

Council Meeting Agenda

Wednesday 29 April 2026

Council Chamber, Bass Coast Civic Centre

Baillieu Street East, Wonthaggi

Commencing at 1:00 pm



Community Vision 2045

From its flowing hills to its coastal woodlands and wild unspoiled coastlines, the Bass Coast is a source of celebration for all who live in and visit the region.

Our townships are vibrant, rich with culture and full of life, each with its own distinct character. Drawing on our creativity, innovation and resilience we've created a thriving and diverse economy that supports sustainable agriculture and industry.

We live proudly on Bunurong Country, and build on learnings from our First Peoples and their knowledge. We coexist in harmony with our environment, and are prepared for future challenges and changes.

We are the people of the Bass Coast. Experience our cultures and history, and contribute to our story.



Notice of Meeting

Notice is hereby given that the next **Council Meeting** of the Bass Coast Shire Council will be held at the Council Chamber Bass Coast Civic Centre Baillieu Street East, Wonthaggi on 29 April 2026 at **1:00 pm**

Date of Notice – 24 April 2026

Greg Box

CEO

Mobile Telephone Reminder

Please turn off all mobile telephones or in the case of an emergency, please advise the Chair and switch to silent mode.

Statement of Acknowledgement

We acknowledge the Bunurong as the Traditional Owners and Custodians of the lands and waters, and pay respect to their Elders past, present and emerging

Councillor Statement

All members of this Council pledge to the Bass Coast Shire community to consider every item listed on this agenda:

- Based on the individual merits of each item;
- Without bias or prejudice by maintaining an open mind; and
- Disregarding Councillors' personal interests so as to avoid any conflict with our public duty.

Any Councillor having a conflict of interest in an item will make a proper, prior disclosure to the meeting and will not participate in the debate or vote on the issue.

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I Present and Apologies

2 Declarations of Interest

3 Confirmation of Minutes

3.1 Council Meeting 15 April 2026

That the minutes of the Council Meeting held on 15 April 2026 be confirmed.

Mayor and Councillor Reports

4 Mayor and Councillor Reports

4.5 Reports Requiring Council Decision Elections

4.5.1 Election of Mayor

Division**Innovation & Engagement****Council Plan Strategic Objective****Visionary Leadership**

Our communities flourish through leadership that is open and responsible, ensuring decisions serve the communities best interests, and comply with legislative obligations.

Declaration

The author has no general or material interests in relation to this report.

Summary

Due to the vacancy in the position of Mayor, an election process will be conducted to appoint a Mayor for the remainder of the 2025/26 Mayoral term in accordance with Council's Governance Rules.

The *Local Government Act 2020* sets out the requirements for the election of Mayor. Section 25(1) of the Act requires the meeting to elect the Mayor to be open to the public.

Any Councillor is eligible for election or re-election to the office of Mayor.

Recommendation**That Council:**

- 1. Calls for nominations for the election of the Mayor and, if required undertakes the election process; and**
 - 2. Confirms Cr _____ to the position of Mayor effective immediately, until the next election of the Mayor to be held on Wednesday 18 November 2026.**
-

Background

A vacancy in the office of Mayor has arisen due to Cr Rochelle Halstead resigning from the office of Mayor.

Section 25 of the Local Government Act 2020 (the Act) requires Councillors to elect a Mayor of the Council.

The election of the Mayor must be chaired by the Chief Executive Officer and subject to section 25, be conducted in accordance with the Governance Rules.

Once the Mayor has been elected, they will assume the position of Chair.

Section 18 of the Act sets out the role of the Mayor:

- (1) The role of the Mayor is to -
 - (a) chair Council meetings; and
 - (b) be the principal spokesperson for the Council; and
 - (c) lead engagement with the municipal community on the development of the Council Plan; and
 - (d) report to the municipal community, at least once each year, on the implementation of the Council Plan; and
 - (e) promote behaviour among Councillors that meets the standards of conduct set out in the Councillor Code of Conduct; and
 - (f) assist Councillors to understand their role; and
 - (g) take a leadership role in ensuring the regular review of the performance of the Chief Executive Officer; and
 - (h) provide advice to the Chief Executive Officer when the Chief Executive Officer is setting the agenda for Council meetings; and
 - (i) perform civic and ceremonial duties on behalf of the Council.
- (2) The Mayor is not eligible to be elected to the office of Deputy Mayor.

Section 19 of the Act sets out the specific powers of the Mayor:

- (1) The Mayor has the following specific powers -
 - (a) to appoint a Councillor to be the chair of a delegated committee;
 - (b) to direct a Councillor, subject to any procedures or limitations specified in the Governance Rules, to leave a Council meeting if the behaviour of the Councillor is preventing the Council from conducting its business;
 - (c) to require the Chief Executive Officer to report to the Council on the implementation of a Council decision.
- (2) An appointment under subsection (1)(a) prevails over any appointment of a chair of a delegated committee by the Council.

Sustainability Implications

There are no sustainability implications associated with this report.

Finances

The Mayoral allowance is set by the Victorian Independent Remuneration Tribunal (Tribunal). Bass Coast Shire Council is a category 2 Council. The Tribunal increased the base allowance payable effective as of 18 December 2025.

The Mayoral allowance is currently set at \$118,303 until 17 December 2026.

The Mayor is provided with resources and support as outlined in the Council Support and Resources Policy. These costs are contained within Council's operating budget.

Stakeholders

- Councillors
- Community members
- Council Officers

Conclusion

It is recommended that the Chief Executive Officer calls for nominations for the election of the Mayor.

Governing Documents

Governance Rules 2025

Local Government Act 2020

Attachments

Nil

Notices of Motion

5 Notices of Motion

There were no Notices of Motion.

6 Petitions and Joint Letters

There were no Petitions and Joint Letters.

Reports Requiring Council Decision

7 Reports Requiring Council Decision

7.1 Appointments to External Committee

Division	Innovation & Engagement
Council Plan Strategic Objective	Visionary Leadership <i>Our communities flourish through leadership that is open and responsible, ensuring decisions serve the community's best interests, and comply with legislative obligations.</i>

Declaration

The author has no general or material interests in relation to this report.

Summary

Council appoints representatives to several Council committees and external committees to meet legislative obligations, enhance its involvement in community activities, and advocate on behalf of the community.

Due to a vacancy in the office of Mayor and election of new Mayor, the delegates for the Municipal Association Victoria (MAV) external committee need to be updated up until 8 December 2026.

Recommendation

That Council appoints one Councillor and one Councillor substitute to the Municipal Association of Victoria (MAV) external committee, until 8 December 2026.

Background

The Mayor and Councillors participate in various Council committees and external committees, some of which are legislatively required, but most serve as an advisory role. Committee involvement is important to contribute to strategic plans, connect with advocacy groups, stay informed on emerging issues, advise on diverse matters, and support Council Plan objectives. For consistency and expertise, it is recommended that Councillors continue serving on the same committees when possible.

Discussion

This update is required to ensure Council maintains representation on the MAV external committee following the change in mayoral leadership.

Sustainability Implications

There are no sustainability implications associated with this report.

Finances

Councillors participation in these committees is covered by their general reimbursement as outlined in the Council Support and Resources to Councillors Policy. These costs are contained within Councils' operating budget.

Stakeholders

- Councillors
- Community members
- Council Officers

Conclusion

The councillors delegated shall serve on the committee mentioned above until 8 December 2026.

Governing Documents

Local Government Act 2020

Attachments

Nil

Statutory Reports

8 Statutory Reports

There were no Statutory Reports.

9 Urgent Business

10 Mayoral Announcement of Next Meeting of Council

The next Council Meeting will be held on 20 May 2026 in the Bass Coast Civic Centre Council Chamber, Baillieu Street East, Wonthaggi commencing at 1.00pm.

That the meeting be closed to members of the public pursuant to Section 66 of the *Local Government Act 2020*, to consider an item/s as they deal with:

- (a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;

Meeting adjourned

That the meeting be adjourned

Meeting resumed

That the meeting be resumed

Items Closed to the Public

Excerpt of Section 66 of the Local Government Act 2020.

- (5) If a Council or delegated committee determines that a meeting is to be closed to the public to consider confidential information, the Council or delegated committee must record in the minutes of the meeting that are available for public inspection—
- (a) the ground or grounds for determining to close the meeting to the public by reference to the grounds specified in the definition of **confidential information** in section 3(1); and
 - (b) an explanation of why the specified ground or grounds applied.

confidential information means the following information—

- (a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;
- (b) security information, being information that if released is likely to endanger the security of Council property or the safety of any person;
- (c) land use planning information, being information that if prematurely released is likely to encourage speculation in land values;
- (d) law enforcement information, being information which if released would be reasonably likely to prejudice the investigation into an alleged breach of the law or the fair trial or hearing of any person;
- (e) legal privileged information, being information to which legal professional privilege or client legal privilege applies;
- (f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;
- (g) private commercial information, being information provided by a business, commercial or financial undertaking that—
 - i. relates to trade secrets; or
 - ii. if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;
- (h) confidential meeting information, being the records of meetings closed to the public under section 66(2)(a);
- (i) internal arbitration information, being information specified in section 145;
- (j) Councillor Conduct Panel confidential information, being information specified in section 169;
- (k) information prescribed by the regulations to be confidential information for the purposes of this definition;
- (l) information that was confidential information for the purposes of section 77 of the **Local Government Act 1989**;

11 Confirmation of Closed Minutes

11.1 Closed Council Meeting held on 22 April 2026

12 Reports Requiring Council Decision Closed to the Public

12.1 Wonthaggi to Inverloch Shared Path - Contract Variation Request

It is recommended that the report be closed to members of the public pursuant to Section 66 of the Local Government Act 2020, to consider this item for the following reason/s:

- (a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;

13 Meeting Closed

That the meeting be closed.