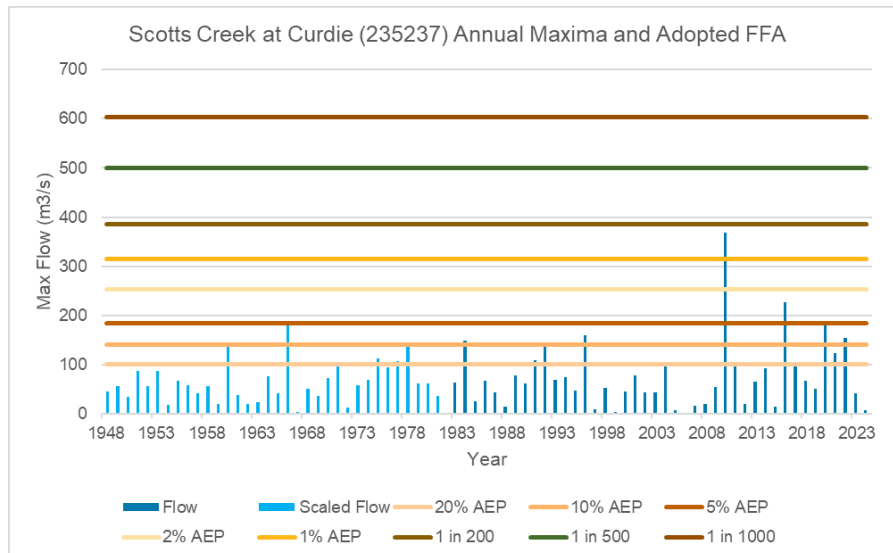


Figure 3-4 Scotts Creek at Curdie (235237) Annual Maxima and Adopted FFA

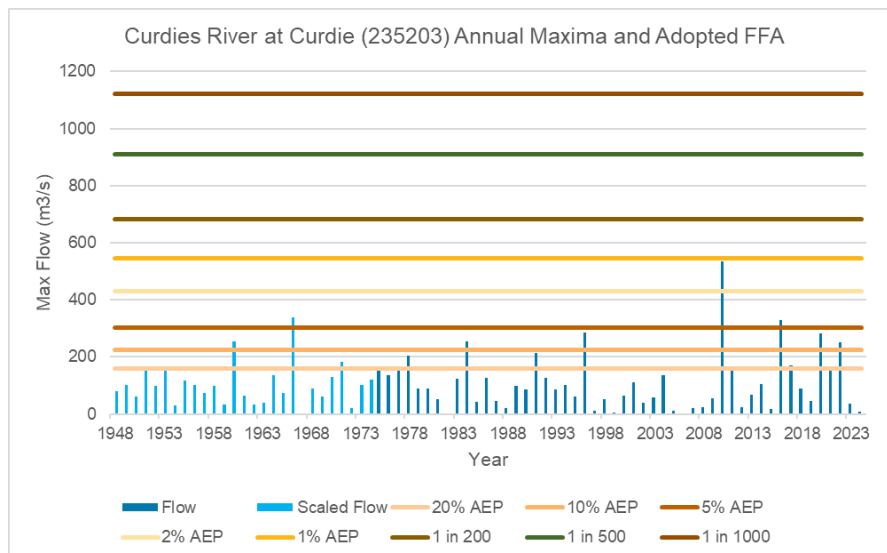


Figure 3-5 Curdies River at Curdie (235203) Annual Maxima and Adopted FFA



3.4 RORB Summary

3.4.1 Model Build

The RORB hydrologic model build followed the following steps:

1. Catchment delineation utilising 10m resolution Vicmap DEM produced through SAGA GIS topographic processing capabilities in QGIS.
2. Subareas and reaches defined from the above, with nodes placed at or near the centroid of each subarea and the junction of reaches as seen in Figure 3-6.
3. Reach slopes defined from the LiDAR dataset, with reach types assigned. Reaches were assigned as Type 1 (Natural) for overland flows and waterways, and Type 4 (Drowned) within Lake Purrumbete.
4. Lake Purrumbete was the only special storage included in the RORB model. Lake Purrumbete is large and deep, and RORB modelling confirmed its outflows are negligible in significant flood events.
5. The RORB model adopted three surface types of Effective Impervious Area (EIA), Indirectly Connected Area (ICA) and Pervious Areas (PA). The fraction of each surface type in each subarea was assigned using land-use zoning and aerial imagery. Most of the catchment is agricultural or forested and therefore largely pervious. Permanent water bodies such as the estuary and Lake Purrumbete were modelled as fully impervious.

The RORB model build is shown in Figure 3-6 below.

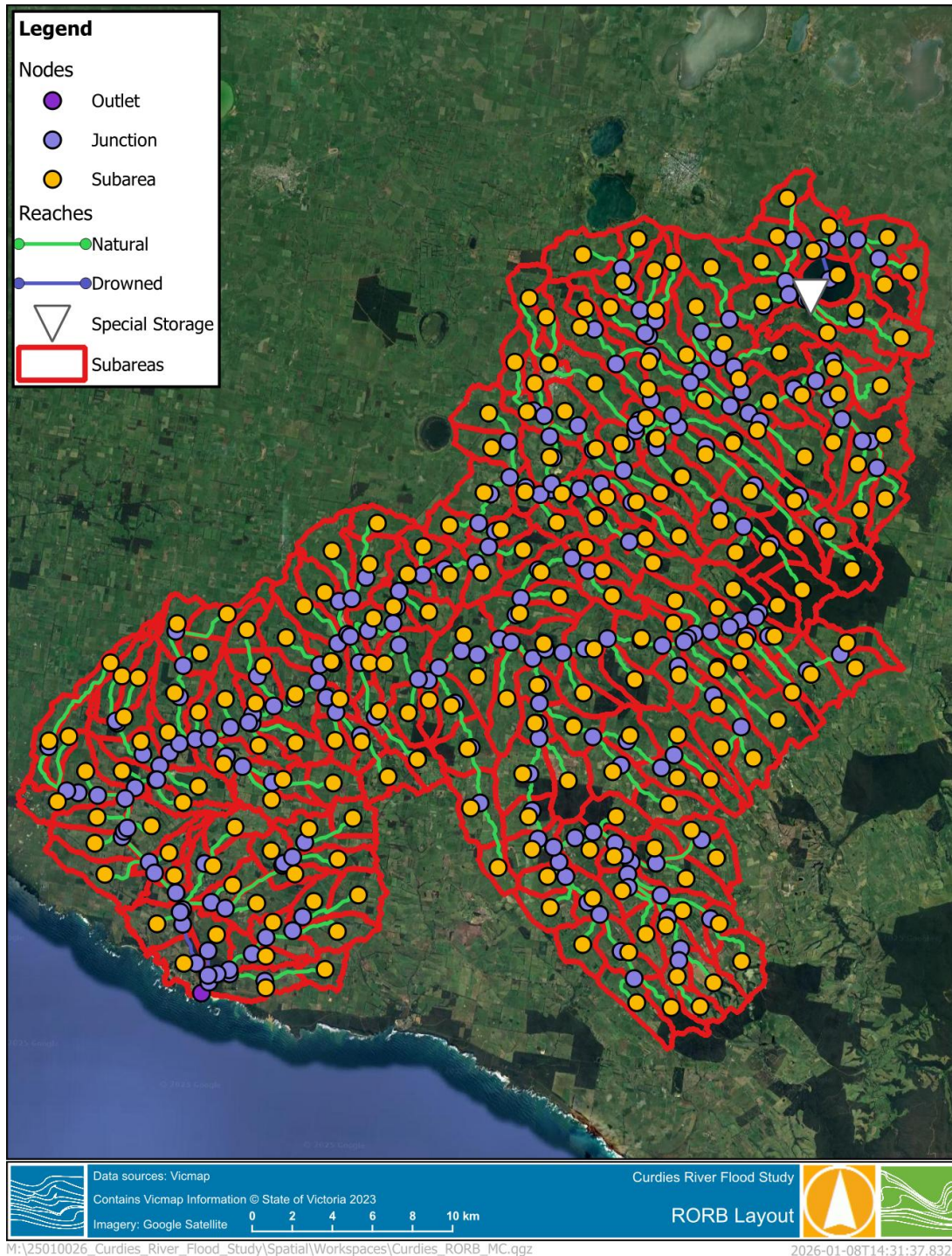


Figure 3-6 RORB Model Layout



3.4.2 Calibration Summary

The adopted parameters for each calibration and validation RORB simulation are shown in Table 3-1 below with a comment on the quality of calibration/hydrograph reproduction achieved.

Table 3-1 Calibration Parameter Summary

Event	Kc	Scotts Creek		Curdies River		Comment
		IL	CL	IL	CL	
2010	50	15	0.7	20	1.4	Excellent fit for both peak and timing
2016	50	38	0.14	36	0.3	First peak poor fit , not enough volume in modelled hydrographs Second peak good fit , hydrographs rise and fall too early but peak flow values and time match well.
2020	70	34	0	20	0	Modelled hydrograph 6 hours earlier than recorded. Modelled peak flows too low even with zero CL. Hydrograph shape OK match. Overall suboptimal calibration.
2022	65	37	0.1	34	0	Rising limb and peak excellent fit , falling limb too steep Scotts Ck, good at Curdies River
2022 Validation	50	37	0.4	34	0.4	Lower Kc requires higher losses to match peaks but very reasonable match achieved. Modelled hydrographs drop off very fast, lacking volume. Run validates Kc of 50.

Figure 3-7 shows the recorded, RORB modelled and TUFLOW modelled hydrographs at the Curdies River at Curdie (235203) gauge for the 2010 event.

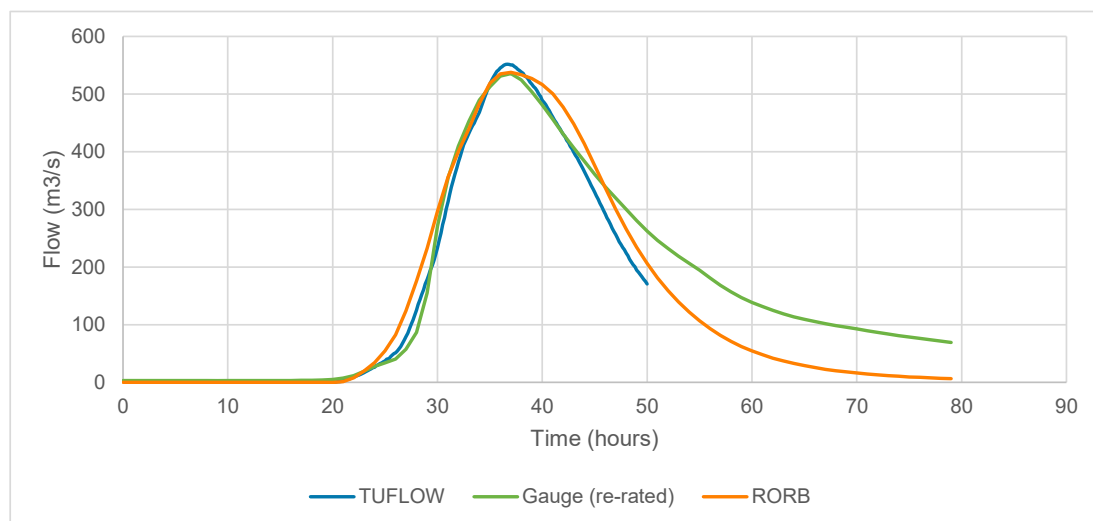


Figure 3-7 August 2010 Hydrographs – TUFLOW vs RORB vs Gauged



An example of calibration to aerial photography is shown in Figure 3-8 and Figure 3-9 for the 2010 event.



Figure 3-8 Curdies River flooding, “Three Bridges”/Timboon-Nullawarre Road, 5pm 12 August 2010



Figure 3-9 Peak modelled flood depths, “Three Bridges”/Timboon-Nullawarre Road, 5pm 12 August 2010 (not north oriented)

Based on the calibration/validation RORB results, a K_c of 50 and m of 0.8 was adopted for design modelling, the results of which are presented in Table 3-2. These routing parameters can confidently be adopted based on the excellent fits for 2 events (2010 and 2022) and a good fit for another (2016), while the suboptimal calibration of the 2020 event is attributed to data limitations rather than the model or parameter deficiencies.

Table 3-2 Design Flows (m^3/s), Curdies River Catchment (ARF based on $772km^2$)

AEP (1 in Y)	Scotts FFA	Scotts RORB	Curdies FFA	Curdies RORB	Catchment Outlet RORB
1000	602.74	655.74	1122.74	1101.71	1332.97
500	499.89	554.58	911.02	905.31	1068.88
200	386.16	412.16	684.09	663.34	777.51
100	314.22	342.21	545.08	544.17	641.04
50	252.44	267.46	428.90	423.83	504.96
20	183.67	187.23	303.61	284.72	341.19
10	139.53	150.05	225.78	222.57	266.33
5	100.47	101.62	158.87	150.56	181.47



3.5 TUFLOW Summary

3.5.1 Model Parameters and Design

The TUFLOW model design and parameter selection is described in detail in R02 – Hydrologic and Hydraulic Report. A short summary of the modelling logic and selected parameters is provided below however readers wishing to know more about the model build should refer to the full report.

The key TUFLOW model parameters, along with the design approach for key components of the model, are shown in Table 3-3 and Table 3-4 below. The TUFLOW model extent and boundary areas are shown in Figure 3-10 below

Table 3-3 Key TUFLOW model parameters

Parameter	Value
Model Build	2025.1.2-iSP-w64
Model Precision	Single Precision
Grid Cell Size	7 metres
Model Orientation	North/South
Sub Grid Sampling	0.875 metres (9 samples per 7m face)
Solution Scheme	HPC
Inflows	Routed inflow from RORB output (Scotts Creek), Routed inflows from upstream models (middle and lower models only), Direct rainfall (stormwater)
Outflow	Height-Flow (HQ) slopes at downstream end of upper and middle models Constant level boundary at ocean
Hydraulic Roughness	Manning's 'n', varies with land use
1-Dimensional elements	Culverts and pipes linked to 2-D domain (note bridges modelled as 2-D flow constrictions)

Table 3-4 Adopted hydraulic roughness values

Land Use	Manning's Roughness, n
Open Space	0.03
Rural Residential	0.10
Residential	0.35
School	0.50
Cemetery	0.50
Industrial	0.50
Major Roads	0.02
Waterbody	0.02
River Channel	0.04
Dense Tree Cover	0.04
Medium Tree Cover	0.05

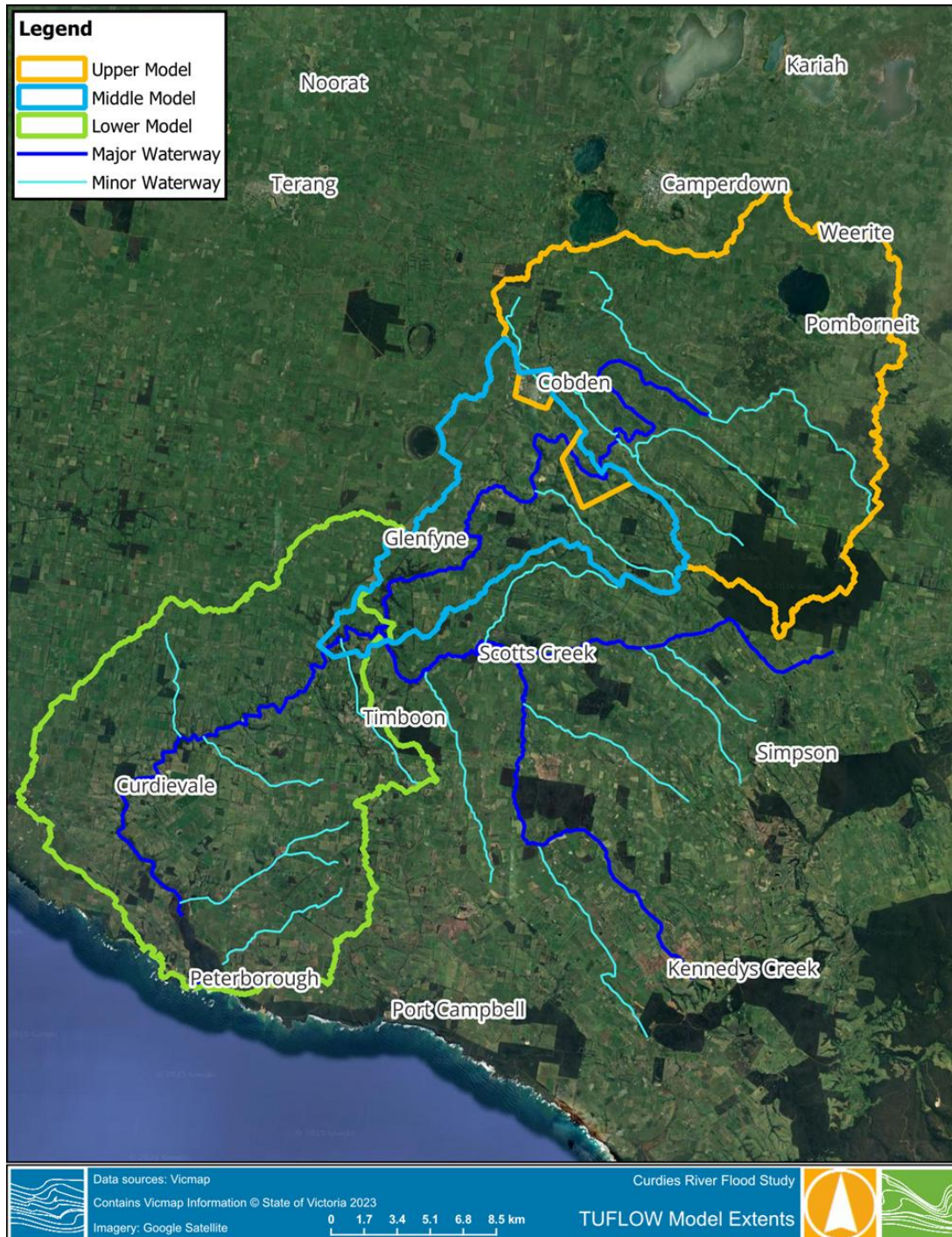


Figure 3-10 Hydraulic Model Extents



3.6 Calibration/Validation Modelling Results

The results of the validation modelling were used to ensure the models were performing as expected. The hydraulic model had limited calibration and validation data, but all available information was used. This included:

- Recorded hydrographs at the Curdies River at Curdie gauge
- Timestamped photographs from the August 2010 event
- Community-reported observations supported by a surveyed flood extent from 2010

Testing showed that applying an initial water level to the model to “wet” the catchment improved hydrograph reproduction, and refining vegetation roughness significantly improved model fit. The August 2010 event (largest flood on record) was reproduced accurately, while the 2016 event showed an intermediate peak in TUFLOW not present in observations, though the ultimate peak timing matched observations. The October 2022 event TUFLOW hydrograph rises and peaks slightly earlier and higher than RORB and the observed flow, indicating that some flow arrives at the gauge more quickly in TUFLOW, but overall, the event is still well represented. October 2022 was closely reproduced although the TUFLOW hydrograph rose faster and higher than RORB or observed.

Aerial photographs from the 2010 flood were compared with model outputs. Key features such as flooding patterns around the “Three Bridges” site (Timboon-Nullawarre Road) aligned closely with the model, strengthening confidence in its ability to reproduce the historic event. In terms of community reported observations, a single reliable flood level was obtained from a pit lid near the Boggy Creek pub, identified by locals as close to the 2010 flood extent. The surveyed level was 3.85 mAHD, and the modelled peak of 3.73 mAHD, only 0.12 m lower.

3.7 Design Modelling Results

3.7.1 Hydrology

Design losses were obtained by iteratively reconciling RORB modelled flows with FFA results until close agreement was found. A constant continuing loss could not match flows across a range of AEP events, so continuing loss was varied with AEP. Spatially uniform losses underestimated flow at the Scotts Creek gauge, thus losses were varied spatially with slightly lower losses upstream of that gauge. A 10 mm initial loss and AEP-varying continuing losses produced good agreement with the FFA results. Indirectly connected areas were modelled with a constant 1.68 mm/hr loss due to RORB constraints. ARR Datahub losses (4.6 mm/hr) were significantly higher than reconciled values, which is common in this region of Victoria.

The resultant peak flows and FFA results at the gauge locations are shown in Figure 3-11 and Table 3-5 below.

The impact of increased rainfall intensity associated with climate change was investigated with the following climate change scenarios:

- Baseline climate (1961-1990) for FFA reconciliation
- Current conditions, taken as SSP5-8.5 2030
- 2100 conditions under SSP3-7.0
- 2100 conditions under SSP5-8.5

The PMF was estimated using ARR methods with climate-change scaling to 2030 (SSP5-8.5). Multiple PMP durations were assessed using GSDM and GSAM, assuming ARR-recommended losses. TUFLOW was used for short-duration PMF modelling (1–6 hr), and RORB for longer durations, with the 12-hour event identified as critical, as shown in Table 3-6. The final PMF map is the envelope of the 1, 2, 3, 6, and 12-hour results.

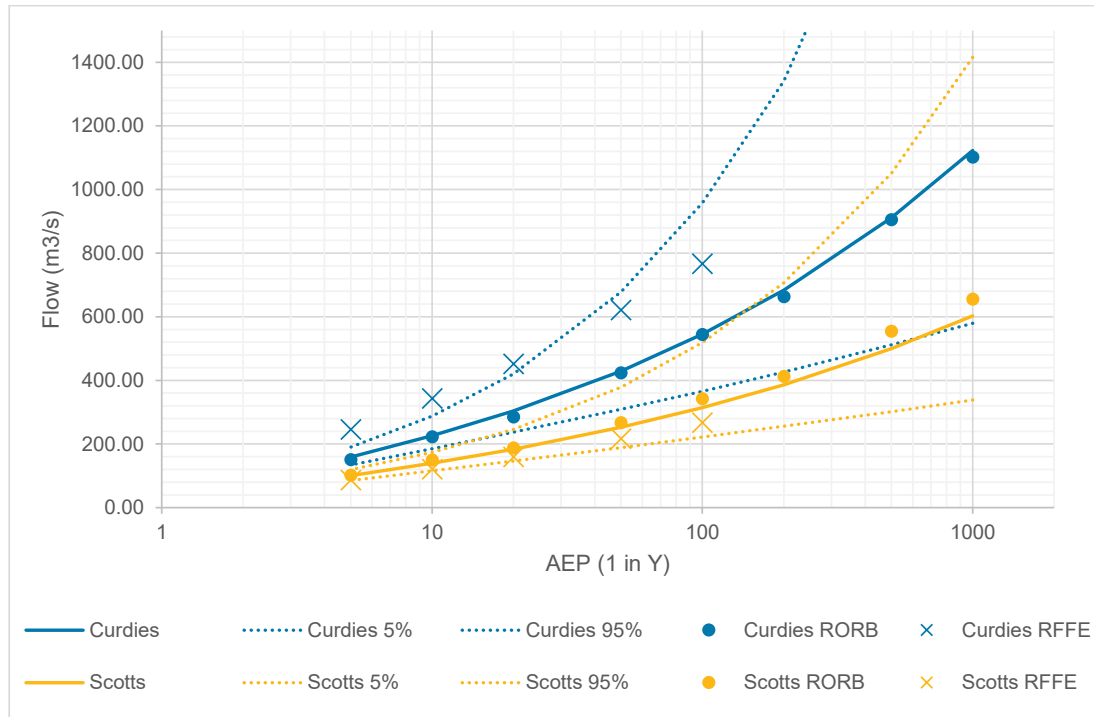


Figure 3-11 Adopted FFA curves, RORB design flows and RFE results

Table 3-5 Design Flows (m³/s), Curdies River Catchment (ARF based on 772km²)

AEP (1 in Y)	Scotts FFA	Scotts RORB	Curdies FFA	Curdies RORB	Catchment Outlet RORB
1000	602.74	655.74	1122.74	1101.71	1332.97
500	499.89	554.58	911.02	905.31	1068.88
200	386.16	412.16	684.09	663.34	777.51
100	314.22	342.21	545.08	544.17	641.04
50	252.44	267.46	428.90	423.83	504.96
20	183.67	187.23	303.61	284.72	341.19
10	139.53	150.05	225.78	222.57	266.33
5	100.47	101.62	158.87	150.56	181.47



Table 3-6 PMF estimated flows at the Curdies River at Curdie gauge and the estuary outflow

Duration (hours)	Curdies River at Curdie Flow (m ³ /s)	Outflow (m ³ /s)
1	2028	1731
2	2486	2482
3	5083	5004
6	6281	6355
9	7174	7610
12	7464	8577
24	6329	8061
36	4385	6265
48	5063	6392

3.7.2 Hydraulics

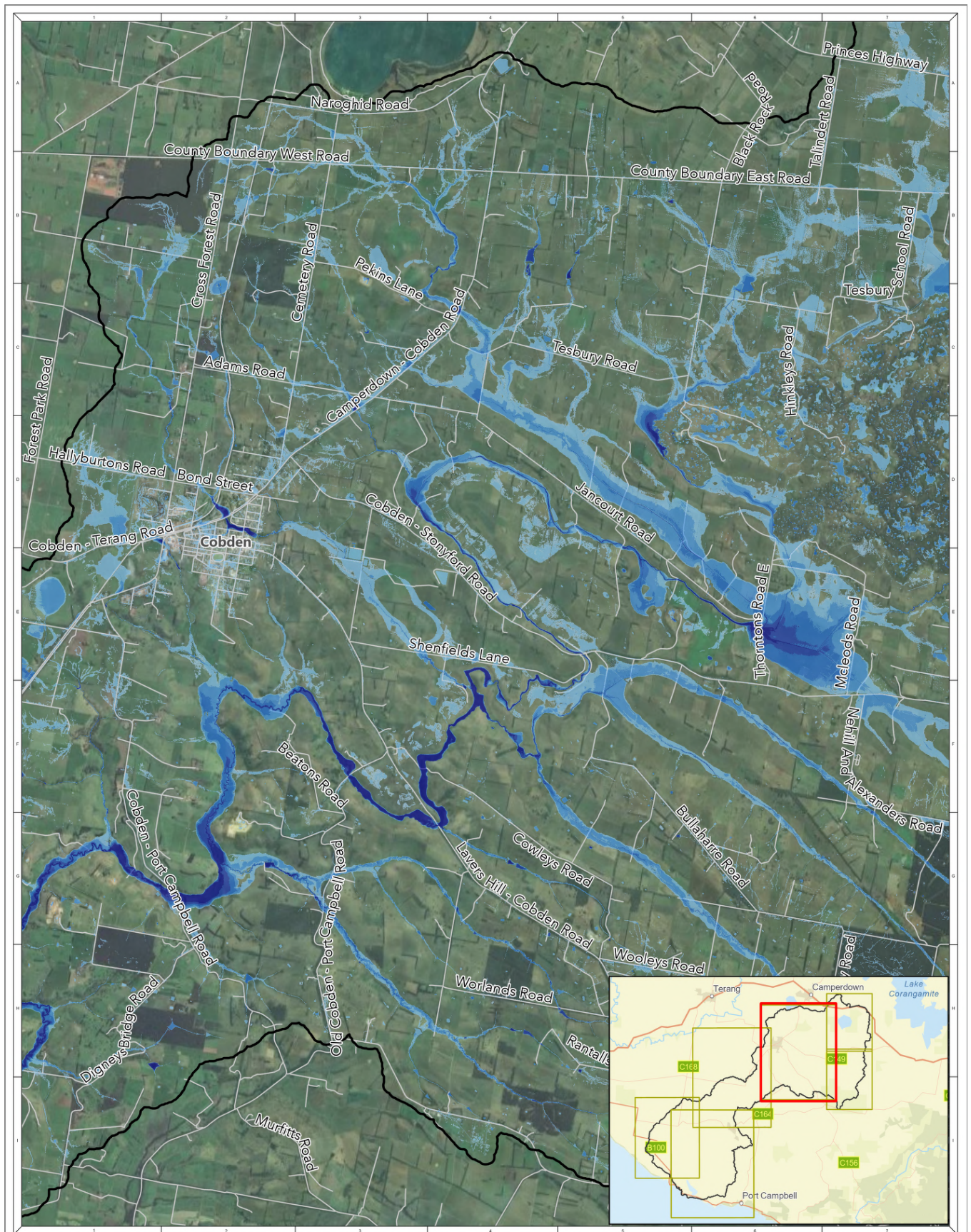
Hydraulic modelling of a range of design event magnitudes ranging from the 20% to the 1 in 1000 AEP was undertaken. The design event modelling considered 2030 under SSP5-8.5 as present day conditions, with future modelling of the 10% and 1% AEP events considering SSP3 and SSP5 to 2100. Peak flood depths for the 2030 1% AEP and the 2100 1% AEP under SSP3 in Cobden are shown below.

3.7.3 Sensitivity Testing

Model sensitivity testing was conducted on the hydrologic and hydraulic models for the following parameters:

- Losses (hydrology)
- Storage Drawdown
- Hydraulic roughness
- Pipe blockage
- Berm/Ocean conditions

The models showed expected sensitivity to losses, with initial loss having a more pronounced effect on frequent (i.e. low magnitude) events. Hydraulic roughness changes of $\pm 25\%$ produced mixed flood-level responses, with downstream-controlled areas rising under lower roughness and free-flowing areas lowering. Pipe-blockage testing (25% blockage) increased local flood levels in Cobden, though most of the town already experiences widespread overland flooding in a 1% AEP event. Testing of berm and ocean conditions showed that an open berm and lower ocean boundary reduced peak estuary levels by ~65 cm, tapering upstream, highlighting that while berm conditions affect the lower reaches, large-event flows remain the dominant driver of upstream flood levels.



<p>NOTE Water Technology Pty. Ltd. has prepared this document in accordance with instruction of Corangamite Shire for their specific use.</p> <p>DISCLAIMER Corangamite Shire and Water Technology Pty. Ltd. does not warrant that this document is definitive nor free from error and does not accept liability for any loss caused or arising from reliance upon information provided herein.</p> <p>Contains Vicmap Information © State of Victoria 2020</p>	<p>LEGEND</p> <table border="0"> <tr> <td>Flood Depth (m)</td> <td>0.5 - 1</td> <td>Railway</td> </tr> <tr> <td>< 0.1</td> <td>1.0 - 1.5</td> <td>Roads</td> </tr> <tr> <td>0.1 - 0.5</td> <td>1.5 - 2.0</td> <td>Model Extent</td> </tr> <tr> <td></td> <td>> 2.0</td> <td></td> </tr> </table> <p>0 250 500 1,000 Meters</p> <p>1:55,000 at A3</p>	Flood Depth (m)	0.5 - 1	Railway	< 0.1	1.0 - 1.5	Roads	0.1 - 0.5	1.5 - 2.0	Model Extent		> 2.0		<p>WATER TECHNOLOGY WATER ENGINEERING & ENVIRONMENTAL CONSULTANTS</p> <p>CORANGAMITE SHIRE</p>	<p>Maximum Flood Depth Map 3 1% AEP SSP3 2100</p> <p>REFERENCE: © 2019/20 Corangamite Shire, Public Works Department 2019/20, Drafting 2019/20, Drafting 2019/20</p> <p>DATE: 10/10/2020 SHEET: DRAFTED NUMBER:</p>
Flood Depth (m)	0.5 - 1	Railway													
< 0.1	1.0 - 1.5	Roads													
0.1 - 0.5	1.5 - 2.0	Model Extent													
	> 2.0														



4 FLOOD INTELLIGENCE AND WARNING

4.1 Overview

Components of the Total Flood Warning System within the Curdies River catchment were assessed, and additional components recommended with the aim of improving flood warning and monitoring capability for the population at risk of flooding. The following flood intelligence products were produced:

- Summary table of flood behaviour, impacts and roads (Curdies River only) inundated.
- Average flood peak travel time estimations.
- “Flood/No Flood” tool, providing a rough link between observed rainfall and flood magnitude.

The majority of the products were included in a draft update to the Corangamite Shire Municipal Flood Emergency Plan in addition to the Flood Risk Management Report (R03). The flood impacts summary table, flood peak travel time estimates and Flood/No Flood tool have been reproduced herein for reference. Also produced but not presented herein are high resolution A3 maps showing road inundation levels under various AEP events.

Table 4-1 Flood Impacts Summary

Flood Event	Characteristics – Flood Behaviour	Roadways Inundated by Curdies River (depth in m)
20% AEP ~168 m³/s, 4.97 metres at Curdies River at Curdie gauge	7 Cobden properties flooded above floor 6 Timboon properties flooded above floor	<ul style="list-style-type: none"> ▪ Thorntons Road E north of Jancourt Road (0.24) ▪ Maddens Bridge Road (4.09) ▪ Morehouses Bridge Road (0.32) ▪ Limeworks Road (1.3) ▪ Boggy Creek Road (0.13)* ▪ Great Ocean Road**
10% AEP ~271 m³/s, 5.75 metres at Curdies River at Curdie gauge	14 Cobden properties flooded above floor 6 Timboon properties flooded above floor	<ul style="list-style-type: none"> ▪ Thorntons Road E north of Jancourt Road (0.32) ▪ Thorntons Road E south of Jancourt Road (0.31) ▪ Maddens Bridge Road (4.53) ▪ Morehouses Bridge Road (0.79) ▪ Limeworks Road (2.03) ▪ Curdies River Road (0.71) ▪ Boggy Creek Road (0.36)* ▪ Great Ocean Road**



Flood Event	Characteristics – Flood Behaviour	Roadways Inundated by Curdies River (depth in m)
5% AEP ~350 m³/s, 6.28 metres at Curdies River at Curdie gauge	22 Cobden properties flooded above floor 7 Timboon properties flooded above floor	<ul style="list-style-type: none"> ▪ Thorntons Road E north of Jancourt Road (0.29) ▪ Thorntons Road E south of Jancourt Road (0.16) ▪ Maddens Bridge Road (4.35) ▪ Morehouses Bridge Road (1.04) ▪ Limeworks Road (2.39) ▪ Curdies River Road (1.04) ▪ Boggy Creek Road (0.60)* ▪ Great Ocean Road**
2% AEP ~508 m³/s, 7.06 metres at Curdies River at Curdie gauge	28 Cobden properties flooded above floor 7 Timboon properties flooded above floor 1 rural property flooded above floor	<ul style="list-style-type: none"> ▪ Thorntons Road E north of Jancourt Road (0.37) ▪ Thorntons Road E south of Jancourt Road (0.57) ▪ Maddens Bridge Road (4.72) ▪ Morehouses Bridge Road (1.45) ▪ Limeworks Road (3.09) ▪ Curdies River Road (1.65) ▪ Boggy Creek Road (1.02)* ▪ Great Ocean Road**
1% AEP ~645 m³/s, 7.66 metres at Curdies River at Curdie gauge	33 Cobden properties flooded above floor 7 Timboon properties flooded above floor 1 rural property flooded above floor	<ul style="list-style-type: none"> ▪ Thorntons Road E north of Jancourt Road (0.40) ▪ Thorntons Road E south of Jancourt Road (0.73) ▪ Lavers Hill-Cobden Road (0.43) ▪ Maddens Bridge Road (4.84) ▪ Morehouses Bridge Road (1.82) ▪ Limeworks Road (3.66) ▪ Curdies River Road (2.08) ▪ Curdies River Road at bend southwest of bridge (0.55) ▪ Timboon-Nullawarre Road bridge (0.43) ▪ Boggy Creek Road (1.02)* ▪ Great Ocean Road**



Flood Event	Characteristics – Flood Behaviour	Roadways Inundated by Curdies River (depth in m)
<p>1 in 200 AEP</p> <p>~784 m³/s, 8.23 metres at Curdies River at Curdie gauge</p>	<p>38 Cobden properties flooded above floor</p> <p>7 Timboon properties flooded above floor</p> <p>1 rural property flooded above floor</p>	<ul style="list-style-type: none"> ▪ Thorntons Road E north of Jancourt Road (0.56) ▪ Thorntons Road E south of Jancourt Road (0.91) ▪ Lavers Hill-Cobden Road (0.82) ▪ Cobden-Port Campbell Road (0.25) ▪ Maddens Bridge Road (5.02) ▪ Morehouses Bridge Road (2.22) ▪ Limeworks Road (4.13) ▪ Curdies River Road (2.55) ▪ Curdies River Road at bend southwest of bridge (1.13) ▪ Timboon-Nullawarre Road bridge (1.12) ▪ Boggy Creek Road (1.66)* ▪ Great Ocean Road**
<p>1 in 500 AEP</p> <p>~1053 m³/s, 9.25 metres at Curdies River at Curdie gauge</p>	<p>40 Cobden properties flooded above floor</p> <p>8 Timboon properties flooded above floor</p> <p>2 Peterborough properties flooded above floor</p> <p>3 Curdievale properties flooded above floor</p> <p>4 rural properties flooded above floor</p>	<ul style="list-style-type: none"> ▪ Thorntons Road E north of Jancourt Road (0.81) ▪ Thorntons Road E south of Jancourt Road (1.16) ▪ Lavers Hill-Cobden Road (1.29) ▪ Old Cobden-Port Campbell Road (0.31) ▪ Cobden-Port Campbell Road (0.47) ▪ Maddens Bridge Road (5.20) ▪ Morehouses Bridge Road (2.99) ▪ Limeworks Road (5.08) ▪ Curdies River Road (3.36) ▪ Curdies River Road at bend southwest of bridge (2.03) ▪ Timboon-Nullawarre Road bridge (1.96) ▪ Boggy Creek Road (2.39)* ▪ Great Ocean Road**



Flood Event	Characteristics – Flood Behaviour	Roadways Inundated by Curdies River (depth in m)
<p>1 in 1000 AEP</p> <p>~1288 m³/s, 10.08 metres at Curdies River at Curdie gauge</p>	<p>47 Cobden properties flooded above floor</p> <p>9 Timboon properties flooded above floor</p> <p>4 Peterborough properties flooded above floor</p> <p>3 Curdievale properties flooded above floor</p> <p>5 rural properties flooded above floor</p>	<ul style="list-style-type: none"> ▪ Thorntons Road E (1.41) ▪ Lavers Hill-Cobden Road (1.67) ▪ Old Cobden-Port Campbell Road (0.67) ▪ Cobden-Port Campbell Road (0.65) ▪ Maddens Bridge Road (5.43) ▪ Morehouses Bridge Road (3.59) ▪ Limeworks Road (5.62) ▪ Curdies River Road (4.01) ▪ Curdies River Road at bend southwest of bridge (2.70) ▪ Timboon-Nullawarre Road bridge (2.73) ▪ Boggy Creek Road (2.70)* ▪ Great Ocean Road**

* Influenced by berm conditions

** Strongly influenced by berm conditions, depth dependent on berm

Table 4-2 Flood peak travel times – Curdies River

Location From	Location To	Travel Time	Comments	Duration
Start of rainfall	Curdie gauge	4-6 hours	To steep rise	1 day
Start of rise	Curdie gauge	1.5 - 2.5 days	To peak (during the 2018 flood event)	
Curdie gauge	Peterborough gauge	7-12 hours	To peak	

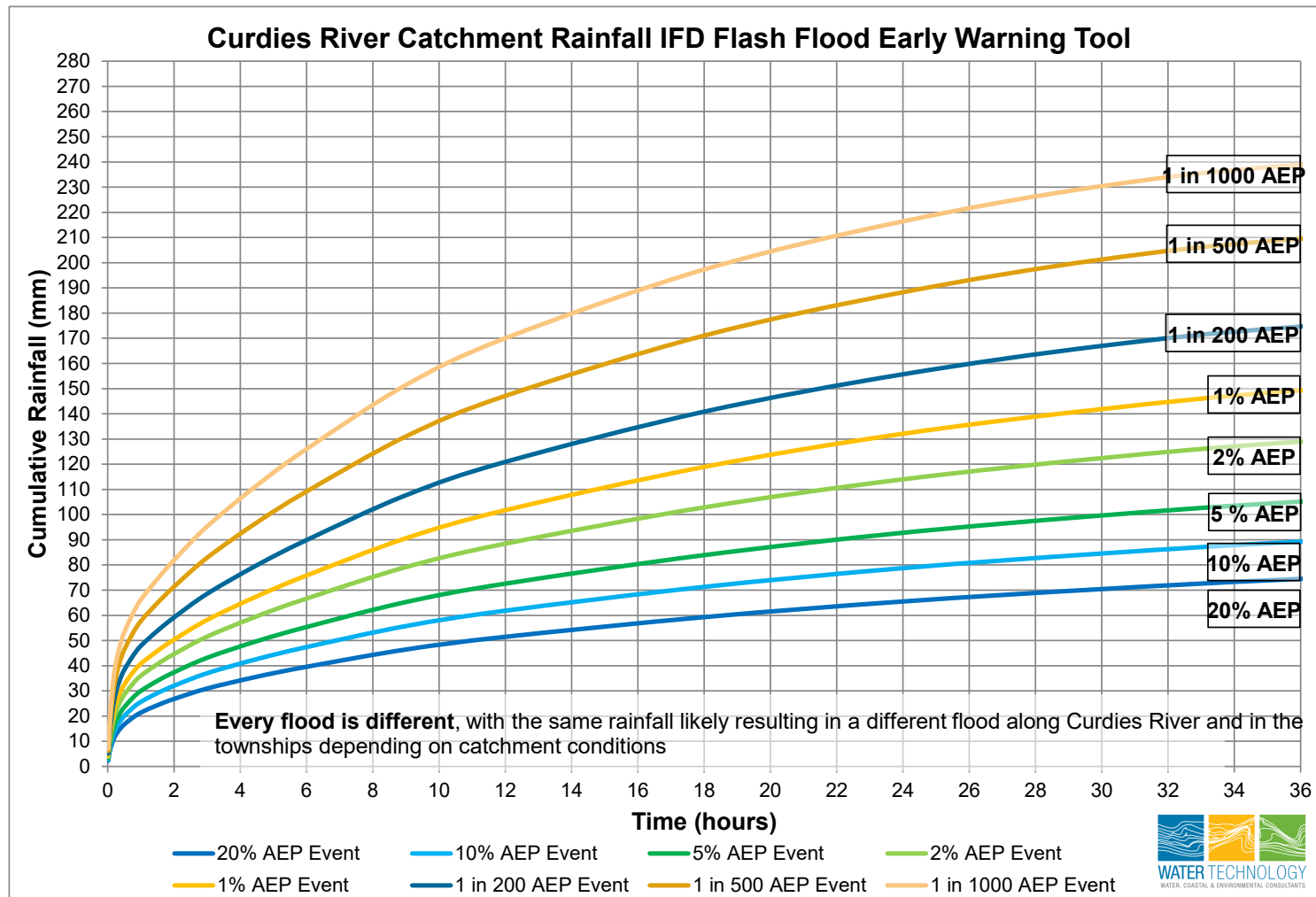


Figure 4-1 Curdies River Flood/No Flood Tool



5 FLOOD DAMAGES AND MITIGATION

5.1 Flood Damages Summary

Following completion of draft design modelling, floor level survey was commissioned for houses within or close to the draft 0.1% AEP flood extent. Flood model results for the range of existing conditions events were processed to calculate the Average Annual Damages (AAD) for the Curdies River catchment, which totals \$431,123. The damages figure takes into account flooding of roads, properties (including rural/farmland) and buildings, but does not include indirect damages such as lost economic activity as a result of road or facility closure. The damages assessment table is shown in Figure 5-1 below.

PRESENT DAY (SSP5 2030)								
ARI (years) AEP	1000yr 0.001	500yr 0.002	200yr 0.005	100yr 0.01	50yr 0.02	20yr 0.05	10yr 0.1	5yr 0.2
Residential Buildings Flooded Above Floor	42	33	24	21	18	13	10	4
Commercial Buildings Flooded Above Floor	25	23	22	19	17	14	9	0
Properties Flooded Below Floor	162	167	171	170	170	169	165	142
Total Properties Flooded	229	223	217	210	205	196	184	146
Direct Potential External Damage Cost	\$529,451	\$512,091	\$453,587	\$369,544	\$303,058	\$272,906	\$230,751	\$317,650
Direct Cobden Pool Cost	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Direct Potential Residential Damage Cost	\$2,931,055	\$2,255,414	\$1,600,965	\$1,372,800	\$1,113,445	\$785,593	\$497,243	\$192,491
Direct Potential Commercial Damage Cost	\$319,196	\$243,086	\$206,345	\$172,696	\$147,990	\$121,417	\$96,034	\$69,077
Total Direct Potential Damage Cost	\$3,879,702	\$3,110,591	\$2,360,897	\$2,015,040	\$1,664,493	\$1,279,916	\$924,028	\$679,218
Total Actual Damage Cost (0.8% Potential)	\$3,103,762	\$2,488,473	\$1,888,718	\$1,612,032	\$1,331,594	\$1,023,933	\$739,222	\$543,374
Infrastructure Damage Cost	\$2,353,691	\$2,031,895	\$1,698,462	\$1,452,919	\$1,256,483	\$1,107,048	\$918,828	\$741,582
Rural Cost	\$594,255	\$530,048	\$454,422	\$358,032	\$327,790	\$292,122	\$270,827	\$240,050
Total Cost	\$6,051,708	\$5,050,416	\$4,041,602	\$3,422,983	\$2,915,868	\$2,423,103	\$1,928,877	\$1,525,007
Average Annual Damage (AAD)	\$431,123							

Figure 5-1 Existing Conditions Average Annual Damages (AAD)

5.2 Flood Mitigation

Six structural mitigation options have been tested in the modelling to assess their potential to reduce flood damages and/or improve the level of service provided by road crossings during significant flood events. Reductions in AAD (i.e. savings) were discounted by 6% per year over 30 years, with the total net present value of savings in that period compared to the estimated capital and maintenance costs of the mitigation works. The resultant total project cost was then produced along with a benefit/cost ratio to determine if the concept is financially sound from a pure flood damage cost reduction perspective.

The options tested are as follows:

- Option 1: Upgrade culverts, flood wall and stormwater pump at Cobden Pool
- Option 2: Raise bridge and approaches at Morehouses Bridge Road – Curdies River Crossing
- Option 3: Upgrade culvert at Morehouses Bridge Road – Unnamed Tributary Crossing
- Option 4: Additional culvert pipes along Timboon-Nullawarre Road
- Option 5: Raise bridge and approaches at Lavers Hill-Cobden Road
- Option 6: Raise road and installing 10 culverts at Maddens Bridge Road (concept not pursued to cost estimation)

Five mitigation options were fully assessed including cost estimation and cost/benefit analysis. One option focused on protecting the Cobden Pool (Option 1) while the other options aimed to improve flood immunity and service levels on key roads.



Direct cost of flood damages mainly relates to above-floor property flooding. Cheap mitigation options which significantly reduce the frequency and number of properties subject to above floor flooding are therefore likely to achieve neutral/positive cost benefit analyses and therefore “stack up” financially. Road-resilience upgrades generally do not achieve a neutral or positive cost benefit ratio because they are costly and produce only small reductions in average annual damages. This is because the average cost of damage caused by road inundation is low compared to the cost of upgrades such as new culverts, bridges or raised roads.

However, road-focused options provide indirect benefits by reducing the frequency of road closures and supporting uninterrupted economic activity. For example, during the 2022 floodint in Corangamite Shire, milk tankers were unable to reach dairy farms, forcing some producers to dump large quantities of milk. This obviously has a cost associated with it but is not a “direct” damage cost attributable to the flood.

A summary of each modelled mitigation option is provided in Table 5-1. More detailed assessment information and model results are provided in R03 – Floodplain Risk Management Report.

Table 5-1 Mitigation options investigated

#	Location	Mitigation Strategy	Cost Estimate	Cost/Benefit	Comment
1	Cobden Pool	Upgraded culverts, flood wall, stormwater pump	\$2.1 million (circular pipe configuration)	0.126 (circular pipe configuration)	Pipes are very expensive however inundation of the pool is expected to become more and more frequent. Cost/Benefit suggests it is cheaper to replace equipment after floods than to mitigate.
2	Morehouses Bridge Road – Curdies River Crossing	Raise bridge and approaches	\$2 million	0.002	Benefits from road immunity are mostly indirect and not measurable in dollar terms.
3	Morehouses Bridge Road – Unnamed Tributary Crossing	Upgraded culvert	\$610,000	0.003	Benefits from road immunity are mostly indirect and not measurable in dollar terms.
4	Timboon-Nullawarre Road	Additional culvert pipes	\$640,000	0.004	Benefits from road immunity are mostly indirect and not measurable in dollar terms.
5	Lavers Hill-Cobden Road	Raise bridge and approaches	\$3.4 million	0.000	Benefits from road immunity are mostly indirect and not measurable in dollar terms.



#	Location	Mitigation Strategy	Cost Estimate	Cost/Benefit	Comment
6	Maddens Bridge Road	Initial test of bank of ten culverts abandoned – flow in river is too high in frequent events	Not estimated	Not determined	Large bridge likely required if flood immunity is required in this location. Road closure and utilisation of other crossings is recommended.

5.3 Planning Scheme Mapping

Potential future flood impacts can be mitigated through updates to the local planning scheme to incorporate the flood intelligence produced by this flood study. Updating the planning scheme mapping enables development applications within the floodplain to be assessed in accordance with current national, state, regional and local policy frameworks. This approach helps prevent inappropriate development within the floodplain, reducing the number of future buildings and occupants exposed to flood risk. By implementing appropriate planning controls, the number of buildings exposed to flood risks can remain low, reducing the likelihood and severity of future natural disaster impacts.

The draft flood related overlays for this study have been developed based on Planning Practice Note 12 (PPN12) and with consideration of Clause 13 of the Victorian Planning Provisions. The overlays have been delineated based on the 1% AEP event, which is adopted as the design flood event and referred to as the 100-year ARI event in PPN12. The overlays also consider climate change in accordance with the requirements of Clause 13.01-1S by projecting the 1% AEP event to 2100 utilising the best available data and latest guidance for consideration of climate change in flood estimation. Sea level rise of 0.8 metres by 2100 is planned for in accordance with Clause 13.01-2S.

Within the design flood event extent, the Floodway Overlay (FO) has been applied to those areas where one or more of the following hazard criteria are exceeded:

- Flood depths ≥ 0.3 metres, and/or
- Flood velocities ≥ 2.0 m/s, and/or
- Product of depth and velocity ≥ 0.3 m²/s

The above FO threshold was advised by the Corangamite CMA and aligns with the “H2” hazard classification threshold as detailed in the Australian Disaster Resilience Guideline 7-3 *Flood Hazard* (AIDR 2017) and ARR v4.2. Land Subject to Inundation Overlay (LSIO) has been applied to the balance of the flood extent with lower flood risk than the areas assigned FO. The Special Building Overlay (SBO) has been applied to a number of small areas within Cobden that are subject to hazardous stormwater flooding which does not fit the PPN12 definition of “mainstream flooding”. Additional areas subject to less hazardous flooding within Cobden are recommended to be managed via the building permit system, ensuring floor levels are cognisant of flooding.

While the modelling/mapping area covers the entire catchment, distinction between waterway flooding and overland flooding in the context of planning overlays is necessary to avoid unnecessarily overburdening the planning system. Waterway flooding was delineated using the Vicmap lite hydro watercourse layer (VMLITE_HY_WATERCOURSE). Areas of flood extent which did not interact with waterways represented in this layer were excluded from the mapping. In addition shallow and sheet flow in paddocks, such as overtopping or rural drains in large rainfall events and upper catchment sheet flows, was removed from the planning scheme mapping. The removal of these areas ensures the planning scheme mapping applies only to areas of mainstream flooding in accordance with PPN12.

Draft planning scheme mapping is shown in Figure 5-2, Figure 5-3 and Figure 5-4 below.

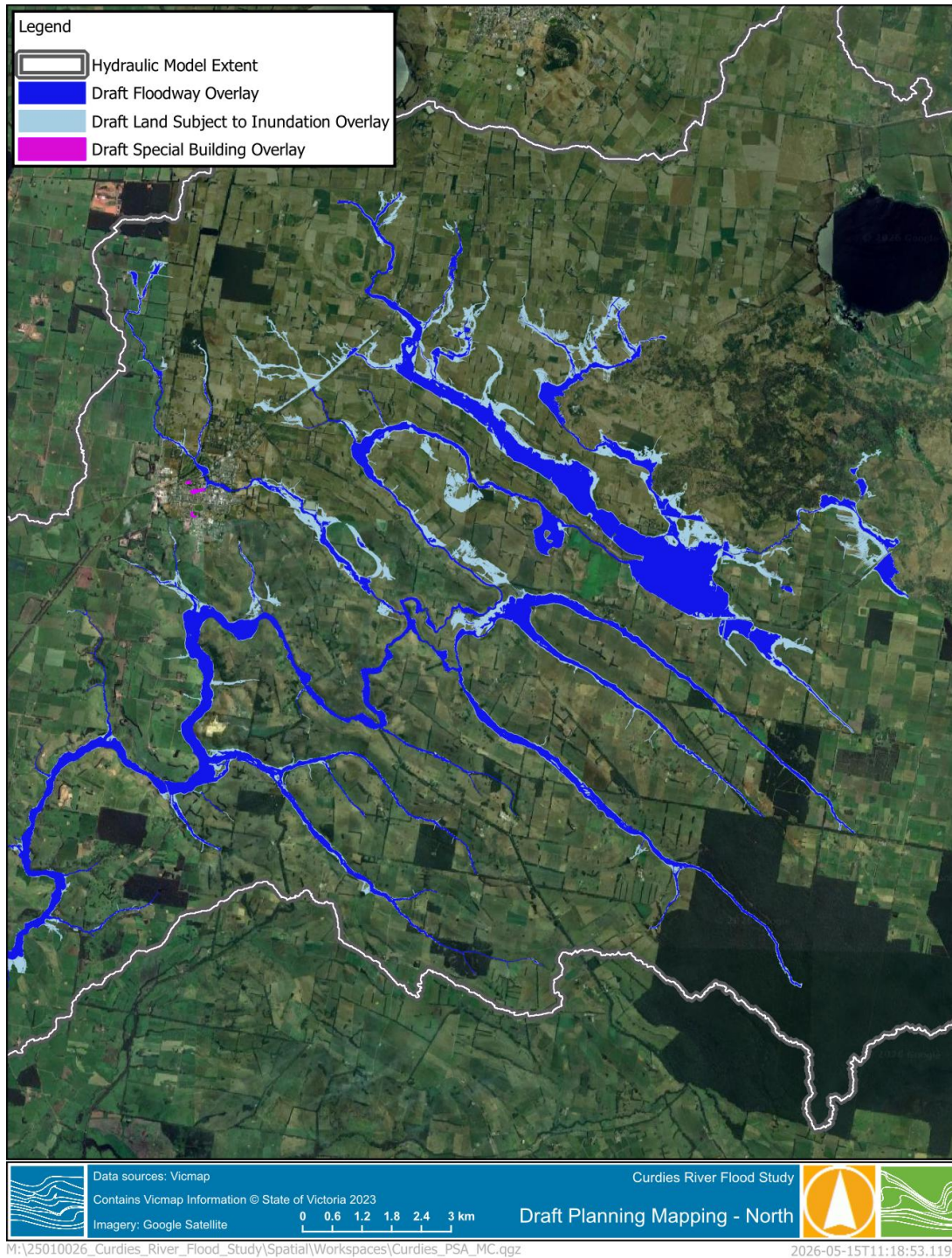


Figure 5-2 Draft planning scheme mapping - North

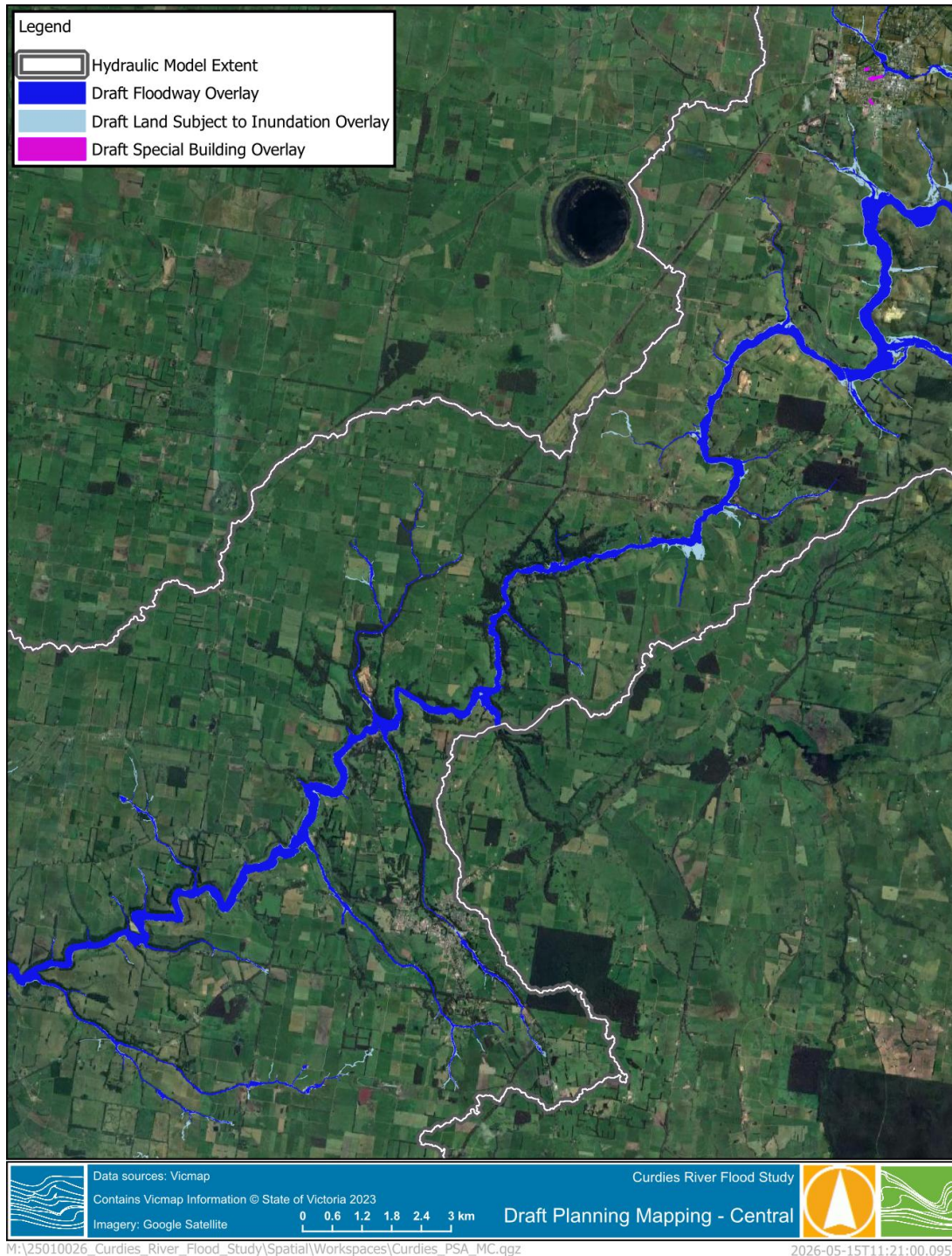


Figure 5-3 Draft planning scheme mapping - Central

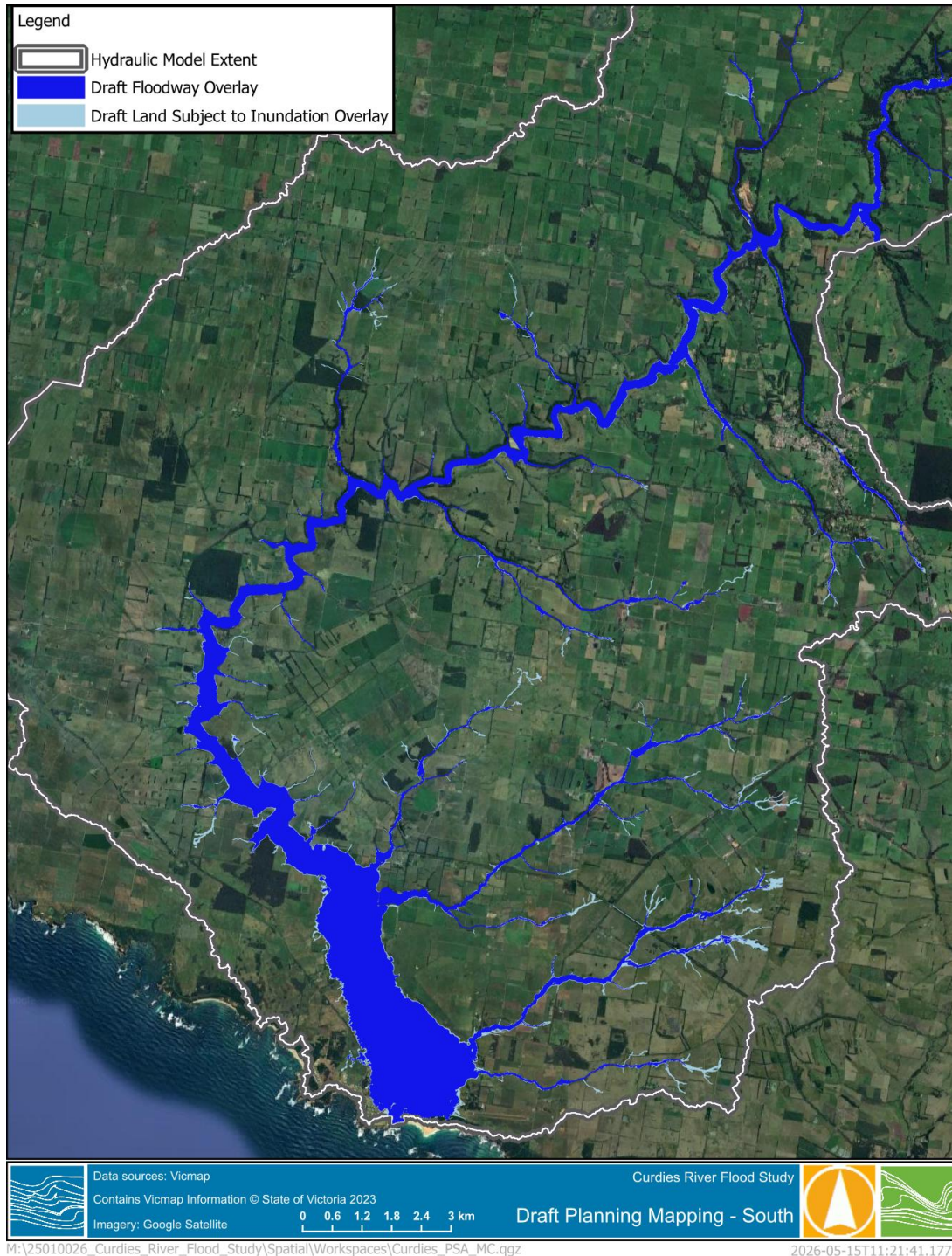


Figure 5-4 Draft planning scheme mapping - South



6 SUMMARY

The Curdies River Flood Study has produced detailed flood modelling of the Curdies River catchment including the townships of Cobden, Timboon, Curdievale and Peterborough. The mapping and flood intelligence produced is fit for the purposes of flood emergency planning and response, statutory and strategic planning, and asset upgrade planning.

The study also evaluated current flood impacts through Average Annual Damages (AAD) analysis and assessed structural mitigation options to reduce these damages. Flood intelligence products have been incorporated into a draft update of the Corangamite Shire Municipal Emergency Management Plan. To enhance flood warning and data collection capabilities, the study recommends the installation of two additional rainfall gauges.

The following actions are recommended for consideration by Corangamite Shire Council and the Corangamite Catchment Management Authority to support improved floodplain management, emergency preparedness, and community resilience within the Curdies River catchment:

- That the findings of the study be considered by the relevant authorities;
- The additions to the draft Municipal Flood Emergency Plan are adopted into a working version of the plan;
- Flood mapping produced by the study is shared with the community;
- The draft planning scheme mapping is considered for adoption in the Corangamite Shire planning scheme;
- Community education regarding flood damages and risk is carried out;
- The viability of additional gauges as recommended in the Flood Warning assessment are investigated in partnership with the Bureau of Meteorology;
- The model files and other deliverables of the study are filed by both authorities for future use.

Future flood events within the Curdies River catchment should be closely monitored and compared against the outcomes of this study. Where feasible, flood levels should be marked and surveyed to support validation. If observed flood behaviour deviates from the modelled results, the underlying causes should be investigated, and an update to the study should be considered to ensure its ongoing accuracy and relevance.



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9.7 Mount Leura and Mount Sugarloaf Committee Nominations and Annual Report for 2026

Directorate: Sustainable Development

Author: Jessica Maxwell, Environment Projects Officer

Executive Summary

The Mt Leura and Mt Sugarloaf Management Committee is a Community Asset Committee of Council, established initially in 1995. The Committee's role is to implement the Mt Leura and Mt Sugarloaf Management Plan and Risk Management Plan. The Committee comprises six community representatives and one Council representative. Community representatives are elected to the Committee for a three-year term, with two positions advertised annually.

The Committee manages the Reserves in accordance with the Mount Leura and Mount Sugarloaf Management Plan 2013–2018 and the Risk Management Plan. These plans were developed following extensive consultation with the community and stakeholders. They capture the expectations of Council, Committee and the community to guide the management and development of the Reserves.

The existing plans now require revision and updating to meet current legislation and to reflect the level of progress achieved over the past 13 years. The Committee has revised and updated the Plans accordingly. This report presents the revised Mount Leura and Mount Sugarloaf Management Plan 2026-2036 and Mt Leura and Mt Sugarloaf Risk Management Plan 2026 for Council's consideration and adoption.

This report also presents the Mt Leura and Mt Sugarloaf Management Committee annual update for 2025-2026 and provides advice to Council on the appointment of two community representatives to the Committee.

Recommendation

That Council:

1. **Adopts the Mt Leura and Mt Sugarloaf Management Plan 2026-2036.**
2. **Adopts the Mt Leura and Mt Sugarloaf Risk Management Plan 2026.**
3. **Appoints Frances Grundy and Caroline Duynhoven as community representatives on the Mt Leura and Mt Sugarloaf Management Committee for a three-year term.**
4. **Receives the Mt Leura and Mt Sugarloaf Reserve Management Committee annual update for 2025-2026.**

Discussion/Key Matters/Issues

Mount Leura and Mount Sugarloaf Management Plan 2026-2036 and Risk Management Plan 2026

The Mt Leura and Mt Sugarloaf Management Committee currently manage the Reserves in accordance with the Mount Leura and Mount Sugarloaf Management Plan 2013–2018. The Committee, with support from Council officers, have undertaken a review and update of this plan to develop the revised Mount Leura and Mount Sugarloaf Management Plan 2026–2036 (attached).

The review included a comprehensive assessment of all works and actions achieved to date. Many of the issues and aspirations listed in the current Management Plan have been achieved and are no longer relevant. For example, cessation of the grazing lease and construction of an all-weather hub for educational activities and meetings.

The existing Plan was developed following extensive consultation with the community consultation and stakeholders, including schools, community groups, user groups, neighbouring landholders, and government agencies. The revised Management Plan maintains the vision and key objectives of the existing plan, with updated actions.

The revised Management Plan includes updated guidance for revegetation informed by a 2022 report that investigated tree stem density and vegetation establishment across the Reserves. This report assisted the Committee to identify future priorities for revegetation, including understorey planting of native shrubs and grasses to support ecological resilience.

The Risk Management Plan for the Reserves was reviewed and updated to ensure that it is consistent with the revised Management Plan and to address current risks and opportunities that have developed over time. For example, increased use of drones on the reserves has required the installation of 'no drones' signage at the top car park. There are also new opportunities for ecological burning or cultural burning as a risk reduction and vegetation management tool.

Mt Leura and Mt Sugarloaf Annual Update 2025-2026

Over the past year, the Mt Leura and Mt Sugarloaf Management Committee has worked towards implementation of the Management Plan.

Committee achievements for the past year have included:

- Acquitting the \$10,000 grant from the Corangamite Catchment Management Authority.
- Controlling woody and non-woody weeds across 50 hectares.
- Completion of Hollows for Habitat Project part 3.

- Designing and installing a sign about the history of the Mount Sugarloaf quarry.
- Planting 1270 indigenous plants for understorey biodiversity including the addition of Showy Podolepis and Cherry Ballart
- Reviewing and updating the Mount Leura Management Plan and Risk Management Plan.

An annual calendar of events is co-managed with the Friends of Mt Leura (FoML) community group. Over the past year events delivered by the Committee and FoML have included:

- NAIDOC week activities attended by over 50 people
- Come and Explore Day with included activities including a cultural walk led by Brett Clarke and launch of the iNaturalist citizen science project.
- Ninth annual 'Four Peaks Challenge' event which was attended by over 100 people.
- Plant propagation workshops including a mistletoe propagation
- Monthly working bees at the Reserves
- Guest speaker events, including a talk on the history and culture of the Djargurd Wurrong people from local historian Bob Lambell.

The Mt Leura and Mt Sugarloaf Reserves Officer (0.2 FTE) is employed to undertake ongoing maintenance activities at the Reserves

Duties carried out by the Reserves Officer in 2025-2026 included:

- Coordination of contractors including arborists, landscapers and weed control.
- Assisted with the completion of the annual hazard and maintenance schedule, including addressing necessary work identified.
- Installed new signage across the Reserves.
- Assisted the Committee to undertake monitoring and management of weeds across the Reserves.

Volunteers and community partnerships remain strong with Committee members and volunteers of FoML contributing over 1000 hours of volunteer hours to projects over the past 12 months. In-kind labour for Mount Leura and Mount Sugarloaf is estimated to total \$25,000 for the 2025-2026 (based on 1000 hours valued at \$25 per hour).

Committee Appointments

In accordance with the Committee's Instrument of Delegation, Council is required to advertise two vacant Committee positions annually with terms of three years. These positions were advertised for a period of four weeks during April 2026. Council received three nominations (provided under separate cover) for the two available positions.

Five Committee members considered the nominations according to the selection criteria, to provide advice to Council. The recommendation of the Committee is for Caroline Duynhoven and Frances Grundy to be appointed to the Committee for a three-year term. These two nominees meet the selection criteria and current and future skills required by the Committee.

Options for Council Consideration

Council may adopt the Mt Leura and Mt Sugarloaf Management Plan 2026-2036 and Mt Leura and Mt Sugarloaf Risk Management Plan as presented. Alternatively, Council may request amendments to the Plans prior to adoption.

Council may receive the Mt Leura and Mt Sugarloaf annual update for 2025-2026 as tabled or alternatively chose not to receive the update.

Council may appoint Caroline Duynhoven and Frances Grundy to fill the two vacant positions on the Mt Leura and Mt Sugarloaf Management Committee for a three-year term. Alternatively, Council may decide not to appoint the nominees and readvertise the vacancies.

Alignment to Council Plan

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

A growing and prosperous economy

Enhance and promote tourism opportunities

Quality infrastructure and community connections

Provide and promote walking and cycling infrastructure

Protection and enhancement of our Environment

Protect biodiversity and our natural assets

Relevant Law/Policy/Legal Implications

Under the *Local Government Act* 2020, the Committee operates in accordance with the Instrument of Delegation for Community Asset Committees. Under C7 of the Instrument of Delegation:

- the Mount Leura and Mount Sugarloaf Management Plan must be approved by Council.
- Council is required to advertise two vacant Committee positions annually with a term of three years.

Collaborative Procurement

Nil

Consultation and Engagement

The existing Mt Leura and Mt Sugarloaf Management Plan was developed following extensive consultation with the community and stakeholders, including schools, community groups, user groups, neighbouring landholders, and government agencies. The revised Management Plan maintains the vision and objectives of this Plan.

The Risk Management Plan was reviewed by the Committee and Council Officers, including Council's Risk Management Coordinator.

Nominations for the Committee vacancies were advertised through local newspapers and on Council's website and Facebook page for four weeks during April 2026.

Financial Considerations

The Committee received an allocation of \$34,000 during 2025-2026 to deliver the annual work program. Future allocations to the Committee will be considered as part of Council's annual budget process.

Diversity and Inclusion Considerations

Access to Mt Leura and Mt Sugarloaf is a key principle of the management plan, with the car park at the Mt Leura summit providing opportunity for individuals to drive to the peak. The Risk Management Plan addresses the actions taken to continue to provide an accessible destination to the community.

Environmental and Climate Change Considerations

Climate Change has been considered in the revision of the Management Plan and Risk Management Plan with the potential change in distribution of pest animals and weeds on the Reserves. The Risk Management Plan addresses measures for extreme weather events including heavy rainfall or extreme heat which may occur more frequently.

Risk Consideration

The Risk Management Plan was revised and updated in accordance with current risk management standards. This Plan supports the Committee and Council to mitigate risks associated with the use and management of the Reserves.

Conflict of Interest

No officer involved in the preparation of this report declared a general or material conflict of interest.

Pursuant to sections 3(1) and 66(5) of the *Local Government Act 2020* the Chief Executive Officer has designated this report and its attachments as confidential on the grounds that it contains personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs. In particular the report contains information regarding the appointment of new Committee members to the Mt Leura & Mt Sugarloaf Management Committee.

Attachments

1. CONFIDENTIAL REDACTED - Committee Nomination Panel Assessment Summary Report [9.7.1 - 2 pages]
2. CONFIDENTIAL REDACTED - 1. Committee Nomination [9.7.2 - 2 pages]
3. CONFIDENTIAL REDACTED - 2. Committee Nomination [9.7.3 - 2 pages]
4. CONFIDENTIAL REDACTED - 3. Committee Nomination [9.7.4 - 2 pages]
5. Mount Leura and Mount Sugarloaf Management Plan 2026-2036 [9.7.5 - 33 pages]
6. Mount Leura and Mount Sugarloaf Risk Management Plan 2026 [9.7.6 - 30 pages]
7. Under Separate Cover - Mount Leura and Mount Sugarloaf Management Plan 2026 - 2036 - Tracked Changes [9.7.7 - 74 pages]
8. Under Separate Cover - Mount Leura and Mount Sugarloaf Risk Management Plan 2026 - Tracked Changes [9.7.8 - 36 pages]



**CORANGAMITE
SHIRE**

MOUNT LEURA AND MOUNT SUGARLOAF MANAGEMENT PLAN

2026 -2036

Corangamite Shire

Revised & Updated 2026

MOUNT LEURA AND MOUNT SUGARLOAF MANAGEMENT PLAN 2026-2036

Prepared by:

Corangamite Shire Council

Mount Leura and Mount Sugarloaf Management Committee

List of Acronyms

AP: Council's Asset Planning Department
CAMS: Confederation for Australian Motorsports
CC: Camperdown College
CFA: Country Fire Authority
CCMA: Corangamite Catchment Management Authority
DEECA: Department of Energy, Environment and Climate Action
DE: Department of Education
E&E: Council's Environment and Emergency Department
E&P: Council's Economy and Prosperity Department
F&R: Council's Facilities and Recreation Department
FoML: Friends of Mt Leura Inc.
FoFW: Friends of the Forgotten Woodlands
G&CS: Council's Governance and Civic Support Department
HDLN: Heytesbury District Landcare Network
MLMSMC: Mt Leura & Mt Sugarloaf Management Committee
P&A Society: Camperdown Pastoral and Agricultural Society
RS: Council's Regulatory Services Department
RTC: Camperdown – Timboon Rail Trail Committee
SES: State Emergency Service
VVP: Victorian Volcanic Plains

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Executive Summary

The Management Plan sets the future direction for the management of the Mt Leura and Mt Sugarloaf Reserves over the next ten years. It builds on the previous achievements through the *Mt Leura and Mt Sugarloaf Landscape Master Management Plan, Management Plan and Implementation Management Plan 1994 and 1998*, and the *Management Plan 2013-2018*. The current Management Plan aims to meet the expectations of users, stakeholders and the local community.

There are four parts to this Management Plan, comprising:

Part A: Introducing the Management Plan

Part B: Strategic Directions

Part C: Table of Actions

Part D: Appendices

This Management Plan maintains a vision in which the Mt Leura and Mt Sugarloaf Reserves are an environmental and geological asset, a place for diverse recreational and educational activities, and a regional tourist destination where people can reconnect with nature in a safe and scenic environment.

The vision is underpinned by five key objectives which have been identified and refined through consultation. These are:

- *One: Enhance the Visitor Experience*
- *Two: Protect and Enhance Environmental and Landscape Values*
- *Three: Develop Promotional and Educational Opportunities*
- *Four: Support Long Term Viability of the Reserves*
- *Five: Mitigate Risks to Users and Surrounding Residents*

Each of these key objectives is supported by a number of strategies to be implemented over the life of the Management Plan.

PART A: INTRODUCING THE MANAGEMENT PLAN

1. Introduction

The Mt Leura and Mt Sugarloaf Reserves are located within the Leura Maar Complex a nationally significant landform at the south-eastern boundary of Camperdown. The two adjoining parcels of land are owned by Corangamite Shire Council and National Trust of Australia (Victoria). The Reserves are managed together on behalf of Council by the Mt Leura and Mt Sugarloaf Management Committee, an Asset Committee of Council established under *Local Government Act 2020*.

This Management Plan sets the future direction for management of the Mt Leura and Mt Sugarloaf Reserves over the next ten years. It builds on the previous achievements of the *Mt Leura and Mt Sugarloaf Landscape Master Management Plan, Management Plan and Implementation Management Plan* (1994 & 1998) and the *Management Plan 2013-2018* whilst aiming to meet the current expectations of users, stakeholders and the local community.

1.1 Structure of the Management Plan

There are four parts to this Management Plan, comprising:

Part A: Introducing the Management Plan

Part B: Strategic Directions

Part C: Table of Actions

Part D: Appendices

1.2 Management Plan Timeframe

This Management Plan sets out specific management actions to be implemented over a ten-year timeframe (2026 to 2036). Implementation of these actions will be reviewed annually, and progress towards the Management Plan's key objectives at the end of the ten-year timeframe.

Longer term prescriptions for management of the Reserves' vegetation representing the long-term goal of recreating the Reserves' original Ecological Vegetation Classes (EVC): 'Scoria Cone Woodland' (EVC 894) and 'Herb-Rich Foothill Forest' (EVC 23) are therefore intended to be implemented over a longer period than the ten-year timeframe of this Management Plan.

1.3 Management Plan Development

This Management Plan supersedes the Mt Leura and Mt Sugarloaf Implementation Management Plan 2013-2018. This Management Plan was developed through an in-depth review of the previous plan, including works and actions completed to date by the Management Committee. The Management Plan maintains the visions and objectives of the previous plan.

1.4 Landscape Context

The Mt Leura Reserve occurs within the Public Park and Recreation Zone, while Mt Sugarloaf lies within the Farming Zone. Both Reserves are subject to a Significant Landscape Overlay for the protection of landscape values and significant volcanic features. Agricultural land abuts the Reserves' eastern, southern and western boundaries, with

residential development adjoining the northern boundary. The Reserves also adjoin the Camperdown Showgrounds and the Leura Oval Recreation Reserve. The Reserves and key features are shown in Appendix Map 1.

1.5 History

The Camperdown district was originally inhabited by indigenous people of the Leehura gundidj language group, who reportedly named Mt Sugarloaf 'Tuunumbee Heear' or 'moving moving woman'. Mt Leura and Mt Sugarloaf were used by the Leehura people as signaling towers and as lookouts to observe the movements of game and neighbouring peoples. The mounts were also important landmarks and were used as a guide for the Leehura's semi-nomadic lifestyle.

European settlement in the region was pioneered by the Manifold brothers, who settled vast tracts of land within the district for sheep grazing. In 1839, the Manifolds settled on the banks of Lake Purrumbete and took possession of 32,000 hectares of land which included Mt Leura and Mt Sugarloaf. The family gifted the Mt Leura Reserve to the Shire of Hampden in January 1899, while Mt Sugarloaf passed into the ownership of another private landholder.

The Mt Leura Reserve became the property of the Town of Camperdown Council when the municipality was established in 1953 and was transferred to the Corangamite Shire following amalgamation in 1995. Grazing was excluded in the 1960s and the Reserve has been managed as public open space since then.

The Mt Sugarloaf Reserve was historically used for grazing and quarrying and was privately owned until the National Trust of Australia (Victoria) acquired the property in 1972 following community concern about quarrying on the western slope of Mt Sugarloaf. The Reserve was subsequently leased out for grazing until Corangamite Shire Council took over the lease and established annual grazing permits within the Reserves in 2005. These ceased in 2024.

1.6 The Mt Leura and Mt Sugarloaf Management Committee

In 1991, the Town of Camperdown Council established an Advisory Committee to advise Council on management issues relating to the Mt Leura Reserve and to develop a Management Plan to guide development of the site's environmental, recreational, geological and cultural values. After discussions with the National Trust of Victoria, it was decided that the Advisory Committee Management Plan would also include the Mt. Sugarloaf Reserves.

Compiled by consultants Thompson, Hay and Associates the *Mt Leura and Mt Sugarloaf Landscape Master Management Plan; Management Plan and Implementation Management Plan* was finalised in 1994 and recommended the establishment of a Special Committee of Council to manage and develop the Mt Leura Reserve, in conjunction with the adjoining Mt Sugarloaf Reserve. From this recommendation, the Mt Leura and Mt Sugarloaf Management Committee (formerly known as the 'Development Committee') was formed and charged with the role of implementing the Management Plan. A revision of the *Master Management Plan, Management Plan and Implementation Management Plan* was undertaken in 1998.

A new Management Plan, *Mount Leura and Mount Sugarloaf Management Plan 2013-2018*, was adopted by Council in 2013 after extensive community engagement and consultation. This Plan was revised and updated in 2026, with the current Management Plan 2026-2036 adopted by Council in xx.

The Management Committee membership consists of six volunteer community members and one delegated Council representative, with each community position renewed at the end of a three-year term. A part-time Project Officer position is currently funded by Council and

through grants secured by the Management Committee. The Project Officer undertakes on-ground works within the Reserves as directed by Council and the Management Committee.

1.7 Restoration of the Mt Leura and Mt Sugarloaf Reserves

The key objective of the 1994 Management Plan was to 'enhance the scenic, educational and scientific interest of the Reserves through revegetation with indigenous flora'. The Management Plan included a landscape master Management Plan which provided prescriptive actions to restore indigenous vegetation to the Reserves over 50-80 years. The Management Plan utilised historical records, existing specimens of indigenous vegetation and vegetation surveys within the surrounding district to determine the structure and composition of vegetation originally found on the Reserves.

The Management Plan outlined a list of indigenous species known or thought to have occurred on the mounts prior to settlement and provided management guidelines for their reintroduction to the Reserves. The indigenous vegetation once thought to cover the Reserves prior to European settlement is a combination of two different Ecological Vegetation Classes (EVC). These being 'Scoria Cone Woodland' (EVC 894) and 'Herb-Rich Foothill Forest' (EVC 23).

The Management Committee has sought to achieve the original Management Plan's vision by undertaking an extensive revegetation campaign. To date, over 500 pine and cypress trees have been removed, with more than 35,000 indigenous trees and 60,000 indigenous grasses planted across the Reserves. In recent times the Management Committee have extended revegetation to include targeted understory and bird corridor planting. The commencement of restoring the last greenfield site located on the western boundary was completed in 2024.

In 2022, the Management Committee engaged the services of Biodiversity Services to review revegetation lists (see Appendix 2; Biodiversity Services Revegetation List) and offer advice regarding vegetation management which has informed the current Management Plan.

1.8 Community Involvement

A strong level of community ownership and support has been instrumental in the success of the Project, with assistance having been provided by a broad range of organisations, groups and individuals over the years.

The Friends of Mt Leura Inc. (FoML) have contributed a substantial number of volunteer hours to support the revegetation project and contributes to ongoing maintenance of the Reserves. The group also works to promote the project across the wider community through a shared calendar of events.

Staff and students at Camperdown College have also had a high level of involvement since the Project's inception. A nursery, constructed on Camperdown College grounds in 1994, has been utilised by the school and by the Management Committee to propagate the vast majority of indigenous plants that have been planted across the Reserves. Camperdown College also donated the building that is now the Volcanic Education Centre (VEC). This partnership has served to build environmental awareness and appreciation among the young people of Camperdown whilst also fostering a sense of wider community ownership over the project.

PART B: STRATEGIC DIRECTIONS

2. Vision and Key Objectives

2.1 Vision for the Reserves

This revised Management Plan supports the ongoing implementation of the vision for the Reserves established for the previous Management Plan as detailed below:

THE MT LEURA AND MT SUGARLOAF RESERVES ARE AN ENVIRONMENTAL AND GEOLOGICAL ASSET, A PLACE FOR DIVERSE RECREATIONAL AND EDUCATIONAL ACTIVITIES, AND A REGIONAL TOURIST DESTINATION WHERE PEOPLE CAN RECONNECT WITH NATURE IN A SAFE AND SCENIC ENVIRONMENT.

2.2 Key Objectives

The future Vision continues to be underpinned by the following five key objectives

- *One: Enhance the Visitor Experience*
- *Two: Protect and Enhance Environmental and Landscape Values*
- *Three: Develop Promotional and Educational Opportunities*
- *Four: Support Long term Viability of the Reserves*
- *Five: Mitigate Risks to Users and Surrounding Residents*

2.3 Strategies

The Management Plan's key objectives are supported by a number of strategies to be implemented over the life of the Project.

Some recently completed initiatives include:

- Establishment of a Volcanic Educational Centre to provide an all-weather hub for educational activities and meetings.
- Liaising with Camperdown Pastoral and Agricultural Society to provide toilet facilities for Management Committee events.
- Establishment of a new self-guided interpretive walk, including a Volcanology Trail about the site's geology.
- Upgraded walking trail signage.
- VVP Wildflower Demonstration Garden as a community educational resource.
- Development of a range of signs and activities recognising the local Traditional Owners' connections to the Reserves.
- Installation of pedestrian data counters which facilitate monthly visitor data collection.

Several of these strategies represent new initiatives, while others seek to either continue or further develop current management activities.

Some future initiatives outlined in this Management Plan include:

- Where practical upgrades of walking tracks and upper carpark area to improve all ability access and track safety.

- Continued interpretive signage upgrades for community education.
- Continued development of Traditional Owner links.
- Development of ecological burns programs in consultation with relevant stakeholders.
- Ongoing monitoring of revegetation to record data including overall survival densities, species survival/mortality and recruitment. Such data will form the basis for future vegetation management decisions and practices.

The Management Plan also outlines current management activities to be continued such as; weed control, understorey planting, wildlife and vegetation monitoring, and working with local schools and community groups.

3. Objective One - Enhance the Visitor Experience

The Visitor Experience

The Reserves are enjoyed by and accessible to people of all abilities, with a wide range of uses and experiences available.

3.1 Context

The Management Committee have worked with the community to transform the Mt Leura and Mt Sugarloaf Reserves into a vibrant and valued community asset for recreation, nature appreciation and education. Amenity and infrastructure improvements implemented by the Management Committee over the years have served to improve accessibility and greatly enhance the visitor experience for those using the Reserves.

The Reserves now provide a valuable resource in the form of a large public open space, free to use and accessible at all times. Being within close vicinity to the township and accessible by sealed road, the Reserves are regularly used by motorists, walkers, runners and cyclists. Passive recreation is a key attraction for many users who visit the Reserves to reconnect with nature and to enjoy the spectacular volcanic scenery.

The Ballarat Light Car Club also uses the Mt Leura Road and Reserve several times a year for the Mt Leura Hill Climb time trials, which attracts up to 90 contestants and bring many more to the Camperdown area.

Many users choose to access the Reserves via Mt Leura Road. Others make use of over 6kms of walking trails across the Reserve. Pedestrian data shows an increase in use of walking trails within the Reserves.

The visitor experience can be enhanced by improving accessibility for people of all abilities and increasing the range of visitor amenities available within the site. This objective is achieved by addressing the priority issues as identified below.

3.2 Accessibility

The quality of available walking trails helps set the Mt Leura and Mt Sugarloaf Reserves apart from others of their kind, with an extensive 6km network of well-maintained grass and gravel walking trails constructed throughout the Reserves. See Appendix 1.A

Ensuring suitable access is important in allowing people to experience the panoramic scenery and educational, environmental and recreational qualities of the Reserves. The summit of Mt Leura is also accessible by car via the Mt Leura Road, providing a significant point of difference to many other volcanic features where sealed vehicle access is not available.

The Management Committee is committed to ensuring existing trails are maintained to minimise safety risks. The Management Committee will explore opportunities to upgrade one or more existing trails to allow improved access for people of all abilities.

3.3 Facilities

Current facilities include interpretive signage, artwork pieces, dry stone wall, visitor shelters at three locations, and amenities such as steps, seating and picnic areas. Establishing BBQ and toilet facilities have not been found to be feasible due to financial and labour constraints.

The Management Committee is understanding that these situations may change in the future. The Management Committee continues to assess the provision of additional seats and shelters and are responsive to these changing needs.

The off grid Volcanic Education Centre provides an all-weather hub. The building also provides space for community activities and educational displays.

There are currently toilet facilities located at the Camperdown Showgrounds area adjacent to the western boundary of the Reserves. The Management Committee have developed a partnership with the Camperdown P&A Society regarding the use of these facilities for Management Committee events.

3.4 Amenity

Consultation indicated that unrestrained dogs, uncollected dog faeces, vandalism and littering were important issues for many Reserve users. These incidents impact on the amenity of the Reserve and may diminish the quality of the visitor experience.

Council's Local Law services are responsible for issues relating to unrestrained dogs and dog faeces. There are local laws in place that require dog owners to pick up after their dogs and restrain their dogs in signed areas.

Littering occurs relatively frequently within the Reserves with most incidents occurring around the upper carpark area. Vandalism occurs infrequently. In an effort to mitigate the impact of these issues the Management Committee liaises with police to undertake regular patrols of the Mt Leura Road and surrounding areas, particularly at night.

3.5 Table of Actions

Refer to Part C Table of Actions. Objective One Enhance Visitor Experience

4. Objective Two - Protect and Enhance Environmental and Landscape Values

Environmental and Landscape Values

The Reserves are managed to protect and enhance their environmental values whilst maintaining strategic viewlines within, and where possible, to the Reserves.

4.1 Context

The Management Plan has set out to create a healthy and self-sustaining (EVC 894) Scoria Cone Woodland and (EVC 23) Herb Rich Foothill Forrest community that resembles pre European settlement vegetation.

Community consultation in 2013 raised a view to keep historical viewlines and lower vegetation density. Consultation also identified a broad desire to conserve the Reserves' biodiversity values by protecting the wildlife which inhabit the site and managing threats from introduced plants and animals.

In 2022 the Management Committee commissioned Biodiversity Services to undertake a *Review of Revegetation Management Plan and Implementation*. Their recently developed Floristic Map Unit Model (FMU) was employed to provide a fine grained analysis of the vegetation communities not possible using the ecological vegetation class model. This report concluded 'tree thinning is not required from an ecological and fire management perspective' due to the fact that 'the revegetation in any case has not resulted in a denser than desired structure'.

This objective focuses on balancing the Reserves' environmental and biodiversity values with the community's desire to preserve landscape values such as viewlines and panoramic views. It does so by addressing four priority issues as identified below.

4.2 Landscape Values

Mt Leura and Mt Sugarloaf are located at the southern edge of the Victorian Volcanic Plains (VVP) Bioregion and are highly valued as a scenic lookout point. The summit of each mount provides sweeping panoramic views of the scoria cones which punctuate the surrounding landscape, including Mt Noorat, Mt Elephant and Mt Myrtoon. The Mt Leura summit also offers views of the township of Camperdown and the surrounding agricultural landscape, as well as lakes including Lake Purrumbete, Lake Colongulac and Lake Corangamite.

The mounts are also valued for their geological significance as the most dominant and distinctive features within the Leura Maar, a broad flat-floored volcanic crater with steep sides and a low surrounding rim. The maar was formed when fragments of rock material were blown out of the crater during a series of eruptions approximately 160,000 years ago. The resulting crater is approximately 2.5km x 1.7km wide and is ringed by a low rim of 'tuff', a rock composed of consolidated fine volcanic ash. The scoria cones of Mt Leura and Mt Sugarloaf are categorised as 'nested volcanoes' and are estimated to have formed as the result of scoria build-up within the maar over a period of months.

The 'Mt Leura Complex', which includes Mt Leura and Mt Sugarloaf and the crater between the mounts, is listed by the National Trust of Australia as a Nationally Significant geological feature and of State Significance for its landscape value. The site's entry on the National

Trust Register notes its significance as an outstanding example of complex nested maar geology, and that *“the value of the geological feature is enhanced by the fact that much of it lies within a public reserve provided with a network of footpaths, so that the site can be readily accessed by student groups and the community.”*

As the Reserves are highly valued as an elevated scenic look-out point, it is also important that vegetation is managed to ensure that selected viewlines are preserved, both inside the Reserves and whilst looking out across the landscape from within. The 2013 Management Plan identified that preservation of selected viewlines from the Mt Leura Upper Carpark and Summit were key priorities for many community members. Appendix 1B refers to the view cones identified by community consultation.

Current views from the summit of Mt Sugarloaf are panoramic. Views from this site have not been affected by revegetation undertaken on Mt Sugarloaf. While intermittent monitoring may be required, it is unlikely that future vegetation growth will impede views at this site given that no further tree plantings are proposed for Mt Sugarloaf.

The Management Committee will continue to maintain the priority view lines that have been identified from Mt Leura with both internal and external views. These will be maintained through either selective thinning or trimming.

4.3 Indigenous Vegetation

The 1994 Management Plan outlined strategies to restore indigenous vegetation to the Reserves and create a landscape more closely resembling the open-canopy woodlands which covered the Reserves prior to European settlement. Over the last 30 years, the Management Committee and local community have undertaken an extensive revegetation campaign to realise this vision.

The original Management Plan recommended for trees to be planted at a density higher than that of the original vegetation type in order to shade out pasture grasses such as *Phalaris* and *Cocksfoot* and allow for regeneration of indigenous understorey species. The long term (i.e. 80+ years) objective of returning the Reserves to the original vegetation type was to be achieved through natural attrition.

Commencing in 1995, the revegetation program has brought about a significant change in the character of the Reserves. The vegetation community today consists predominantly of an overstorey of Manna Gum, Blackwood and Drooping Sheoak, with understorey comprised predominantly of introduced pasture grasses such as *Phalaris*, *Cocksfoot* and Yorkshire Fog Grass. Bracken is also a significant element of the ground storey in some areas. Non-indigenous tree species also existed at the base of the Mt Sugarloaf quarry where plantings were undertaken in the 1970s in an effort to screen and mitigate erosion of the bare quarry face. These non-indigenous tree species have been systematically removed and replaced with indigenous species.

Data collected by the Management Committee at established revegetation monitoring sites located across both Reserves have shown that vegetation densities have markedly diminished since the initial major plantings took place between 1995 and 2008. The 500 - 600 stems per hectare that were planted in several areas across the Reserves during the initial plantings have now diminished significantly to be within the range of 350 to 200 stems per hectare for these same areas as at 2024. These densities are all below the suggested maximum density of 400 stems per hectare that was recommended in the 2013-2018 Management Plan for the Management Committee to use as a guide regarding possible tree thinning.

The current data indicates clearly that the process of 'Forest Succession' is actively occurring across all revegetated areas and will continue to reduce tree densities into the future. Based on the data recorded the Management Committee currently see no need to actively undertake a tree thinning program within the Reserves. This strategy is supported by the 2022 'Review of The Reserves Revegetation' undertaken by consultant Tim D'Ombra of Biodiversity Service. This report states that "the need for selective tree-thinning is no longer applicable".

The Management Committee will continue ongoing monitoring of revegetation densities across the Reserves at the selected monitoring sites to record a range of data including overall survival densities. Other data recorded includes species survival/mortality and recruitment. Such data will continue to form the basis for future vegetation management decisions and practices.

The current data also indicates there is little natural recruitment happening. In 2024 the Management Committee engaged in discussion with the CFA and Council's Municipal Emergency Management Officer to develop an ecological burns program for the Reserves to assist with biodiversity and vegetation management. The National Trust Victoria is supporting of Management Committee to investigate ecological burning program. The outcomes of such actions will also assist the Management Committee with future vegetation management decisions and practices.

The previously recommended understory planting remains a long-term goal. The 'Revised revegetation list' (Appendix 2) sourced from Biodiversity Services Report details indigenous vegetation found on the Reserves in the past as well as today. The Management Committee uses this list as a guide for revegetation.

A demonstration garden was established in 2006 showcasing grasses and wildflowers of the VVP bioregion at the Mt Leura Lower Shelter as a way to educate the community and to provide a seed orchard.

In partnership with Friends of the Forgotten Woodlands Inc the Management Committee has established a banksia seed orchard below the summit of Mt Leura. The seed orchard banksias are grown from a selection of remnant *Banksia marginata* trees found on the VVP.

4.4 Wildlife

Wildlife monitoring undertaken by volunteers over the years has recorded the presence of native wildlife such as bats, birds, echidnas, swamp rats, lizards and snakes, while more recent monitoring has provided evidence of the return of other species such as koalas, kangaroos and wallabies. Appendix 3 lists some of the native fauna species found within the Reserves today. Introduced animals such as cats, foxes and rabbits also occur.

The Management Committee in conjunction with groups and individuals including FoML and Field Naturalists Victoria, have undertaken intermittent monitoring of bird, bat and mammal numbers within the Reserves, providing important baseline data on the ecological health of the site. The emergence of apps and online resources have allowed for data collection of the Reserves through Citizen Science. Ongoing monitoring is required to track the recovery of fauna species and identify any limiting factors which may be exerting pressure on populations.

There is recognition that the relative scarcity of indigenous vegetation within the surrounding landscape may be likely to present challenges to the long-term viability of the Reserves' wildlife species. Consultation identified the creation of regional 'biolinks' as a possible

solution for enabling wildlife movement in and out of the Reserves. Biolinks are habitat corridors or adjacent patches of indigenous habitat that link areas of existing vegetation to facilitate the dispersal of native plants and animals.

There is potential for a regional biolink to be established linking the Mt Leura and Mt Sugarloaf Reserves with nearby areas of remnant native vegetation such as the Stony Rises, the Camperdown – Timboon Rail Trail and the Lake Bullen Merri North Beach Reserve. Such an initiative would require careful planning and the establishment of partnerships with other community organisations (e.g. Heytesbury District Landcare Network, CCMA), as well as the support of landholders adjacent to proposed biolinks.

As this would require the implementation of actions outside of the Mt Leura and Mt Sugarloaf Reserve boundaries, local Landcare organisations may be best placed to spearhead this initiative, with the Management Committee and other community groups providing advice and support where required.

5.5 Invasive Management Plants and Animals

Pines and cypress trees were once planted within the Mt Sugarloaf Reserve and also along the Mt Leura Road as a part of a Returned Soldier's Employment Scheme. Almost all of these, along with other introduced trees and shrubs, have now been removed from the site. The removal of these tall trees has seen the germination of several species of woody and broad-leaved weeds throughout the Reserves. While many woody weeds have now been eradicated, control of the remaining weeds presents an ongoing management challenge.

An annual management program is currently in place to control a range of weeds and garden escapees including Blackberry, Skeleton Weed, Hemlock, Twiggy Mullein, Thistle, Paterson's Curse, Wild Turnip, Sweet Pea, Forget Me Not, Echium, Euphorbia and Ivy. This program has been developed and modified over the years in response to changes in weed presence, extent and location. However, given that new approaches for integrated weed management have been developed since the Project's commencement, the Management Committee will review and adopt current best-practice approaches relevant to the Reserves where practical.

Pest animals such as cats, foxes and rabbits are on the Reserves, it is important to continue monitoring the presence and/or impacts of vermin and implement appropriate control measures as required.

5.6 Erosion

Erosion on the scoria cone is a natural and ongoing process that has been exacerbated by human impact and uses of the Reserves. Impacts of erosion will be monitored to ensure preservation of the landscape for aesthetic values and protection of user amenity and safety. The Management Committee have undertaken drone monitoring of the Sugarloaf quarry face to ensure the safety of the Mt Sugarloaf walking track.

5. Objective Three - Promote Recreational and Educational Values

Recreational and Educational Values

The Reserves cater for a range of recreational activities and tourists are attracted to visit the Reserve. There are opportunities for visitors to learn about the Reserves and educational institutions are actively involved in learning about and managing the Reserves.

5.1 Context

The Reserves' value as an asset for environmental education has been a keystone factor in promotion of the Mt Leura and Mt Sugarloaf Project since its outset. Partnerships developed with local educational institutions have been particularly important, with the establishment of the nursery at Camperdown College in 1994. Since then there has been continued involvement in the form of volunteer work, propagation and planting, presentations, activities and research with local schools and community members. Local students have played a role in installing many of the Reserves' facilities, including seating and landscaping at the lower shelter and installation of an interpretive 'geo-cache trail' which takes visitors on a GPS-assisted tour of the Reserves.

The Management Committee have also implemented other promotional initiatives such as the development of an educational booklet 'The Volcanic Edge', walking trail brochures, and a regularly updated Mt Leura website. There has also been considerable focus on developing interpretive displays throughout the Reserves which provide information about the geological, First Nations, environmental and social history of the site. These initiatives have served to build the profile of the Reserves at the local, regional, national and international scale.

This objective seeks to provide a range of recreational opportunities and events on the Reserves, which will in turn attract a greater number of tourists to the Reserve and the region. The second component of the objective seeks to provide opportunities for visitors to learn about the Reserves, including partnerships with educational institutions and other community organisations.

5.2 Education and Interpretation

There is strong community support for the work undertaken to build educational partnerships and promote the Reserves as a hub for environmental, geological, social and First Nations education. This highlights the importance of continuing, and building new, relationships with educational and community organisations.

Interpretive and directional signage and online resources are important elements of educating the public. Ensuring the signage is current and relevant is an important part of maximising the onsite user experience. Geo-cache trails offer an alternative experience.

The Volcanic Education Centre provides a facility to deliver educational activities and displays.

5.3 Promotion

While the Mt Leura and Mt Sugarloaf Project is well-known at the local and regional level, there is scope to further capitalise on the Project's achievements and attract greater

visitation to the local region by marketing the Reserves to broader audiences. Raising awareness of the Reserves' value as a hub for recreation, nature-based tourism, First Nations culture and history, scenic viewing and environmental and geological education would enable promotional opportunities to be pursued. The Management Committee will use existing tools (e.g. the Mt Leura website, brochures and booklet) and continue to develop new and emerging digital opportunities to promote the Reserve.

5.4 Recreation and Events

Events bring economic benefits to the region and serve to promote the Reserves to a broader national audience. *Come and Explore Day*, NAIDOC Week celebrations and *Four Peaks Challenge* are all examples of annual events held on the Reserve.

Events held on the Reserves need to be conducted in a way which does not impact negatively upon the environmental and amenity values. Events need to address Risk and Occupational Health & Safety requirements; and be conducted with no impact on the amenity and the environment.

6. Object Four - Support Long Term Viability of the Reserves

Long Term Viability of the Reserves

The long-term viability of the Reserves is supported through on-going funding from Corangamite Shire Council and diversified funding streams.

6.1 Context

One of the goals of this Management Plan is to identify strategies to facilitate the long-term financial viability of the Reserves. The Management Committee have managed the Reserves on behalf of Corangamite Shire Council since 1995, with Council providing financial and administrative support. The Management Committee uses part of this financial support to fund the employment of a part-time Project Officer.

The Management Committee have also been successful in securing additional funding from State and Federal grants such as through the Corangamite Catchment Management Authority. This external funding has been an important source of funding for the Reserves over the years.

It is recognised however, that reliance on government funding in conjunction with Council's annual budget allocation may not be a sustainable model for supporting management and development of the Reserves into the future; since most grant funding is offered on an annual basis only and is subject to variation with changes to government priorities and policy.

It is important to consider ways in which additional funding may be obtained to support sustainable future management and development of the Reserves. Whilst the income opportunities for publicly owned open space are limited it is important to consider new ways to attract funding and boost opportunities for supplementary income generation.

This objective seeks to support the ongoing viability of the Project by addressing three priority issues as identified below.

6.2 Supplementary Income Generation

There are a range of ideas and opportunities to explore, each of them will require time and expertise to successfully implement and may only raise small and irregular amounts of money. Opportunities identified include charging for guided tours, a series of paid interpretive walks, event packages offered in conjunction with other facilities within the Leura Maar precinct, and the leasing of land for events.

6.3 Grants and Donations

Over the course of the Project, the Management Committee have been successful in attracting more than \$350,000 in additional grants funding to support development of the Reserves. There is an opportunity for the Management Committee to investigate grants with a focus on tourism, community and cultural development for the development of the development of capital projects, visitor facilities and programs. Corporate and philanthropic grants and donations may also present potential avenues for securing funds, with many organisations offering generous sponsorship packages in return for recognition and branding in publicity and on signage.

6.4 Resources

The contribution of volunteers such as members of the Management Committee, FoML and the broader community have been instrumental in the Project's success over the years, and there is likely to be an ongoing need for volunteer involvement to assist with implementation of this Management Plan. This highlights the importance of ensuring that volunteer interest is maintained and strengthened into the future. The existing partnership between the Management Committee, FoML and other organisations, should be maintained through ongoing collaborative events and shared facilities. There is also scope for new partnerships to be developed or existing ones to be strengthened through collaboration on specific projects or initiatives.

The ongoing support from Corangamite Shire and National Trust (Victoria) allows for the continued development of the Reserves.

7. Objective Five - Mitigate Risk to Users and Surrounding Residents

Risk to Users and Surrounding Residents

The Reserves are appropriately managed so that legislated responsibilities are met and risk to users, the community and adjoining landowners and residents is minimised.

7.1 Context

While the Reserves provide many benefits for the local community and region, it is important to recognise that there are inherent risks associated with the Reserves' vegetated and steep-sided form, particularly given that public access is unregulated.

7.2 Emergency and Risk

The risks identified are addressed in the *Mt Leura and Mt Sugarloaf Risk Management Plan 2026*, which has been developed in conjunction with this Management Plan and is included as Appendix 4. Formal risk inspections are carried out annually on the Reserves by the Management Committee, using the *Mt Leura and Mt Sugarloaf Reserves Annual Hazard and Maintenance Checklist* (see Appendix 5) with risks identified and assessed and treatment options for each risk identified.

Maintaining safe emergency access to the site is part of this. Existing access points, emergency vehicle tracks and turnaround points are reviewed regularly and shown in the Emergency Access Management Plan (refer to Appendix 1C).

7.3 Fire

Fire management is important for the safety of Reserve users and surrounding residents. This relates to both the risk of fires starting on the Reserves and potentially impacting on surrounding areas, and of fires starting in surrounding areas and impacting on the Reserves. In response to fire risk concerns during the development of the 2013 Management Plan, Council established and continued to maintain a fire break behind residences along the northern boundary of the Reserves. The Management Committee prepares for the fire danger period through increasing the width of mowing and slashing of tracks and other onsite measures.

Given ongoing community concerns about fire, management of the Reserves will need to continue to implement strategies to mitigate this risk. The Management Committee is working with the CFA Vegetation Management Officers and Council Municipal Emergency Management Officers to undertake ecological burning to assist with fuel reduction. This will include community engagement and education.

Under Council's Catastrophic Fire Danger Policy, the Reserve (including Mt Leura Road and walking tracks) is closed on Catastrophic Fire Danger Days. The Management Committee have installed and updated signage informing Reserves users of risks related to fire and the closure of the Reserves on Catastrophic Fire Danger Days.

PART C

TABLE OF ACTIONS

List of Acronyms

AP: Council's Assets Planning Department

CC: Camperdown College

CFA: Country Fire Authority

DE: Department of Education

DEECA: Department of Environment, Energy and Climate Action

E&E: Council's Environment and Emergency Department

E&P: Council's Economy and Prosperity Department

EMAC: Eastern Maar Aboriginal Corporation

F&R: Council's Facilities and Recreation Department

FoML: Friends of Mt Leura Inc.

FoFW: Friends of the Forgotten Woodlands

G&CS: Council's Governance and Civic Support Department

GORRT: Great Ocean Road Regional Tourism

HDLN: Heytesbury District Landcare Network

Mt Noorat MC: Mt Noorat Management Committee

Mt Elephant CM: Mt Elephant Community Management

P&A Society: Camperdown Pastoral and Agricultural Society

RS: Council's Regulatory Services Department

RTC: Camperdown – Timboon Rail Trail Committee

Objective One: Enhance the Visitor Experience

No.	Strategy	Partners	Timeframe
Accessibility			
1.1	In line with expert advice, investigate universal access from the Mt Leura upper carpark to the 'Trig. Point, Rotary Shelter and Maar Lookout to provide improved access to these locations.	RS, AP	10 years
1.2	In line with expert advice, construct suitable paths to provide universal access to the Volcanic Education Centre (VEC) and Victorian Volcanic Plain (VVP) demonstration gardens.	RS, AP	10 years
1.3	Investigate demand for installation of safety rails at key points within the reserves e.g. alongside steps on the Panorama Trail.	Council – Risk Management	10 years
1.4	Implement upgrades of existing walking tracks based on pedestrian counter data.		5 years
1.5	Investigate the demand for and feasibility of new walking trails. Construct new tracks as required.		5 years
Facilities			
1.6	Install additional infrastructure where need is identified eg. Shelters, tables, seating, bird observation hides	FoML	10 years
1.7	Continue sharing toilet facility arrangements with Camperdown P&A Society.	P&A Society	Annually
1.8	Monitor the feasibility of installation of bins at the Lower Shelter area, with consideration of projected costs and proposed maintenance arrangements.	F&R, RS, AP	5 years
1.9	Undertake upgrades of the Volcanic Education Centre (VEC) and surrounds, eg. Improved lighting, furnishings and storage when required.	RS, FoML	Annually

Amenity			
1.10	Continue to consult with Camperdown Police to undertake regular patrols (particularly at night) of the Mt Leura Rd and upper carpark to discourage vandalism and littering.	Camperdown Police	Annually
1.11	Continue to consult Local Laws officers to undertake regular patrols of the Reserves to enforce responsible pet ownership by-laws.	E&E	Annually

Objective Two: Protect and Enhance Environmental and Landscape Values

No.	Strategies	Partners	Timeframe
Landscape Values			
2.1	Undertake tree lopping/removal to maintain view cones at priority sites identified in Appendix 1B View Cones Mt Leura, according to relevant planning requirements.	E&E	Annually
2.3	Identify additional appropriate view cones and implement restoration activities as required.	E&E	10 years
Indigenous Vegetation			
2.4	Undertake limited additional understorey revegetation where required in accordance with revegetation advice from Biodiversity Services 2022.	FoML	Annually
2.5	Assess need for vegetation thinning in accordance with relevant planning requirements and revegetation advice from Biodiversity Services 2022.	E&E	Annually
2.6	Continue to manage the grazing permit adjacent to Leura Oval until revegetation commences	Adjacent landholders	Annually

2.7	Investigate, and where appropriate, undertake trials of new techniques for pasture grass suppression and reduction e.g. nutrient manipulation, ecological burns, overplanting with indigenous perennial grasses.	EMAC, CFA, DEECA, National Trust	5 years
2.8	Provide interpretive materials to raise awareness of the Reserves' indigenous vegetation and the need for active vegetation management.	EMAC, FoML	5 years
2.9	Monitor the re-infestation of non-indigenous vegetation on the Reserves with follow-up replanting with indigenous species as required.	FoML	Annually
2.10	Undertake vegetation monitoring of designated quadrants.	FoML	Biennial
2.11	After any extensive weed control program has occurred consider re-planting appropriate understorey species	FoML	Annually
2.12	Monitor and maintain Banksia Seed Orchard	FoFW	Biennial

Objective Two: Protect and Enhance Environmental and Landscape Values (cont.)

No.	Strategies	Partners	Timeframe
Wildlife			
2.13	Continue to monitor wildlife to determine presence, abundance and impact; e.g. bird surveys, hair traps, harp traps, scat analysis, still/footage cameras.	FoML, educational institutions, Field Naturalist Clubs, BirdLife, experts, citizen scientists	Annually
2.14	If required, investigate management strategies to control negative impacts of wildlife	E&E, DEECA	As required
2.15	Continue to provide additional habitat and resources as required; e.g. nest boxes, hollows, water troughs.	FoML, educational institutions	Biennially

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2.16	Monitor the 'Hollows for Habitat' program. Ensure data is recorded in an appropriate application eg. iNaturalist	FoML, educational institutions, Field Naturalist Clubs, BirdLife, experts, citizen scientists	Annually
Invasive Plants and Animals			
2.16	Continue to undertake annual weed control program for managing regionally controlled and environmental weeds.	E&E	Annually
2.17	Monitor the reestablishment of weeds following ecological burns to assess the effectiveness of fire as a weed and pasture grass suppression tool.	E&E, CFA, DEECA, EMAC	Annually
2.18	Develop partnerships with adjoining landholders to share knowledge about existing and emerging weed infestations (e.g. elm suckers) and suitable control methods.	Adjacent landholders	Biennial
2.19	Monitor the presence and/or impacts of invasive animals and implement control measures where/when required and if possible eg. Annual cat trapping.	E&E, DEECA	Annually
Erosion			
2.20	Monitor erosion sites and investigate mitigation measures particularly erosion from rainfall events.	E&E, CS Works & Services	As required

Objective Three: Develop Promotional and Educational Opportunities

No.	Strategy	Partners	Timeframe
Education and Interpretation			
3.1	Maintain relationship with Camperdown College and encourage use of Volcanic Education Centre (VEC) by its students and teachers.	CC	Biennially

3.2	Explore relationships with educational and community organisations to encourage educational activities, including learning opportunities that assist with management of the reserves.	Educational institutions, FoML	As required
3.3	Develop and revise promotional and educational materials.	FoML	As required
3.4	Repair, replace, develop and update existing interpretive and directional signage as required.	E&E, Educational Institutions, Historical Society, Tourism Sector, FoML, National Trust, EMAC	As required
3.5	Maintain and promote geo-cache trails and work with relevant organisations to produce additional educational materials.	Educational institutions, FoML, E&P	5 yearly
Promotion			
3.7	Raise awareness of the Reserves' value as a hub for recreation, nature-based tourism, scenic viewing and environmental/geological education, with consideration to existing promotional tools and online media.	E&P, GORRT, National Trust, Traditional Owners, EMAC, FoML	Monthly
3.8	Design and install Brown Tourist Attraction signage for the reserves at appropriate locations.	Regional Roads Victoria, AP, E&P	5 Years
3.9	Work with key stakeholders to identify opportunities to promote and integrate tourism initiatives such as the Craters to Coast Discovery Program.	E&P, GORRT, Courthouse Camperdown, National Trust, Mt Noorat MC, Mt Elephant CM	5 Years

Objective Three: Develop Promotional and Educational Opportunities (cont.)

No.	Strategy	Partners	Timeframe
Recreation and Events			
3.12	Encourage and support compatible events and uses for the Reserves.	Community Groups	Annually
3.13	Liaise with FoML to create an annual events calendar.	FoML	Annually

Objective Four: Support Long Term Viability of the Reserves

No.	Strategy	Partners	Timeframe
Grants and Fundraising			
4.8	Review systems for accepting donations to and on behalf of the Committee.	FoML	5 Years
4.9	Target Government grants with a focus on tourism, community, environment and cultural development to fund the development of capital projects, visitor facilities and programs.	E&P, E&E, CCMA, Regional Development Victoria, other relevant organisations	Annually
4.10	Identify alternative funding sources such as philanthropic grants to fund capital projects and improvements.	Individuals, Organisations, Philanthropic Trusts	10 Years
Resources			
4.11	Review the Management Committee Instrument of Delegation to ensure it meets current governance needs.	E&E, Governance	5 Years
4.12	Continue to maintain strong partnerships between the Management Committee, Friends of Mt Leura, schools and other organisations through ongoing joint events and shared facilities.	FoML, CC, P&A Society,	Annually
4.13	Maintain, and where possible, develop new partnerships involved with specific events, projects or initiatives.	All relevant groups	Annually
4.14	Maintain Project Officer position to undertake implementation of this plan at the direction of the Management Committee and Council.	E&E	Annually

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4.15	Continue to build and maintain relationships, volunteer capacity and in-kind contributions which are critical in assisting with projects on the Reserves.	All relevant groups	Annually
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Objective Five: Mitigate Risk to Users and Surrounding Residents

No.	Strategy	Partners	Timeframe
Fire			
5.1	Implement trials of various fuel reduction strategies (e.g. burns, grazing) where appropriate to determine and record effects on fuel load, indigenous vegetation and resultant weed growth.	CFA, EMAC, E&E	5 Years
5.2	Work with Council and CFA representatives to identify potential sites for undertaking ecological burns with consideration of access issues, fuel loads, environmental impacts and the Municipal Fire Management Plan (MFMP).	CFA, EMAC, E&E	Annually
5.3	Continue to ensure slashing/spraying of access and egress tracks within the Reserves as required.		Annually
5.4	Ensure Committee, volunteers or contractors must not use equipment such as mowers or angle grinders on Catastrophic Fire Danger Days		Seasonally
5.5	Where possible, do not drive vehicles off formed tracks to minimise the potential for ignition from vehicles.		Seasonally
5.6	Observe Council Policy on Catastrophic Fire Danger Days.	E&E	Seasonally
Emergency and Risk			
5.7	Continue annual risk management and maintenance inspection in accordance with the Risk Inspection Checklist, and action as required.	E&E, FOML	Annually
5.8	Undertake inspections of emergency access/egress routes and turnaround points (as per Map 4: Emergency Access Plan) in conjunction with emergency services.	E&E, Adjacent landholders, CFA, SES other emergency services	Weekly
5.9	Identify risks as they emerge and action accordingly.	E&E, Works,	As required

PART D: APPENDICES



MOUNT LEURA AND MOUNT SUGARLOAF RISK MANAGEMENT PLAN

March 2026

Corangamite Shire

**Mount Leura and Mount Sugarloaf
Management Committee**

MOUNT LEURA AND MOUNT SUGARLOAF RISK MANAGEMENT PLAN 2026

Prepared By:

Mt Leura and Mt Sugarloaf Committee of Management

and

Corangamite Shire Council

Adopted by Corangamite Shire Council on XXXXX

Acknowledgements

The contribution of the following people in development of this plan is gratefully acknowledged:

- The current and former committee members

Date	Amendment

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1. Introduction

The Mt Leura and Mt Sugarloaf Reserves are two adjoining parcels of land located at the south-eastern boundary of Camperdown. The Mt Leura Reserve covers an area of 11.3 ha and is owned by Corangamite Shire Council, while the adjoining Mt Sugarloaf Reserve covers an area of 38.8ha and is owned by the National Trust of Australia (Victoria) and leased by Council.

Together the reserves cover an area of 50.1 ha and include the scoria cones of Mt Leura and Mt Sugarloaf and the crater between the mounts. These features, together with a number of smaller cones within the surrounding area, comprise the 'Mt Leura Complex', which is listed by the National Trust of Australia as a Nationally Significant geological feature and of State Significance for its landscape value.

The Mt Leura Reserve is located within the Public Park and Recreation Zone, while Mt Sugarloaf lies within the Farming Zone. Both reserves are subject to a Significant Landscape Overlay for the protection of landscape values and significant volcanic features. Agricultural land abuts the reserves' eastern, southern and western boundaries, with residential development adjoining the northern boundary. The reserves also adjoin the Camperdown Showgrounds and the Leura Oval Recreation Reserve.

The reserves are managed together on behalf of Council by the Mt Leura and Mt Sugarloaf Management Committee (the 'Management Committee'), a Community Asset Committee under section 47(1)(b) of the Local Government Act (2020). Management of the reserves has been guided by the *Mt Leura and Mt Sugarloaf Landscape Master Plan, Management Plan and Implementation Plan (1994, revised 1998, and 2026)*.

1.1 Past Risk Management

Previously, risk management issues on the reserves were addressed through the *Mt Leura & Mt Sugarloaf Reserve Risk Management Report (May 2003)*. This report was developed by the Corangamite Shire Council's Human Resources Department with the Management Committee according to Risk Management International and Australian Standards (AS/NZS ISO 31000:2018). Risk inspections were carried out on the reserves, with risks identified and assessed and treatment options for each risk identified. The report also included a checklist which the Committee currently uses to undertake annual risk inspections on the reserve.

The report identified fire management as a high priority risk for the reserves and identified the need for a Fire Management Plan to address this risk specifically. Following this recommendation, the Committee developed the *Mount Leura & Mount Sugarloaf Reserve Fire Management Plan* which was adopted by Council in November 2004. The *Fire Management Plan* was also developed according to the Risk Management International and Australian Standards (AS/NZS ISO 31000:2018 with risks identified, assessed and prioritised, and treatment options developed for each risk.

Risks are assessed in each 'management area' and responsibilities and approximate costs for each treatment action are also outlined in the *Fire Management Plan*. In July 2005, the *Fire Management Plan* was amended to include specific fuel management prescriptions for each of the adjoining boundaries and fire access tracks, access points and turn-around-points in the event of a fire incident on or nearby the reserves. This amendment was made with consultation from local and regional Country Fire Authority (CFA) representatives, adjoining landholders, Committee members and Council staff.

The Management Committee have been implementing both of these plans since their development. However it is now necessary to review and update these plans for a several reasons, primarily to:

- Review the effectiveness of the existing plans' implementation;
- Comply with the Risk Management International and Australian Standards (AS/NZS ISO 31000:2018) which have replaced AS/NZS 4360;
- Incorporate changes to the Reserves since the previous risk management plans were developed;
- Incorporate other emergency risk management practices which have emerged over time. E.g. ecological burns, cultural burns

This plan incorporates and supersedes the *Mount Leura & Mt Sugarloaf Fire Management Plan (June 2013)*.

2. Risk Management Process

In 2013 The Management Committee used the Corangamite Shire Emergency Risk Management Workbook to develop this risk management plan. This workbook is based on risk management Australian Standards (AS/NZS 4360:2004), which have since been superseded by AS/NZS ISO 31000:2009. As these new standards are very similar to the preceding standards, the Committee were able to review the Mt Leura and Mt Sugarloaf Reserve risk assessment to comply with this most current standard.

For the purpose of this document, two types of risk are defined and addressed – i) general risk management and ii) emergency risk management. While fire management is addressed under emergency risk management, it is also addressed in its own section as a risk for the reserves. While both risk types have been addressed separately, both have been addressed according to the same Australian and International Standards for Risk Management (AS/NZS ISO 31000:2009). Figure 1 outlines the risk management process (AS/NZS ISO 31000:2009) used to develop this plan.

In 2024 the committee accepted the risk management process used in 2013 as outlined below. The committee have examined the current standards and the process has been updated to meet the requirements.

List new standards Australia Standard Risk Management Process (AS/NZS ISO 31000:2009).and Corangamite Shire Community Risk Workbook 2014.

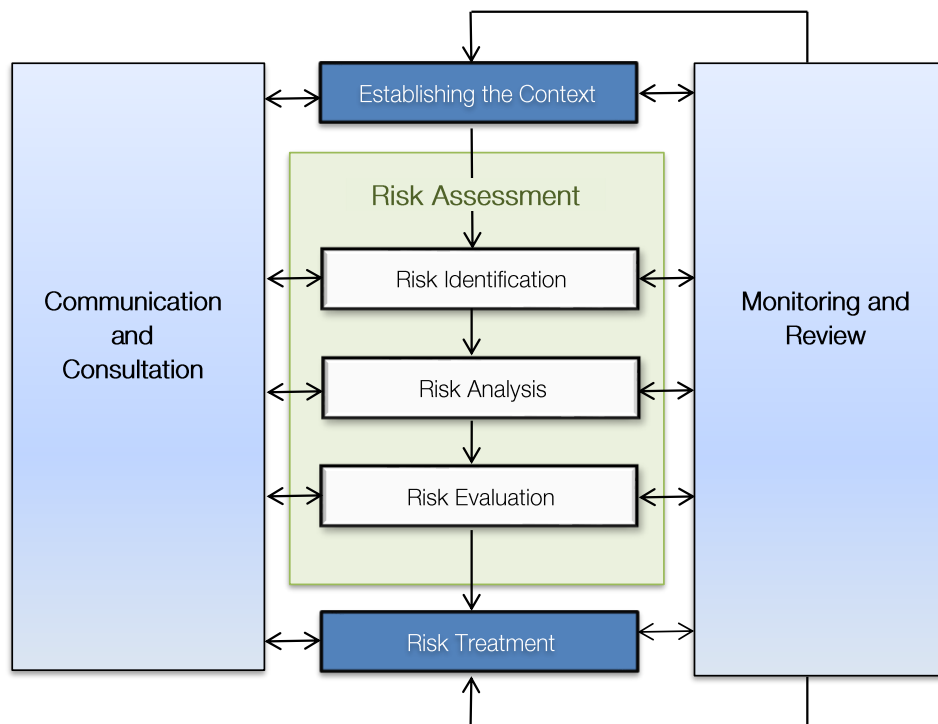


Figure 1. Risk Management Process (AS/NZS ISO 31000:2009).

2.1 Establishing the Context

“The organization articulates its objectives, defines the external and internal parameters to be taken into account when managing risk, and sets the scope and risk criteria for the remaining process” (AS/NZS ISO 31000:2009).

2.2 Communication and Consultation

“Communication and consultation with external and internal stakeholders should take place during all stages of the risk management process.” (AS/NZS ISO 31000:2009)

2.3 Risk Assessment

This plan uses the qualitative risk criteria outlined in the Corangamite Shire Emergency Risk Management Workbook 2014 to analyse the risk. These criteria are outlined in Tables 1 and 2.

Table 1. Criteria for assessing the likelihood of risk.

Level	Descriptor	Description
A	Almost certain	<ul style="list-style-type: none"> The event is expected to occur. High level of recorded incidents and/or very strong anecdotal evidence. A strong likelihood event will reoccur. Great opportunity, reason, or means to occur.
B	Likely	<ul style="list-style-type: none"> The event will probably occur. Regular recorded incidents and strong anecdotal evidence. Considerable opportunity, reason or means to occur.
C	Possible	<ul style="list-style-type: none"> The event should occur at some time. Few infrequent, random recorded incidents or little anecdotal evidence. Very few incidents in associated organisations or comparable facilities. Some opportunity, reason or means to occur.
D	Unlikely	<ul style="list-style-type: none"> The event could occur at some time. No recorded incidents or any anecdotal evidence. No recent incidents in associated organisations or facilities. Little opportunity, reason or means to occur.
E	Rare	<ul style="list-style-type: none"> The event may occur only in exceptional circumstances.

Table 2. Criteria for assessing the consequence of risk from the Risk Management Workbook 2014.

Level	Descriptor	Description
5	Catastrophic	<ul style="list-style-type: none"> • Large number of severe injuries requiring hospitalisation. Significant fatalities General displacement for extended duration. Extensive personal support. • Extensive asset damage. Community unable to function without significant support. • Significant impact on environment and/or permanent damage. • Huge financial loss—unable to function without significant support. • Extensive off-site damage/impact.
4	Major	<ul style="list-style-type: none"> • Extensive injuries, significant hospitalisation, large number displaced (more than 24 hours duration). Fatalities. External resources required for personal support. • Significant asset damage that requires external resources. Community only partially functioning, some services unavailable. • Some impact on environment with long-term effects. • Significant financial loss—some financial assistance required. • Extensive off-site damage/impact.
3	Moderate	<ul style="list-style-type: none"> • Medical treatment required but no fatalities. Some hospitalisation. Localised displacement of people who return within 24hrs. Personal support satisfied through local arrangements. • Localised asset damage which is rectified by routine arrangements. Normal community functioning with some inconvenience. • Some impact on environment with no long-term effect or small impact on environment with long-term effect. • Significant financial loss. • May be off-site damage/impact.
2	Minor	<ul style="list-style-type: none"> • Small number of injuries but no fatalities. First Aid treatment required. Some displacement of people (less than 24 hrs). Some personal support required. • Some asset damage. Some disruption (less than 24hrs). • Small impact on environment with no lasting effects. • Some financial loss. • Confined to reserve
1	Insignificant	<ul style="list-style-type: none"> • No injuries or fatalities. Small number or nil people are displaced and only for short duration. Little or no personal support required (support not \$ or material). • Inconsequential or no damage. Little or no disruption to community. • No measurable impact on environment.

		<ul style="list-style-type: none"> • Little or no financial loss. • Confined to reserve.
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2.4 Risk Identification

“The organization should identify sources of risk, areas of impacts, events (including changes in circumstances) and their causes and their potential consequences.” (AS/NZS ISO 31000:2009).

2.5 Risk Analysis

“Risk analysis involves consideration of the causes and sources of risk, their positive and negative consequences, and the likelihood that those consequences can occur. Factors that affect consequences and likelihood should be identified. Risk is analysed by determining consequences and their likelihood, and other attributes of the risk.” (AS/NZS ISO 31000:2009).

2.6 Risk Evaluation

“Risk evaluation involves comparing the level of risk found during the analysis process with risk criteria established when the context was considered. Based on this comparison, the need for treatment can be considered” (AS/NZS ISO 31000:2009).

This plan has used the risk rating matrix taken from the AS/NZS 4360:2004 (Table 3) to evaluate the risk. This will ensure that this Plan is consistent with existing Corangamite Shire Council risk management plans.

Table 3. Risk rating matrix. (AS/NZS 4360:2004)

LIKELIHOOD	CONSEQUENCES				
	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
A (almost certain)	H	H	E	E	E
B (likely)	M	H	H	E	E
C (possible)	L	M	H	E	E
D (unlikely)	L	L	M	H	E
E (rare)	L	L	M	H	H
LEGEND					
Level of Risk	Recommended Action				
E = extreme risk	Detailed research and management planning required at senior levels. Action must be taken to reduce consequences or likelihood.				

H = high risk	Senior management attention required, further research might be required. Some action must be taken.
M = moderate risk	Management responsibility must be specified, specific monitoring or response procedures required.
L = low risk	Managed by routine procedures.

2.7 Risk Treatment

“Risk treatment involves selecting one or more options for modifying risks, and implementing those options. Once implemented, treatments provide or modify the controls.” Risk treatment options can include the following:

- a) avoiding the risk by deciding not to start or continue with the activity that gives rise to the risk;
- b) taking or increasing the risk in order to pursue an opportunity;
- c) removing the risk source;
- d) changing the likelihood;
- e) changing the consequences;
- f) sharing the risk with another party or parties (including contracts and risk financing); and
- g) retaining the risk by informed decision.

This includes the development of treatment plans for each risk “to document how the chosen treatment options will be implemented.” (AS/NZS ISO 31000:2009).

2.8 Monitoring and Review

“The organisation's monitoring and review processes should encompass all aspects of the risk management process for the purposes of:

- ensuring that controls are effective and efficient in both design and operation;
- obtaining further information to improve risk assessment;
- analysing and learning lessons from events (including near-misses), changes, trends, successes and failures;
- detecting changes in the external and internal context, including changes to risk criteria and the risk itself which can require revision of risk treatments and priorities; and
- identifying emerging risks” (AS/NZS ISO 31000:2009).

This Risk Management Plan will be reviewed annually. During this review, the Committee will examine the following;

- Progress towards meeting treatment actions.
- Changes to the sources, likelihood or consequences of risk.
- New knowledge or advice which may impact on treatment strategies or priorities.
- Identification of new or emerging risks.

Any amendments to the plan will be recorded in the amendment table provided at the front of this document. This plan will sunset in 2035 when a review of the document will be performed in conjunction with the Management Plan review.

3. Mt Leura and Mt Sugarloaf Reserves Risk Management

3.1 Risk Identification, Analysis and Evaluation

The Mt Leura and Mt Sugarloaf Management Committee identified a total of 16 risks which may be present on the reserves. The sources and vulnerable elements of each of these risks were identified. The identified risks were analysed against the likelihood and consequence criteria and were then evaluated according to the Risk Matrix. This analysis and evaluation is provided in the Risk Register and Treatment Plans (Section 4). Where a risk had variable consequences, the risk was assessed according to what the consequences would most likely be, although the range of potential consequences is also stated.

Some of the identified risks were excluded from this process because they are not direct risks to public safety, assets or the environment of the reserves or surrounding area. Other risks were also consolidated as the risk analysis process identified that the sources, likelihood and consequences were similar or related. This included personal injury and illness, tripping and slipping and structural failure and collapse. Based on the risk rating matrix, the 16 key risks have been prioritised according to their level of risk (Table 4).

Table 4. Risks present on the Mt Leura and Mt Sugarloaf Reserves, ranked in priority order.

Extreme Rated Risks (E)	
1	Fire
2	Accidents/Incidents - Vehicles
High Rated Risks (H)	
3	Personal Injury and Illness
4	Accidents/Incidents - Workplace
5	Landslides and Falling Objects
6	Severe Weather
7	Incidents - Animals/Insects
8	Accidents/Incidents - Air
Moderate Rated Risks (M)	
9	Electric Shock
10	Disease Spread
Low Rated Risks (L)	
11	Entrapment and Entanglement
12	Hazardous Contamination
13	People getting lost
14	Immersion - Water
15	Earthquake/Tremor
16	Flood

3.2 Risk Treatment

Risk Registers and Treatment Plans developed for the 10 risks rated as Extreme, High or Moderate are included in Section 4 below. These plans include a risk description, risk analysis and evaluation, vulnerable elements and treatment strategies.

4. Risk Register and Treatment Plans

4.1 Fire

There have been a few recorded incidences of minor fires on the reserves. A lightning strike in 2007 ignited a small fire in Mt Sugarloaf, which was extinguished before emergency services arrived. In 2004, a fire broke out following a stockpile burn undertaken the week prior. It is believed that the original fire burnt into old tree stump roots, flaring up during warm weather. There has also been evidence of illegal campfires near the Mt Leura carpark.

There are several potential sources of wildfire on the reserves. These include lightning strikes, arson, fire from adjoining areas, equipment use (e.g. mowers, grinders and welders), illegal campfires or barbeques, vehicles, burning of stockpiles, or fuel reduction burning. Cigarette butts are also another potential source of fire on the reserves particularly from vehicles using the Mt Leura Road.

There are various factors influencing the consequences of this risk including the terrain, weather conditions, and fuel loads, particularly elevated fuels such as *Phalaris*, shrubs, and stockpiles of dead vegetation.

Reducing fuel loads across the reserves and ecological burns for environmental benefit are the two key priorities. The Mount Leura and Mount Sugarloaf Management Plan 2024 identifies vegetative fuel breaks and ecological burns are key actions to reduce the risk of fires moving within and across reserve boundaries. Vegetative fuel breaks involve the planting of fire resilient vegetation to minimise the spread and intensity of any fires which may enter the area.

Risk Analysis: Fire	
Likelihood	Likely (A): The event is expected to occur.
	<ul style="list-style-type: none">• Infrequent occurrence.• Few recorded incidences.
Consequence	Major (2): Ranging from insignificant to catastrophic.
	<ul style="list-style-type: none">• People: Injuries, fatalities and displacement.• Infrastructure: Ranging from minor to catastrophic. Damage to property and assets on or adjoining the reserve.• Environment: Minor/short term impact to major/long term impact. Damage to vegetation. Wildlife fatalities.• Financial: Minor to significant costs depending on loss of infrastructure.
Risk Rating	Extreme (E)
Vulnerable Elements	<ul style="list-style-type: none">• Reserve users• Adjoining residents

	<ul style="list-style-type: none"> Structures on reserve - fences, shelters, seating, signage, roads and tracks Structures adjoining the reserve- homes, sheds, and community facilities Stock/animals near the reserve Fodder supplies and pastures near the reserve Vegetation and wildlife on the reserve Emergency services
Can this risk be handled by existing measures and/or will the risk be tolerated? No.	
Can the likelihood and/or consequence/vulnerability be reduced? Yes.	

Treatment Strategies: Fire			
No.	Action	Responsibility	Timeline
1	Committee, volunteers or contractors must not use equipment such as mowers or angle grinders on Total Fire Ban Days.	Committee	Ongoing
2	Where possible, do not drive vehicles off formed tracks to minimise the potential for ignition from vehicles.	Committee	Ongoing
3	Close the reserves on Catastrophic Fire Danger days in accordance with Council's Policy	Committee, Council	Ongoing
4	In accordance with the <i>Mt Leura and Mt Sugarloaf Management Plan 2026 – 2036</i> , investigate and implement ecological burns incorporating fuel reduction across reserves according to fire risk assessments undertaken with CFA.	Committee, CFA	Ongoing

4.2 Accidents and Incidents - Vehicles

A large number of vehicles, including cars and caravans, use the Mt Leura Road. The road is also occasionally used by the Ballarat Light Car Club to hold Hill Climb competitions, and is regularly used by walkers and cyclists.

A key factor that may contribute to vehicle accidents include vegetation adjacent to the Mount Leura Road and vehicle access tracks as shown on the Emergency Access Plan. Other factors may include landslides/erosion, weather conditions, wildlife, driver behaviour (e.g. speeding), unauthorised road/track access and road condition, particularly road width and sight distances. The highest risk is associated with walkers and cyclists using the road, excessive speed, the steep and winding road design, and multiple coaches using the road at the one time.

The Committee have worked on the Emergency Access Plan which shows the internal access for emergency vehicles and authorised vehicles. This map makes recommendations about which tracks are accessible to which types of vehicles.

The Committee and reserves officer will use these tracks to complete works using authorised vehicles. The Committee and reserves officer may make use of private vehicles to complete set tasks. The Committee can also authorise other vehicles access to assist with committee tasks. Persons driving must have appropriate insurance and experience of the terrain to drive on the reserve.

Risk Analysis: Accidents and Incidents - Vehicles	
Likelihood	Almost Certain (A): The event is expected to occur.
	<ul style="list-style-type: none">• Anecdotal evidence indicates that only a few minor incidences have occurred in the past.• Considerable opportunity, reason or means to occur.
Consequence	Moderate (3): Ranging from insignificant to catastrophic.
	<ul style="list-style-type: none">• People: Injuries and fatalities.• Infrastructure: Damage to vehicles and assets on the reserve (i.e. road, rails, signs)• Environment: Minor/short term. Damage to vegetation. Wildlife fatalities.• Financial: Minor to major. Costs associated with damage to vehicles and assets.
Risk Rating	Extreme (E)
Vulnerable Elements	<ul style="list-style-type: none">• Reserve users - particularly motorists, pedestrians and cyclists.• Structures– roads, guard rails, bollards, signs, etc.• Vegetation and wildlife on the reserve
Can this risk be handled by existing measures and/or will the risk be tolerated? No.	
Can the likelihood and/or consequence/vulnerability be reduced? Yes.	

Treatment Strategies: Accidents and Incidents - Vehicles			
No.	Action	Responsibility	Timeline
1	Maintain condition of Mt Leura Road and signage according to VicRoads standards ¹ .	Council	Ongoing
2	Conduct all Hill Climb Events according to CAMS ² Occupational Health and Safety policy.	Ballarat Light Car Club, Council	Ongoing
3	Regularly inspect vegetation growing along Mt Leura Rd and prune or remove trees as required.	Council	Ongoing
4	Provision of Emergency Access Plan as an induction tool for vehicle access.	Council, Committee	Ongoing
5	Review Emergency Access Plan as part of the annual Hazard and Maintenance Schedule.	Committee	Annual

¹ In 2018, Council reviewed the existing advisory signage and implemented a 40kmh speed limit on Mt Leura road following a request from the Committee.

² Confederation of Australian Motorsport

4.3 Personal Injury and Illness

This includes various events that may cause injury or illness to persons on the reserves, which are not considered in other risk register and treatment plans. Due to the steep terrain and various structures on the reserve, there is a risk of persons falling and potentially causing injury or death. Other risks may include people becoming ill due to strenuous activity, pre-existing medical conditions, and lack of shelter or lack of rest or shade areas. It includes injuries resulting from vegetation over-hanging the tracks, people going off-track, tripping and slipping, prickly vegetation (e.g. blackberry) or infrastructure or facilities on the reserves. Other events may include allergy attacks, sunburn, sunstroke, dehydration and illness through contact or ingestion of poisonous plants (e.g. hemlock).

The main risk is associated with people falling from There is also a steep cutting adjacent to sections of the road and tracks, which may be a fall-risk to walkers, particularly where vehicles are using the road.

Risk Analysis: Personal Injury and Illness	
Likelihood	Almost Certain (A): The event is expected to occur.
	<ul style="list-style-type: none"> Numerous minor incidents in the past, but few recorded. Considerable opportunity, reason or means to occur.
Consequence	Moderate (3): Ranging from minor to major.
	<ul style="list-style-type: none"> People: Injuries (including minor, first-aid, and hospitalisation) and fatalities Infrastructure: Minor to major damage to reserve facilities (i.e. information shelters). Environment: None. Financial: Ranging from insignificant to major. Includes infrastructure repairs or replacement, medical costs, loss of income and insurance claims to Council.
Risk Rating	High (H)
Vulnerable Elements	<ul style="list-style-type: none"> Volunteers and committee members Reserve users - particularly walkers. Employees and contractors
Can this risk be handled by existing measures and/or will the risk be tolerated? Yes.	
Can the likelihood and/or consequence/vulnerability be reduced? Yes.	

Treatment Strategies: Personal Injury and Illness			
No.	Action	Responsibility	Timeline
1	Regularly inspect tracks and clear trip hazards as required.	Committee	Ongoing
2	Regularly inspect reserve assets for risk issues and address issues as required	Committee	Ongoing
3	Provide employees with personal protective equipment (i.e. gloves, safety vests, and sunscreen). Instruct volunteers to use appropriate PPE.	Committee, Council, volunteer supervisors ¹	Ongoing
4	Provide all volunteers with induction prior to commencing work, including an onsite risk assessment.	Committee, Council, volunteer supervisors ¹	Ongoing
5	Remove poisonous plants (e.g. hemlock) as soon as practical.	Committee	Ongoing
6	Provide shade and shelter to visitors through the provision of trees and shelters.	Committee	Ongoing
8	Investigate appropriate means to prompt visitors to take adequate precautions whilst on the reserve (e.g. wear hat and sunscreen and carrying adequate water). This may be incorporated into brochures, website and signs.	Committee	2016-17
9	Add recognised location name to existing "000" signage to assist emergency services to locate injured persons using current technology.	Committee	Current
10	Provide a copy of Emergency Access Plan updated 2024 to local emergency services and Committee members, and available at the Emergency Information box located at the reserve entrance.	Committee	As required
11	Closure of the old quarry area to the public and caution signs to advise of risk.	Committee	Ongoing.

¹ Other volunteer supervisors (e.g. school teachers and group team leaders) also have a responsibility in implementing the indicated actions.

4.4 Accidents/Incidents - Reserves

This risk includes accidents or incidents involving employees, volunteers and contractors. Council employs a reserves officer to manage the reserves, and there are various volunteers that assist with management and restoration of the reserves, including committee volunteers, Friends of Mount Leura Inc. and other community volunteers.

The Committee occasionally host volunteer teams and school groups to undertake activities on the reserve. Some of these groups have their own team leaders who have the primary responsibility for ensuring user safety.

For other groups, the Committee have the sole responsibility for supervising volunteers and providing a safe workplace. The Committee also employ contractors at various times to undertake activities such as weed control, mowing and construction.

There are various factors that may contribute to workplace accidents and incidents. There may be a lack of supervision, failure to undertake risk assessment or volunteer induction, or a breach or lack of understanding of Occupational Health and Safety practices. Insufficient personal protective equipment, skills or training and use of faulty or inappropriate equipment may also contribute to this risk. Short deadlines or insufficient budgets may be factors which contribute to workplace accidents on the reserves.

Risk Analysis: Accidents and Incidents - Workplace	
Likelihood	Likely (B): This event will probably occur
	<ul style="list-style-type: none">• Some anecdotal evidence of some minor incidents and near-misses.• Considerable opportunity, reason or means to occur.
Consequence	Minor (2): Ranging from minor to major.
	<ul style="list-style-type: none">• People: Injuries (including minor, first-aid and hospitalisation) and fatalities.• Infrastructure: Vehicles and equipment.• Environment: None.• Financial: Medical costs, replacement of equipment/vehicles, workcover costs and loss of income.
Risk Rating	High (H)
Vulnerable Elements	<ul style="list-style-type: none">• Volunteers• Employees• Visitors
Can this risk be handled by existing measures and/or will the risk be tolerated? No.	
Can the likelihood and/or consequence/vulnerability be reduced? Yes.	

Treatment Strategies: Accidents and Incidents - Workplace			
No.	Action	Responsibility	Timeline
1	Use Corangamite Shire induction for volunteers addressing risk identification and mitigation which aligns with current Council volunteer induction processes. Ensure that this is delivered to all volunteers/workers and all volunteers/workers are registered prior to works starting.	Committee, Volunteer Supervisors	Ongoing
2	Ensure the reserves officer has a first aid kit in their vehicle at all times and another first aid kit is stored in the Volcanic Education Centre.	Committee, Reserves Officer	Ongoing
3	Ensure that tasks are only undertaken in appropriate weather/seasonal conditions.	Committee, Reserves Officer	Ongoing
4	Ensure that all volunteers are supervised whilst working on the reserves and supervisor is familiar with emergency procedures.	Committee, Reserves Officer	Ongoing
5	Where possible, avoid driving vehicles off the vehicle access tracks as identified in the Emergency Access Plan.	Committee, Reserves Officer, Contractors	Ongoing
6	Ensure that volunteers do not use mechanical equipment without appropriate training/qualifications and only employ herbicides techniques that minimise the potential for herbicide contact (e.g. cut & paint).	Committee, Reserves Officer, Contractors	Ongoing
7	Inspect all Committee tools and equipment for faults, including electrical tagging and testing. Replace or repair equipment as required.	Committee, Reserves Officer	Ongoing
8	Ensure that any workplace accidents, incidents or near-misses are recorded and submitted via Councils Standard Incident/Hazard Report forms.	Committee, Reserves Officer	Ongoing
9	Develop a site risk assessment form and volunteer register. Ensure that all volunteers are registered and risk inspections are conducted prior to any volunteer activity commencing.	Committee	Ongoing
10	Induct Reserves Officer and Committee members regarding Council's risk management processes and policies.	Committee, Council	Ongoing
11	Ensure that first aid kits are inspected and updated annually as part of the hazard and maintenance schedule.	Committee	Annually

4.5 Landslides and Falling Objects

Due to the steep topography, soil and rock material on the reserves, minor landslides and falling of small rocks and to a lesser extent vegetation are a regular occurrence on the reserve. In addition to natural causes (e.g. wind and rain), erosion/falling objects may be caused by impact of wildlife, human activities such as the dislodging of material whilst walking, driving on the tracks, track maintenance and track constructions.

The Mt Leura Road is the responsibility of Corangamite Shire. This includes such things as roadside vegetation and verge management and maintenance.

Sometimes material is deliberately rolled down the reserves, especially from the Mt Leura Upper Carpark. Past activities contribute to this risk; for example the road and track cuttings often experience minor subsidence. The area of Mt Sugarloaf that was quarried in the early 1970s is possibly the area on the reserve that is most vulnerable to landslides and erosion. The top of this quarry has been gradually eroding since quarrying ceased, with a large amount of fallen rock at the base of quarry face. The area is fenced off with clear "Do not enter" signage at appropriate locations.

In 2022 a drone survey of the Sugarloaf Quarry was completed to enable ongoing monitoring of erosion and impacts on nearby tracks.

Risk Analysis: Landslides and Falling Objects	
Likelihood	Almost Certain (A): The event is expected to occur.
	<ul style="list-style-type: none">• High number of recorded incidents and very strong anecdotal evidence.• A strong likelihood the event will reoccur.• High opportunity, reason or means to occur.
Consequence	Minor (2): Ranging from insignificant to major.
	<ul style="list-style-type: none">• People: Injuries, fatalities and displacement.• Infrastructure: Localised damage to facilities, roads, fences, tracks, adjoining residences and vehicles on the reserve.• Environment: Moderate environmental damage, but could be catastrophic. Localised erosion over short to long time frames, particularly at Mt Sugarloaf Quarry.• Financial: Ranging from insignificant to major. Includes repairs to or replacement of infrastructure, remedial works to address erosion issues, medical costs, loss of income and insurance costs.
Risk Rating	High (H)
Vulnerable Elements	<ul style="list-style-type: none">• Reserve users - particularly vehicles, walkers using tracks, and people in Mt Sugarloaf area.• Volunteers and employees.• Structures on and adjoining the reserve (e.g. fences, roads, tracks, houses, shelters, and sheds)
Can this risk be handled by existing measures and/or will the risk be tolerated? Yes.	

Can the likelihood and/or consequence/vulnerability be reduced? No.

Treatment Strategies: Landslides and Falling Objects			
No.	Action	Responsibility	Timeline
1	Regularly inspect internal tracks and organise for the removal of any large rocks, vegetation or obstacles.	Committee	Ongoing
2	Ensure that new structures and facilities are appropriately sited and constructed to minimise soil disturbance.	Committee	Ongoing
3	Temporarily close areas of the reserve to the public that may potentially be affected by falling objects when high risk activities (e.g. tree removals and track construction) are being undertaken.	Committee	Ongoing
4	Continue to use drone technology to monitor erosion in the disused Mt Sugarloaf quarry. Undertake appropriate action when required.	Committee	As required

This risk cannot be eliminated as some of the factors associated with this risk, particularly the terrain and geology of the site, cannot be controlled.

The risks associated with erosion at the disused Mt Sugarloaf Quarry and the Mt Leura Road cutting will be tolerated as the impact on users and assets at the Reserves will most likely be minimal. Erosion control measures at these sites will be costly and would not be guaranteed of success due to the topography and geology of the sites.

4.6 Severe Weather

Like the surrounding region, the Mt Leura and Mt Sugarloaf Reserves occasionally experience severe weather. This severe weather may include thunderstorms, strong winds, heavy fog, heavy rain or hail, and extreme high and low temperatures. This may have varying consequences, including injury and illness to reserve users (e.g. dehydration or being struck by falling limbs) and damage to assets such as vehicles or shelters. The most common risks are associated with extreme heat, such as sunstroke, dehydration or sunburn to volunteers and employees.

Risk Analysis: Severe Weather	
Likelihood	Almost Certain (A): The event is expected to occur.
	<ul style="list-style-type: none"> Regular occurrence in the past.
Consequence	Minor (2): Ranging from insignificant to major.
	<ul style="list-style-type: none"> People: Injuries and fatalities Infrastructure: Ranging from minor to major. Damage to shelters, signage, seats, and tracks. Damage to vehicles. Environment: Short term and localised. Damage to vegetation. Financial: Ranging from insignificant to moderate. Costs associated with repairs and replacement of infrastructure. Some external resources may be required.
Risk Rating	High (H)
Vulnerable Elements	<ul style="list-style-type: none"> Reserve users - particularly pedestrians and cyclists Structures - shelters, roads, signs, tracks etc. Vehicles Volunteers and employees
Can this risk be handled by existing measures and/or will the risk be tolerated? Yes.	
Can the likelihood and/or consequence/vulnerability be reduced? Yes	

Treatment Strategies: Severe Weather			
No.	Action	Responsibility	Timeline
1	Use Corangamite Shire induction for volunteers addressing risk identification and mitigation including the severe weather risk which aligns with current Council volunteer induction processes.	Committee/ Volunteer Supervisors	Ongoing
2	Follow Council procedures and triggers for cancelling volunteer and employee activities on reserves during extreme weather.	Committee/ Volunteer Supervisors	Ongoing
3	Direct volunteers and employees to use protective measures against severe weather (e.g. water, hat, and sunscreen).	Committee/ Volunteer Supervisors	Ongoing
4	Remove hazards (e.g. fallen vegetation) following severe weather events as required.	Committee/ Reserves Officer	Ongoing
5	Ensure that all new structures (e.g. shelters) are built to meet building standards appropriate for the conditions of the reserves (e.g. materials meet appropriate wind standard).	Committee	As required
6	Inspect facilities annually for hazards which may be caused by, or vulnerable to severe weather events.	Committee	Annually

4.7 Incidents - Animals/Insects

There are various domestic animals and wildlife that use the Mt Leura and Mt Sugarloaf Reserves. Some of these animals and wildlife may cause injury or harm to reserve visitors. For example dog attack, feral animals, kangaroos, stings and bites from bees, wasps, insects or spiders, snake bite, swooping birds, stock from adjoining areas and animal-human disease spread. Factors such as the season, habitat, boundary fence maintenance, and the human behaviour (e.g. provoking animals or dogs off leashes) may also influence the likelihood of the hazard occurring.

Risk Analysis: Incidents – Animals/Insects	
Likelihood	Almost Certain (A): The event is expected to occur.
	<ul style="list-style-type: none"> • The increase of vegetation on the mount has seen more native animals reside on the mount. This increases the likelihood of interaction with humans and wildlife.
Consequence	Minor (2): Ranging from insignificant to major.
	<ul style="list-style-type: none"> • People: Injuries and fatalities • Infrastructure: None. • Environment: Significant. damage to vegetation and wildlife. • Financial: Insignificant.
Risk Rating	High (H)
Vulnerable Elements	<ul style="list-style-type: none"> • Reserve users - particularly walkers. • Volunteers and employees. • Native wildlife • Indigenous vegetation
Can this risk be handled by existing measures and/or will the risk be tolerated? Yes.	
Can the likelihood and/or consequence/vulnerability be reduced? No.	

Treatment Strategies: Incidents – Animals/Insects			
No.	Action	Responsibility	Timeline
1	Employ qualified contractors to remove European wasp hives as soon as identified/reported.	Committee	Ongoing
2	Ensure that tracks are inspected regularly mown to reduce snake habitat near pedestrian areas.	Committee	Ongoing
4	If surveying of fauna, ensure no wildlife is handled with the exception that wildlife is only handled by trained professionals with relevant permits.	Committee	Ongoing
5	Undertake annual inspections of boundary fences and repair as required to prevent stock from adjoining areas entering the reserves.	Committee	Ongoing
6	Install appropriate signs at entry points to the reserve to protect native wildlife and visitors.	Committee	Ongoing
7	Stay informed on current and emerging pest plant and animal control methods.	Committee	Ongoing

4.8 Accidents/Incidents - Air

This risk deals with aircraft accidents occurring on the reserve. This may include emergency aircraft, which use the adjacent Leura Oval as landing area, aerial sprayers controlling pest plants or animals on the reserve or adjoining properties, drones, and sight-seeing aircraft flying over the reserves. There may be various factors that contribute to an accident including weather conditions, topography of the reserves, mechanical or pilot error, vegetation or bird strike.

Risk Analysis: Accidents/Incidents – Air	
Likelihood	Unlikely (D): The event is unlikely to occur.
	<ul style="list-style-type: none">• No recorded incidents or anecdotal evidence.• Little opportunity, reason, or means to occur.
Consequence	Major (4): Ranging from minor to major.
	<ul style="list-style-type: none">• People: Injuries, fatalities and displacement.• Infrastructure: Loss/damage to structures, roads and tracks.• Environment: Loss/damage to vegetation, wildlife fatalities, erosion vulnerability and soil contamination.• Financial: Medical costs, insurance costs, recovery costs- emergency services, repairs/replacement of infrastructure, loss of income.
Risk Rating	High (H)
Vulnerable Elements	<ul style="list-style-type: none">• Aerial sprayers• Accident/emergency aircraft• Site-seeing aircraft• Structures on the reserve• Vegetation• Visitors to the reserve
Can this risk be handled by existing measures and/or will the risk be tolerated? Yes.	
Can the likelihood and/or consequence/vulnerability be reduced? No.	

Treatment Strategies: Accidents/Incidents – Air			
No.	Action	Responsibility	Timeline
1	Install "no drones" signs	Committee	Complete

4.9 Electric Shock

Reserve users, volunteers and employees could be exposed to electric shock on the reserve through lightning strike, use of faulty electrical equipment, and inappropriate use of electrical equipment. The most likely cause of electrical shock on the reserve is from the electric fence used to fence grazing stock on the western side of the Mt Sugarloaf Reserve.

Risk Analysis: Electric Shock	
Likelihood	Possible (C): The event could possibly occur.
	<ul style="list-style-type: none"> • This event should occur at some time. • No recorded incidents. • Some opportunity, reason or means to occur.
Consequence	Minor (2). Ranging from insignificant to major.
	<ul style="list-style-type: none"> • People: Injuries and fatalities • Infrastructure: None. • Environment: Insignificant. Minor, short term damage to vegetation and wildlife. • Financial: Insignificant.
Risk Rating	Moderate (M)
Vulnerable Elements	<ul style="list-style-type: none"> • Volunteers, particularly overseas volunteers. • Employees and committee members • Visitors, particularly walkers.
Can this risk be handled by existing measures and/or will the risk be tolerated? Yes.	
Can the likelihood and/or consequence/vulnerability be reduced? Yes.	

Treatment Strategies: Electric Shock			
No.	Action	Responsibility	Timeline
2	Provide all employees, committee members and volunteers with appropriate induction and training regarding the use of electrical equipment.	Committee	Ongoing
3	Testing and tagging of all electrical equipment owned by the Committee.	Committee, Council	Annually
	Avoid outdoor activities on the Mount when electrical storms are forecast.	Committee, Council, Reserves Officer	Ongoing

4.10 Disease Spread

The main factors associated with this risk are disease spread community events, contact with contaminated rubbish, and contact with infected animals, such as domestic stock or native wildlife (e.g. during wildlife workshops or mammal surveying). Contact with bats in particular presents a higher risk, as they can be carriers of different diseases such as Rabies and Calicivirus.

Risk Analysis: Disease Spread	
Likelihood	Unlikely (D): This event is unlikely to occur.
	<ul style="list-style-type: none"> Little opportunity, reason or means to occur.
Consequence	Moderate (3). Ranging from insignificant to major.
	<ul style="list-style-type: none"> People: Illness and fatalities. Infrastructure: Nil. Environment: Illness and fatalities from disease or disease control measures. Financial: Medical costs, quarantine costs, stock losses, disease treatment, insurance costs, and loss of income.
Risk Rating	Moderate (M)
Vulnerable Elements	<ul style="list-style-type: none"> Volunteers and Employees Visitors users Wildlife researchers. Native wildlife and flora
Can this risk be handled by existing measures and/or will the risk be tolerated? Yes.	
Can the likelihood and/or consequence/vulnerability be reduced? No.	

Treatment Strategies: Disease Spread			
No.	Action	Responsibility	Timeline
1	Encourage good practise sanitation at group events and follow any public health advice.	Committee	Ongoing
2	During wildlife workshops and mammal surveying, ensure that all animals (e.g. bats) are handled only by trained persons, with appropriate protection.	Committee	Ongoing
3.	Direct concerns of sick injured or dead wildlife to appropriate authorities through signage.	Committee, Council	As required

Appendix 1. Annual Risk Inspection Checklist

9.8 Business Assistance Scheme May 2026 Application

Directorate: Sustainable Development

Author: Samantha Fox, Coordinator Economy and Tourism

Executive Summary

This report provides information on the assessment and recommended funding allocation for the May 2026 round of the Business Assistance Scheme (BAS). The BAS is part of Council's Grow and Prosper Corangamite initiative which consolidates economic and community development, including arts, culture, tourism and the circular economy. The BAS supports local businesses, community enterprises, creative industries and new businesses looking to establish in the municipality.

Recommendation

That Council approves the Business Assistance Scheme application for funding for The Trustee for Arpan Nominees Trust (Foodworks Lismore) for the amount of \$1,775 excluding GST.

Discussion/Key Matters/Issues

The BAS provides business, building owners and community the opportunity to apply for support, including financial assistance. Applications are assessed on merit, considering the eligibility criteria and available funds.

The Scheme is ongoing across the year enabling businesses to submit when suitable for their proposed project and provides four streams 1) Business Facade Improvement; 2) Creative Industries and Placemaking; 3) Community Enterprise Projects; and 4) Fees and Enabling Infrastructure.

There is one application for Stream 1 Business Facade Improvement that has been assessed and is recommended for assistance to be considered by Council for determination:

- *The Trustee for Arpan Nominees Trust (Foodworks Lismore)*: New business identification signage. The funding assistance requested is \$1,775 excluding GST.

The BAS scheme is an ongoing grant and business support scheme that is open for applications year-round. Council officers work with applicants to enable applications to be grant ready. Applications are assessed against the relevant stream criteria and evaluated by an assessment panel to ensure they meet assessment criteria and align with the objectives of the program and if so, are recommended for approval.

Options for Council Consideration

Officers have assessed the application and recommend it for assistance under the Business Assistance Scheme (BAS). The options are:

1. Allocate funds of \$1,775 (excluding GST) to the Business Assistance Scheme applicant.
2. Not allocate funding through the program.

Alignment to Council Plan

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

A growing and prosperous economy

Support and promote local businesses

Enhance and promote tourism opportunities

Seek to diversify our economy including retail and hospitality and support creative industries

Relevant Law/Policy/Legal Implications

Business Assistance Scheme Policy October 2025.

Collaborative Procurement

Nil

Consultation and Engagement

Extensive external promotion and consultation about the BAS has occurred across the Shire including media releases, Council's social media channels, Corangamite News, Corangamite E-News and Corangamite Business E-News.

On receipt of applications internal consultation is undertaken with relevant teams (e.g. planning, building and environmental health) to ensure all aspects of proposals are considered and applicants are supported through the permit processes.

Financial Considerations

The current application is seeking a total funding commitment of \$1,775. Council's 2025-2026 adopted budget includes an allocation of \$50,000 for the BAS, with a remaining budget of \$14,949.

Diversity and Inclusion Considerations

The May BAS application is from The Trustee for Arpan Nominees Trust (Foodworks Lismore). Stream 1 of the BAS program enables businesses to apply for funding for a variety of improvements.

Environmental and Climate Change Considerations

NA

Risk Consideration

This matter addresses Enterprise Risk 77 – Insufficient investment by Council in Economic Development. The allocation of funding to provide support for businesses is a mitigation measure for this risk. The current risk rating is low and the residual risk remains low.

Conflict of Interest

No officer involved in the preparation of this report declared a general or material conflict of interest.

Attachments

1. Under Separate Cover Business Assistance Scheme May Application [9.8.1 - 1 page]

9.9 Recreation Reserves Management Policy

Directorate: Works and Services

Author: Jarrod Woff, Manager Facilities and Recreation

Executive Summary

This report recommends adoption of a revised Recreation Reserves Management Policy (Policy) as a guide to the funding and management arrangements for recreation reserves located within the Corangamite Shire following a deferral from the 24 March 2026 Council meeting and subsequent briefing.

This Policy has been reviewed with amendments recommended.

Recommendation

That Council:

1. **Revokes the Recreation Reserves Management Policy dated March 2023**
2. **Adopts the Recreation Reserves Management Policy dated May 2026**
3. **Undertakes a review of all categories identified in the policy within 12 months of this report**

Discussion/Key Matters/Issues

Sport and recreation play an important role in promoting a sense of community, social inclusion and community wellbeing. Recreation reserves are important assets that encourage broad community use and opportunities for a well-balanced lifestyle with a range of physiological, mental, social and educational benefits.

The Recreation Reserves Management Policy aims to detail Councils involvement in the funding and management arrangements of recreation reserves within the shire. It notes that whilst not owned by Council, the reserves play a significant role in the community and the provision of support through this policy helps volunteers manage the recreation reserves.

The Recreation Reserves Management Policy has been reviewed and proposes the following amendments:

- Reference to the management arrangements and responsibilities to the Port Campbell and Princetown Recreation Reserve.
- Addition of a category acknowledging additional reserves.
- Review of the policy to be undertaken every four years.

There is considerable burden on committee volunteers to monitor, maintain and upkeep their facilities with increasing utility and other operating costs. The majority of the Committees of Management have limited revenue raising opportunities. There are no changes recommended to the financial contribution percentages allocated to the recreation reserves, whilst the budgetary amount provided will be considered as part of Councils annual budget process.

The challenges associated with recreation reserves and generating revenue is well known. The volunteers that oversee the management of the facilities should be acknowledged and applauded. The current policy proposes a percentage allocation to the committee based on a tiered structure. This has worked well in the past and it is not proposed to make any changes to this percentage breakdown.

Options for Council Consideration

Council can adopt the Recreation Reserves Management Policy as presented, or choose to amend the Policy.

Alignment to Council Plan

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

A Community that enables healthy, active, and resilient living

Deliver, support and enable services and programs for all life stages particularly youth and aged

Provide, maintain and promote recreational facilities and programs

This policy has been reviewed and developed in accordance with Council's Policy Development Framework.

Relevant Law/Policy/Legal Implications

Nil

Collaborative Procurement

Nil

Consultation and Engagement

The Recreation Reserves Management Policy is a revision of an existing policy and has been reviewed internally by Council's Facilities and Recreation Department and Executive Leadership team.

Financial Considerations

The Recreation Reserves Management Policy recommends Council allocate a financial contribution as a part of its recurrent budget to assist reserve committees with managing their facilities.

Council allocated \$182,337 as a part of its recurrent budget to recreation reserves in 2025-2026. Any future allocations will be considered as part of Council's annual budgeting process.

The breakdown in the 2025-2026 financial year for the facilities, based on the different categories, is outlined in the table below;

Category	Amount
Category 1	\$22,455
Category 2	\$17,964
Category 3	\$12,575

Table 1: 2025-2026 financial contributions by category

In reviewing the Policy, it is recommended that additional reserves be considered for funding, which will result in an increase of \$35,418 in the 2026-2027 budget for financial contributions to recreation reserves.

Category	Amount
Category 1	\$23,073
Category 2	\$18,458
Category 3	\$12,921
Category 4	\$7,601

Table 2: Proposed 2026-2027 financial contributions by category

Diversity and Inclusion Considerations

A review of the policy in consideration of fair access has been considered. The *Gender Equality Act 2020* requires Council to undertake gender impact assessments (GIA) when developing or reviewing any policy, program or service which has a direct and significant impact on the public.

A GIA has been undertaken in relation to the Recreation Reserves Management Policy in accordance with the *Gender Equality Act 2020* (GEA). The Policy primarily addresses the provision of funding and maintenance at the recreation reserves. The GIA has identified and recommends consideration be given to the Committee of Management Guidelines that the committees utilise.

Environmental and Climate Change Considerations

Nil

Risk Consideration

Nil

Conflict of Interest

No officer involved in the preparation of this report declared a general or material conflict of interest.

Attachments

1. Recreation Reserves Management Policy May 2026 [9.9.1 - 5 pages]
2. Under Separate Cover - Recreation Reserves Management Policy with track changes May 2026 [9.9.2 - 6 pages]



Recreation Reserves Management Policy

Corangamite Shire

May 2026



Council Policy

Recreation Reserves Management

Introduction

Sport and recreation play an important role in promoting a sense of community, social inclusion and community wellbeing. Recreation reserves are important assets that encourage broad community use and opportunities for a well-balanced lifestyle with a range of physiological, mental, social and educational benefits.

Purpose

This policy aims to detail Council's involvement in the funding and management arrangements of Recreation Reserves located within Corangamite Shire.

Scope

This policy applies to recreation reserves in Camperdown, Cobden, Derrinallum, Lismore, Noorat, Simpson, Skipton, Terang and Timboon, rural recreation reserves and lake reserves in the Corangamite Shire which provide general public access and are used for community purposes on both Council owned land and land not owned by Council.

This policy does not include Lake Tooliorook Reserve which is managed and operated by an asset committee of Council under delegation through the *Local Government Act 2020*.

This policy does not include Lake Purrumbete Foreshore Reserve whose management and maintenance are supported substantially by the operations of the Lake Purrumbete Caravan Park.

This policy does not include Port Campbell Recreation Reserve or Princetown Recreation Reserve which are managed and supported by Great Ocean Road Coast and Parks Authority (GORCAPA).

Council will provide an annual operating allocation consistent with current arrangements to assist with reserve operations during the term of the policy and may need to review the policy, subject to Council's annual budget and evidence of ongoing facility use.

It is considered that this Policy does not impact negatively on any rights identified in the *Charter of Human Rights Act (2006)*.

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References

Corangamite Shire Recreation Facilities Development Policy
Corangamite Shire Facility Grants Program Guidelines
Corangamite Shire Recreation & Public Open Space Strategy 2016-2026
Corangamite Shire Health and Wellbeing Plan

Definition

‘Committee’ – Committee of Management responsible for the day to day management and operation of the Reserve as delegated by Department of Environment, Emergency and Climate Action. or trustees.

‘Instrument of Delegation’ – charter of responsibility, terms and conditions of committees delegated as an asset committee under the *Local Government Act 2020*.

‘Lake Reserve’ – a reserve collocated with Deep Lake, Lake Elingamite and South Beach Lake Bullen Merri which provides general public access and is extensively used for community recreation purposes particularly due to lake associated water activities.

‘Rural recreation reserve’ – a reserve located within Corangamite Shire that is not specified as a ‘Recreation Reserve’ but which provides general public access and is used for community recreation purposes.

‘Recreation Reserve’ – a recreation reserve as identified in the table on page 4 and which provides general public access and is used for community recreation purposes.

Policy Detail

Recreation Reserve

1. Council will allocate an amount for each recreation reserve as a part of its recurrent budget to assist with operational expenses.

Funding will be allocated in accordance with the following funding levels as a percentage of Council's budget discussions in each financial year.

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Funding Levels:

Category 1	Funding Allocation
Cobden Recreation Reserve	10.6%
Leura Oval	10.6%
Terang Recreation Reserve	10.6%
Category 2	Funding Allocation
Derrinallum Recreation Reserve	8.5%
Noorat Recreation Reserve	8.5%
Simpson Recreation Reserve	8.5%
Skipton Recreation Reserve	8.5%
Timboon Recreation Reserve	8.5%
Category 3	Funding Allocation
Lismore Recreation Reserve	5.9%
Scotts Creek Recreation Reserve	5.9%
Category 4	Funding Allocation
Boorcan Recreation Reserve	3.5%
Ecklin Recreation Reserve	3.5%
Pomborneit Recreation Reserve	3.5%
Terang Cricket Reserve	3.5%

-
2. Council will maintain building and contents (limited) insurance for the buildings.
3. Council will reimburse Derrinallum and Noorat Recreation Reserves Committees (delegated under Trustees) costs incurred for public liability insurance.
4. Recreation Reserve Committees will be responsible for all operational expenses.
5. Recreation Reserve Committees will be responsible for maintaining relevant contents insurance above that provided by Council.
6. Recreation Reserve Committees will retain all income received through the hire of the facility.
7. Recreation Reserve Committees will co-ordinate hiring of the facility and will ensure that all hiring arrangements are appropriately documented.
8. Recreation Reserve Committees will forward a report to Council at the end of each financial year which will include a financial statement and usage figures.
9. Recreation Reserve Committees will be responsible for sound asset planning and implementation of facility improvements.
10. Recreation Reserve Committees can seek funding for capital works in accordance with Council's Recreation Facilities Development Policy.
11. Recreation Reserve Committees will be invited to apply to Council's Facilities Grants Program each year for minor infrastructure works or related projects.

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Rural Recreation Reserve

1. Rural Recreation Reserve Committees will be responsible for all day to day operational and maintenance costs.
2. Rural Recreation Reserve Committees will be responsible for maintaining relevant contents insurance above that provided by Council.
3. Rural Recreation Reserve Committees will be invited to apply to Council's Facilities Grants Program each year for minor infrastructure works or related projects.
4. Council will reimburse Boorcan Recreation Reserve Committee (delegated under Trustees) costs incurred for public liability insurance.
5. Council will maintain building and contents (limited) insurance for the buildings.

Lake Recreation Reserve

1. Lake Recreation Reserve Committees will be responsible for all day to day operational and maintenance costs including utility costs.
2. Lake Recreation Reserve Committees will be responsible for maintaining relevant contents insurance above that provided by Council.
3. Lake Recreation Reserve Committees will be invited to apply to Council's Facilities Grants Program each year for minor infrastructure works or related projects
4. Council will maintain building and contents (limited) insurance for the buildings.
5. Council will provide an annual operating allocation and/or service support consistent with current arrangements to assist with operations, toilet cleaning and waste disposal subject to Council's annual budget and evidence of high demand as demonstrated by reserve usage and where relevant facilities are present.

Facility	Operating Allocation	Toilet Cleaning / Consumables	Electricity	Waste Collection
Deep Lake	Nil	Nil	Nil	Yes
Lake Elingamite	Nil	Nil	Nil	Yes
Lake Bullen Merri	Yes	Yes	Nil	Yes

Council encourages all facility owners and managers to review access and usage policies to ensure women and girls have a fair share of access to the highest quality facilities at the best and most popular times in line with Councils Fair Access Policy.

It is considered that this Policy does not impact negatively on any rights identified in the *Charter of Human Rights and Responsibilities Act 2006*.

The Gender Equality Act 2020 requires Council to undertake Gender Impact Assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. A Gender Impact Assessment has been undertaken and it is considered that the policy meets the needs of people of different genders, addresses gender inequality, and promotes gender equality.

Review Date

May 2030

Adopted at Council on:
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Document Number:

Department: Facilities & Recreation
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9.10 Fair Access Policy Review

Directorate: Works and Services

Author: Jarrod Woff, Manager Facilities and Recreation

Executive Summary

The purpose of this report is for Council to consider a review of the Fair Access Policy (the Policy), which seeks to address known barriers experienced by women and girls in accessing and using community sports infrastructure.

Sport is a highly visible and valued feature of Corangamite Shire's culture and identity. The sport and active recreation sector provides opportunities for enriching our communities through the promotion of respect and fair-mindedness for all people, while also supporting the physical and mental wellbeing of the community. Corangamite Shire is well positioned to design and implement place-based, integrated action plans that progress gender equality in community sport.

The policy has been reviewed, with only minor amendments proposed including the addition of reference documentation associated with the Policy.

Recommendation

That Council:

1. **Revokes the Fair Access Policy dated May 2023**
2. **Adopts the Fair Access Policy dated May 2026**
3. **Endorses the Fair Access Action Plan dated May 2026**

Discussion/Key Matters/Issues

In December 2015 the Victorian Government released a report from the independent Inquiry into Women and Girls in Sport and Active Recreation. The inquiry shed light on gender inequality in Victorian sport and recreation and outlined a way forward to improve participation and leadership opportunities for women and girls.

The report involved consultations and workshops throughout the state with representatives from all levels of sport and recreation, from coaches to administrators, to assess the current state of female representation in the sport sector, especially in leadership roles.

The overwhelming finding is that women are under-represented in leadership roles in a sports sector that is still predominantly male-centric. The report also highlights a growing movement of women and girls keen to showcase their talent and desire to contribute to the sport and active recreation sector, but the opportunities to participate and lead are limited or not readily evident.

The Inquiry into Women and Girls in Sport and Active Recreation outlined nine recommendations to increase leadership and participation by women and girls.

Recommendations included:

1. Drive commitment through an Ambassadors of Change program
2. Engage and empower by connecting Ambassadors to women and girls
3. Mandate gender balance and good governance principles
4. Reform recruitment practices and processes for leadership positions
5. Enhance participation choice and improve how opportunities are marketed
6. Deliver female-friendly built environments and equitable facility usage policies
7. Build an enabling environment through education and training
8. Showcase the pathways and opportunities through role models
9. Increase the profile of women in sports media.

Fair Access Policy Roadmap

The Fair Access Policy Roadmap is a policy framework that was developed by the Office for Women in Sport and Recreation, in partnership with VicHealth and Sport and Recreation Victoria, aimed at providing equal access to community sports infrastructure for women and girls across Victoria.

The roadmap is structured in a three-phase journey which includes:

- Education (August 2022-2023)
Building awareness of gender equity issues, providing guidance, templates and resources to support policy development.
- Readiness (2023 – June 2024)
Preparing councils and organisations to implement gender equitable policies, including conducting gender impact assessments and creating locally relevant action plans.
- Progress (1 July 2024 onwards)
Monitoring and reporting on policy implementation, evaluating outcomes, and continuously improving access to facilities.

The roadmap is designed for local governments, sport and recreation organisations and other groups which manage publicly owned community sports infrastructure. Councils are required to demonstrate progress against these policies to remain eligible for Victorian Government funding for community sports infrastructure.

Fair Access Principles

This Policy and any resultant action plan are based on six principles of inclusivity, full participation, equal representation, encouraging and supporting user groups, and prioritising user groups committed to equality.

Corangamite Shire considers that these principles provide clear direction, while also enabling adaptation specifically to Corangamite Shire.



Figure 1: Fair Access Six Principles

Implementation

The scope of the Fair Access Policy is to support Corangamite Shire to take positive action towards achieving gender equity in the access and usage of community sports infrastructure. The Policy is designed:

- To build capacity and capabilities of Corangamite Shire in the identification and elimination of systemic causes of gender inequality in policy, programs, communications, and delivery of services in relation to community sport and recreation.

- To ensure an effective place-based response for the gender equitable use and access of community sports infrastructure.
- To promote gender equality in policies, programs, communications, and services as they relate to community sports infrastructure.

For Corangamite Shire, the Policy applies to the following community sports facilities where Council is owner, land manager and / or operator of the facility:

	Facility	Location
1	Camperdown Stadium	Camperdown
2	Mockridge Park	Camperdown
3	Camperdown Outdoor Swimming Pool	Camperdown
4	Lake Recreation Reserve	Camperdown
5	Cobden Outdoor Swimming Pool	Cobden
6	Lismore Outdoor Swimming Pool	Lismore
7	Skipton Outdoor Swimming Pool	Skipton
8	Terang Outdoor Swimming Pool	Terang
9	Timboon Outdoor Swimming Pool	Timboon
10	Timboon Sporting Centre	Timboon
11	Timboon Hockey Ground	Timboon

Council can refer to the Fair Access Policy within lease agreements and contract management arrangements given they are not directly managing the facilities. In the instance where Council manages the Camperdown and Timboon Stadiums, hire agreements are in place with each of the associations for use of the facilities.

Council can refer to the Fair Access Policy within the hire agreements for use by Associations. Further, consideration in relation to day-to-day stadium operations will need to be undertaken. This will include a review of policy, programs, communications, and delivery of services directly related to the stadiums.

Sport and Recreation Victoria has advised that grant applications made on behalf of Council for township recreation reserves and clubs, it will be satisfactory for only Council as the applicant to comply with the Fair Access Roadmap requirements.

Corangamite Shire acknowledges that the requirement to have a gender equitable access and use policy and action plan (or equivalent) in place, and the ability to demonstrate progress against that policy and action plan (or equivalent), will form part of the eligibility criteria for Victorian Government funding programs relating to community sports infrastructure. Currently it only includes Victorian Government funding programs.

Council officers have maintained ongoing engagement with Sport and Recreation Victoria since the implementation of Fair Access initiatives. This engagement has included attendance at workshops and feedback sessions, as well as participation in the 2024–2025 Fair Access Progress Survey.

The statewide results of the survey indicate that all Fair Access policies have continued to progress during this period and are contributing to improved gender equity outcomes in Victorian community sport and recreation through locally tailored approaches.

Trends in the types of actions completed or commenced include:

- Integration of Fair Access principles into broader Council policies to support long-term impact, such as embedding these principles within multi-year sport and recreation strategies and updating funding criteria to require applicants to demonstrate a commitment to gender equity.
- Delivery of capability-building initiatives for the community, including workshops, training opportunities, and the development and provision of supporting resources.
- Comprehensive analysis of Council documentation and internal processes to identify opportunities for improvement, including the application of Gender Impact Assessments (GIAs) and other targeted reviews and audits.

Corangamite Shire has developed an action plan in line with the Fair Access Policy to support continued delivery of gender equity outcomes. Looking ahead for Corangamite, the implementation of the Recreation and Open Space Strategy 2026-2036 will be a key strategic initiative for embedding Fair Access principles across Corangamite Council activities. This will include opportunities for knowledge sharing, education and resources to support communities, capability-building sessions, and the provision of ongoing guidance and support.

Council's Fair Access Policy has been reviewed with only minor amendments recommended.

Options for Council Consideration

Council may opt to adopt the Fair Access Policy as proposed or choose to make amendments to the policy.

Alignment to Council Plan

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

A Community that enables healthy, active, and resilient living

Provide, maintain and promote recreational facilities and programs

Quality infrastructure and community connections

Maintain and upgrade our infrastructure

Strong Civic Leadership

Celebrate cultural diversity, promote cultural awareness and remove barriers to participation

Relevant Law/Policy/Legal Implications

The Gender Equality Act 2020 requires Council to undertake Gender Impact Assessments when developing or reviewing policies, programs and services that have a direct and significant impact on the public.

The Fair Access Policy Roadmap, administered by Sport and Recreation Victoria, requires councils to demonstrate progress in implementing gender equitable access and use policies to maintain eligibility for Victorian Government community sports infrastructure funding programs.

Collaborative Procurement

Nil

Consultation and Engagement

The Fair Access Policy is a revision of an existing policy and has been reviewed internally by Council's Facilities and Recreation Department, Executive Leadership team and Gender Equality Action Group.

Financial Considerations

Implementation of the Policy will be considered through existing policy, planning, maintenance and capital works processes relating to community sports infrastructure.

Diversity and Inclusion Considerations

A review of the policy in consideration of fair access has been considered. The Gender Equality Act 2020 requires Council to undertake gender impact assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public.

A Gender Impact Assessment has been undertaken, and it is considered that the policy meets the needs of people of different genders, addresses gender inequality, and promotes gender equality.

Environmental and Climate Change Considerations

Nil

Risk Consideration

Failure to implement and maintain a compliant Fair Access Policy and Action Plan may impact Council's eligibility for Victorian Government community sports infrastructure funding and limit Council's ability to demonstrate progress toward gender equitable access and use of community sports infrastructure.

Conflict of Interest

No officer involved in the preparation of this report declared a general or material conflict of interest.

Attachments

1. Council Fair Access Policy May 2026 [**9.10.1** - 7 pages]
2. Council Fair Access Policy Action Plan May 2026 [**9.10.2** - 3 pages]
3. Under Seperate Cover - Council Fair Access Policy May 2026 with tracked changes [**9.10.3** - 7 pages]



Fair Access Policy

Corangamite Shire
May 2026

Council Policy



Fair Access Policy

Purpose

The Fair Access Policy seeks to address known barriers experienced by women and girls in accessing and using community sports infrastructure. This Policy aims to progressively build capacity and capabilities of Corangamite Shire Council in the identification, and elimination of systemic causes of gender inequality in policy, programs, communications, and delivery of services in relation to community sports infrastructure.

Corangamite Shire Council will undertake the necessary and proportionate steps towards implementation of the Fair Access Policy.

Introduction

Sport is a highly visible and valued feature of Corangamite Shire's culture and identity. The sport and active recreation sector provide opportunities for enriching our communities through the promotion of respect and fair mindedness for all people, while also supporting the physical and mental wellbeing of the community. Corangamite Shire is well positioned to design and implement place-based, integrated actions plans that progress gender equality in community sport.

The Victorian Government is committed to developing an environment for all Victorians to live in a safe and equal society, have access to equal power, resources, and opportunities, and are treated with dignity, respect, and fairness. A reform agenda has been developed to change the systems that have perpetuated gender inequality by designing an enduring structure that requires implementation and tracking of progress over time.

This reform agenda includes addressing the traditional structures and way community sport and recreation organisations operate through the implementation of all nine recommendations from the 2015 Inquiry into Women and Girls in Sport and Active Recreation.

This includes recommendation six:

“...encourage facility owners and managers to review access and usage policies to ensure women and girls have a fair share of access to the highest quality facilities at the best and most popular times”

and

“facilitating a universal adoption of [policies, strategies and audit tools] will drive change further”

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As a defined entity of the *Gender Equality Act 2020*, Corangamite Shire Council will be required from 31 March 2021 to conduct Gender Impact Assessments (GIA) on all new policies, programs, communications, and services, including those up for review, which directly and significantly impact the public (*Gender Equality Act 2020*). The access and use of community sports infrastructure is an example of policy that has a direct and significant impact on the public.

Statement of Intent

This Statement of Intent establishes the expectation that gender equality is considered and prioritised in all current and future Corangamite Shire Council's planning, policy, service delivery and practice as they relate to community sports infrastructure.

- a. Corangamite Shire Council recognises that gender equality is the attainment of equal rights, responsibilities, and opportunities of women, men, trans and gender diverse people. Equality does not mean that women, men, trans and gender diverse people will become the same but that their rights, responsibilities, and opportunities will not depend on their gender.
- b. Corangamite Shire Council recognises that gender equity is the provision of fairness and justice in the distribution of benefits and responsibilities based on gender. The concept recognises that people may have different needs and power related to their gender and these differences should be identified and addressed in a manner that rectifies gender related imbalances.

References

Recreation and Open Space Strategy
Positive Ageing Strategy
Accessibility and Inclusion Plan
Healthy Well Corangamite
Recreation Reserves Management Policy

Scope

This policy enables effective and efficient integration of the requirements of the *Gender Equality Act 2020*, the *Local Government Act 2020* and the *Public Health and Wellbeing Act 2008* and other legislative frameworks.

The scope of the Fair Access Policy is to support Corangamite Shire Council to take positive action towards achieving gender equity in the access and usage of community sports infrastructure. This complies with the *Gender Equality Act 2020* and aligns with Municipal Public Health and Wellbeing Plans or Council Strategies:

Reform Agenda	Objectives
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To support Corangamite Shire Council to take positive action towards achieving gender equity in the access and use of community sports infrastructure	<p>To build capacity and capabilities of Corangamite Shire Council in the identification and elimination of systemic causes of gender inequality in policy, programs, communications, and delivery of services in relation to community sport and recreation.</p> <p>To ensure an effective place-based response for the gender equitable use and access of community sports infrastructure.</p> <p>To promote gender equality in policies, programs, communications, and services as they relate to community sports infrastructure.</p>
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Table 1: Corangamite Shire Council Fair Access Objectives

For Corangamite Shire Council, the Policy applies to the following community sports infrastructure with Council being the land manager and / or operator of the facility:

	Facility	Location
1	Camperdown Stadium	Camperdown
2	Mockridge Park	Camperdown
3	Camperdown Outdoor Swimming Pool	Camperdown
4	Lakes Recreation Reserve	Camperdown
5	Cobden Outdoor Swimming Pool	Cobden
6	Lismore Outdoor Swimming Pool	Lismore
7	Skipton Outdoor Swimming Pool	Skipton
8	Terang Outdoor Swimming Pool	Terang
9	Timboon Outdoor Swimming Pool	Timboon
10	Timboon Sporting Centre	Timboon
11	Timboon Hockey Ground	Timboon

Table 2: Community Sport Infrastructure Managed by Corangamite Shire Council

Policy Framework

The Fair Access Policy is designed to comply with the *Gender Equality Act 2020*, and the wider Victorian Government gender equality strategy.

Corangamite Shire Council acknowledges:

- a. the disadvantaged position some individuals have had in the sport and recreation sector because of their gender; and
- b. that achieving gender equality will require diverse approaches for women, men, trans and gender diverse people to achieve similar outcomes for people of all genders.

Corangamite Shire Council will:

1. engage fairly and equitably with all staff, governance working groups, state sporting organisations, regional sport assemblies (where applicable) and members of our sport and recreation community, regardless of their gender, in a positive, respectful, and constructive manner; and

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2. engage in the process of gender impact assessments to assess the implications for women, men, trans and gender diverse people of any planned action, including policies and communications. This is a strategy for making all voices, concerns and experiences, an integral dimension of the design, implementation, monitoring of policies and programs.

Fair Access Principles

The Fair Access Principles have been developed by the Office for Women in Sport and Recreation, Sport and Recreation Victoria and VicHealth, in consultation with representatives from local government and the state sport and recreation sector. This Policy and any resultant action plan are based on six principles of inclusivity, full participation, equal representation, encouraging and supporting user groups, and prioritising user groups committed to equality.

Corangamite Shire Council considers that these principles provide clear direction, while also enabling adaption to the specific environment of Corangamite Shire Council's area.



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Figure 1: Fair Access Six Principles

Compliance and Monitoring

a. Actions

Corangamite Shire Council commits to undertake a GIA on all current community sports infrastructure access and use policies and processes, and to consider opportunities to strengthen gender equitable access and use of community sports facilities in alignment with the Fair Access Principles.

If the process of assessing current policies and processes identifies opportunities to develop or strengthen gender equitable access and use of community sports facilities in alignment with the Fair Access Principles, Corangamite Shire Council commits to developing and adopting a locally relevant gender equitable access and use policy.

Corangamite Shire Council acknowledges that the requirement to have a gender equitable access and use policy and action plan (or equivalent) in place, and the ability to demonstrate progress against that policy and action plan (or equivalent), will form part of the eligibility criteria for Victorian Government funding programs relating to community sports infrastructure from 1 July 2024.

b. Responsibility

Management personnel, staff, volunteers, and stakeholders (for example SSAs and RSAs) at Corangamite Shire Council have a shared responsibility to support the policy, as outlined below:

- To promote a gender-aware and gender-responsive culture and community and championing the Fair Access Policy.
- To promote, encourage and facilitate the achievement of gender equality and improvement in the status of women and girls in sport and active recreation.
- Lead the review of sport and recreation policies and process
- Develop and adopt gender equitable access and use policies
- To communicate policy updates
- To monitor compliance and issues
- To promote, encourage and facilitate the achievement of gender equality and improvement in the status of women and girls
- Support the undertaking of Gender Impact Assessment and submission of progress reports as per the *Gender Equality Act 2020* obligations.
- Support the review of sport and recreation policies and processes
- Support the formal adoption process of a new or revised gender equitable policies
- Undertake Gender Impact Assessment and submission of progress reports as per the *Gender Equality Act 2020* obligations
- To communicate and educate sport and recreation infrastructure user groups and users
- To adhere to and communicate the policy when required
- To attend training / awareness programs.

It is considered that this Policy does not impact negatively on any rights identified in the *Charter of Human Rights and Responsibilities Act (2006)*.

The *Gender Equality Act 2020* requires Council to undertake Gender Impact Assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. A Gender Impact Assessment has been

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undertaken and it is considered that the policy meets the needs of people of different genders, addresses gender inequality, and promotes gender equality.

Review Date

May 2030

Adopted at Council on:
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Corangamite Shire - The Fair Access Action Plan

Principle 1: Community sports infrastructure and environments are genuinely welcoming, safe, and inclusive.

Actions to achieve progress	Timeframe	Responsibility	Indicator of Success
Consider the Fair Access Policy when reviewing Council policies, planning, maintenance and capital works on community sports infrastructure which is managed by Council.	Ongoing	Facilities and Recreation Department	Changes made to support inclusive and welcoming community safe infrastructure.
Promote, encourage and assist the achievement of gender equality and improvement in the status of women and girls in sport and active recreation throughout Corangamite Shire.	Ongoing	Facilities and Recreation Department	A minimum of 10 clubs and committees attend a workshop and can demonstrate their understanding of gender equitable access

Principle 2: Women and girls can fully participate in all aspects of community sport and active recreation, including as a player, coach, administrator, official, volunteer and spectator.

Actions to achieve progress	Timeframe	Responsibility	Indicator of Success
To communicate and educate sport and recreation users groups and users	Ongoing	Facilities and Recreation Department	Quarterly newsletter sent to help better inform others

Principle 3: Women and girls will have equitable access to and use of community sport infrastructure:

- of the highest quality available and most convenient
- at the best and most popular competition and training times and locations
- to support existing and new participation opportunities, and a variety of sports.

Actions to achieve progress	Timeframe	Responsibility	Indicator of Success
Provide support to clubs and committees of management regarding the transition to the Fair Access Policy Road Map	Ongoing	Facilities and Recreation Department	Quarterly newsletter sent to help better inform others

Principle 4: Women and girls should be equitably represented in leadership and governance roles.

Actions to achieve progress	Timeframe	Responsibility	Indicator of Success
Consider and identify training opportunities and awareness programs for clubs and committees.	Ongoing	Facilities and Recreation Department	Training courses held and completed by local clubs and committees

Principle 5: Encourage and support all user groups who access and use community sport infrastructure to understand, adopt and implement gender equitable access and use practices.

Actions to achieve progress	Timeframe	Responsibility	Indicator of Success
To promote, encourage and facilitate the achievement of gender equality and improvement in the status of women and girls	Ongoing	Communications Department Facilities and Recreation Department	Case study included in Councils Newsletter promoting gender equality
To adhere to and communicate the Fair Access policy when required.	Ongoing	Facilities and Recreation Department	Quarterly newsletter sent to help better inform others
To communication and educate sport and recreation infrastructure user groups and users.	Ongoing	Facilities and Recreation Department	Assistance provided

Principle 6: Prioritise access, use and support to all user groups who demonstrate an on-going commitment to gender equitable access and use of allocated community sport infrastructure.

Actions to achieve progress	Timeframe	Responsibility	Indicator of Success
Consider the Fair Access Policy when reviewing Council's Property Leasing Policy	On going	Facilities and Recreation Department	Policy change
Consider undertaking a gender impact assessment when reviewing Council's Property Leasing Policy	On going	Facilities and Recreation Department	Review undertaken to consider fair access and gender equality
Provide support to clubs and committees of management regarding the transition to the Fair Access Policy Road Map	On going	Facilities and Recreation Department	Better informed clubs and committees of management to consider the transition

9.11 Decommissioning Former Camperdown Saleyards and Truck Wash

Directorate: Works and Services

Author: Jarrod Woff, Manager Facilities and Recreation

Executive Summary

In June 2024, the lease of the Camperdown Saleyards held by Regional Livestock Exchange concluded and operations at the site ceased. Following this, Council undertook an Expression of Interest (EOI) process to explore potential future uses of the site, which did not result in a viable proposal.

The site has since remained vacant. This report seeks Council's consideration of the decommissioning of the site, including the removal of remaining fittings and infrastructure.

Recommendation

That Council:

1. **Authorises the decommissioning of the former municipal saleyards located at 71 Camperdown-Lismore Road, Camperdown on the basis that the facility is no longer required for its original purpose and ongoing maintenance presents an unnecessary financial and operational burden.**
2. **Authorises the Chief Executive Officer to:**
 - a. **Undertake all necessary actions to implement the decommissioning process, including procurement of specialist services where required;**
 - b. **Obtain any required statutory approvals or permits associated with decommissioning works.**
3. **Notes that a future report will be presented to Council outlining options for the long-term use, disposal or redevelopment of the site following completion of decommissioning and future masterplan.**

Discussion/Key Matters/Issues

Council is the landowner of the Camperdown Saleyards, located at 71 Camperdown–Lismore Road, Camperdown. The site is zoned Industrial 1 Zone (IN1Z) and has operated for a number of years as a livestock selling centre by Council and then under lease to Regional Livestock Exchange (RLX).

In June 2024, RLX provided written notice of its intention to exit the lease, with the final sale held on Tuesday 25 June 2024. Following the closure, Councillors and officers met with agents, livestock transport operators, and other stakeholders to gauge interest in the future use of the site, and to provide an opportunity to raise issues and ideas arising from the cessation of saleyard operations.

A review of the site has also been undertaken as part of the Camperdown Production Precinct Project, the Industrial Land Review, and the Camperdown Structure Plan.

Use of the site as a saleyard had declined in recent years, with reduced throughput numbers recorded. In addition to saleyard operations, the site includes an inoperable truck wash and holding yards.

At the Council meeting on 23 July 2024, Council resolved to no longer pursue the use of the site as a livestock selling centre and investigate the feasibility of a commercial truck wash at another location within the Shire. Council has subsequently received enquiries from stakeholders expressing interest in purchasing existing site infrastructure, including sheds, yards, ramps, lighting, and fencing.

Council has identified the development of a Camperdown Saleyards Masterplan for completion in the 2026–2027 financial year. The masterplan will consider:

- the most sustainable future use of the land to achieve optimal outcomes and value for ratepayers and the community;
- consultation with the business community and broader community regarding future land use.

Given the condition of existing infrastructure, there is an opportunity to consider the disposal of these assets, in line with Council's Disposal of Assets Policy. The proposed decommissioning does not include the existing offices on the site, which continue to be used under agreement with Council.

Council's Disposal of Assets Policy provides the framework for the disposal process, including obligations, requirements and responsibilities associated with the sale or disposal of Council assets.

Options for Council Consideration

Council may look to undertake the decommissioning of the saleyards, including the removal of all yards, walkways and associated infrastructure via an expression of interest process, or alternatively wait for the delivery of the Camperdown Saleyards Masterplan prior to undertaking next steps.

Alignment to Council Plan

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

Quality infrastructure and community connections

Maintain and upgrade our infrastructure

Strong Civic Leadership

Be financially responsible and sustainable

Relevant Law/Policy/Legal Implications

Council's Disposal of Assets Policy outlines the requirements and processes for the disposal of Council assets. The following disposal options have been considered:

- a. Trade-in
- b. Expression of interest
- c. Open tender
- d. Public auction
- e. Destroy or Decommission
- f. Donation or Gifting

Option B (Expression of Interest) has been identified as the likely method for disposal.

Collaborative Procurement

Nil

Consultation and Engagement

Any expression of interest process for the removal of fittings and infrastructure would be undertaken through a public process.

Financial Considerations

Resourcing will be required to undertake an EOI process for the decommissioning of the saleyards. It is expected that revenue generated from the sale of fittings will offset costs associated with decommissioning and provide a positive return for Council. All procurement activities will comply with Council's Procurement and Contract Management Policy and associated officer delegations.

Diversity and Inclusion Considerations

Nil

Environmental and Climate Change Considerations

Environmental considerations associated with disposal and removal of infrastructure will be managed through the decommissioning process.

Risk Consideration

If Council does not proceed with decommissioning, there is a risk that existing infrastructure will continue to deteriorate, resulting in reduced asset value, increased maintenance or safety risks, and potential future costs to Council.

Conflict of Interest

No officer involved in the preparation of this report declared a general or material conflict of interest.

Attachments

Nil

9.12 Essential Safety Measures Policy

Directorate: Works and Services

Author: Nicole Kinnersly, Administration Officer

Executive Summary

This report recommends adoption of a revised Essential Safety Measures Policy, which aims to ensure that essential safety measures within Council owned and occupied buildings are maintained in accordance with relevant legislation, regulations and Australian Standards.

The Policy has been reviewed with only minor amendments recommended.

Recommendation

That Council:

1. **Revokes the Essential Safety Measures Policy dated May 2022.**
2. **Adopts the Essential Safety Measures Policy dated May 2026.**

Discussion/Key Matters/Issues

The Essential Safety Measures framework assists Council to reduce risk exposure and support the safety of occupants within buildings and places of public entertainment. Essential safety measures are the fire safety, life safety and essential services systems installed or incorporated within a building to ensure appropriate levels of safety are maintained throughout the life of the building.

Typical categories of essential safety measures include:

- Fire equipment
- Electrical fittings
- Air conditioning/mechanical ventilation systems
- Exit doors, paths of egress and passive fire elements

Essential safety measures include traditional fire protection systems such as sprinklers and mechanical services, together with passive fire infrastructure including fire doors, fire-rated structures, exit doors and paths of travel to exits.

The primary objective of essential safety measures legislation is to ensure that all essential safety measures continue to perform to the standard required at the time of commissioning and issue of the Occupancy Permit.

Maintenance involves the identification of relevant passive and active safety measures as required under the National Construction Code, together with the completion of periodic inspections and testing in accordance with relevant Australian Standards. Appropriate documentation, including annual reports and maintenance records, is also maintained.

Council has overall responsibility for maintaining essential safety measures within Council owned or occupied buildings to ensure compliance with the requirements of the National Construction Code.

The policy has been reviewed, with only minor amendments proposed to reflect updates to current strategic plans and relevant standards. The policy is primarily driven by legislative and maintenance requirements and has been updated to align with current National Construction Code requirements.

Options for Council Consideration

Council can adopt the Essential Safety Measures Policy as presented or choose to amend the policy.

Alignment to Council Plan

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

Quality infrastructure and community connections

Maintain and upgrade our infrastructure
Strong Civic Leadership

Relevant Law/Policy/Legal Implications

The Essential Safety Measures Policy has been developed to support Council's compliance obligations under relevant legislation, regulations and Australian Standards in relation to all Council owned and occupied buildings, other than minor structures excluded under the applicable regulations.

The policy supports Council's obligations under the Building Act 1993 and Building Regulations 2018 (Vic), the National Construction Code and relevant Australian Standards.

Collaborative Procurement

Nil

Consultation and Engagement

The Essential Safety Measures Policy is an existing policy that has been reviewed internally by the Facilities and Recreation department, Council's building department and Executive Leadership team.

Financial Considerations

Council currently allocates \$35,000 annually within its recurrent budget to undertake essential safety measure inspections and the maintenance of defective systems within Council owned and occupied buildings.

Diversity and Inclusion Considerations

The Gender Equality Act 2020 requires Council to undertake gender impact assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. This policy will not have a direct and significant public impact and a Gender Impact Assessment has not been undertaken.

Environmental and Climate Change Considerations

Nil

Risk Consideration

Failure to maintain essential safety measures may result in increased risk to building occupants, non-compliance with statutory obligations, potential enforcement action by the Municipal Building Surveyor and increased liability exposure for Council.

Conflict of Interest

No officer involved in the preparation of this report declared a general or material conflict of interest.

Attachments

1. Essential Safety Measures Policy May 2026 [9.12.1 - 4 pages]
2. Under Separate Cover - Essential Safety Measures Policy May 2026 with tracked changes [9.12.2 - 4 pages]



Essential Safety Measures Policy

Corangamite Shire
May 2026

Adopted at Council on:
Agenda Item:
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Document Number:

Department: Facilities and Recreation
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Council Policy



Essential Safety Measures Policy

Introduction

The Essential Safety Measures Policy is designed to ensure that Council owned or occupied buildings meet the requirements of the National Construction Code.

The framework of Essential Safety Measure provision should assist Council to reduce its exposure to risk and provide guidance to Council officers on how the regulation is to be administered. The Essential Safety Measures Policy is consistent with the Council Plan 2025-2029

- Strong Civic Leadership
- Quality Infrastructure and community connections

Purpose

The purpose of this policy is to establish a framework to ensure that essential safety standards in Council owned and occupied buildings is maintained and complies with the appropriate regulation, legislation or Australian Standards.

Scope

This policy is applicable to all Council owned and occupied buildings, other than a house or outbuilding.

Definitions

'Act' - The *Building Act 1993* is the primary legislation relating to the construction of buildings and the enforcement of building standards in the State of Victoria.

'Essential Safety Measure' - An essential safety measure, for the purpose of the Regulation, is provided for the safety of people in a building or place of public entertainment. This definition of essential safety measure encompasses the industry practice of referring to all safety measures, essential services, safety fittings, and equipment under the one definition of essential safety measures.

'Regulations' - The Building Regulations 2018 are the statutory legislation relating to the administrative requirements for the construction of buildings in the State of Victoria. The Regulations require the building owner to maintain all safety fittings, equipment and safety features as well as those items listed as essential safety measures.

National Construction Code of Australia (NCC) – The NCC is an initiative of the Council of Australian Governments (COAG) developed to incorporate all on-site construction requirements. The NCC comprises the Building Code of Australia (BCA), Volume One and Two; and the Plumbing Code of Australia (PCA), as Volume Three.

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Building Code of Australia (BCA) - The BCA provides the technical provisions for the construction of buildings in Victoria and is adopted by law in the Building Regulations. Where referred the most current BCA is to be adopted.

‘Maintenance’ - This is a requirement that any Essential Safety Measure installed or built into a building be maintained in a state and to a level to fulfil the purpose of which they are provided.

References

Local Government Act 1989

Local Government Act 2020

The Building Act 1993

Building regulations 2018

National Construction Code (NCC)

Policy Detail

Council has the overall responsibility for the maintenance of essential safety measures to ensure that Council owned or occupied buildings meet the requirements of the National Construction Code as per Table 1 below. This table captures the essential safety measure requirements applicable to current Council owned and managed buildings. To view the full list reference should be made to the Building and Plumbing Commission (BPC).

Essential Safety Measure	BCA Provisions for Determining Standard of Performance	Nature and/ or Frequency of Test or Inspection
Means of Egress		
Paths of travel to exits	D1P6 Part D2	Inspection every three months to ensure there are no obstructions and no alterations
Discharge from exits (including paths of travel from open spaces to the public roads to which they are connected)	D1P4, D2, D15	Inspection every three months to ensure there are no obstructions and no alterations
Signs		
Exit signs (including direction signs)	E4P1, E4P2, E4D5	Every 6 months to AS/NZS 2293.1
Lighting		
Emergency lighting	E4P3, E4D4	Every 6 months to AS/NZS 2293.1
Fire Fighting Services and Equipment		
Fire hose reel systems	E1P1, E1D3	As per AS 1851-2012
Portable fire extinguishers	E1P2, E1D14	As per AS 1851-2012
Fire hydrants system (including on-site pump set and fire service booster connection)	E1P3, E1D2	As per AS -1851-2012

Table 1 Essential Safety Measure Requirements

By conducting the required inspections this will ensure:

- That systems and procedures are implemented to ensure the monitoring and recording of essential safety measures at intervals determined by the legislative requirements

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- That all essential safety measures maintenance records, logs and inspection/remedial works documentation are regularly updated and filed for easy access and be available for review by the relevant authority.
- That all reasonable and justifiable recommendations made by essential safety measures maintenance contractors are acted upon in a timely manner so as to ensure the essential services function as designed are not compromised
- That an annual essential safety measures report on the buildings essential safety measure is undertaken and a signed audit report is completed for each building owned or occupied by Council.

Council will engage suitably qualified persons to perform all required inspections and tests on the essential safety measures, strictly in accordance with the relevant Australian Standard or National Construction Code.

It is considered that this Policy does not impact negatively on any rights identified in the *Charter of Human Rights Act (2006)*.

The Gender Equality Act 2020 requires Council to undertake gender impact assessments when developing or reviewing any policy, program or service which has a direct and significant impact on the public. This policy will not have a direct and significant public impact and a Gender Impact Assessment has not been undertaken.

Review Date

This policy will be reviewed in 2030, or earlier as required by changed circumstances including changes to the legislation and policies of Corangamite Shire, the Victorian Government and its agencies or Federal Government and its agencies.

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9.13 Proposed Part Road Discontinuances Adjacent to Cobden Recreation Reserve

Directorate: Works and Services

Author: John Kelly, Manager, Assets Planning

Executive Summary

This report seeks Council approval to discontinue sections of the road reserves in Lord and Adams Streets, Cobden, and transfer the land to the Crown for incorporation into the Cobden Recreation Reserve.

Recommendation

That Council:

1. Approves the partial discontinuation of the road reserves in Lord and Adams Streets abutting the Cobden Recreation Reserve shown as Allotments 2004 and 2005 on the attached Survey Plan No. OP127711T
2. Publishes a Partial Road Discontinuation Notice for the areas shown as Allotments 2004 and 2005 on the attached Survey Plan No. OP127711T in the Victorian Government Gazette in accordance with Clause 3 of Schedule 10 of the *Local Government Act 1989*.
3. Authorises the transfer of the discontinued road reserve land to the Crown for incorporation into the Cobden Recreation Reserve.

Discussion/Key Matters/Issues

The existing boundary fence lines along the Cobden Recreation Reserve in Lord and Adams Streets extends into the road reserve by approximately 4m and 1.5m respectively. A recently installed shelter for the netball courts has been constructed to the fenceline along Lord Street and as a result, encroaches into the road reserve.

The Cobden Recreation Reserve Committee of Management (CoM) has prepared plans for the redevelopment of the sports pavilion with the design based on construction extending to the existing fence line.

The intention is to realign the road reserve boundaries of Lord and Adams Streets so the above encroachments from the Cobden Recreation Reserve are removed.

Options for Council Consideration

The options for Council are to either approve, amend or not approve the partial discontinuation of the roads as proposed.

Alignment to Council Plan

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

A Community that enables healthy, active, and resilient living

Provide, maintain and promote recreational facilities and programs

Quality infrastructure and community connections

Maintain and upgrade our infrastructure

Relevant Law/Policy/Legal Implications

Clause 3(a) of Schedule 10 of the *Local Government Act 1989* (as applicable under transitional provisions) grants Council the power to discontinue a road or part of a road by publishing a notice in the Government Gazette and then to transfer the land to the Crown.

Once the part road discontinuation of Lord Street and Adams Street has been published in the Government Gazette the resulting lands can be transferred to the Crown in accordance with Clause 3(b) of Schedule 10. The Department of Energy, Environment and Climate Action (DEECA) will then formally request reservation of these lands under the provisions of the *Crown Land (Reserves) Act 1978* and formal appointment of the Cobden Recreation Reserve CoM for these lands.

Persons are given the right to make a submission on the proposed partial discontinuation of the road in accordance with section 223 of the *Local Government Act 1989*.

Collaborative Procurement

Nil

Consultation and Engagement

DEECA supports the proposed partial road discontinuances and will request reservation of the resultant land following gazettal of the discontinuance notice.

In accordance with section 223 of the *Local Government Act 1989* Council published a public notice in the Cobden Timboon Coast Times dated 15 April 2026 seeking submissions to the proposed partial discontinuation of Lord and Adams Street. Nil submissions from the public have been received since this notice was published.

Financial Considerations

No material financial implications have been identified for Council.

The proposed pavilion redevelopment falls along the existing fenceline in Lord Street. The rest of the remaining boundary fence lines in Lord Street and Adams Street are to remain in their current positions. Council infrastructure is not impacted by this adjustment to the road reserve boundaries. In addition, service authority assets are not impacted.

Diversity and Inclusion Considerations

Nil

Environmental and Climate Change Considerations

Nil

Risk Consideration

No material risks have been identified. The statutory consultation process has been completed with no submissions received.

Conflict of Interest

No officer involved in the preparation of this report declared a general or material conflict of interest.

Attachments

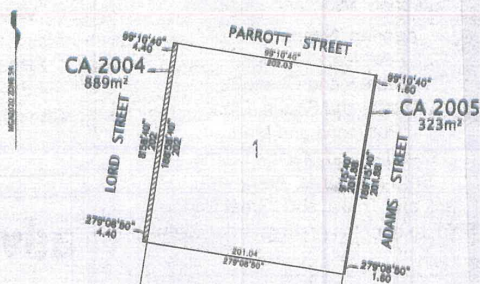
1. Plan of Proposed Cobden Recreation Reserve Sports Pavilion Redevelopment [9.13.1 - 1 page]
2. Public Notice for Proposed Partial Road Discontinuance in Lord and Adams Streets [9.13.2 - 1 page]
3. Aerial Plan of Cobden Recreation Reserve with Existing Title Boundaries [9.13.3 - 1 page]
4. Survey Plan No. O P 127711 T Showing Proposed Part Road Discontinuances in Lord and Adams Streets, [9.13.4 - 1 page]

Noticeboard

Proposed part road discontinuance

Corangamite Shire Council, acting under clause 3 of Schedule 10 of the Local Government Act 1989, proposes to discontinue parts of Lord and Adams Streets, Cobden, as shown hatched on the plan hereunder, which abut the Cobden Recreation Reserve, and intends to transfer the resulting lands to the Crown.

Further information regarding the proposal can be obtained from John Kelly, Assets Planning Manager on 5593 7100.



In accordance with section 223 of the Act, any person wishing to make a submission on the proposal must do so in writing within 28 days of this date of publication.

Submissions should be addressed to: The Chief Executive Officer, Corangamite Shire Council, PO Box 84, Camperdown 3260 and persons making such submissions may request to be heard in support of their submissions.

All submissions will be considered in accordance with section 223 of the Act.

David Rae
Chief Executive Officer



JOSEPH LAND SURVEYING PTY LTD
 ABN 27 764 043 043
 P.O. BOX 5113, WARRNAMBOOL 3280
 PHONE (03) 5562 2066

NOTATIONS

1. SURVEY DATUM IS TO MGA2020, ZONE 54, WIDE PM 27 & PM 54.
2. LEVEL DATUM IS TO AHD VIDE PM 24 R.L. 132.300m, PM 27 R.L. 132.733m
3. SURVEY COMPLETED XX / XX / XXXX.
4. MAJOR CONTOUR INTERVAL IS 1.00m MINOR CONTOUR INTERVAL IS 0.10m.
5. THIS SURVEY LOCATES SERVICES AT OR ABOVE SURFACE LEVEL.
6. NO RESPONSIBILITY TAKEN FOR THE POSITION AND DIRECTION OF UNDERGROUND OR OBSCURED SERVICES.
7. UNDERGROUND SERVICES TO BE POTTED AND EXACT POSITION TO BE DETERMINED BEFORE EXCAVATION WORKS.
8. BOUNDARIES SHOWN RED HEREIN ARE APPROXIMATE, DERIVED FROM VICMAP DIGITAL DATABASE AND NOT PROVEN BY SURVEY.
9. LEVELS TO BE CONFIRMED ON SITE BEFORE CONSTRUCTION. DISCREPANCIES TO BE REPORTED BEFORE THE COMMENCEMENT OF WORKS.
10. THIS PLAN MAY NOT BE REPRODUCED WITHOUT THE INCLUSION OF THESE NOTATIONS.

SURVEYORS REF:

JOB: 1781
 FILE: 1781 DETAIL V1.DWG
 1781_MGA2020.SEE

SHEET:
 1 OF 1

ORIGINAL SCALE 1:500 @ A1
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 LENGTHS ARE IN METRES

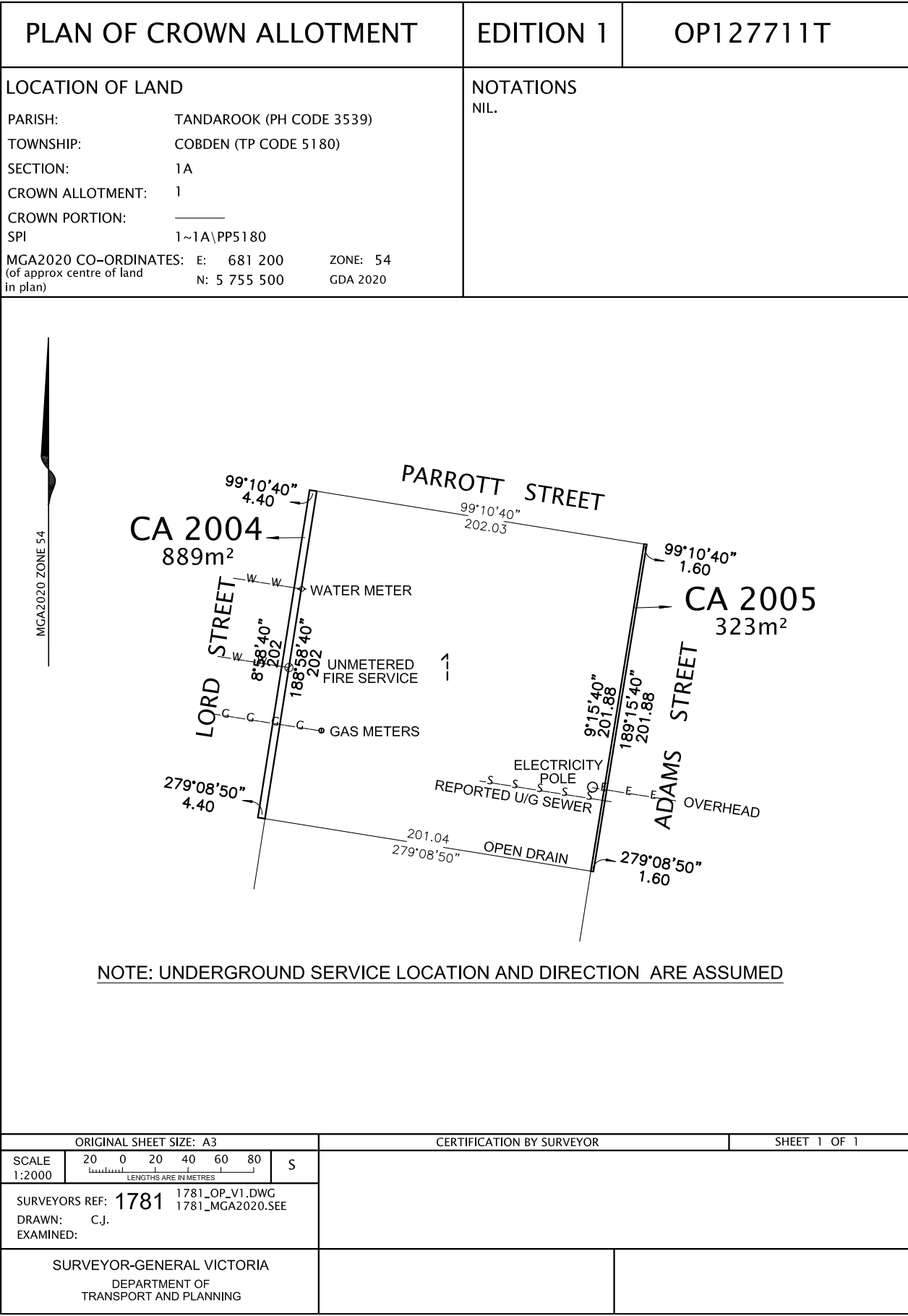
FEATURE AND LEVELS PLAN

COBDEN RECREATION RESERVE

LEGEND

REVISION

REV 1: ISSUE 21/11/2025. DRAFT BOUNDARY REVIEW



10 Other Business

Notices of Motion

11 Open Forum

Members of the public are very welcome to make statements or ask questions relevant to Corangamite Shire at the Open Forum section of scheduled Council meetings.

To assist with the smooth running of the meeting, we ask that you raise a maximum of two items at a meeting and please follow this procedure:

1. Wait until the Mayor asks if there are any items in Open Forum and invites you to speak.
2. Stand if you are able and introduce yourself.
3. Speak for a maximum of five minutes.

We will undertake to answer as many questions as possible at a meeting, and if we cannot answer a question at the meeting, we will provide a written response no later than five working days after the Council meeting.

12 Confidential Items

RECOMMENDATION

That pursuant to the provisions of Section 66(2)(a) of the *Local Government Act 2020* the meeting be closed to the public to enable consideration of the following reports as they relate to Council business information and personal information.

12.1 Confidential Items - Close Meeting

12.2 Rates Refund Request - Cobden Golf Club

13 Close Meeting