



LATROBE CITY COUNCIL

MINUTES FOR THE ORDINARY COUNCIL MEETING

HELD IN NAMBUR WARIGA MEETING ROOM
CORPORATE HEADQUARTERS, MORWELL
AT 6.00PM ON
05 AUGUST 2019

CM536

PRESENT:

Councillors:	Cr Graeme Middlemiss, Mayor	Central Ward
	Cr Darren Howe, Deputy Mayor	East Ward
	Cr Dale Harriman	East Ward
	Cr Kellie O'Callaghan	East Ward
	Cr Dan Clancey	East Ward
	Cr Alan McFarlane	Central Ward
	Cr Darrell White OAM	South Ward
	Cr Brad Law	West Ward
	Cr Sharon Gibson	West Ward
Officers:	Steven Piasente	Chief Executive Officer
	Kate Kerslake	Acting General Manager Community Services
	Gail Gatt	General Manager City Development
	Greg Drumm	General Manager Corporate Services
	Larry Sengstock	Acting General Manager Infrastructure & Recreation
	Hanna Steevens	Coordinator Governance
	Kieran Stewart	Governance Officer

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1. OPENING PRAYER

The Mayor read the opening prayer.

2. ACKNOWLEDGEMENT OF THE TRADITIONAL OWNERS OF THE LAND

The Mayor read the acknowledgement of the traditional owners of the land.

3. APOLOGIES AND LEAVE OF ABSENCE

Nil.

4. DECLARATION OF INTERESTS

Councillor Harriman declared an interest, not being a Conflict of Interest under Section 79B of the *Local Government Act 1989* in respect to Item 14.1.

Councillor Clancey declared a direct and/or indirect interest under Section 78B of the *Local Government Act 1989* in respect to Item 19.4.

5. ADOPTION OF MINUTES

MOTION

Moved: Cr Gibson
Seconded: Cr O'Callaghan

That Council confirm the minutes of the Ordinary Council Meeting held on 1 July 2019.

CARRIED UNANIMOUSLY

6. ACKNOWLEDGEMENTS

6.1 Acknowledgement: Passing Of Peter Wood

Cr Darren Howe acknowledged the passing of a true Traralgon legend and stalwart Peter Wood.

6.2 Acknowledgement: Sporting Debut Of Fellow Councillor

Cr Darren Howe congratulated Cr Harriman on his debut playing in North Gippsland Football League Reserves.

6.3 Acknowledgement: Peter Siddle

Cr White congratulated Peter Siddle on being named in Australia's squad for the 2019 Ashes series in England.

6.4 Acknowledgement: Passing Of Garth Hackford

Cr Dale Harriman and Cr Clancey both acknowledged the passing of Garth Hackford, a long-standing local solicitor.

6.5 Acknowledgement: Latrobe Theatre Company

Cr Dan Clancey acknowledged the Latrobe Theatre Company's efforts in producing the recent show 'Grease'. The success and participation in the production were congratulated.

6.6 Acknowledgement: Rotary Youth Program Attendees

Cr Dan Clancey acknowledged the Rotary Youth Program attendees at the Council meeting from St Pauls Anglican Grammar School.

7. PUBLIC PARTICIPATION TIME

Public Questions on Notice

In accordance with the *Council Meeting Policy*, members of the public were able to lodge a question on notice before 12.00 Noon in order for the question to be answered at the meeting.

The questions and responses are listed below.

1. From: Merv Geddes – Secretary Gippsland Resource Group Inc.

Topic: Latrobe Valley Taskforce

Question: Due to the lack of community representation and the Health Advocates office not preparing minutes, apparently, will the Council's representative prepare a report?

Response: As per the response provided to Mr Geddes in writing on 8 July 2019. The Latrobe Valley Asbestos Taskforce is independent to Council. Although Council is represented on the taskforce, the Chair of the taskforce (Latrobe Health Advocate) would be the appropriate agency to contact with queries regarding operations, governance issues such as minute taking and any public reporting on the activities and actions of the taskforce. They can be contacted on 1800 319 255 or info@lhadvocate.vic.gov.au

2. From: Merv Geddes – Secretary Gippsland Resource Group Inc.

Topic: **Protocol of Objectors to Planning Permits** (Ref: LCC letter 08/07/2019 Ref No. 2108663)

Question: What is the substance of the “separate matter” referred to in the above response?

Response: As per our written response provided to Mr Geddes on 8 July 2019 the separate matter to which we referred in that correspondence was the newspaper article in the Latrobe Valley Express on 9 May 2019 that you referenced in your initial question to Council on 1 July 2019.

This newspaper article referenced an agreement being entered into by ENGIE and Energy Brix regarding a shared asbestos disposal facility on ENGIE land. Latrobe City Council are not a party or privy to that agreement and as such cannot provide further information on this matter.

Public Speakers

Members of the public who registered before 12.00 noon were invited to speak to an item on the agenda.

The following person spoke on an item on the agenda:

Item No.	Agenda Item	Name & Company
9.1	2019/10: Hazelwood Pondage	Dr Anne Christine Sindt - President Gippsland Resource Group Inc.

8. ITEMS HELD OVER FOR REPORT AND/OR CONSIDERATION/QUESTIONS ON NOTICE

Date of Council Meeting	Item	Date of Future Council Meeting Report
Chief Executive Office		
13 November 2017	Memorandum of Understanding with the State of Victoria to develop a City Deal	<p>19 January 2018 A report will be scheduled in 2018</p> <p>06 April 2018 A further report is scheduled later in 2018</p> <p>20 August 2018 No change</p> <p>24 October 2018 An update report to Council is expected in early 2019</p> <p>17 January 2019 Report expected April 2019</p> <p>06 February 2019 Report scheduled to go to Council on the 1 April 2019</p> <p>18 April 2019 Report postponed until after the Federal Election</p> <p>04 July 2019 Further advice is being sort</p>

<p>11 September 2017</p>	<p>2017/14 Morwell / Hazelwood Mine</p> <p><i>Confidential under Section 89(2) (e) of the Local Government Act 1989, as it deals with contractual matters.</i></p>	<p>19 October 2017</p> <p>A further report will be scheduled in 2018</p> <p>6 April 2018</p> <p>Councillor workshop held 12/02/2018. External consultants to be engaged to provide advice on market opportunities for brown coal. This process has been initiated. A further report will be presented to Council once that advice is received</p> <p>4 June 2018</p> <p>A report was presented to Council Meeting</p> <p>21 June 2018</p> <p>A report, market opportunities for brown coal due at Councillor Briefing 17 September 2018 and a further report to Council Meeting 1 October 2018</p> <p>20 August 2018</p> <p>No change</p> <p>24 October 2018</p> <p>Report is due to be finalised by the end of 2018. The report to Council is expected in early 2019</p> <p>17 January 2019</p> <p>Report expected April 2019</p> <p>12 March 2019</p> <p>Report now expected May/June 2019</p> <p>09 May 2019</p> <p>Further advice is being sort</p> <p>04 July 2019</p> <p>Councillor Briefing Presentation being considered before scheduling of report to Council</p>
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City Development

<p>03 April 2018</p>	<p>Future Use of the Visitor Information Centre Building</p>	<p>04 April 2018</p> <p>The resolution is noted. A report outlining options for the future use of the existing Visitor Information Centre building in Traralgon will be presented to Council closer to the transition of the service to the foyer of the new performing arts centre (Latrobe Creative Precinct)</p> <p>20 July 2018</p> <p>No further updates - Update to be provided as the opening of the LCP approaches</p>
<p>23 October 2017</p>	<p>Development Proposal - Expression of Interest</p> <p><i>Confidential under Section 89(2) (d) (e) of the Local Government Act 1989, as it deals with contractual matters; AND proposed developments.</i></p>	<p>19 January 2018</p> <p>A report will be scheduled as required</p> <p>08 February 2018</p> <p>A report is anticipated at 05 March 2018 Council Meeting</p> <p>09 March 2018</p> <p>Presentation to occur at a Councillor Briefing on 26 March 2018</p> <p>24 July 2018</p> <p>Briefing report has been prepared for 30 July 2018</p> <p>17 January 2019</p> <p>As per Council Decision 23/10/2017, a further report is required – Pending Scheduling</p> <p>28 March 2019</p> <p>Report will be scheduled once an update is available</p>
<p>23 October 2017</p>	<p>Gippsland Logistics Precinct Potential Business Opportunity</p> <p><i>Confidential under Section 89(2) (e) of the Local Government Act</i></p>	<p>05 December 2017</p> <p>A report will be presented to Council in 2018</p> <p>20 July 2018</p> <p>A report will be presented to Council later in 2018</p> <p>24 October 2018</p>

	<i>1989, as it deals with proposed developments.</i>	<p>Council Report to be presented on 5 November 2018</p> <p>05 November 2018</p> <p>A further report to be presented to Council</p> <p>28/03/2019</p> <p>Further discussion's occurring before a further report can be presented to Council</p>
06 May 2019	<p>Planning Scheme Amendment C92 - Consideration of Submissions (Latrobe Regional Airport)</p>	<p>06 May 2019</p> <p>A future report is required</p> <p>16 May 2019</p> <p>The process to undertake economic impact analysis has commenced and extension of time to progress the Amendment was sent to the Minister for Planning (initial approval has been given)</p> <p>20 June 2019</p> <p>Inception Meeting and site visit has been scheduled. A verbal approval for an extension of time to progress the Amendment (and not lapse) has been granted</p>
03 June 2019	<p>Latrobe Creative Precinct - Gippsland FM Proposal to Co-locate at the Precinct</p>	<p>09 July 2019</p> <p>A report will be scheduled in 2020</p>
Community Services		
04 December 2017	<p>Potential changes to Aged & Disability Services and their impact on Council</p> <p><i>Confidential under Section 89(2) (h) Any other matter which council or special committee considers would</i></p>	<p>17 January 2018</p> <p>A future report is required in March 2018</p> <p>20 June 2018</p> <p>Final report from consultant due December 2018</p> <p>10 December 2018</p> <p>A further report on the future of Aged Services</p>

	<i>prejudice the council or any person.</i>	<p>will be presented in February 2019</p> <p>16 January 2019</p> <p>Second Briefing Paper to be presented to Councillors in February 2019</p> <p>01 March 2019</p> <p>Final report for decision to be presented to Council in June 2019</p> <p>10 April 2019</p> <p>Council report to be presented on 1 July 2019</p> <p>04 July 2019</p> <p>Final report presented to Council 01 July 2019</p>
01 July 2019	<p>Future of Latrobe City Council Aged & Disability Service Provision</p> <p><i>Confidential under Section 89(2) (a) (c) (d) of the Local Government Act 1989, as it deals with personnel matters; AND industrial matters; AND contractual matters.</i></p>	<p>04 July 2019</p> <p>A Transition report will be provided to Councillors by March 2020</p>
Corporate Services		
25 May 2015	<p>MAV Workcare Self Insurance</p> <p><i>Confidential under Section 89(2) (e) of the Local Government Act 1989, as it deals with contractual matters.</i></p>	<p>14 March 2017</p> <p>A report to Council is scheduled for the end of the current financial year</p> <p>18 July 2017</p> <p>A report will be presented to Council in 2020/2021 Financial Year</p>
11 September	Proposed Road Renaming - Ashley	20 September 2017

2017	Avenue, Morwell	<p>Pending further discussions before a report is rescheduled for decision</p> <p>9 August 2018</p> <p>A report for Council to consider the submissions received is being prepared for the September Meeting</p> <p>17 September 2018</p> <p>A further report will be determined after Councillor speaks with property owner</p> <p>17 January 2019</p> <p>Report expected to council in April 2019</p> <p>13 February 2019</p> <p>Report pending scheduling</p>
05 November 2018	Representation and Participation of Traditional Owners on Council Committees	<p>05 November 2018</p> <p>A progress report on implementation will be submitted to Council in the first quarter of 2019</p> <p>04 July 2019</p> <p>Report to be scheduled</p>
03 December 2018	Accumulated Cash Surplus – Surplus Allocation 2018/19	<p>03 December 2018</p> <p>A future report to be provided to Council on options for any future Latrobe City Council intern program beyond July 2019</p> <p>22 January 2019</p> <p>Report to come to council 2019 – Pending scheduling</p>
18 March 2019	2019/04: Request for a report on Government and Council funding	<p>18 April 2019</p> <p>Report to be scheduled.</p> <p>16 July 2019</p> <p>Report presented to Council 06 May 2019</p>

Infrastructure & Recreation		
03 September 2018	2018/11 Explore alternate options available to replace the supply and use of single use water bottles	<p>3 September 2018</p> <p>A report will be presented to a Council Meeting later in 2018.</p> <p>8 October 2018</p> <p>Revised Target Date: 04 Mar 2019</p> <p>23 January 2019</p> <p>Report scheduled to go to Council on the 1 April 2019</p> <p>20 March 2019</p> <p>Report Deferred pending scheduling</p> <p>02 April 2019</p> <p>It is proposed that a report will be presented at a meeting in May 2019</p> <p>10 July 2019</p> <p>A draft briefing report is currently being finalised with a view of presenting this report to Council shortly</p>
01 April 2019	Moe Keenagers - Project Update	<p>18 April 2019</p> <p>Report to be scheduled</p>
01 July 2019	Annual Maintenance Grant Program	<p>14 July 2019</p> <p>Report to be presented in early 2020</p>

Any proposed timings of reports listed above advised up to 17 July 2019, have been included in the above table. Items are removed only once a report has been tabled at Council and advised accordingly.

Any further updates after this time will be provided in the next Council Meeting Agenda.

NOTICES OF MOTION

9. NOTICES OF MOTION

9.1 2019/10: HAZELWOOD PONDAGE

Cr Alan McFarlane

I, Cr McFarlane, hereby give notice of my intention to move the following motion at the Council Meeting to be held on Monday, 05 August 2019:

MOTION

Moved: Cr McFarlane

Seconded: Cr White

That Council:

1. **Requests the Mayor write to the Premier of Victoria, the Honourable Daniel Andrews, requesting the government fund a detailed feasibility study on all available options in retaining the Hazelwood Pondage, as a recreationally accessible waterway, which may include at the newly reduced 2.7m water level; and**
2. **Request the Premier of Victoria, the Honourable Daniel Andrews write to ENGIE, to cease all planned and unplanned works on the Hazelwood Pondage, that might jeopardise the future use of the waterway, as a recreationally accessible waterway; and**
3. **Include all local State and Federal Government politicians in the communications to the Premier of Victoria, the Honourable Daniel Andrews; and**
4. **Reiterate Councils support for the retention of the Hazelwood Pondage as a recreationally accessible waterway, for use by all, in the Gippsland region and beyond.**

CARRIED UNANIMOUSLY

MOTION

Moved: Cr Harriman

Seconded: Cr Gibson

EXTENSION OF TIME

That Council grants an extension of time to Cr White in addressing this Motion.

CARRIED UNANIMOUSLY

Signed
Cr McFarlane
30 July 2019

Attachments
Nil

Notices of Motion may be lodged by Councillors with the Chief Executive Officer up until 10.00 am three business days prior to an Ordinary Council Meeting.

All Notices of Motion accepted, will be published to the Council website on the same day.

**ITEMS REFERRED BY
THE COUNCIL TO THIS
MEETING FOR
CONSIDERATION**

**10. ITEMS REFERRED BY THE COUNCIL TO THIS MEETING FOR
CONSIDERATION**

Nil reports.

CORRESPONDENCE

11. CORRESPONDENCE

Nil reports.

PRESENTATION OF PETITIONS

12. PRESENTATION OF PETITIONS

Nil reports.

CHIEF EXECUTIVE OFFICE

13. CHIEF EXECUTIVE OFFICE

Nil reports.

CITY DEVELOPMENT

14. CITY DEVELOPMENT

Agenda Item: 14.1

Agenda Item: International Engagement and Investment Strategy

Sponsor: General Manager, City Development

Council Plan Objective: Support job creation and industry diversification to enable economic growth in Latrobe City.

Status: For Decision

Councillor Harriman declared an interest, not being a Conflict of Interest under Section 79B of the *Local Government Act 1989* in respect to Item 14.1.

MOTION

Moved: Cr White

Seconded: Cr Gibson

That Council:

- 1. Adopt the International Engagement and Investment Strategy;**
- 2. Make the strategy available on Council's website and at all Council service centres; and**
- 3. Advise all submitters in writing of Council's decision.**

CARRIED UNANIMOUSLY

Executive Summary:

The International Relations Committee is an Advisory Committee of Council. The Latrobe City Council International Relations Plan 2011-2014 previously guided the Committee and Council in its international relations activities. This plan has now been reviewed and a new draft strategy has been developed for the period 2019-2023 (Attachment 1).

The new strategy reflects Council's intention that future international relations activities provide quantifiable benefit to the community and that there be a greater focus on trade and investment.

Key highlights of the new strategy include:

- A realignment of the Terms Of Reference for the Committee to reflect Council's intention;
- Committee change of name to *International Engagement and Investment*

- Committee (IEIC)* to better reflect future activities;
- Realignment of Sister City relationships;
 - Introduction of new types of relationships;
 - Greater clarity of role for inbound delegations;
 - Greater clarity of focus for trade and investment;
 - Greater inclusivity and roles for Committee members;
 - Better reporting mechanisms to Council.

Stakeholder engagement and interviews were undertaken to ensure the strategy canvassed views from all parties with an interest in Council's international relations program.

At the Council meeting on 3 June 2019, Council supported a motion that the draft strategy be placed on public exhibition for community feedback for a four week period. The draft strategy was placed on public exhibition from Monday 25 June to Friday 12 July 2019.

Broader community feedback was invited through Council's website and Council's column in the Latrobe Valley Express and a hard copy of the draft strategy was available at all Latrobe City service centres. Three written submissions were received; appropriate changes to the draft strategy have been made.

This report is seeking Council endorsement of the International Engagement and Investment Strategy.

Background:

Latrobe City Council has had a strong international relations program operating since 2000. This program is a formal structured program to promote and enable international relations, principally with Council's Sister Cities; Taizhou in China and Takasago in Japan.

This committee is an advisory committee of Council and its role is to provide guidance and advice on Sister City activities and any other international activities. The current Committee membership includes Councillors (up to four Councillors), community members (up to nine members) and up to eight co-opted members (e.g. education).

In recent years, Latrobe City Councillors have expressed a desire that trade and investment activities be given greater prominence in delegations and exchange activities. Whilst trade and investment have always been an objective, the cultural activities have consumed most of the officer time, budget and activities between the Sister Cities. Whilst maintaining a commitment to the cultural activities, trade and investment activities need to have equal prominence.

Councillors have also requested a robust analysis be undertaken prior to any delegation to ensure that the Latrobe City Community will derive a benefit from the delegation. This benefit could be a significant cultural benefit and/or an economic benefit.

The *Latrobe City International Relations Plan 2011-2014* was prepared in 2011 to provide direction for international relations. This plan expired in 2014. A review of the plan indicates that most of the actions were completed. This new strategy sets a new direction for international relations and engagement for the next four years.

The key focus areas of the new strategy are:

- Guiding Principles for the Committee;
- Analysis of International Engagement and Investment in Latrobe City;
- A review and realignment of the International Relations Committee;
- Development of direction and strategies for Cultural outbound and inbound delegations;
- Development of direction and strategies for Trade and Investment outbound and inbound delegations.

Research and consultation was undertaken with stakeholders and persons with an interest in Council's international relations programs. These included State Government representatives, regional organisations (e.g. Destination Gippsland), committee members, interested parties (e.g. local business people) and officers in other Local Government areas.

A review of other international relations strategies and relevant documents (e.g. Asia Link and Invest Victoria reports) were undertaken. This research and consultation provided guidance when developing the strategy.

At the Council meeting on 3 June 2019, Council supported a motion that the draft strategy be placed on public exhibition for community feedback for a four week period. The draft strategy was placed on public exhibition from Monday 25 June to Friday 12 July 2019. Copies were placed in all Latrobe City service centres and on Council's website, promotion of the exhibition period was advertised on social media and in the local paper.

Three written responses were received. The key issues in the submissions are summarised below:

Submission Summary	Action
<p>Submission 1:</p> <ul style="list-style-type: none"> • Lack of recognition for the Assistant Language Teacher (ALT) program • ALT could play a key role in furthering cultural relations between Takasago and Latrobe • More direction and support need to be provided to ALT • Takasago is expecting to receive a student delegation from Latrobe in the 2019/2020 fiscal year. It's key 	<ul style="list-style-type: none"> • Include an additional paragraph in the 'Cultural' section of the strategy highlighting the importance of the ALT program. • This exchange program is already referenced in the draft Strategy (Strategy 2.1)

Submission Summary	Action
<p>that whatever is decided through the Latrobe City Council is communicated in a timely manner to the stakeholders in the sister cities.</p>	
<p>Submission 2:</p> <ul style="list-style-type: none"> • Currently, the draft statement articulates a connection specifically with Federation University. We would like to see the LCC expand this to include a reference to the education sector more generally to include schools, The Gippsland Technical School, and TAFE. Collectively this sector will play a strategic part in supporting a planned vision of Gippsland as a hi-tech precinct. • Page 8 of the draft strategy states ‘Given the direction of the strategy, the IEIC Community membership should reflect a mix of members with an interest in the cultural activities and plans and members with an interest and knowledge in trade and investment.’ We would like to see this expanded to include educational activities. • TRADE AND INVESTMENT OUTBOUND Page 16 of the draft strategy states ‘that work with Federation University to advance the international education relationship with Taizhou and other international student cohorts.’ We would like to see schools, Gippsland Technical School and TAFE Gippsland added here. • TRADE AND INVESTMENT INBOUND Page 17 of the draft strategy states ‘Establish and maintain networks that can assist Latrobe City to attract 	<ul style="list-style-type: none"> • Any reference to education in the Strategy, where a particular level of education is articulated, will include secondary and TAFE levels of education. • The Committee will ensure there is adequate representation by the education sector. The current committee has secondary, TAFE and university representatives, this level of representation should be continued. • An additional strategy will be included in the Trade and Investment section articulating Council’s support for international education at the secondary school level, together with the Gippsland Technical College and TAFE Gippsland. • This is one sector of many that is covered in the draft Strategy. There is no need to alter the wording in the draft Strategy.

Submission Summary	Action
<p>investment.’ We would like to see this articulate a willingness to support internationalism in education.</p> <ul style="list-style-type: none"> • Page 11 of the draft strategy refers to ‘Homestay arrangements made for inbound students.’ This could include active marketing by the LCC to attract and keep a register of interested homestay families to support both short and long-term inbound students. • The establishment of an active marketing or public relations program to attract short term and long stay international students to the region, serving as a viable alternative to Melbourne metropolitan options. 	<ul style="list-style-type: none"> • The wording on page 11 will be expanded to delineate between short term and long term international students. LCC will continue to maintain a homestay register and will continue with current arrangements for schools to undertake marketing. • This is included in the draft strategies.
<p>Submission 3:</p> <ul style="list-style-type: none"> • Takasago City has started to prepare for having the delegation of Sister City Exchange program from Latrobe in 2019 fiscal year. As presented at the official meeting in May, Takasago City would like to conduct the program in collaboration with National Institute of Technology, Akashi College. • The National Institute of Technology, Akashi College is a technical college providing five-year forefront courses in the STEM field. 	<ul style="list-style-type: none"> • Support for a Sister City Exchange program from Latrobe City in 2019 fiscal year is noted.

Issues:

Strategy Implications

OBJECTIVE 1

Support job creation and industry diversification to enable economic growth in Latrobe City

OBJECTIVE 1.3:

Deliver Council's Economic Development Strategy

OBJECTIVE 2

Encourage improved education & training outcomes in Latrobe City

Communication

Stakeholder engagement and interviews were undertaken to ensure the strategy canvassed views from all parties with an interest in Council's international relations program. The interviews included:

- Regional Development Victoria;
- Invest Assist;
- Destination Gippsland;
- Federation University;
- TAFE Gippsland;
- Committee Members;
- Local Business People;
- City of Greater Dandenong Officer;
- City of Geelong Officer;
- Internal Officers.

Broader community feedback was invited through Council website, Latrobe Valley Express and hard copies were available at all service centres. The draft strategy was placed on public exhibition from Monday 25 June to Friday 12 July 2019. Three written submissions were received.

Financial Implications

There will be financial implications if the Strategy is adopted by Council. The indicative budgets for the activities detailed in the draft Strategy are:

Year	Committee Operations	Cultural Activities support	Cultural outbound Delegations	Cultural Inbound Support	20 th Anniversary Book and Events	T&I Marketing Materials	T&I Outbound delegations * Indicative provision	T&I Inbound Marketing and Events	Total
2019/20	\$2,000	\$9,500	\$30,000	\$15,000	\$20,000	\$10,000	\$15,000*	\$19,000	\$120,500

2020/21	\$2,000	\$9,500		\$15,000		\$10,000	\$15,000*	\$19,000	\$70,500
2021/22	\$2,000	\$9,500	\$30,000	\$15,000		\$10,000	\$15,000*	\$19,000	\$100,500
2022/23	\$2,000	\$9,500		\$15,000		\$10,000	\$15,000*	\$19,000	\$70,500

The proposed expenditure for 2019/20 has been provided within Council's adopted budget.

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
Future for the role of the Committee if the Strategy is not adopted	Possible	Information provision to Council
Adopted Strategy not implemented	Unlikely	Adequate planning and resourcing
Social licence issues	Possible	Good communication with community/stakeholders

* For example, likelihood ratings: 1 (Rare); 2 (Unlikely); 3 (Possible); 4 (Likely); 5 (Almost Certain)

Legal and Compliance

There are no known legal or compliance issues with this report

Community Implications

It will be important to promote the benefits of international relations and Councils continued role in supporting cultural and trade activities

Environmental Implications

There are no environmental implications of this report

Consultation

Consultation was undertaken in the preparation of the new strategy. The strategy was also on public exhibition from Monday 25 June to Friday 12 July 2019.

Other

Declaration of Interests:

Officers preparing this report have declared they do not have a conflict of interest in this matter under the provisions of the *Local Government Act 1989*.

Supporting Documents:

Nil

Attachments

1 [↓](#). International Engagement and Investment Strategy

14.1

International Engagement and Investment Strategy

1	International Engagement and Investment Strategy	34
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DRAFT International Engagement & INVESTMENT STRATEGY

2019-2023





Executive Summary

The previous International Relations strategy was for the period 2011-2014. It set out a series of strategies, primarily directed towards the Sister City relationships with Taizhou (China) and Takasago (Japan) and cultural exchanges.

This strategy is for the period 2019-2023 and the strategies contained within reflect a new direction in our international relations. Whilst acknowledging the history and importance of the strong cultural relationships with Taizhou and Takasago, Council would like to see a greater focus on the development of trade and investment opportunities for businesses in Latrobe City. Future outbound business delegations need to provide strong justification for the delegation and the proposed benefits to the local economy by the delegation.

To enable a new direction this strategy provides for a change in structure and member composition of the International Relations Committee. It will be renamed to the *International Engagement and Investment Committee*. This change of name reflects the new direction. A change of structure will create split terms for members and provide for export orientated business representatives to be able to participate. A quarterly report will be provided to Council detailing the activities of the Committee and any recommendations.

The continuance of the cultural activities is supported in this strategy. The relationships that have been built up over the past twenty years with Taizhou and Takasago are very important culturally to Latrobe City. Whilst recognising the history and previous delegation structure, this strategy changes the Sister City program to one outbound delegation every two years that encompasses both Sister Cities, or only one as appropriate. The Committee will make recommendations to Council as to the focus area for the delegations, such as STEM, sport, arts or student exchanges, so that Council can deliberate the merits of the delegations and make the final decisions.

The Committee will provide support to Council for all cultural inbound delegations. This support will include helping to organise homestay, functions and events during the visit. The Committee will also continue to assist Latrobe City Council's events team in the organisation of the Sister Cities Festival.

It is apparent that there is a significant amount of historical records, gifts, photographs and memorabilia from the Sister City relationships stored in various locations. There is also a significant amount of knowledge and history known by the early participants in the Sister City (and pre Sister City) international relationships that is not recorded. A book detailing all of this history will be produced before all of the knowledge and collections are lost. Appropriately, this book will be produced for launch during the 20th anniversary celebrations of the relationships.

All requests for new Sister City or Friendship City relationships will be referred to the Committee for assessment. The Committee will determine whether the request should be supported and a recommendation submitted for Council to consider and make the final decision. All recommendations will include a rationale for the recommendation.

A greater focus on trade and investment is reflected in strategies that will support international trade by Latrobe City businesses. It is important that Council works closely with other government and industry agencies to assist local industry and not duplicate support mechanisms. The strategies include helping businesses that are interested in export get support for planning, in-market experience and introductions. Council outbound trade/business delegations should be on an as needs basis and subject to a justification and benefits analysis. The Committee should undertake the initial assessment and make recommendations to Council for deliberation and the final decision as to whether the delegation should proceed.

**Latrobe City Council
will open doors to
the World!**

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Introduction

Latrobe City Council (LCC) has had a strong international relations program operating since 2000. This program is a formal structured program to promote and enable international relations. However, Latrobe City's involvement in international relations commenced much earlier.

In the 1980's, the City of Morwell hosted more than 200 Japanese families as part of a project initiated by Kobe Steel to utilise the brown coal in Morwell. These families assimilated into the community and many enduring friendships were established. The strength of these relationships led to the development of a Sister City proposal between the City of Morwell and Takasago City, home to many of the families that stayed in Morwell. A formal Sister City agreement was signed between the two cities in October 2000.

In 1998, a delegation from the City of Taizhou (China) visited Latrobe City to investigate the potential for a relationship – their intent was to determine whether there were 'business opportunities and the potential for friendly relations.' In November 1999, Latrobe City Council determined that a Sister City relationship would be mutually beneficial and invited the Mayor of Taizhou to visit Latrobe City to formalise a Sister City agreement. In March 2000, a Sister City agreement was signed by both cities.

Since the establishment of the Sister City agreements, there have been many exchanges between Latrobe City and Takasago and Taizhou. These have included student exchanges, official business delegations, sporting exchanges (e.g. soccer, table tennis, tennis, basketball) and cultural exchanges (e.g. music, bands, arts).

The economic return of these exchanges can be significant. For example, one local school has calculated the value over the past ten years of inbound student and teacher delegations, long term teacher exchange, international fee paying students and visiting parents to be \$2.5 million.

In addition, Latrobe City and Takasago have established an Assistant Language Teacher program that has enabled young Latrobe City residents to teach basic English in Takasago schools. The program is fully subsidised by the City of Takasago.

An International Relations Committee was established by Council to oversee the activities of the international relations program. This committee is an advisory committee of Council and provides oversight and guidance on Sister City activities and any other international activities. Community membership of the Committee has predominantly come from people with an interest in exchange activities (e.g. education, sports, music), with a number of these people serving on the committee for many years.

In recent years, Latrobe City Councillors have expressed a desire that trade and investment activities be given greater prominence in delegation and exchange activities. Whilst trade and investment have always been an objective, the cultural activities have consumed most of the officer time, budget and activities between the Sister Cities. Whilst maintaining a commitment to the cultural activities, trade and investment activities need to have equal prominence.

The Latrobe City International Relations Plan 2011-2014 was prepared in 2011 to provide direction for international relations. A review of this plan indicates that most of the actions were completed. It is now time to prepare a new strategy to set the direction for international relations and engagement for the next four years. This strategy encompasses new direction and objectives to Open Doors to the World!

**VISION:
Latrobe City will be a globally connected economy in trade and culture for the benefit of the community**

Guiding Principles



Benefit Latrobe City ratepayers, residents and businesses



Strengthen trade connections



Link key decision-makers and businesses in international markets



Attract foreign investment



Focus on international promotion of Latrobe City



Position Latrobe City as a great place to live, work, study, visit and do business



Develop closer relationships with other international cities



Add to the exchange of cultural awareness, knowledge, skills and experiences



Engage and influence key decision makers

International Engagement & Investment IN LATROBE CITY

From inception, the International Relations Committee has had a focus on cultural activities in Sister City exchanges and expanding the relationships. To quote one of the founding committee members,

“The intention was to provide young people with the opportunity to experience another country – meet different people and have different experiences. Hopefully, that will broaden their horizons.”

Most of the Sister City exchanges have focused on student exchanges, sporting, music and arts related exchanges and official government exchanges.

This strategy will take Latrobe City in a new direction. There will be a greater emphasis on trade and investment in international engagement activities, but not to the detriment of the existing Sister City relationships and cultural activities. This change in direction will be achieved by creating two streams of activity in the strategy – Cultural (incorporating Sister City relationships) and Trade and Investment.

What’s in a Name?

The committee has been known as the *International Relations Committee* since it commenced in 2000. At that time, this name reflected the activities and direction of the committee.

To better reflect the activities that will be undertaken over the next four years, the committee name will be changed to the *International Engagement and Investment Committee*. This strategy will provide guidance as to the type of activities and exchanges that will be undertaken by the *International Engagement and Investment Committee* (IEIC).

Sister City or Friendship City or International Alliance

The choice of the type of relationship has implications for both parties. Council needs to consider implications before proceeding to establish a formal relationship. The distinctions are:

Sister Cities

Sister Cities are a form of legal or social agreement between towns, cities, counties, prefectures, provinces, regions, states, and even countries in geographically distinct areas to promote cultural and commercial ties. There is an implicit agreement that activities will be undertaken in accordance with the conditions contained within the agreement.

Friendship Cities

Friendship Cities can be between the same types of geographically distinct areas as Sister Cities. The key difference is that there does not need to be such a formal agreement and the conditions can be less onerous on the parties and arrangements can be more flexible.

There is another category that the *International Engagement and Investment Committee* should consider when investigating the potential for a relationship. Similar to the Friendship City, Council could consider an **International Alliance**. A flexible agreement can be prepared with minimal conditions on either party. The notion of an International Alliance is more apt for a trade/investment related arrangement rather than cultural activities however, it could be applied to a new cultural relationship. Whilst many potential trading partners would have no need for such arrangements, when investigating relationships with those that do, particularly the Asian countries, Council should consider the International Alliance type of arrangement.

The IEIC needs to develop a matrix to assess which of the categories are appropriate when considering an agreement.

International Engagement & Investment COMMITTEE

The first international relations committee established by Latrobe City Council was the Sister City Committee, established in 1998, with 17 members.

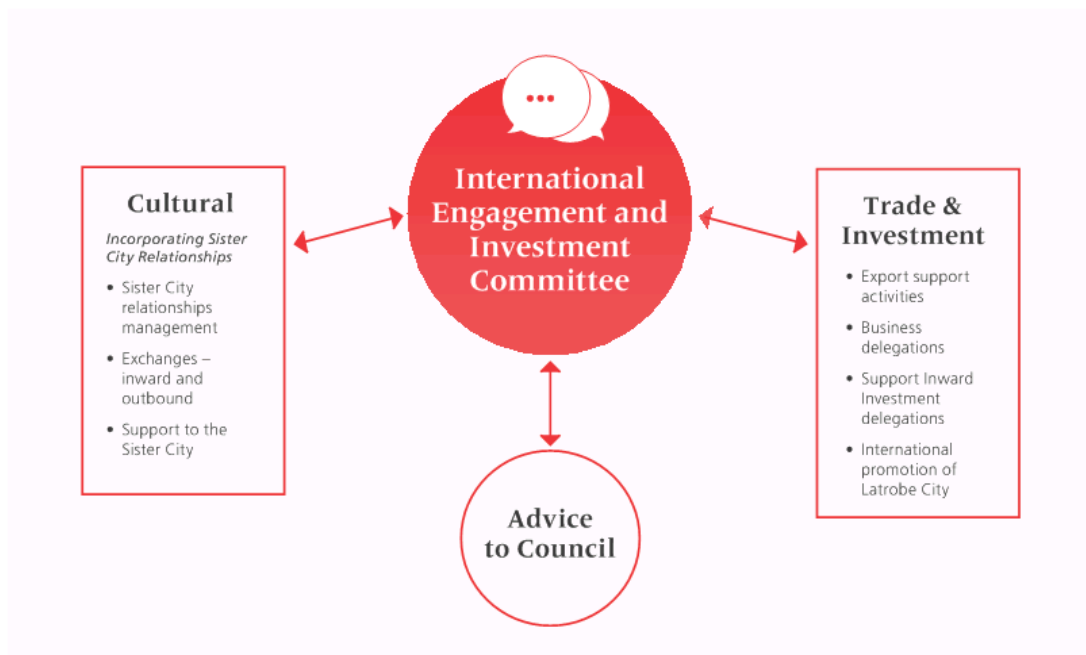
In 2000, Latrobe City Council established the International Relations Committee. The purpose of the committee was to promote and foster friendship, communication, understanding and economic development initiatives between the residents of Latrobe City and those of nations through the establishment and management of sister cities and other international relationships.

The current Committee membership includes up to four Councillors, up to nine community members and up to eight co-opted members (eg. education and industry). The current Terms of Reference for the International Relations Advisory Committee appoint all community members for three years. This can result in total changeover of members, resulting in a loss of 'corporate memory' and stability. The Terms of Reference should be altered so that a percentage of memberships expire at different times to the other memberships.

Presently, there is no direction as to the type of skillsets required for membership. Given the direction of the strategy, the IEC Community membership should reflect a mix of members with an interest in the cultural activities and plans and members with an interest and knowledge in trade and investment. As vacancies arise, this mix of skillsets should be promoted to attract new members. When appropriate, special working groups should be established for specific tasks (e.g. cultural or business delegation).

The Committee meets monthly and this should continue through this strategy. Activities in the meetings will be widened to include interesting presentations that are relevant to international engagement (e.g. JPower presenting on the Hydrogen Project).

Regular reports need to be prepared and presented to Council (quarterly) to ensure Council is kept abreast of IEC activities and an annual review conducted to ensure the Committee is performing to expectations.



STRATEGIC ACTIONS

Committee Structure & Operation**Ensure the Committee reflects the current direction.**

NUMBER	ACTIONS	TIMEFRAME	RESPONSIBILITY	BUDGET
1.1	Review the Terms of Reference	30/09/2019	Officers	\$0
1.1.1	Change name of Committee to 'International Engagement and Investment Committee'	30/09/2019	Officers	\$0
1.1.2	Introduce split terms so that the Community Membership of the Committee is not appointed at the same time	30/09/2019	Officers	\$0
1.1.3	Consider skillset requirements of Community Membership – Cultural & Trade and Investment	30/09/2019	Officers	\$0
1.1.4	Special working groups from the membership established to undertake defined tasks (e.g. Sister City Festival)	Ongoing	Committee	\$0
1.2	Committee meetings to be conducted monthly	Ongoing	Committee	\$2000 p/a
1.3	Committee Agenda to include 'What advice does the Committee want to give to Council?'	Ongoing	Committee	\$0
1.4	Arrange for appropriate presentations to Committee	Ongoing	Officers	\$0
1.5	Quarterly reports of international engagement activities to be provided to Council	End of each quarter	Officers	\$0
	<i>** When appropriate, report directly to Council</i>			
1.6	Committee to consider issues referred by Council and develop actions where appropriate	Ongoing	Committee	\$0
1.7	Review the Committee activities and structure to ensure it is meeting Council and community expectations	Annually	Committee and Officers	\$0
1.8	Develop an assessment matrix to assess the desirability of establishing new cultural relationships; e.g. Sister City, Friendship City, other model. Make recommendations to Council.	Ongoing	Committee	\$0

Cultural

INCORPORATING SISTER CITY RELATIONSHIPS

Background

Latrobe City Council has a strong history in supporting the cultural development opportunities for the community through the ongoing support of the Sister City program. This support is reflected in the results of activities, including:

- Over 520 Latrobe City residents have visited the Sister Cities for cultural and educational exchanges;
- Over 230 Latrobe City youth have participated in Latrobe City initiated exchange programs since 2000. Programs have included sport, arts and education exchanges;
- Over 210 youth from Takasago in Japan and Taizhou in China have visited Latrobe City;
- Four schools in Latrobe City have sister school arrangements with equivalent schools in Takasago and Taizhou: Lowanna Secondary College, Kurnai College, Traralgon College and Liddiard Road Primary School in Moe;
- Federation University is finalising negotiations to bring students from Taizhou to Gippsland in 2019 to study a range of disciplines. Latrobe City has used the sister city relationship to assist Federation University.

In recent years, the accepted protocol for exchanges with Takasago and Taizhou has been delegations visiting the Sister City every second year and delegations coming from the Sister Cities in alternate years. This has resulted in an outbound delegation every year with corresponding inbound delegations each year. Council has provided adequate budget to support the inbound

and outbound delegations.

Future Activities

The continuance of the cultural activities is supported in this strategy.

However, it is very important that the community understand and support the program. Any future international exchange or delegation should be supported by a communications strategy that clearly articulates the benefit of the cultural activity and why Council is involved. It is the role of the IEC to help develop and disseminate the communications strategy. Where possible testimonials should be used to support the importance of the exchanges/delegations and detailed reports should be presented to Council and the community upon return.

The IEC should develop an agreed process to determine whether it is in Latrobe City's interest to establish a relationship with an international region, state or Country. The key options are:

- Sister City;
- Friendship City;
- New name for relationship – e.g. International Alliance.

It will be the responsibility of the IEC to determine the appropriate relationship and make a recommendation to Council. The recommendation should include a cost/benefit analysis.

Rather than having Council organise and participate in Sister City cultural exchanges annually, an outgoing delegation should be organised every two years that will include one or both Sister Cities. Council will only support one outgoing delegation every two years. It will be the responsibility of the IEC to develop a schedule for the exchanges/

delegation and determine the benefits of the exchange/delegation.

If a special exchange is proposed (for example, external funding for a delegation or an invitation by another country), the IEIC will review the proposal and make a recommendation to Council.

Latrobe City Council also hosts inbound cultural exchanges from the Sister Cities and other international cities. Inbound delegations expectations need to be managed through communication with Sister City representatives. Young people and students will be invited to stay in a homestay arrangement with people that Council has 'pre-approved' as suitable homestay hosts. This process will meet Council's risk matrix requirements. Council will maintain a homestay register.

The IEIC will arrange the program for the exchange and assist in the hosting activities where possible (e.g. a barbeque, tourism opportunities) through the exchange. If the exchange delegates are a specialist group (e.g. athletes) an appropriate organisation will be asked to assist (e.g. Traralgon Harriers).

In addition to the exchange programs, the Committee has overseen the annual Sister Cities Festival. This festival brings together Japanese and Chinese exhibitors, performers and entertainment to highlight the different cultures. Often inbound delegations participate in this festival. The operation of the festival has moved to the Latrobe City Council Events Team with the Committee supporting the program. The Committee will assist in the development of future festivals.

There is a significant amount of historical information, photographs and testimonials that has built up since the commencement of the international program in the 1980's. This information should be recorded and published to document the relationships to coincide with the 20th anniversaries of the two Sister City Relationships.



STRATEGIC ACTIONS

Cultural Activities Outbound

NUMBER	ACTIONS	TIMEFRAME	RESPONSIBILITY	BUDGET
2.1	Develop a program for cultural exchanges to Sister Cities. One exchange every two years commencing in 2019/2020	31/07/2019	Committee	\$0
2.1.2	Present to Council for consideration. Rationale and benefits must be included	30/09/2019	Officers and Chair	\$0
2.1.3	Implement exchange program	01/10/2019	Committee and Officers	2019/2020 - \$30,000 2021/2022 - \$30,000
2.2	Prepare Communications Strategy for each exchange	Ongoing	Committee, Officers, Comms team.	\$0
2.3	Continue to support the Assistant Language Teacher program	Ongoing	Committee, Officers	\$2,000 p/a
2.4	Participate in a joint working group to conduct the Sister Cities Festival	Ongoing	Events team, Committee, Officers	\$4,000 p/a
2.5	Continue with membership of Sister Cities Australia and attend the annual conference	Ongoing	Committee, Officers	\$3,500 p/a
2.6	Coordinate 20th Anniversary Sister City Celebrations	2020	Committee, Officers, Events team	\$10,000
2.7	The IEIC shall determine the recommendation for a relationship: - Sister City - Friendship City - Another name, e.g. International Alliance - No recommended relationship	Ongoing	Committee	\$0

STRATEGIC ACTIONS

Cultural Activities Inbound

NUMBER	ACTIONS	TIMEFRAME	RESPONSIBILITY	BUDGET
2.8	Support inbound cultural exchanges from Sister Cities	Ongoing	Committee, Officers	\$5,000 p/a
2.8.1	Coordinate a homestay register for students/young people with local families	Ongoing	Officers	\$0
2.8.2	Ensure any proposed exchange program complies with Council's risk matrix	Ongoing	Officers	\$0
2.8.3	Organise a program of events and activities for delegates	Ongoing	Committee, Officers	\$10,000
2.8.4	Arrange appropriate communiques and media to promote the relationships	Ongoing	Officers, Comms Team	\$0
2.9	Support inbound business delegations and delegations from countries other than the Sister Cities	Ongoing	Officers, Eco dev team	\$0
2.10	Collate and publish a history of the Sister City relationships to preserve and protect the history	31/03/2020	Officers	\$10,000



Trade & Investment

Background

Given the investment in the local economy by international businesses, such as Nippon Paper, Energy Australia and Alinta Energy, the local community understands the importance of international businesses to the local economy. Latrobe City Council has always considered trade and business engagement as a key component of its international strategy.

In recent years the focus of outbound exchanges and delegations has focused more on the cultural activities than trade. When in Japan, delegations have visited senior management at companies such as Nippon Paper, Kawasaki and JPower. These visits have been greatly appreciated by the companies as Local Government is viewed as a very important level of government in Asian societies.

There have been minimal business to business introductions arranged by Council internationally.

In relation to inbound delegations, there have been significant numbers of inbound delegations visiting Latrobe City and meeting with Council. The International Engagement and Investment Officer works with the Economic Development team to coordinate these meetings, in conjunction with the Mayor, CEO and nominated Councillors. Council's international relationships are viewed very favourably by government and have assisted with inward investment.

Where Does Latrobe City Council Fit?

It is important for Latrobe City Council to understand where it fits in the international engagement space. Many government agencies and industry groups provide support and activities to assist business in international engagement. These include:

Federal Government:

Austrade, Australian Trade and Investment Commission

State Government:

Invest Assist, Invest Victoria, Global Victoria

Industry Associations:

Victorian Chamber of Commerce and Industry, Australian China Business Council

In addition, there are specialist, niche organisations (e.g. Defence Materials Technology Centre) and business to business and business to consumer platforms (e.g. Alibaba) that provide support and assistance for export.

It is important for Council not to duplicate these services and support agencies but work with them to achieve outcomes that

support businesses in Latrobe City.

Key Trade and Investment Strategic Directions for Council

Get Connected:

- Work with State and Federal Government agencies to connect local businesses to global opportunities;
- Establish relationships with in-market experts (e.g. Victorian Government Business Offices, Alibaba);
- Produce quality marketing materials to promote international trade for Latrobe City.

Focus Activities:

- Assess best sectors and markets to work with;
- Identify strategic allies to help Latrobe City businesses;
- Help build business capability (e.g. specific workshops);
- Identify best access to market opportunities.

Use Competitive Strengths:

- Work closely with the Economic Development Team to capitalise on key strengths;
- Help businesses to access support (e.g. government funding);
- Showcase Latrobe City's capability and liveability;

Be Inclusive:

- Work closely with local businesses;
- Work with other Gippsland municipalities (and outside Gippsland where appropriate – e.g. Dandenong);
- Work with other sections of Latrobe City Council where appropriate.

STRATEGIC ACTIONS

Trade and Investment Outbound

NUMBER	ACTIONS	TIMEFRAME	RESPONSIBILITY	BUDGET
3.1	Identify businesses in Latrobe City to get export ready	31/10/2019	Officers	\$0
3.1.1	Conduct survey through E Newsletter database to identify businesses interested in export	31/10/2019	Officers	\$0
3.1.2	Identify export ready needs and engage expertise	30/11/2019	Officers, Government Agencies	\$5,000
3.1.3	Run workshops/forums/seminars to raise awareness of export ready opportunities	31/03/2020	Officers, Government Agencies	\$5,000
3.2	Promote Latrobe City Capabilities through Victorian Government Business Offices internationally, Invest Assist and Austrade	30/09/2019 + ongoing	Officers	\$0
3.2.1	Prepare appropriate marketing materials for online and hardcopy distribution	30/09/2019	Committee, Officers	\$8,000 p/a
3.2.2	Launch and distribute marketing materials	30/09/2019 + ongoing	Committee, Officers, Comms team	\$2,000 p/a
3.3	Conduct international business delegations as determined	Ongoing	Committee, Officers	\$15,000 (Provision for delegation support if needed)
3.3.1	Prepare cost/benefit analysis for Council consideration	Ongoing	Officers	\$0
3.3.2	Prepare clear communications strategy prior to delegation and after completion of delegation	Ongoing	Officers, Comms team	\$0
3.4	Establish and maintain networks with people and organisations that can assist Latrobe City to increase inward investment	Ongoing	Officers	\$0
3.5	Work with Federation University to advance the international education relationship with Taizhou and other international student cohorts	Ongoing	Officers, Federation University	\$0
3.6	Implement Staff Exchange program with Taizhou Foreign Affairs Office	2019/20	Officers, Taizhou Foreign Affairs Office	Staff time and travel costs to be determined

STRATEGIC ACTIONS

Trade and Investment Inbound

NUMBER	ACTIONS	TIMEFRAME	RESPONSIBILITY	BUDGET
3.7	Support inbound delegations	Ongoing	Committee, Officers	\$14,000 p/a
3.7.1	Organise meetings, gifts and communiques for delegation visits	Ongoing	Committee, Officers	\$0
3.7.2	Organise media releases and publicity from meetings	Ongoing	Officers	\$0
3.8	Arrange industry tours for Invest Assist, Trade Victoria staff	Bi Annual	Officers, Government representatives	\$5,000 p/a
3.9	Work with investors to establish businesses in Latrobe City	Ongoing	Officers, Government representatives	\$0
3.10	Maintain membership of Australia China Business Council and other appropriate organisations	Annual	Officers	\$2,000
3.11	Establish and maintain networks that can assist Latrobe City to attract investment	Ongoing	Officers	\$0

The International Engagement and Investment Strategy has been produced by Latrobe City Council.

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Printed May 2019

PROUDLY PRINTED IN
LatrobeCity



Agenda Item: 14.2

**Agenda Item: Amendment GC124 - Gippsland Regional Line
Upgrades**

Sponsor: General Manager, City Development

**Council Plan Objective: Improve the liveability and connectedness of Latrobe
City.**

Status: For Decision

Proposed Resolution:

That Council:

1. Resolve to write a letter of 'in principle support' to the Minister for Planning in relation to Planning Scheme Amendment GC124 subject to confirmation regarding the following issues;
 - (a) Agreement of no net loss of parking in Morwell and Traralgon CBD areas;
 - (b) Agreement to find a temporary location for the Traralgon Arts Society while works are being undertaken; and
 - (c) Investigate options to move the second platform further east towards to the Morwell Bus Interchange and if this cannot be achieved that written justification is provided to Council from Rail Projects Victoria.

MOTION

Moved: Cr McFarlane

Seconded: Cr Howe

That Council resolve to write a letter of 'in principle support' to the Minister for Planning in relation to Planning Scheme Amendment GC124 subject to confirmation from Rail Projects Victoria regarding the following issues;

- (a) **Agreement of no net loss of parking in Morwell and Traralgon CBD areas;**
- (b) **Agreement to find a temporary location for the Traralgon and District Arts Society while works are being undertaken and allowed to return to their current location on completion of the works; and**
- (c) **Agreement to move the second platform further east towards the Morwell Bus Interchange.**

CARRIED UNANIMOUSLY

MOTION

Moved: Cr Gibson

Seconded: Cr Law

That Council resolve to write to the Minister for Transport Infrastructure regarding the inaction of VicTrack to identify a solution to parking issues that incorporate an outcome for the disused service station sites adjacent to Moe and Morwell train stations.

CARRIED UNANIMOUSLY

Executive Summary:

- Rail Projects Victoria (RPV) informally exhibited (i.e. not through a statutory process) Amendment GC124 on 21 May 2019 to 20 June 2019.
- The Amendment facilitates upgrades of the Gippsland Rail Line (second platforms, signal upgrades, car parking) which exempts the requirement for a planning permit subject to meeting certain conditions.
- As part of the informal exhibition process RPV has advised that 860 letters were sent to residents, 416 responses to their online survey were received, 63 conversations at drop in session were undertaken, 370 interactions at station pop ups were undertaken and 4,124 hits to the Gippsland Line Upgrade website were received.
- Key themes raised in submissions include detailed design, car parking, construction works and community engagement. There are no proposed changes to the Planning Scheme Amendment documents as a result of any feedback received during the consultation feedback.
- RPV has requested a letter of support be provided by Council regarding the proposed Amendment. This letter along with the informal exhibition will be used to lodge a 20(4) Planning Scheme Amendment with the Minister for Planning for approval.
- Implications on the proposed works include location of car parking spaces and impacts on the Traralgon Arts Society building. The details of these issues have not been fully explored by RPV and these details are not included in the Amendment.

Background:

There is a State Government Commitment to complete \$500 million of upgrades to the Gippsland Rail Line as part of the Regional Rail Revival program. This includes improvements in Latrobe City including second platforms at Morwell and Traralgon

Stations, track duplications, level crossing and signalling upgrades, drainage structure and a stabling facility; see figure 1 below.



Figure 1 – Proposed Gippsland Line Upgrades

RPV has prepared Amendment GC124 to the Latrobe City, Baw Baw and Cardinia Shire Planning Schemes to assist in the facilitation of the proposed works. Amendment GC124 does not include the Rail Stabling Facility. The Amendment proposes to:

- Insert Clause 45.12 (Specific Controls Overlay (SCO) into the Baw Baw and Latrobe Planning Schemes.
- Introduce the Schedule to Clause 45.12 (SCO) into the Baw Baw and Latrobe Planning Schemes, to allow the use and development of land for the Gippsland Line Upgrade Corridor Works in accordance with the specific controls in the Gippsland Line Upgrade – Corridor Works Incorporated Document, July 2019 (incorporated document).
- Amend the Schedule to Clause 45.12 (SCO) in the Cardinia Planning Scheme to allow the use and development of land for the Gippsland Line Upgrade Corridor Works in accordance with the specific controls in the incorporated document.
- Amend the Schedule to Clause 72.03, to insert Planning Scheme Maps of Baw Baw (SCO1), Cardinia (SCO2) and Latrobe (SCO1) Planning Schemes.
- Amend Clause 72.04 (Documents incorporated in this Planning Scheme) in the Baw Baw, Cardinia and Latrobe Planning Schemes to insert an incorporated document titled Gippsland Line Upgrade – Corridor Works Incorporated Document, July 2019.

The Amendment will exempt the need for RPV to obtain a planning permit to undertake works for the second platforms in Morwell and Traralgon, track duplications, level crossing and signalling upgrades and drainage structure improvements.

RPV placed Amendment GC124 on informal exhibition (i.e. not through a statutory process) from 21 May 2019 until 20 June 2019; see Attachment 1 for Amendment documents. The community was able to provide a submission or provide a response to an online survey. Further detail regarding the informal exhibition process is provided in the Consultation Section below.

Council officers provided feedback on the draft Amendment documents on 21 June 2019. A response from RPV was provided to these comments, most concerns raised have been addressed which includes changes, see Attachment 2.

RPV will consider all comments received to the Amendment and lodge the Amendment with the Minister for Planning for approval. RPV has requested Council provide a letter of support to Amendment GC124.

Issues:

Strategy Implications

Amendment GC124 relates to Strategy 4 in the 2017-2021 Council Plan which states to:

Advocate for improved passenger and freight rail and bus transport services as well as for the delivery of key infrastructure to support better rail services including improved car parking at railway stations.

This Strategy relates to the following objectives:

- *Objective 1 - Support job creation and industry diversification to enable economic growth in Latrobe City.*
- *Objective 2 - Encourage improved education & training outcomes in Latrobe City.*
- *Objective 3 - Improve the liveability and connectedness of Latrobe City.*
- *Objective 5 - Provide a connected, engaged and safe community environment, which is improving the wellbeing of all Latrobe City citizens.*
- *Objective 7 - Grow the civic pride of our municipality and solidify Latrobe City's image as a key regional city.*

Communication

Latrobe City Council officers met with representatives of RPV on 2 May 2019 to discuss the upcoming Amendment. Following this meeting, officers were provided with an opportunity to comment on draft documents prior to the information exhibition period. However, due to the short timeframes no comments were provided prior to

the informal exhibition period. Combined comments on the draft Amendment were provided to Rail Projects Victoria on 21 June 2019. Most changes suggested by Council have been responded to by Rail Projects Victoria.

Officers raised concerns regarding the following:

- Loss of car parking and proposed location of new parking;
- Confusion regarding multiple rail related projects being undertaken or consulted on at the moment;
- Works / possibly part demolition of heritage building at Traralgon Station currently occupied by the Traralgon Arts Society;
- Engagement with key stakeholders and community; and
- Timeframes

Continued conversations regarding concerns raised by Council officers are being undertaken.

Financial Implications

There is no financial implications regarding the processing of Amendment GC124, officers time on providing response and advocating for matters is undertaken under BAU budget.

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
Location of relocated car parking spaces in Morwell not meeting the needs of the current users of these spaces	Likely - 4	Request that further conversations with Council be undertaken about the appropriate location for the relocated car parking spaces. Advocate for the location of car parking spaces in Morwell to be on the south side of the Rail line
Key stakeholders unaware of proposed line upgrades and impacts on businesses	Possible - 3	Advocate for continued conversations with local businesses in Morwell, Traralgon Art Society and other key stakeholders regarding the proposed works and impacts.

* For example, likelihood ratings: 1 (Rare); 2 (Unlikely); 3 (Possible); 4 (Likely); 5 (Almost Certain)

Legal and Compliance

The proposed area of works in which the upgrades will take place is on land that Council currently has an existing lease. Further conversations regarding the termination of the leases will need to be had with VicTrack / RPV.

Community Implications

Upgrades to the Gippsland Rail Line are important to the securing of additional rail services for the Gippsland Line. Following the upgrade, there is the potential for off peak services to leave every 40 minutes from Traralgon; it is also proposed that peak services will have increased frequencies.

The construction of the second platform at Morwell and Traralgon Station has impacts in relation to removal of car parking spaces and the local heritage listed building currently occupied by the Traralgon Arts Society.

It is proposed by RPV that there will be no net loss of car parking spaces at Morwell and Traralgon. At the moment, details around the ultimate location of these spaces have not been confirmed. Attachment 3 provides details on an option currently being discussed.

The spaces lost at Morwell sit on the south side of the railway line and are currently used by businesses on commercial road for customer parking. The relocation of the spaces as shown in Attachment 3 is to the north side of the railway line and it's most likely these spaces will be used as commuter spaces. Therefore, Councillors may wish to advocate for the spaces to be relocated to an area on the south side where they are more likely going to be used for businesses and customer parking.

The construction of the second platform at Traralgon Station is likely to have an impact on the local heritage listed building currently occupied by the Traralgon Arts Society. Early indications from RPV are that the part demolition of the building will occur and at least temporary displacement of the Arts Society will be required. Further discussion is required with the Arts Society, RPV and Council regarding works.

The discussions around the detail of construction works (i.e. car parking, Traralgon Arts Society) do not affect proposed Amendment GC124. However, if a letter of 'in principle' support is provided, Councillors can highlight further detail they want considered or ongoing discussions they wish to have.

Environmental Implications

Amendment GC124 considers environmental impacts. The proposed incorporated document requires further work to be undertaken, offsets sought, cultural heritage management plans and environmental management plans to be prepared as part of the proposed work program.

Consultation

A summary of engagement activities undertaken by RPV is provided at Attachment 4. In particular there has been:

- 416 survey responses received to either the 'Have your Say' survey or a submission survey to Amendment GC124;
- 63 conversations at drop in information sessions had;
- 860 letters sent to notify residents of Planning Scheme Amendment;
- 4,124 visits to the Gippsland Line Upgrade home page during the consultation period; and
- 370 interactions at station pop ups.

Attachment 4 also includes a summary of key themes in submissions received and a project response from RPV. The following themes in submissions were raised:

1. Feedback on the station concept designs relevant to Latrobe City Council
 - a. Car Parking, including requests for additional parking, coordination of temporary and permanent offset parking with other projects in Morwell and Traralgon;
 - b. Improved accessibility for those with mobility issues;
 - c. Improvements to station amenities;
 - d. Request for improved safety infrastructure (i.e. CCTV, lighting); and
 - e. Consideration of alternative locations for the second platform, in particular at Morwell Station.
2. Feedback on planning and environmental matters relevant to Latrobe City Council
 - a. Concerns about construction activities and impacts (i.e. noise, dust, vibrations etc);
 - b. Request for limited vegetation removal;
 - c. Concerns for community assets, in particular Traralgon Arts Society building; and
 - d. Requests for further engagement processes as works progress.
3. Responses to draft Planning Scheme Amendment documents
 - a. Request for new CCTV; and
 - b. Provision of car parking to be carefully considered to ensure access to employees.

RPV will be providing further detail design and community engagement around upcoming works and issues raised. However, there are no changes proposed to the Amendment documents in relation to the submissions received.

Other

There are other projects being undertaken by other agencies including VicTrack, Regional Development Victoria and Department of Transport which have a relationship to the Amendment GC124 and proposed works. These include commitments in relation to additional car parking and stabling facility. Planning Permit 2019/80 is currently under assessment for the extension of the existing carpark at 6-8 Princes Drive, Morwell. These projects do not form part of the Amendment GC124.

Declaration of Interests:

Officers preparing this report have declared they do not have a conflict of interest in this matter under the provisions of the *Local Government Act 1989*.

Supporting Documents:

Regional Rail Revival Website

<https://regionalrailrevival.vic.gov.au/gippsland/planning>

Attachments

- 1 [↓](#). Amendment GC124 Exhibition Documents
- 2 [↓](#). Regional Rail Revival Response to Latrobe City Council Comment on Amendment Documents
- 3 [↓](#). Car Parking Options Morwell and Traralgon
- 4 [↓](#). Regional Rail Victoria - Amendment GC124 Engagement Summary and Response to Submissions

14.2

Amendment GC124 - Gippsland Regional Line Upgrades

1	Amendment GC124 Exhibition Documents	61
2	Regional Rail Revival Response to Latrobe City Council Comment on Amedment Documents.....	101
3	Car Parking Opitons Morwell and Traralgon	104
4	Regional Rail Victoria - Amendment GC124 Engagement Summary and Response to Submissions	106

Planning and Environment Act 1987

**BAW BAW PLANNING SCHEME
CARDINIA PLANNING SCHEME
LATROBE PLANNING SCHEME**

**AMENDMENT GC124
EXPLANATORY REPORT**

Who is the planning authority?

This amendment has been prepared by the Minister for Planning, who is the planning authority for this amendment.

The amendment has been made at the request of Rail Projects Victoria (RPV), an administrative office in the Department of Transport.

Land affected by the amendment

The amendment applies to land in the municipalities of Baw Baw, Cardinia and Latrobe, which will be used and developed for the Gippsland Line Upgrade Corridor Works (the project), as shown in Figure 1 (see below).



Figure 1. Scope Summary of the Gippsland Line Upgrade – Corridor Works

The project includes but is not limited to:

- Duplicating track between Bunyip and Longwarry, and a section immediately east and west of Morwell station.
- Additional platforms and railway station upgrades at Bunyip, Longwarry, Morwell and Traralgon.
- Signalling upgrades along the corridor.

- Level crossing upgrades between Pakenham and Traralgon.
- Drainage structure upgrades at Morwell River.
- Ancillary activities associated with the primary construction including the relocation or installation of utilities and road and rail infrastructure and the establishment of Secondary Construction Areas for temporary construction purposes and to store materials and vehicles.

What the amendment does

The amendment makes changes to:

- Insert Clause 45.12 (Specific Controls Overlay (SCO) into the Baw Baw and Latrobe Planning Schemes.
- Introduce the Schedule to Clause 45.12 (SCO) into the Baw Baw and Latrobe Planning Schemes, to allow the use and development of land for the Gippsland Line Upgrade Corridor Works in accordance with the specific controls in the *Gippsland Line Upgrade – Corridor Works Incorporated Document, July 2019* (incorporated document).
- Amend the Schedule to Clause 45.12 (SCO) in the Cardinia Planning Scheme to allow the use and development of land for the Gippsland Line Upgrade Corridor Works in accordance with the specific controls in the incorporated document.
- Amend the Schedule to Clause 72.03, to insert Planning Scheme Maps of Baw Baw (SCO1), Cardinia (SCO2) and Latrobe (SCO1) Planning Schemes.
- Amend Clause 72.04 (Documents incorporated in this Planning Scheme) in the Baw Baw, Cardinia and Latrobe Planning Schemes to insert an incorporated document titled *Gippsland Line Upgrade – Corridor Works Incorporated Document, July 2019*.

Strategic assessment of the amendment

Why is the amendment required?

This amendment is required to facilitate the timely, coordinated and consistent delivery of the Gippsland Line Upgrade Corridor Works (the project).

The Gippsland Line Upgrade is being delivered in stages, generally defined as:

- Gippsland Line Upgrade Corridor Works (the project), and the
- Avon River Bridge Upgrade (planning scheme amendment C105well to the Wellington Planning Scheme) (C105well).

The \$1.75 billion Regional Rail Revival program is a joint initiative of the Australian and Victorian governments and will upgrade stations, signalling and track state wide. The \$530 million Gippsland Line Upgrade is a package of works included in the Regional Rail Revival and will deliver improved train services to the growing communities of Gippsland. RPV is responsible for the planning and implementation of the program on behalf of the State Government of Victoria.

An amendment to the relevant Planning Schemes is required to allow the use and development of land in the Project Land for the purposes of the project in accordance with the *Gippsland Line Upgrade – Corridor Works Incorporated Document, July 2019*. An amendment will address several planning triggers related to use and development, native vegetation removal and enable development where it would be otherwise prohibited under the Planning Scheme, in a streamlined and coordinated way.

The Gippsland Line Upgrade has been declared and the Minister for Transport appointed as the Project Minister under the *Major Transport Projects Facilitation Act 2009* (MTPF Act) (other than under Parts 3 and 8). The delivery powers of the MTPF Act will allow access and works on roads,

land acquisition and temporary occupation for the project. Declaration of the project under the MTPF Act further supports the significance of the project and the case for planning approval to be provided through a specific incorporated document.

The incorporated document '*Gippsland Line Upgrade – Corridor Works Incorporated Document, July 2019*' identifies a number of documents within the conditions that are required to be prepared to the satisfaction of the Minister for Planning or relevant agency prior to the commencement of project use and development.

How does the amendment implement the objectives of planning in Victoria?

This amendment meets and will assist with the implementation of the following relevant objectives set out in section 4(1) of the *Planning and Environment Act 1987* (Vic):

- (a) to provide for the fair, orderly, economic and sustainable use, and development of land;
- (b) to secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria;
- (d) to conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value;
- (e) to protect public utilities and other assets and enable the orderly provision and co-ordination of public utilities and other facilities for the benefit of the community;
- (g) to balance the present and future interests of all Victorians.

The amendment facilitates the delivery of a project that will ensure much needed extra services are provided on the Gippsland line and improve the capacity, reliability and efficiency of Victoria's regional transport network.

The amendment ensures that any environmental, social and economic effects of the project are appropriately managed and mitigated in accordance with a planning framework and environmental management framework prepared to the satisfaction of the Minister for Planning.

How does the amendment address any environmental, social and economic effects?

Environment

Site specific investigations and targeted ecological surveys have been undertaken to understand the potential environmental impacts of the project. Impact assessments have outlined the minimum management standards to be achieved during design and construction. An Environmental Management Framework (EMF) with Environmental Management Requirements (EMRs) will manage risks in a transparent and integrated approach. This includes the planning, environmental and heritage aspects of design and construction. The preparation of the EMF is a requirement of the incorporated document, introducing a framework to manage and mitigate impacts of the project.

Social

Gippsland railway line will allow for a train to operate at least every 40 minutes between the morning and afternoon peaks on weekdays. Therefore, the Gippsland line will be able to operate with greater frequency across passenger and freight services. Upgrades will also allow for more reliable services, as well as services to recover more quickly from unexpected delays. VLocity trains will be able to operate from Melbourne to Bairnsdale. There will be better stations, and improved train detection at level crossings increasing safety for motorists and train passengers.

Economic

The project will allow greater access to jobs, particularly at local towns along the rail corridor, and more efficient movement of goods, improving economic opportunities for the local population and helping to grow local economies.

The increased frequency of passenger services will allow for greater connectivity of regional towns to city and rural city centre, such as Melbourne and Latrobe cities.

Does the amendment address relevant bushfire risk?

Bushfire Management Overlays (BMO) apply to the project in a number of locations within the Project Land across all four municipalities. The project does not trigger approval under the BMO planning controls however, the project is located in areas that are prone to bushfires, or areas that have the potential for bushfires to occur. Because of this potential risk, a Bushfire Management Plan (or equivalent, procedure, plan/ sub-plan) will be prepared as prescribed in the EMF, under a specific EMR for 'Bushfire'. The objective of this plan is to identify that the project will not contribute to an increased bushfire risk to property, community infrastructure, natural environment, or life. The plan is to be developed in consultation with the Country Fire Authority.

Does the amendment comply with the requirements of any Minister's Direction applicable to the amendment?

The amendment complies with the requirements of the Ministerial Directions as pursuant to the *Planning and Environment Act 1987*. The amendment is consistent with the following:

- Ministerial Direction on the Form and Content of Planning Schemes, as per section 7(5) of the *Planning and Environment Act 1987*.
- Ministerial Directions of the duties and powers of planning authorities in preparing a planning scheme amendment, a planning authority must have regard to the Minister's Directions, as per section 12(2)(a) of the *Planning and Environment Act 1987*.
- Ministerial Direction No. 11 – Strategic Assessment of Amendments ensuring that the amendment ensure a comprehensive strategic evaluation of the amendment and the outcome of the amendment as detailed in this amendment.

How does the amendment support or implement the Planning Policy Framework and any adopted State policy?

The amendment supports the Planning Policy Framework as follows:

- Settlement (Clause 11.01) and Settlement – Gippsland (Clause 11.01-1R): The project will provide better access and increased services of rail public transport on the Gippsland line for existing and future communities. Many regional centres, including Latrobe City will benefit from this project, while supporting growth opportunities within regional townships by responding to increased demand on services.
- Biodiversity (Clause 12.01), Protection of biodiversity (Clause 12.01-1S): The project is consistent with vegetation removal principles to avoid, minimise and offset as per the *Guidelines for the removal, destruction or lopping of native vegetation* (Department of Environment, Land, Water and Planning, 2017) and other relevant policy documents and guidelines.
- Water bodies and Wetlands (Clause 12.03), River corridors, waterways, lakes and wetlands (Clause 12.03-1S): Cultural heritage and ecological assessments of water bodies and wetlands have been undertaken and identified environmental mitigation measures that have been included within the EMF. This will ensure the protection and enhancement of the environmental, cultural and landscape values of watercourses.
- Significant Environments and Landscapes (Clause 12.05), Environmentally sensitive areas (Clause 12.05-1S): The project has mitigation measures to ensure there will be no impacts to either the Gippsland Lakes or Western Port Bay.
- Environmental Risks and Amenity (Clause 13) is upheld by the project with the development of an Environmental Management Framework to implement environmental management and risk management approaches. Management plans or assessments are required to be produced prior to works for a range of environmental hazards and potential hazards and changes. These measures address Climate Change Impacts (Clause 13.01), Bushfire (Clause 13.02),

Floodplain (Clause 13.03), Soil Degradation (Clause 13.04), Contaminated and Potentially Contaminated Land (Clause 13.04-1S), and Noise abatement (Clause 13.05-1S).

- Built Environment and Heritage (Clause 15): The upgrades to station platforms and railway station infrastructure will deliver functional, accessible, and safe public transport interchange points.
- Energy and resource efficiency (Clause 15.02-1S) is a consideration for built form upgrades, such as at stations to incorporate sustainable initiatives, including energy efficient LED lighting.
- Heritage (Clause 15.03): The project has assessed and produced mitigation measures to protect places and sites with significant heritage and cultural significance. Heritage conservation (Clause 15.03-1S) and Aboriginal cultural heritage (Clause 15.03-2S) are met as the project ensures conservation of places of heritage significance and will identify, assess and document places of Aboriginal cultural heritage significance, pursuant to the *Heritage Act 2017* and the *Aboriginal Heritage Act 2006* retrospectively.
- Transport (Clause 18): Land use and transport planning (Clause 18.01-1S), Transport system – Gippsland (Clause 18.01-2R), Public Transport (Clause 18.02-2S), Car parking (Clause 18.02-4S) and Freight links – Gippsland (Clause 18.05-1R): The project will contribute to an integrated and sustainable transport system that provides access to social and economic opportunities, facilitates economic prosperity, contributes to environmental sustainability and coordinates reliable movement of people and goods. The project considers transport connectivity in Gippsland between both rail and road at growing towns and cities of the region. Carparking is being upgraded at stations to accommodate commuter needs. The project will improve rail freight connections to logistic precincts (Morwell and Bairnsdale).
- Infrastructure (Clause 19); Infrastructure design and provision (Clause 19.03-2S): The facilitation of the project as part of the Regional Rail Revival program by a planning scheme amendment aims to provide the timely, efficient and cost-effective development infrastructure that meets the needs of the community.

How does the amendment support or implement the Local Planning Policy Framework, and specifically the Municipal Strategic Statement?

The amendment is consistent with the Local Planning Policy Framework within the Baw Baw, Cardinia and Latrobe Planning Schemes. The amendment supports the Planning Policy Frameworks as follows:

Baw Baw Planning Scheme:

- Natural Environment and Resource Management (Clause 21.06) has been addressed through ecological impact assessments and mitigation measures for state and federally protected biodiversity, water catchments, and soil quality that will or has the potential to be impacted.
- Transport and Infrastructure (Clause 21.08) vision is upheld by the project and the planning scheme amendment process as it improves the quality of residential and rural lifestyles and support economic development through the timely provision of infrastructure.
- Heritage (Clause 21.09) places, precincts or features that intersect with the Project Land (where temporary works will occur) will meet the objectives outlined within the planning scheme to conserve the distinctive and often unique heritage characteristics that contribute to the identity of communities within Baw Baw Shire and to the identity of the municipality as a whole.

Cardinia Planning Scheme:

- Environment (Clause 21.02) biodiversity objective are met by the project through the management and mitigation of environmental impacts as a result of the project through the EMF and relevant environmental approval requirements.
- Infrastructure (Clause 21.05) is supported by the project as it seeks to deliver the timely provision of infrastructure, and to maximise the opportunity for public transport services to be provided in a coordinated manner to meet the needs of existing and future residents.

- Particular Uses and Development (Clause 21.06) design and built form Objectives 1 and 2 to provides for a functional built environment, and promotes community and personal safety, to provide equity of access for people with disabilities to publicly accessible premises.

Latrobe Planning Scheme:

- Environmental and Landscape Values (Clause 21.03) is considered in this amendment by upgrades to provide more effective public transport, increasing access to services, social connections, recreation opportunities, education and employment. This is to be undertaken while maintaining natural ecosystems and biodiversity values. Sustainable aspects of the works are evident in the energy saving station upgrades within the project design to reduce energy consumption, in turn reducing operational energy consumption.
- Environmental Risk (Clause 21.04) seeks to address any environmental risk through the management and mitigation of environmental impacts within the EMF and relevant environmental approval requirements.
- Built Environment and Heritage (Clause 21.06) is supported by the project as it ensures that any historic and aboriginal cultural heritage places are recognised and impacts avoided or minimised appropriately.
- Economic Development (Clause 21.07) industry objective to promote increased rail use as a model for economic viability and sustainability as the project benefits will allow for increased movement of freight into Victoria's far east and Melbourne.
- Transport and Infrastructure (Clause 21.08) integrated transport network provides support for major rail infrastructure upgrades, which the project supports by allowing for major rail infrastructure upgrades between Latrobe Valley and Melbourne.

Does the amendment make proper use of the Victoria Planning Provisions?

The use of an incorporated document for the delivery of State-significant rail infrastructure is considered to make proper use of the Victoria Planning Provisions.

This will be incorporated into the planning scheme through a Specific Control Overlay (introduced as part of Amendment VC148) to ensure these specific controls for the Gippsland Line Upgrade Corridor Works are readily identifiable.

How does the amendment address the views of any relevant agency?

The views of the following relevant agencies have been sought by Rail Projects Victoria. A program of engagement with stakeholders, local communities and train users commenced in early 2018. Since then, RPV has engaged with a range of stakeholders about the Gippsland Line Upgrade Corridor Works including:

- Aboriginal Victoria
- Baw Baw Shire Council
- Bunurong Land Council Aboriginal Corporation
- Cardinia Shire Council
- East and West Gippsland Catchment Management Authorities.
- DELWP
- Department of Transport
- Latrobe Valley Authority
- Regional Development Victoria
- Transport for Victoria

- V/Line
- VicTrack
- Gunaikurnai Land and Waters Aboriginal Corporation
- Heritage Victoria.

Does the amendment address relevant requirements of the *Transport Integration Act 2010*?

The *Transport Integration Act 2010* requires interface bodies to have regard to the transport system objectives, the decision-making principles and any applicable statement of policy principles when exercising powers and performing functions that are likely to have a significant impact on the transport system.

The amendment is necessary to facilitate the project which will provide a significant benefit to the transport system.

The transport objectives are set out in Part 2, Division 2 of the *Transport Integration Act 2010* and include social and economic inclusion, economic prosperity, environmental sustainability, integration of transport and land use, efficiency, coordination and reliability, and safety, health and wellbeing.

The decision-making principles are set out in Part 2, Division 3 of the *Transport Integration Act 2010* and include the principles of integrated decision making, triple bottom line assessment, equity, transport system user perspective, precautionary principle, stakeholder engagement and community participation and transparency.

The amendment was prepared having regard to the transport system objectives and decision-making principles under the *Transport Integration Act 2010*. Regard has been given to the policy principles as follows:

- Social and economic inclusion: the project will support social and economic inclusion by improving frequency, punctuality and reliability of the Gippsland line, thereby expanding opportunities for access to social and economic opportunities.
- Economic prosperity: the project will create local jobs during construction, increase access to employment and economic opportunities by providing extra services on the Gippsland line, and improve public transport assets, which in turn will increase the reliability and punctuality for rail passengers and freight.
- Environmental sustainability: the project adheres to biodiversity principles to avoid, minimise and mitigate any environmental impacts. The project will be designed and constructed in accordance with an Environmental Management Framework, which requires the preparation of a Construction Environmental Management Plan.
- Integration of transport and land use: the project is one of a number of major projects intended to transform Victoria's regional rail network. The amendment will ensure the project is delivered in a timely manner to support the current and future requirements of the transport system and the growing population of regional Victoria.
- Efficiency, coordination and reliability: the amendment will facilitate efficient and effective delivery of the improved services on the Gippsland line.
- Safety and health and wellbeing: the project will be aligned with the principles of safety, performance of transport infrastructure, and promotion of safe user behaviour.
- Principle of integrated decision making: the project is the result of a coordinated process between RPV, local councils, landowners and other relevant agencies. The project is consistent with State policy including the *Regional Network Development Plan, Plan Melbourne 2017-2050* and local policies.
- Principle of triple bottom line assessment: the economic, environmental and social costs and benefits of the project have been considered. The investigations undertaken for the project satisfy the principles of triple bottom line assessment.

- Principle of equity: the project will improve the operation of the transport system in regional Victoria and will cater for the needs of existing and future communities.
- Principle of the transport system user perspective: the project will improve accessibility, comfort and safety on the Gippsland line.
- Precautionary principle: the precautionary principle was implemented during the development of the project through technical investigations to avoid serious or irreversible damage to the environment.
- Principle of stakeholder engagement and community participation: the amendment is supported by a community and stakeholder engagement program which included consultation with local communities, councils and other key stakeholders.
- Principle of transparency: the amendment is supported by a community and stakeholder engagement program which included consultation with local communities, councils and other key stakeholders.

Resource and administrative costs

- **What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?**

The new planning provisions introduced by the amendment will not have a significant impact on the resources and administrative costs of the responsible authorities. The incorporated document requires the Minister for Planning to approve any documents required by the conditions, however the councils remain responsible authorities for administration and enforcement of all planning matters under the Planning Schemes.

Where you may inspect this amendment

The amendment is available for public inspection, free of charge, during office hours at the following places:

- Baw Baw Shire Council: Annex Building, 90 Smith Street, Warragul 3820
- Cardinia Shire Council: 20 Siding Avenue, Officer 3809
- Latrobe City Council: 141 Commercial Rd, Morwell 3840

The amendment can also be inspected free of charge at the DELWP website at <https://www.planning.vic.gov.au/public-inspection>

LATROBE PLANNING SCHEME

--/20--
C--

SCHEDULE TO CLAUSE 45.12 SPECIFIC CONTROLS OVERLAY

1.0

Specific controls

--/20--
C--
Proposed
GC124

PS Map Ref	Name of incorporated document
SCO1	Gippsland Line Upgrade – Corridor Works Incorporated Document, July 2019

DRAFT

LATROBE PLANNING SCHEME

31/07/2018
VC1478**SCHEDULE TO CLAUSE 72.04 DOCUMENTS INCORPORATED IN THIS PLANNING SCHEME****1.0 Incorporated documents**22/11/2018
C112latr
[Proposed GC124](#)

Name of document	Introduced by:
Australian Standard AS2021-2015, Acoustics – Aircraft Noise Intrusion – Building Siting and Construction, Standards Australia Limited, 2015	VC107
Basslink – Land Use and Development Controls, 2002	C20
Fibre Optic Project, Integrated Approval Requirements, December 2002	VC17
Gippsland Line Upgrade – Corridor Works, July 2019	GC124
Lake Narracan Development Contributions Plan, March 2015 (Amended June 2017)	GC75
Lake Narracan Native Vegetation Precinct Plan, March 2015	C86
Lake Narracan Precinct Structure Plan, March 2015	C86
Latrobe City Heritage Overlay – Planning Permit Exemptions & Application Requirements Incorporated Plan, July 2010	C14
Latrobe City Heritage Study Volume 3: Heritage place & precinct Citations, July 2010	C14
Latrobe Regional Airport Obstacle Limitation Surfaces Plan, Latrobe Airport Management Council, 3 November 1999	NPSI
Morwell Temporary Diesel-Powered Electricity Generation Incorporated Document, November 2017	C107
NovaPower, Network Support Sub-station Incorporated Document, November 2012	C80
Princes Highway Duplication, Traralgon East to Kilmany, Incorporated Document, November 2012	C65
Rail Gauge Standardisation Project, Integrated Approval Requirements, December 2002	VC17
Regional Fast Rail Project, Integrated Approval Requirements, December 2002	VC17
Small Lot Housing Code, August 2014	C86
Traralgon East Service Station Signage, June 2018	C112latr

Gippsland Line Upgrade – Corridor Works

Incorporated Document

July 2019

DRAFT

1. INTRODUCTION

- 1.1 This document is an incorporated document in the Baw Baw, Cardinia and Latrobe planning schemes (planning schemes) and is made pursuant to section (6)(2)(j) of the *Planning and Environment Act 1987*.
- 1.2 The land identified in Clause 3 of this document may be used or developed in accordance with the specific control in Clause 4 of this document.
- 1.3 The control in this document prevail over any contrary or inconsistent provision in the planning schemes.

2. PURPOSE

- 2.1 The purpose of the control in Clause 4 is to permit and facilitate the use and development of the land described in Clause 3 for the Gippsland Line Upgrade - Corridor Works (the project).
- 2.2 The project includes but is not limited to:
 - i. Duplicating of track between Bunyip and Longwarry, and a section immediately east and west of Morwell station.
 - ii. Additional platforms and railway station upgrades at Bunyip, Longwarry, Morwell and Traralgon.
 - iii. Signalling upgrades along the whole corridor.
 - iv. Level crossing upgrades between Pakenham and Traralgon.
 - v. Drainage structure upgrades at Morwell River.

3. LAND TO WHICH THIS INCORPORATED DOCUMENT APPLIES

- 3.1 The controls and conditions in this document apply to the land shown as SCO1 in Baw Baw Planning Scheme Maps, SCO2 Cardinia Planning Scheme Maps and SCO1 in Latrobe Planning Scheme Maps on the planning scheme maps forming part of the planning schemes (the project land).

4. CONTROL

Exemption from planning schemes requirements

- 4.1 Despite any provision to the contrary or any inconsistent provision in the planning schemes, no planning permit is required for, and no provision in the planning schemes operates to prohibit, restrict or regulate, the use and development of the project land for the purposes of the project.
- 4.2 The project includes, but is not limited to:
 - a) Use and development of the project land for railway, including railway infrastructure, road and signalling upgrades and level crossing upgrades.
 - b) Use and development of the project land for ancillary activities to the use and development described in Clause 4.2a including but not limited to:

- i. Use and development of lay down areas for construction purposes.
 - ii. Use and development of temporary site workshops, storage, administration and amenities buildings, vehicle parking areas and access roads.
 - iii. Constructing fences, temporary site barriers and site security.
 - iv. Displaying signs.
 - v. Removing, destroying and lopping trees and removing vegetation, including dead vegetation.
 - vi. Demolishing and removing buildings and works.
 - vii. Carrying out works to alter watercourses.
 - viii. Constructing and carrying out earthworks and works to create bunds, mounds and landscaping, salvage artefacts, and to alter drainage, services and utilities, and temporary stockpiling of excavation material.
 - ix. Creating or altering access to a road in a Road Zone, Category 1.
 - x. Subdividing and consolidating land.
- c) Any use or development that the Minister for Planning confirms in writing is for the purposes of the project.

Conditions

- 4.3 The use and development permitted by this document must be undertaken in accordance with the following conditions:
- 4.4 Environmental Management Framework
- 4.4.1 An Environmental Management Framework (EMF) must be prepared to the satisfaction of the Minister for Planning. The EMF must be prepared in consultation with Baw Baw Shire Council, Cardinia Shire Council and Latrobe City Council.
- 4.4.2 The EMF must include:
- a) A set of Environmental Management Requirements that must be achieved during the design and construction of the project to reduce environmental and amenity effects.
 - b) The process and timing for the preparation of a Construction Environment Management Plan and any sub-plan that is required by the Environmental Management Requirements.
 - c) Performance monitoring and reporting processes, including auditing to ensure environmental and amenity effects are reduced and managed during construction of the project.

4.5 Native vegetation

- 4.5.1 Prior to removal of native vegetation (excluding native vegetation removed under Clause 4.10), information about that native vegetation in accordance with Application Requirements 1, 5 and 9 of the *Guidelines for removal, destruction or lopping of native vegetation (DELWP, December 2017)* (Guidelines) must be provided to the satisfaction of the Secretary to the Department of Environment, Land, Water and Planning (DELWP). For the avoidance of doubt, the information provided to the Secretary to DELWP must include information about any native vegetation that has been, or is to be, removed under Clause 4.10.
- 4.5.2 Prior to removal of native vegetation (excluding native vegetation removed under Clause 4.10), the biodiversity impacts from the removal of that native vegetation must be offset in accordance with the Guidelines, and evidence that the required offset(s) has been secured must be provided to the Secretary to DELWP.
- 4.5.3 In exceptional circumstances, the Secretary to DELWP may vary the timing requirement in Clause 4.5.2.
- 4.5.4 The secured offset(s) for the project may be reconciled at the completion of the *Project in accordance with the Assessor's handbook – Applications to remove, destroy or lop native vegetation (DELWP, October 2018)*.
- 4.5.5 For the purpose of this document, the term 'remove native vegetation' includes to destroy and/or lop native vegetation.

4.6 Creating or altering access to roads

- 4.6.1 Any buildings or works to create or alter access to a road declared as a freeway or arterial road under the *Road Management Act 2004*, or on land owned by the Roads Corporation for the purpose of a road, must be undertaken to the satisfaction of the Roads Corporation.
- 4.6.2 Where, but for this document, consent of the Roads Corporation would be required to subdivide land, that consent must be obtained.

4.7 Heritage management

- 4.7.1 Where, but for this document, a planning permit would be required under the Heritage Overlay, documentation must be prepared in consultation with the relevant council and to the satisfaction of the Minister for Planning (except as otherwise agreed by the Minister for Planning). The documentation must include:
- a) Site plans and elevations showing the proposed development.
 - b) An assessment of the impact of the proposed development on the place.
- 4.7.2 The documentation in Clause 4.7.1 must be provided to the satisfaction of the Minister for Planning prior to the commencement of buildings, works or demolition on project land affected by the Heritage Overlay.

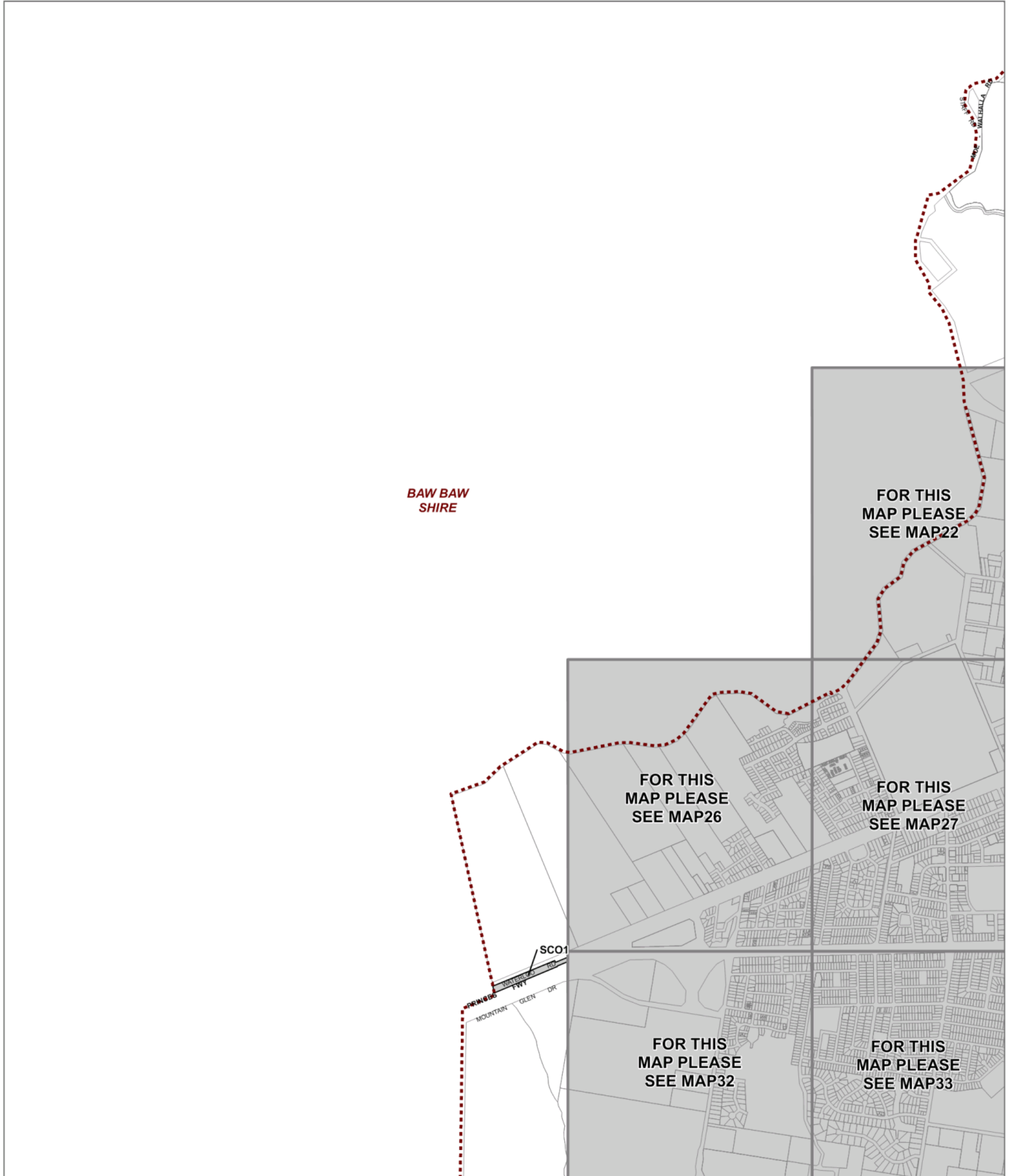
- 4.8 Floodway, inundation and water discharge management
- 4.8.1 Where, but for this document, the relevant floodplain management authority would be a referral authority for buildings and works for the project, the buildings and works must be undertaken to the satisfaction of the relevant floodplain management authority.
- 4.9 Other conditions
- 4.9.1 Unless otherwise stated, the conditions set out in Clause 4 must be satisfied prior to the commencement of development (excluding preparatory buildings and works under Clause 4.10). The conditions may be satisfied in separate components or stages of the project, however each condition must be satisfied prior to the commencement of development for that component or stage.
- 4.9.2 The plans and documentation required under Clause 4 may be amended from time to time to the satisfaction of the Minister for Planning or relevant approving authority. In deciding whether a plan or document is satisfactory or whether to consent to an amendment to a plan or document, the Minister for Planning or relevant approving authority may seek the views of the Baw Baw Shire Council, Cardinia Shire Council and Latrobe City Council, or any other relevant authority.
- 4.9.3 Buildings and works, including vegetation removal, that would not require a permit under the provisions of the relevant planning schemes may be undertaken on the Project Land without reference to this incorporated document. The use and development of the project must be undertaken in accordance with this document and the approved plans and documentation prepared to the satisfaction of the Minister for Planning or relevant approving authority.
- 4.10 Preparatory buildings and works
- 4.10.1 Preparatory buildings and works may commence on the land described in Clause 3 before the conditions set out in Clause 4 are satisfied.
- 4.10.2 Preparatory buildings and works, include, but are not limited to:
- a) Works, including vegetation removal, where, but for this incorporated document, a planning permit would not be required under the provisions of the planning schemes.
 - b) Investigating, testing and preparatory works to determine the suitability of land, and property condition surveys.
 - c) Creation and use of construction access points and working platforms.
 - d) Site establishment works including site fencing and hoarding, site offices, amenities, hardstand and laydown areas.
 - e) Construction, protection, modification, removal or relocation of utility services, overhead and associated infrastructure.
 - f) Establishment of environment and traffic controls, including designated 'No Go Zones' and 'Areas of Constraint'.
 - g) Establishment of temporary car parking.

- h) Bus stop relocation.
 - i) Demolition to the minimum extent necessary to enable preparatory buildings and works.
 - j) Salvage of aboriginal cultural heritage material and other management actions required to be undertaken in compliance with the cultural heritage management plan approved under the *Aboriginal Heritage Act 2006* or other compliance with that Act.
- 4.10.3 Prior to the removal of native vegetation under Clause 4.10, information about the native vegetation to be removed must be provided to the Secretary to DELWP. The information provided to the Secretary to DELWP must include a description of, and maps showing, the native vegetation to be removed in accordance with Application Requirement 1 of the Guidelines.
- 4.10.4 The biodiversity impacts from the removal of native vegetation under Clause 4.10 must be included in the total biodiversity impacts when determining the offset(s) in accordance with Clause 4.5.2.

5. EXPIRY

- 5.1 The control in this document expires if any of the following circumstances apply:
- a) The development allowed by the control, including preparatory buildings and works, is not started by 31 December 2021.
 - b) The development allowed by the control is not completed by 31 December 2026.
- 5.2 The Minister for Planning may extend these periods if a request is made in writing before the expiry date or within three months afterwards.

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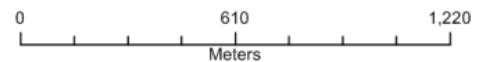
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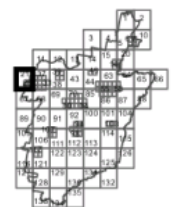


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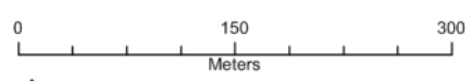


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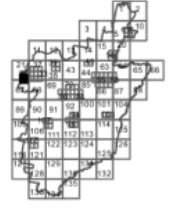
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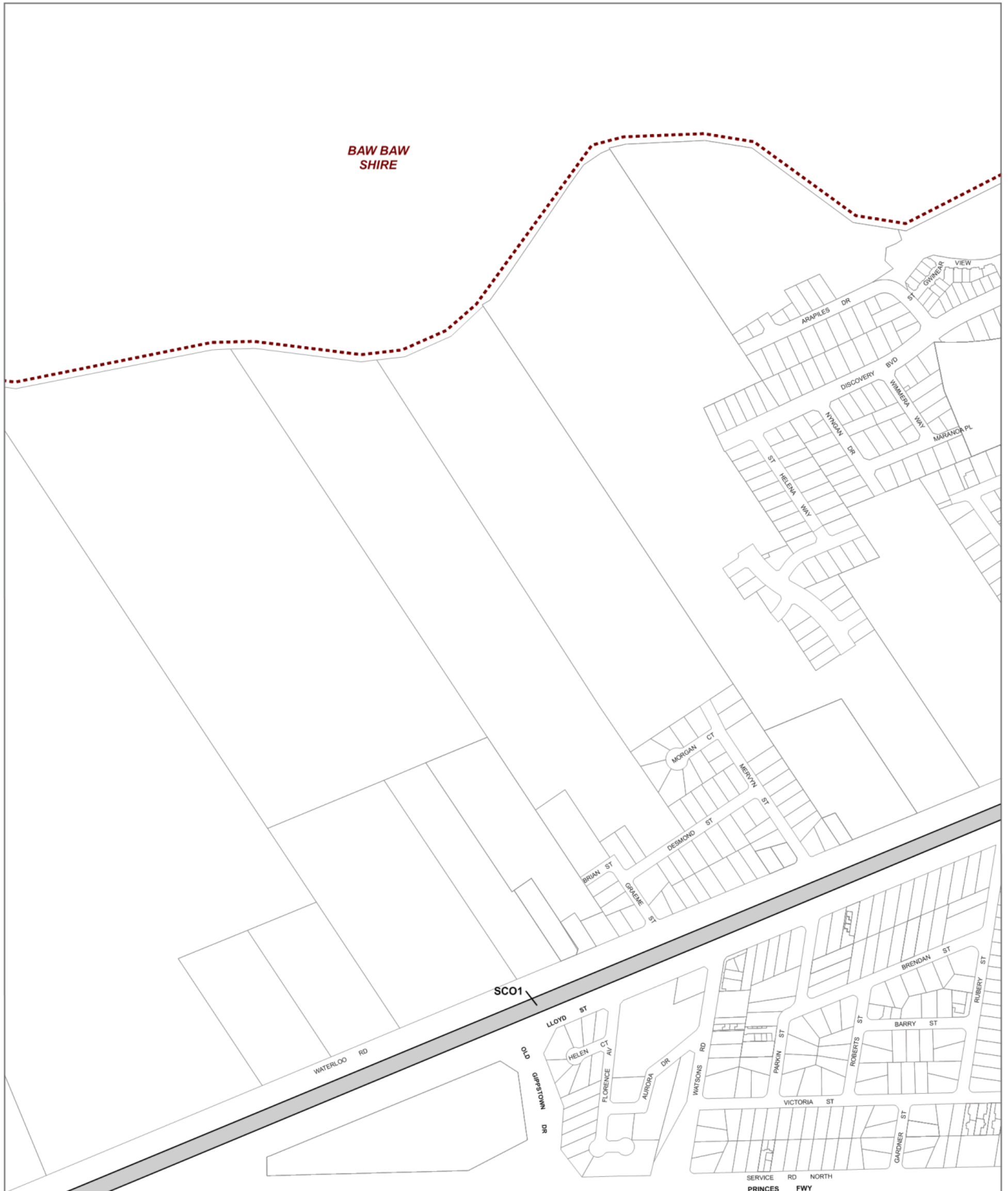
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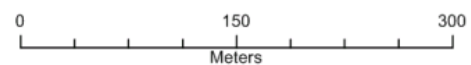
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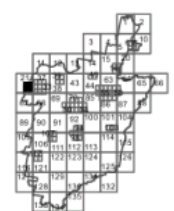
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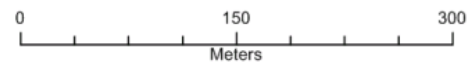
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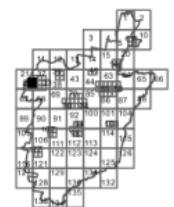
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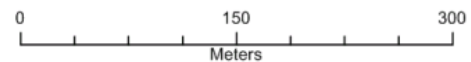
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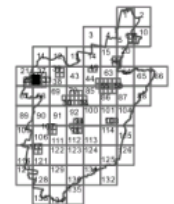
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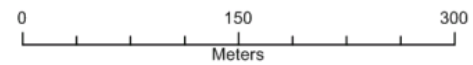
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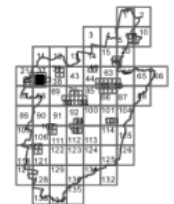
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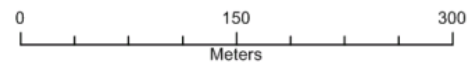
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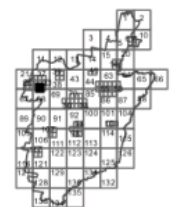
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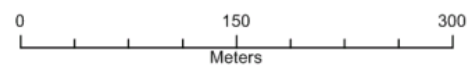
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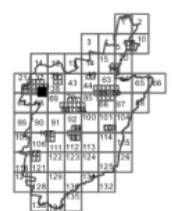


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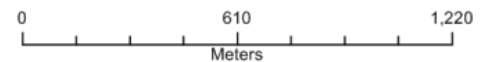
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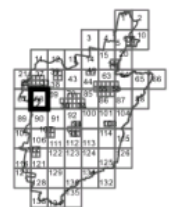
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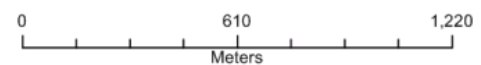
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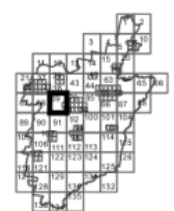
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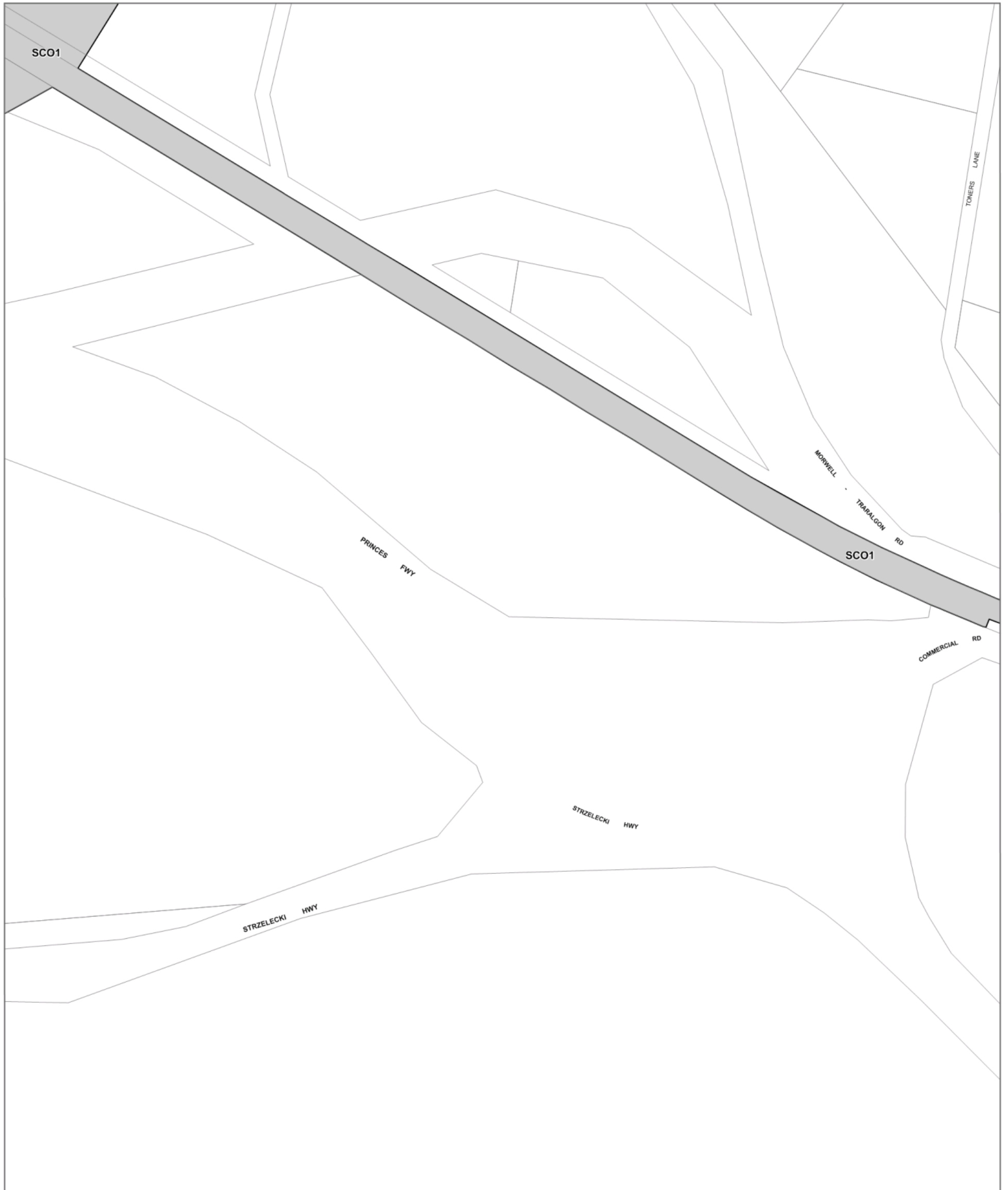
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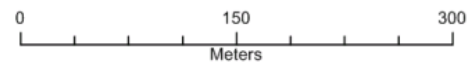
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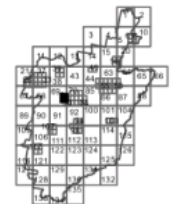


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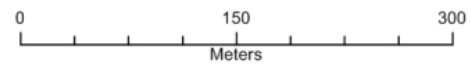
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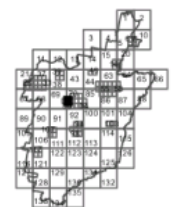
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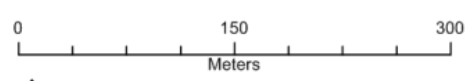


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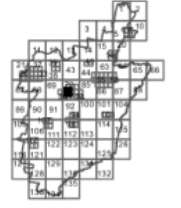
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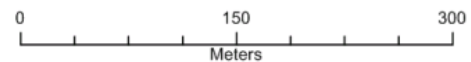
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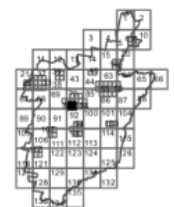
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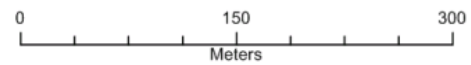
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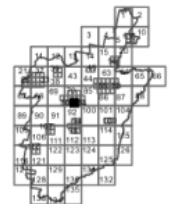


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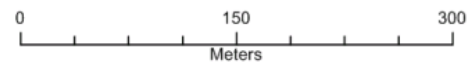
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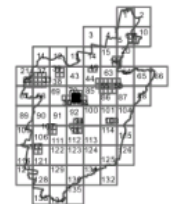
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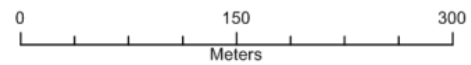
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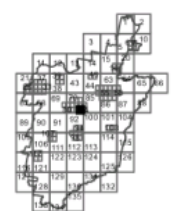


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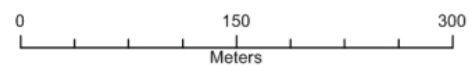
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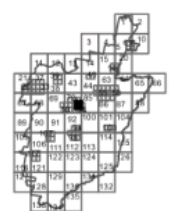
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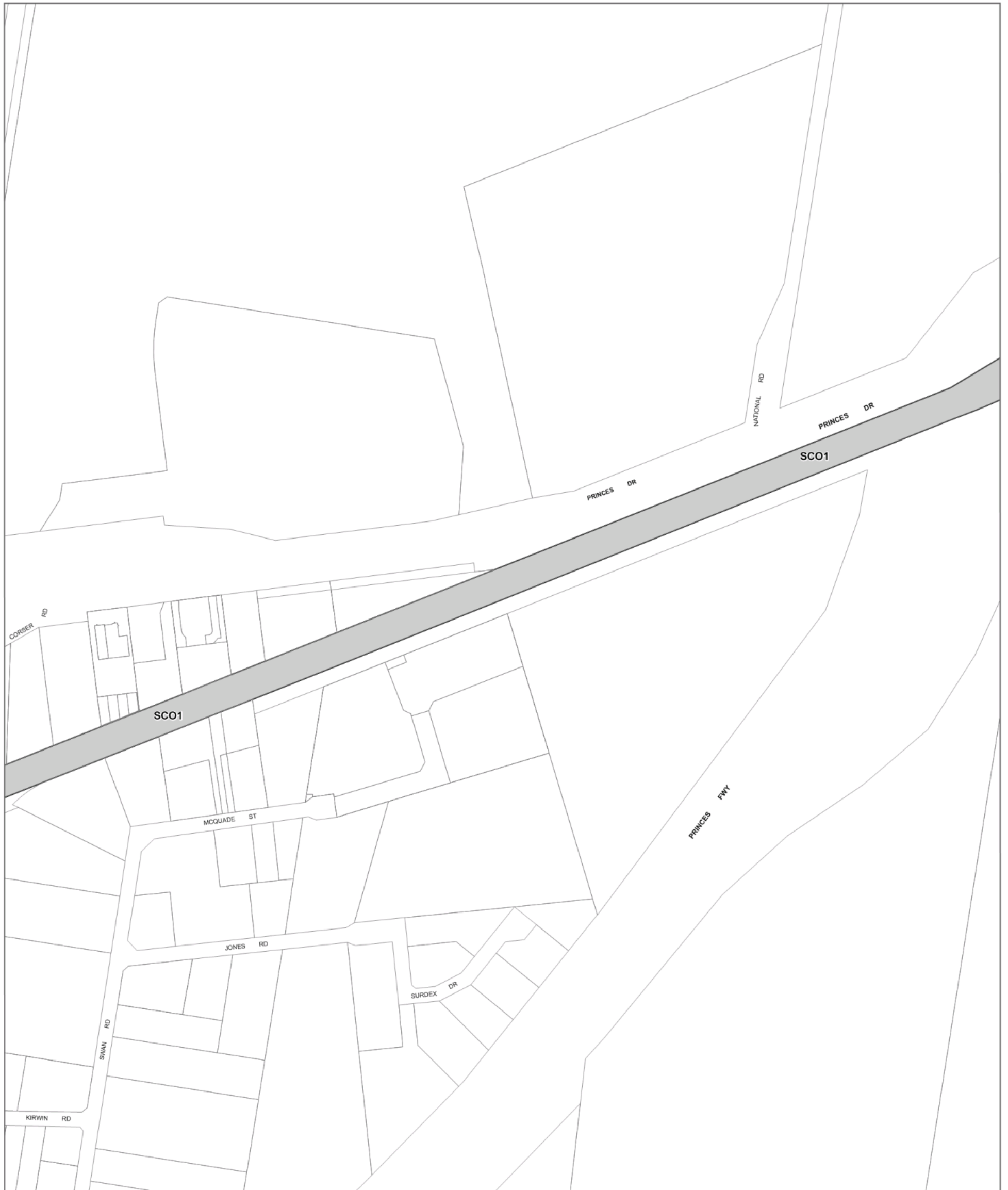
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LATROBE PLANNING SCHEME - LOCAL PROVISION
AMENDMENT GC124



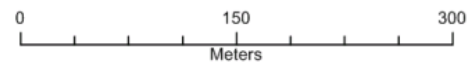
LEGEND

SCO1 - Specific Controls Overlay - Schedule 1

Municipal Boundary

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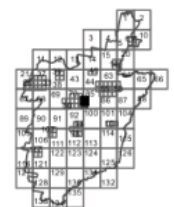
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INDEX TO ADJOINING SCHEME MAPS



SPECIFIC CONTROLS OVERLAY

MAP No 79SCO

LATROBE PLANNING SCHEME - LOCAL PROVISION AMENDMENT GC124



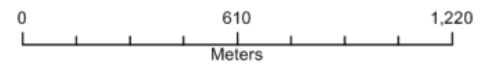
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SCO1 - Specific Controls Overlay - Schedule 1

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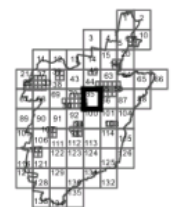


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SPECIFIC CONTROLS OVERLAY

MAP No 85SCO

LATROBE PLANNING SCHEME - LOCAL PROVISION AMENDMENT GC124



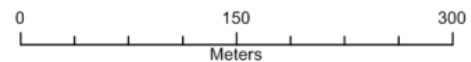
LEGEND

SCO1 - Specific Controls Overlay - Schedule 1

Municipal Boundary

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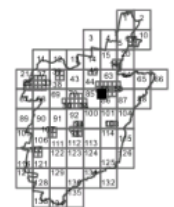
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SPECIFIC CONTROLS OVERLAY

MAP No 59SCO

LATROBE PLANNING SCHEME - LOCAL PROVISION AMENDMENT GC124



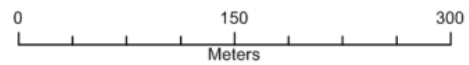
LEGEND

SCO1 - Specific Controls Overlay - Schedule 1

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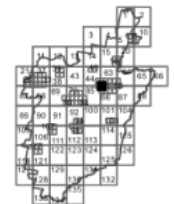
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SPECIFIC CONTROLS OVERLAY

MAP No 54SCO

LATROBE PLANNING SCHEME - LOCAL PROVISION AMENDMENT GC124



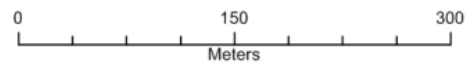
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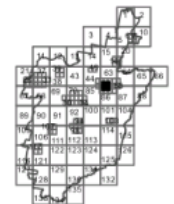
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SPECIFIC CONTROLS OVERLAY

MAP No 55SCO

LATROBE PLANNING SCHEME - LOCAL PROVISION AMENDMENT GC124

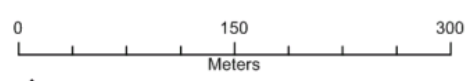


LEGEND
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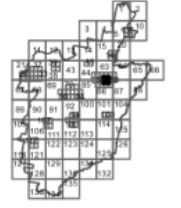


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SPECIFIC CONTROLS OVERLAY

MAP No 56SCO

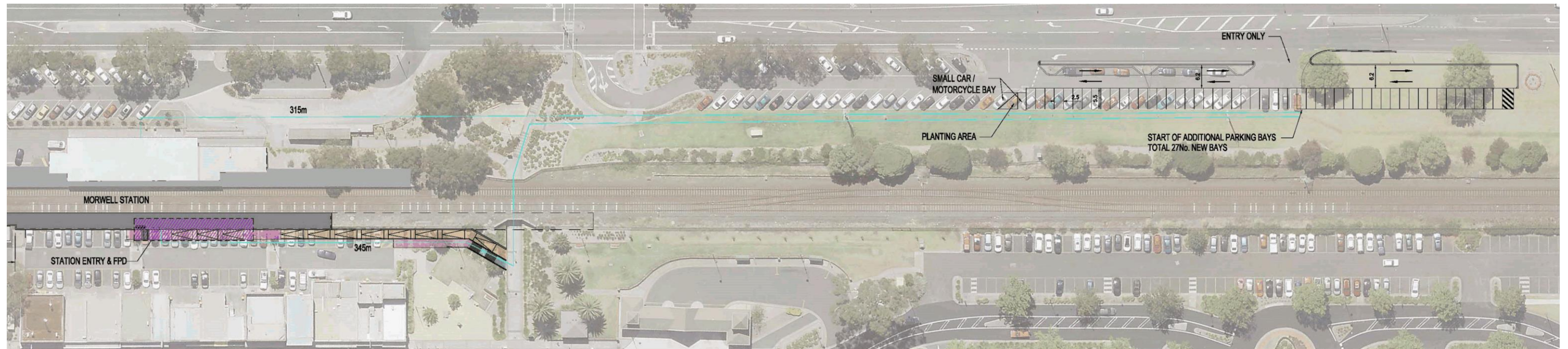
Amendment GC124 – Gippsland Rail Line

Latrobe City Council Comments

Explanatory Report		
Number	Comment	RRV Response to Comment
1	Under the heading <i>Land affected by the Amendment</i> – Figure 1 does not clearly represent the area in which the amendment affects. The following changes should be made Figure 1 to avoid confusion: <ul style="list-style-type: none"> - Stabling be removed - New avon bridge to be removed - Make it clearer to where to study area applies (i.e. not Rosedale onwards and Berwick onwards) 	Figure 1 is a conceptual figure relating to all RPV works proposed along the Gippsland Line Upgrade. Figure 1 is not a depiction of the GLU PSA project land.
2	The last dot point under the heading <i>what the amendment does?</i> needs to be reviewed for formatting.	Formatting has been updated.
3	Under the heading <i>what the Amendment does</i> , the SCO schedule for Latrobe is SCO1 which is currently correct. However, there is an Amendment for the Latrobe Valley Gov Hub C113 which will introduce an SCO and is ahead of this Amendment. Therefore, when the time comes for approval, you may need to check if this is still relevant.	Department of Planning, Environment, Land, Water and Planning (DELWP) will update these details through the amendment process.
4	Under the heading <i>How does the amendment implement the objectives of Planning in Victoria?</i> an additional sentence regarding how the Amendment implements objective d should be included.	The addition of social effects of the amendment is considered to adequately cover this.
5	Under the heading <i>economic</i> is there a clear idea on what the increase of services will mean for staffing to run the trains? If so, should this be included in this section?	Operational staffing and timetabling are not considered in this project scope and amendment. DoT (Department of Transport) are responsible for timetable and service operations.
6	Under the heading <i>Does the amendment address relevant bushfire risk</i> this section needs to address requirements of Clause 13.02.	Bushfire Management Overlays (BMO) apply to the project in a number of locations within the Project Land across all four three municipalities. The project does not trigger approval under the BMO planning controls however, the project is located in areas that are prone to bushfires, or areas that have the potential for bushfires to

		occur. To meet the objective of Clause 13.02-1S (Bushfire planning), and in response to the outlined potential risk, a Bushfire Management Plan (or equivalent, procedure, plan/ sub-plan) will be prepared as prescribed in the EMF, under a specific EMR for 'Bushfire'. The objective of this plan is to identify that the project will not contribute to an increased bushfire risk to property, community infrastructure, natural environment, or life. The plan is to be developed in consultation with the Country Fire Authority.
7	Ministerial Direction 20 has not been addressed in the explanatory report. There are parts of this Amendment that are within 5km of a major hazard facilities. Therefore, you will need to seek the views of Minister for Economic Development and Worksafe Victoria. This discussion needs to be included in the explanatory report	RPV will review this Ministerial Direction and update the explanatory report as required.
8	Under the PPF discussion, there should be some discussion regarding the need to prepare a CHMP.	The discussion under Clause 15.02 identifies the project will identify, assess and document places of Aboriginal cultural heritage significance, pursuant to the <i>Heritage Act 2017</i> and the <i>Aboriginal Heritage Act 2006</i> retrospectively.
9.	Under the Latrobe Planning Scheme discussion, further detail around heritage and the impacts on heritage buildings in Latrobe needs to be discussed here.	The heritage section of the explanatory report will be reviewed. Any works that impact on a heritage place included within a heritage overlay will need to respond to the requirements of the incorporated document.
10.	Under Resource and Administrative Cost, it appears that the Minister for Planning will approve all plans, documents etc. However the responsibility of enforcement will be on the Councils. We believe if the Minister is approving conditions, plans etc they should be enforced by the Department. Enforcement can be a significant burden on Councils.	Enforcement for all environment conditions will be undertaken through the EMF and responsible agencies. Council will not be expected to provide enforcement for the incorporated document.
11.	Please note that the public inspection of the Amendment was not made available at	Noted. RPV to update explanatory report and

	Latrobe City Council offices.	provide website details (DELWP) where the Amendment was made available
Maps		
1.	The Cardinia Maps refer to SCO1, however the explanatory report refers to SCO2. One will need to be amended to reflect the right schedule.	Agreed. DELWP will update mapping and explanatory report.
2.	As above in comment 3 in the explanatory report. The SCO schedule number needs to be adjusted if the Latrobe Valley Gov Hub Amendment C113 is gazetted first.	Agreed. DELWP will update mapping and explanatory report.
Incorporated Document		
1.	We understand that a Cultural Heritage Management Plan will be undertaken prior to any works being undertaken and that advice has been received that the CHMP doesn't have to be approved prior to the Amendment being gazetted. Does there have to be a note or something similar placed within the incorporated document to recognise this?	A note isn't required as the CHMP will be prepared and approved under the requirements of the <i>Aboriginal Heritage Act 2006</i> . Reference has been to the CHMP in the strategic justification report that will be provided to the minister.
2.	Under 4.2(b)(x) consolidation of land does not have to be included because it doesn't require a planning permit. Can specific requirements around subdivision be placed within the incorporated plan? This condition could have a broad implications	These controls allow for the subdivision and consolidation of land only for the purposes of the project. Further subdivision of land for the purposes of residential subdivision is not allowed for under this incorporated document.
3.	4.7 Heritage Management. We believe further detail regarding heritage management is required, especially is part or full demolition of buildings are required: For example: Document must include an assessment on net community benefit regarding any demolition; In some circumstances an annotated photographic study of archival quality prepared by a suitably qualified person may be appropriated	The project will provide further assessment and consultation with the community and council prior to the demolition of any heritage buildings. The requirement for heritage is a standard requirement for the Regional Rail Revival projects.
4.	Under section 5 – Expiry. Is there a final expiry date when the incorporated document should be removed?	Like other incorporated documents for similar Infrastructure projects, the control could be removed once the project has been completed in full.





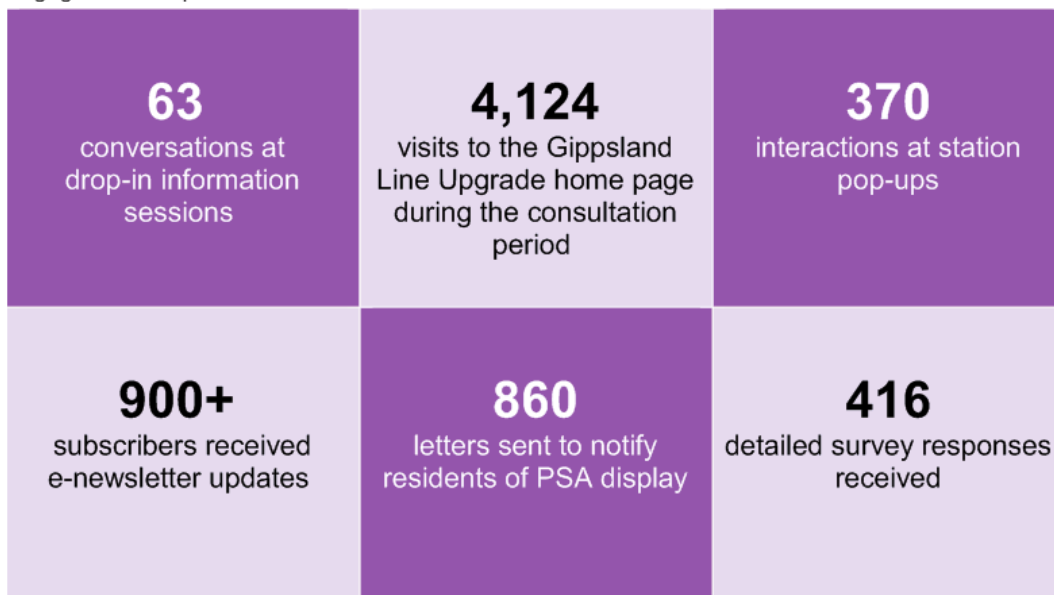


Preliminary summary of consultation feedback

This report provides a summary of feedback received by Rail Projects Victoria (RPV) between 23 April 2019 and 21 June 2019 through an online Have Your Say survey and in direct response to draft Planning Scheme Amendment (PSA) GC124.

A summary of the consultation feedback will be made publicly available on the Regional Rail Revival website and a notification will be issued when this summary is released.

Engagement snapshot



Summary of feedback from the survey

The Have Your Say survey received 414 responses and members of the community provided feedback on both the station works and planning and environmental matters in the Latrobe City local government area.

Table 1 - key feedback on the station concept designs relevant to Latrobe City Council.

Themes	Project Response
Car parking – requests for additional car parking to support new platforms and requests to coordinate temporary and permanent offset parking with council and other projects in Morwell and Traralgon	As identified in the concept designs for the stations, the works will permanently impact approximately 25 car parking spaces at both Morwell and Traralgon stations to allow for additional infrastructure.



Themes	Project Response
	<p>Replacement parking will be built to ensure there is no permanent net loss of car parking spaces at either station.</p> <p>RPV will work closely with businesses and landowners potentially affected by permanent or temporary parking impacts, to ensure impacts are minimised.</p> <p>RPV is also working closely with Regional Development Victoria, Latrobe City Council and VicTrack to coordinate and align with the other car parking projects being delivered in Morwell and Traralgon, to ensure that inconvenience to passengers and the community during construction of the upgrade is minimised.</p> <p>The project will also deliver additional bicycle hoops and 'kiss and ride' parks to enable better drop off facilities to alleviate car parking pressures.</p>
<p>Accessibility – requests for improved accessibility around station precincts, with consideration for those with mobility issues</p>	<p>All RPV works at Morwell and Traralgon Stations will be compliant with Disability Discrimination Act standards.</p> <p>This includes upgrades such as the new accessible overpass at Traralgon Station featuring ramps, lifts and stairs to provide better accessibility for station users and the public in the precinct area.</p>
<p>Station amenities – requests for improvements including cycling facilities, shelter, lighting, seating and rubbish bins</p>	<p>As part of the project, RPV will be delivering canopy shelters, seating, lighting, bicycle hoops and rubbish bins on new platforms at Morwell and Traralgon.</p>
<p>Safety – requests for improved safety infrastructure in station precincts, including improved lighting and CCTV, with specific reference to the Traralgon Overpass</p>	<p>Station works on the new platforms at Morwell and Traralgon will feature the installation of safety infrastructure such as lighting, wayfinding and CCTV.</p> <p>The new accessible overpass at Traralgon Station will provide a safer pedestrian crossing between the north and south side of the station and will include lighting and CCTV.</p>



Themes	Project Response
<p>Platform location – requests for consideration of an island platform rather than second platforms, and suggestions of shifting the new platform at Morwell Station closer to the Commercial Road Bus terminal</p>	<p>The initial concept designs for Morwell station proposed the additional platforms be located opposite the existing platform.</p> <p>RPV will continue to explore alternative platform configurations in conjunction with the project delivery contractor during the detailed design phase.</p>

Table 2 - key feedback on planning and environmental matters relevant to Latrobe City Council.

Themes	Project Response
<p>Construction – concern was raised over construction impacts including pollution, dust, vibrations, noise, traffic management, rail service disruption, temporary parking impacts and pedestrian access and safety</p>	<p>RPV will work closely with its project delivery contractor to minimise adverse construction impacts on the surrounding residents, rail passengers and the wider community.</p> <p>We will provide clear communication on construction timeframes and give notice to potentially affected property owners about the nature and duration of works, and any replacement services for passengers.</p> <p>RPV will work closely with V/Line to ensure passengers are made aware well in advance of any service and station changes.</p>
<p>Flora and fauna – requests for limited vegetation removal and an interest in the use of native vegetation for landscaping</p>	<p>RPV has undertaken extensive assessments on the flora and fauna in the area to inform the planning and design process and any impacts will be avoided as much as possible.</p> <p>RPV must ensure appropriate measures are implemented to minimise impacts on vegetation, and where impacts cannot be minimised, RPV will undertake activities to offset the removal of native vegetation in accordance with state and federal environmental requirements.</p>



Themes	Project Response
<p>Community assets – concern about the future of the existing station building and the Traralgon Arts Society</p>	<p>RPV will continue to work with V/Line and Latrobe City Council to minimise impacts to the station building on the south side of the station and determine the future use of the building</p> <p>RPV will work with the project delivery contractor to ensure impacts to heritage infrastructure and buildings is minimised, and opportunities to celebrate Gippsland's rail history are identified.</p>
<p>Community engagement process – requests for regular project updates and face to face engagement and consultation</p>	<p>RPV is committed to ongoing engagement and the community informing the project through local knowledge. Community and stakeholder feedback will continue to play an important role in the project's planning and development.</p> <p>Engagement is taking place via a range of channels including face-to-face and online engagement to ensure all interested parties can participate and are encouraged to participate.</p>

RPV received two online submissions in direct response to the draft PSA.

Table 3 – responses to the draft PSA

Feedback	Project response
<ul style="list-style-type: none"> One community member requested adequate CCTV surveillance be provided on the new and current platforms at Morwell station and requested additional trains run during the evening peak A local business manager requested the provision of car parking at Morwell station, both during and after construction, be considered to ensure access for her employees, particularly where permits are held. Safety of local workers walking long distances to their vehicles was also raised as a key concern. 	<ul style="list-style-type: none"> Station works on the new platform at Morwell will feature the installation of safety infrastructure such as lighting and wayfinding. The new platform will also be fitted with CCTV. As identified in the concept designs, the project will permanently impact approximately 25 car parking spaces at both Morwell and Traralgon stations to allow for additional infrastructure. Replacement parking will be built to ensure there is no permanent net loss of car parking spaces at either station.

INFRASTRUCTURE AND RECREATION

15. INFRASTRUCTURE AND RECREATION

Agenda Item: 15.1

Agenda Item: Road Safety Strategy - Consideration for Endorsement

Sponsor: General Manager, Infrastructure and Recreation

Council Plan Objective: Provide a connected, engaged and safe community environment, which is improving the well-being of all Latrobe City citizens.

Status: For Decision

MOTION

Moved: Cr Howe

Seconded: Cr McFarlane

That Council:

- 1. Endorses the Road Safety Strategy 2019 – 2024 as per Attachment 1**
- 2. Makes the endorsed strategy available to the public.**

CARRIED UNANIMOUSLY

Executive Summary:

- Council has developed a draft Road Safety Strategy 2019 – 2024 (the Strategy) to define how it will enhance safety on the road network for all road users. The Strategy was prepared and presented to Councillors for consideration:
 - At an early draft form;
 - After road trauma statistics were developed;
 - For approval to undertake consultation; and most recently
 - Following consultation in (24 July 2019 Councillor Briefing).
- The Strategy is based on the Safe Systems principles, and supports the Federal and State Government's Towards Zero road safety campaigns. A set of actions has been included within the Strategy.
- Consultation with the community occurred over a 5 week period ending 12 May 2019 and included advertising through Council's website and

Council officers being available several times on-site at various Council service centres.

- The feedback has been incorporated and the main comments were about specific locations (outside the intent of the Strategy), road user education, pedestrian and cyclist infrastructure, and maintenance.
- The revised Road Safety Strategy 2019 – 2024 is now submitted for Council endorsement.
- If endorsed the Strategy will be made publicly available on Council's webpage, by request, and a copy provided to Council's road safety partners as appropriate. The identified actions will be implemented through the normal processes.

Background:

Victoria's "Road Safety Strategy 2013 – 2022" sets a target to reduce fatalities and serious injuries by more than 30%.

Council Officers developed a draft Road Safety Strategy in 2016/17 (the Strategy) to articulate Council's approach to reducing the road toll and to assist in obtaining road safety related funding.

The principles applied reflect the Safe Systems approach used in Victoria's "Road Safety Strategy 2013-2022". The guiding principle is that motorists will make mistakes, however those mistakes should not have serious or catastrophic consequences. The aim is to have:

"Safe Road Users travelling in Safe Vehicles on Safe Roads".

In 2017/18 a peer review of the draft by the Traffic Accident Commission (TAC) identified the need to base the draft Road Safety Strategy on real crash data and the community's feedback.

The Road Trauma Report was subsequently developed based on crashes from 2007 to 2017 and the core findings have been incorporated into the draft Road Safety Strategy 2019 – 2024 (the Strategy).

Consultation with the community occurred over a 5 week period ending 12 May 2019 aligning with the national Road Safety Week.

Consultation included advertising through Council's normal media channels for feedback and also Council Officers being available in each of the service centres and libraries several times during the consultation period.

Feedback has been received and the relevant comments have been included in the Strategy, which is presented in this report for adoption.

No feedback was received following presentation to Councillors of the final draft of the Road Safety Strategy 2019-2024 at the 17 July 2019 Councillor Briefing.

Issues:

Strategy Implications

The Road Safety Strategy aligns with the Council Plan 2017-2021:-

- Objective 3 Improve the liveability and connectedness of Latrobe City
- Objective 5 Provide a connected, engaged and safe community environment, which is improving the wellbeing of all Latrobe City citizens.
- Strategy 14 Provide services, infrastructure and advocacy to support the health, wellbeing and safety of our community

Communication

Communication has been with other road safety agencies in particular with the Traffic Accident Commission, Gippsland Roadsafe Committee, and Regional Roads Victoria.

Financial Implications

The Strategy does not commit Council to any particular expenditure other than Officer time undertaking further reviews and some detailed investigation.

To carry out actions nominated in the Action Plan additional funding would be sought through the normal budgeting process. This funding is thought to be in the order of \$3.2 million but as noted, the Strategy does not commit Council to this expenditure.

The Strategy, by identifying what actions Council endorses and may implement could create community expectations. It is expected that much of the funding would be through external grants, roughly along the following timelines, however more likely over a longer period.

- 2019-2020 \$50,000
- 2020-2021 \$750,000
- 2021-2022 \$800,000
- 2022-2023 \$800,000
- 2023-2034 \$800,000

Risk Analysis

Identified risk	Residual Risk	Controls to manage risk
Negative reaction to some actions that may reduce motorist convenience	Likelihood: - Moderate Consequence: - Low	The normal process of assessing the community benefits against motorist convenience will be used. Communicating the importance of road safety can reduce the negative

	Residual Rating: - Low	responses.
--	---------------------------	------------

The Strategy is in itself is designed to reduce the risk of crashes by analysing the issues and recommending actions to enhance safety.

Implementation of any works would be undertaken in accordance with normal standards etc. and will not add to Council's risk.

Having a strategy would reduce Council's public reputational risk.

Legal and Compliance

There are no legal or compliance issues with this proposed resolution.

Community Implications

The aim of the Strategy is to reduce trauma on the roads of Latrobe City. The impact on the community is therefore positive.

Implementing specific actions arising from the strategy may cause some negative feelings within some sections of the community if they do not recognise the societal benefit of their loss of convenience. The most likely cases of this would be reduction of speed limits and installation of traffic calming devices.

Environmental Implications

There are no specific environmental impacts identified as part of the Strategy other than to review the existing Roadside Vegetation Strategy to manage clearing of vegetation for road safety (primarily sight line issues).

Consultation

Consultation on the draft Strategy was undertaken with the Roadsafe Gippsland, Regional Roads Victoria, and the general community, asking for any feedback on the document and road safety generally, including specific locations or actions.

Consultation with the community occurred over a 5 week period ending 12 May 2019. Consultation included advertising through Council's normal media channels for feedback and also Council Officers being available in each of the service centres and libraries for each township during the consultation period.

As well as being published on the Have Your Say section of the Latrobe City Website, advertisements were placed in the Latrobe Valley Express inviting the public to the following consultation opportunities.

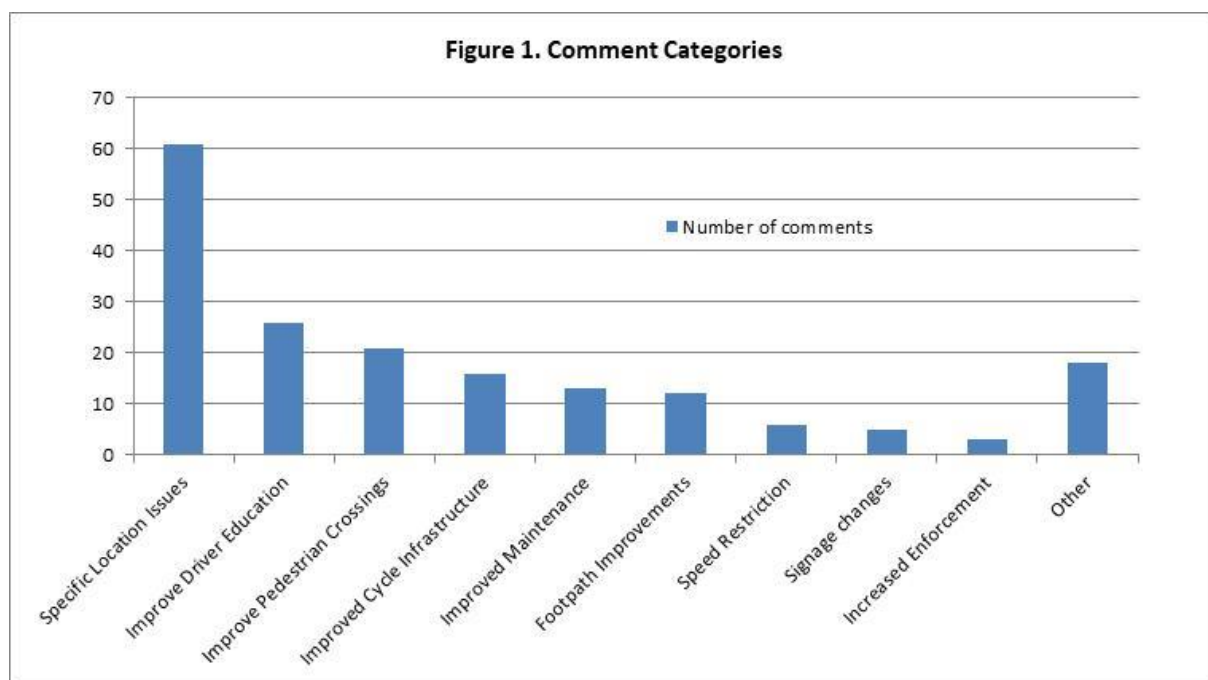
- Officers also made themselves available to meet individuals at a location and time of their choosing so that specific issues could be discussed.
- A Public Consultation Meeting was held in Moe on 3 April 2019 at the Moe Service Centre.

- Feedback meetings were held at the service centres in Traralgon, Churchill, Moe and Morwell between 8 April and 11 April.
- Between 2 May and 7 May Officers attended the lobbies at the libraries in Moe, Morwell, Churchill and Traralgon in conjunction with Road Safety Week to gather comments on Road Safety.
- A survey was also available on the Latrobe City Website between 5 April 2019 and 12 May 2019.
- Feedback has been sought from Regional Roads Victoria and Roadsafes Gippsland.
- Feedback from the community has been evaluated and where applicable included in the Road Safety Strategy included for adoption in this report.
- Feedback sought from Councillors via the 24 June 2019 Councillor Briefing.

Feedback was received as follows:-

- 8 people at the Community Consultation Evening
- 2 email responses
- 17 people provided feedback of some nature during community drop in meetings and at the service centres
- 26 surveys completed on line

Feedback from the community has been evaluated and where applicable included in the Road Safety Strategy. The general categories and number of responses is shown in Figure 1.



Apart from a large number of comments on specific locations, the community strongly supports Council being involved in educating drivers, pedestrians and cyclists, and improving infrastructure for vulnerable road users.

To date Council has been involved in this activity mostly through the Traffic School, and while educating young people about road rules and the importance of respect on the road, there appears to be a strong desire for more education targeted at current drivers. Council has in the past relied solely on other agencies to carry this out.

Other

The adoption of the Strategy positions Latrobe City Council as a key player in road safety along with other agencies such as Victoria Police, Roadsafe Gippsland and Rural Roads Victoria.

While Latrobe City Council does not have the authority to carry out all actions, it can partner with other agencies to deliver specific actions and provide education to the community in safety for vehicle users, cyclists and pedestrians.

Declaration of Interests:

Officers preparing this report have declared they do not have a conflict of interest in this matter under the provisions of the *Local Government Act 1989*.

Supporting Documents:

Latrobe City Road Trauma Report

Victoria's Road Safety Strategy 2013-2022

Attachments

- 1 [↓](#). Road Safety Strategy 2019 - 2024 Draft
- 2 [↓](#). Community Engagement Submissions
- 3 [↓](#). Community Survey Results
- 4 [↓](#). Community Engagement Strategy

15.1

Road Safety Strategy - Consideration for Endorsement

1	Road Safety Strategy 2019 - 2024 Draft	118
2	Community Engagement Submissions	157
3	Community Survey Results	207
4	Community Engagement Strategy	221

LatrobeCity
Road Safety
Strategy

2019-2024

DRAFT

For more information

Phone Infrastructure Development on 1300 367 700



DOCUMENT CONTROL

Document Title:	<i>Road Safety Strategy</i>
Document Type:	<i>Strategy</i>
Responsible Branch:	<i>Infrastructure & Recreation</i>
Responsible Officer:	<i>Coordinator Infrastructure Planning</i>
Prepared By:	<i>David Moir – Strategic Project Engineer</i>
Endorsed By:	<i>[Insert Approving Authority]</i>
Adopted Date:	<i>[MMM/YYYY]</i>
Review Date:	<i>[MMM/YYYY]</i>

Document History

	Version	Date
Draft	1	26/02/2019
Draft	2	01/03/2019
Draft	3	13/05/2019
Final		

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DRAFT

Introduction

Road trauma is a key issue for the Latrobe City Community.

Between 2007 and 2017 there have been 1,621 crashes reported, which have injured 2,210 people, including 53 fatalities.

These crashes not only have an impact on the people involved, they also have an effect on the community as a whole. Crashes affect the first responders, those who care for the injured, as well as family and friends. This has an impact on the social, emotional, physical and financial fabric of the community.

Road safety initiatives have seen a significant reduction in deaths and serious injuries on our roads over the last four decades, and while there have been successes there is still a significant way to go to reach the National Road Safety Strategy 2011-2020 vision that 'no person should be killed or seriously injured on Australia's roads'.

Latrobe City Council, as a nominated Road Authority, has a significant role to play.

Council manages an infrastructure network that consists of over 1669 km of road and 685 km of footpaths. This network requires regular review to ensure the required quality is maintained, and any significant areas of risk are identified and rectified.

This Strategy provides information on the Injury Crashes and Fatal and Serious Injury Crashes in Latrobe City, identifies potential areas of improvement and nominates an Action Plan to overcome some of these issues.

This strategy is based on the LCC Road Trauma Analysis which outlines the statistics used in this strategy.

Current Actions

International

The United Nations has declared the years 2011-2020 as the 'Decade of Action for Road Safety'. Globally, 1.25 million people are killed and between 20 and 50 million people are injured on the world's roads every year. Road trauma is among the three

leading causes of death for people between the ages of 5 and 44, and is seen as a threat to economic and human development. The United Nations Decade of Action for Road Safety 2011-2020 aims to stabilise and then reduce road fatalities by 2020, stating that road safety is not a transport issue, but a global health issue.

The World Health Organisation has also placed a focus on road safety, with one of its 17 goals being (goal 11):-

- Make cities and human settlements inclusive, safe, resilient and sustainable:
 - 11.2: By 2030, provide access to safe, affordable, accessible and sustainable transport systems for all, improving road safety, notably by expanding public transport, with special attention to the needs of those in vulnerable situations, women, children, persons with disabilities and older persons.

Australia

The National Road Safety Strategy 2011-2020 outlines a vision that 'no person should be killed or seriously injured on Australia's roads'. It aims to reduce deaths and serious injuries on Australian roads by at least 30 percent over the lifetime of the strategy.

Following on from the 2001-2010 strategy, which saw Australia become one of the first countries to formally adopt the Safe System approach to road safety, the 2011-2020 strategy embeds the Safe System principles in the road safety efforts.

Victoria

Victoria's Road Safety Strategy 2013-2022 is also based on the Safe System approach. Recognising that road trauma costs Victoria over \$3 billion every year, it pays particular attention to the 5,500 serious injuries – what it calls the 'hidden road toll' – and aims to reduce fatalities to less than 200 per year by 2020.

The strategy and accompanying action plan was updated in the 2016 adoption of Towards Zero, which has started to personalise the road safety message and Safe System principles at a community and individual level to challenge our acceptance of road trauma.

Victoria has highlighted the importance of road safety by formally nominating the Minister of Roads as also being the Minister for Road Safety and TAC.

Gippsland Region

VicRoads Eastern Region, now Regional Roads Victoria, working with their six local government partners, has developed the Gippsland Road Safety Plan. The plan looks at demographics, crash trends, statistics and local issues across the Gippsland area to

gain a better understanding of the factors that affect road safety within the region. It aims for a reduction in deaths by 20% and a 25% reduction in serious injuries.

Latrobe City

In the Latrobe City Council Plan 2017-2021 a key strategy (14) is stated as "provide services, infrastructure and advocacy to support health, wellbeing and safety of our community".

The Municipal Public Health and Wellbeing Plan under 'Safe in the Community' states that a focus is "Address pedestrian and transport safety needs – consider pedestrian crossings, bike and walking paths, hoon behaviour, lighting and community prevention activities".

Latrobe City Council also has a number of Strategies and Plans to improve the connectedness and safety of our roads such as the Tracks, Trails and Paths Strategy and the Bicycle Plan.

What is a road?

This Strategy is based on Road Safety, and therefore it is important to know what a "road" is within this context.

The *Local Government Act 1989* (Act) describes a road as:-

- A street;
- A right of way;
- Any land reserved or proclaimed as a street or road under the *Crown Land (Reserves) Act 1978* or the *Land Act 1958*;
- A public road under the *Road Management Act 2004*;
- A passage;
- A cul de sac;
- A by-pass;
- A bridge or ford;
- A footpath, bicycle path or nature strip;
- Any culvert or kerbing or other land or works forming part of the road

The definition used in this strategy is that used for the Act, namely everything within a road reserve. This includes the carriageway surface, kerb and channel, footpaths, verges, lighting, furniture and any other on or above ground infrastructure that occupies space between property boundaries and within a Road Reserve.

The Safe System Approach

The Safe System approach for road safety is recognised as being best practice in reducing road trauma. The system was developed in Sweden and the Netherlands, and has helped them to provide consistent leadership in road safety, and to reduce fatalities and serious injuries by up to 40% over the last decade.

The Safe System is simplistic in its approach. At its core is the recognition that we are all human and as such our bodies are vulnerable. As humans we will always make mistakes, and as such road crashes are inevitable. Death and serious injury, however, should not be an inevitable result of those mistakes.

Key principles that are built into the Safe System include:-

- The protection of human life and long term health is paramount. This brings with it a realisation that the only goal can be zero deaths and serious injuries;
- People will always make mistakes;
- Four pillars - Safer Roads and Roadsides, Safer Vehicles, Safer People and Safer Speeds – that interact with each other to create a system that is forgiving to human error;
- We have a shared responsibility in achieving Safe System – the system must be designed to accommodate human error and the user has the responsibility to comply with the road rules
- Safe System is achieved when potential crash conflict points are eliminated, or the impact forces are below that at which death and or serious injury could occur.

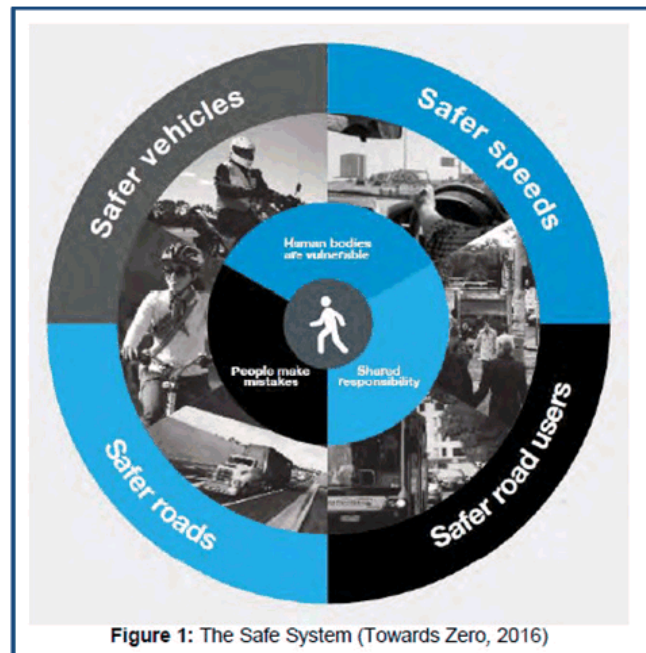


Figure 1: The Safe System (Towards Zero, 2016)

Safer Roads and Roadsides

Safer roads and roadsides play a major role in stopping certain crashes from occurring, and also the severity of the results of those crashes. Treatments that can assist in providing a safer road system include:-

- Intersection design, such as roundabouts and traffic islands
- Safety barriers
- Sealed shoulders
- Separating pedestrians, cyclists and vehicles
- Maintaining sight lines

Safer Vehicles

Vehicle technology continues to evolve, offering greater protection to road users. Safety technologies include:-

- Airbags
- Seat belts
- Electronic Stability Control
- Lane departure warning
- Collision avoidance warning
- Speed sign warning
- Alcohol interlocks

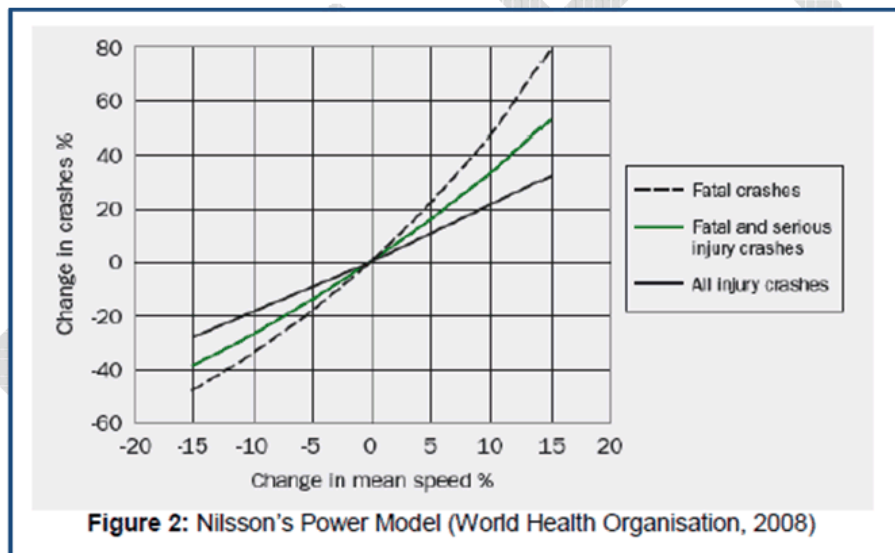
Safer People

We are all road users as pedestrians, cyclists, drivers and riders. Each of these activities has risks, and we all have a responsibility to reduce those risks for ourselves and other users. While people will always make mistakes, however the impact of those mistakes should be minimised. Methods of making safer people include:-





- Education
- Practice
- Accepting responsibility for our actions and the impact they have on others

Safer Speeds

The relationship between speed and road crashes has been studied extensively. The evidence shows that the greater the speed the greater likelihood of being in a crash, the severity of the crash will increase, and the likelihood of death and serious injury will increase.



As in all risk situations, the main aim is to mitigate the risk, or to reduce that risk if it cannot be eliminated. To assist in this, the Safe System states:-

WHERE	Vehicles and vulnerable road users such as pedestrians and cyclists mix	WE CAN	Separate vehicles and vulnerable road users with: <ul style="list-style-type: none"> • Pedestrian fencing / overpass / underpass • Separated bicycle paths 	OR	 <ul style="list-style-type: none"> • Traffic calming measures • Expectations • Regulate / enforce
	There are trees or poles close to the road edge		<ul style="list-style-type: none"> • Remove the hazard • Protect vehicles from the hazard with crash barriers 		 <ul style="list-style-type: none"> • Traffic calming measures • Expectations • Regulate / enforce
	There is potential for a side-impact collision		<ul style="list-style-type: none"> • Install a roundabout • Grade separate 		 <ul style="list-style-type: none"> • Raised intersection platforms • Expectations • Regulate / enforce
	There is potential for a head-on collision		<ul style="list-style-type: none"> • Install centre-line barriers • Duplicate carriageway 		 <ul style="list-style-type: none"> • Expectations • Regulate / enforce
			ELIMINATES IMPACT TYPE	LIMITS IMPACT POTENTIAL	
SAFE SYSTEM ACHIEVED – ZERO DEATH AND SERIOUS INJURY					

Statistics

Overview

Latrobe City Council has employed a specialist consultant to analyse the crash data for the period 1 July 2007 to 25 July 2017. This data and the findings were presented to Council in July 2018 and form the basis of this Strategy. Latrobe City Council Road Trauma Analysis Report July 2007 – July 2017 (Attachment 1)

Key findings for the 10 year data:

- 1621 Injury Crashes;
- Involving 2,587 vehicles;
- Involving 3,728 road users;
- Resulting in 567 Serious Injuries;
- 53 Fatalities (from 49 Crashes).

Majority of Injury Crashes

- Involve single or multiple cars;
- Occur during daylight hours, on days that were clear weather with good visibility;
- Occurred on roads with dry surfaces;

- Occurred in 100 km/h speed zones;
- Involve older vehicles.

The most common Injury Crash types were

- Vehicles leaving the carriageway to the left
- Vehicles rear ending other vehicles in the same lane;
- Vehicles leaving the carriageway to the right

Trend in Injury Crashes

There have been 1621 Injury Crashes reported over the 2007 to 2017 period within Latrobe City. While the trend in All Injury Crashes is relatively constant averaging 162 annually, the number of Fatal and Serious Injury (FSI) Crashes has been declining from 66 FSI crashes in 2007/08 to 35 FSI crashes in 2016/17.

Crash Severity (Number of Crashes)

Of the 1,621 Injury Crashes there were 488 Fatal and Serious Injury Crashes, 49 of which resulted in fatalities and 439 resulting in serious injuries.

Thirty Percent (30%) of Injury Crashes in Latrobe City resulted in a Fatality or Serious Injury.

Crash Severity (Type of Crashes)

While the three most common Injury Crashes are vehicles leaving the carriageway to the left, vehicles rear-ending other vehicles in the same lane and vehicles leaving the carriageway to the right, in Fatal and Serious Injury Crashes the most common causes are vehicles leaving the carriageway to the left, vehicles leaving the carriageway to the right and off right bend into object/parked vehicle.

Types of vehicles involved in Injury Crashes

There were 2,587 vehicles involved in All Injury Crashes with 716 involved in Fatal and Serious Injury Crashes. Cars are the most common vehicle type to be involved in injury crashes, with motor cycles being the next most frequent vehicle type. These two vehicle types account for 90% of crashes, although motorcycles have a higher representation in Fatal and Serious Injury Crashes.

Age of vehicles involved in injury crashes

The data shows that the majority of crashes involve vehicles which are older than 15 years. All Injury Crashes and Fatal and Serious Crashes show a similar trend in the age of vehicles involved.

Time of day occurrence of injury crashes

The timing of All Injury Crashes tends to peak at commuting times in the morning and evening, however the evening peak has a higher incidence of Fatal and Serious Injury Crashes than the morning.

Speed zone occurrence of injury crashes

The All Injury Crashes are predominately distributed between 100 km/h limited roads and urban 50 and 60 km/h speed zones. This is likely to reflect the higher proportion of these zones. The severity of crashes is higher in the 100 km/h speed zones with a higher proportion of Fatal and Serious Injury Crashes.

Atmospheric Condition

Most Injury Crashes occur during clear weather conditions. The data is consistent between the All Injury Crashes and Fatal and Serious Injury Crashes.

Road Surface Condition

Most crashes occur on dry road surfaces, with data being consistent between All Injury Crashes and Fatal and Serious Injury Crashes.

Prevailing Lighting Condition

Most crashes occur during the day. The data shows a consistency between All Injury Crashes and Fatal and Serious Injury Crashes for dark streets with lights, however the severity is greater on unlit roads and at dawn/dusk.

Casualties by Severity of Injury

Of the 1,621 All Injury Crashes involving 2,587 vehicles there were 3,728 road users involved. This included 53 fatalities, 567 serious injuries, 1,590 non-serious injuries and 1,518 road users were not injured.

Casualties by Age of Road User

The age group most likely to be involved in All Injury Crashes are 18 to 21 year olds. The decade between 18 and 29 years old is over represented in crash statistics. There is very close correlation between the All Injury crash data and the FSI crash data.

Casualties by Gender

Males are more likely to be involved in crashes (58%).

Casualties by Type of Road user

Drivers and passengers make up 86% of individuals involved in All Injury Crashes with the distribution of the type of road user impacted being similar for all All Injury Crashes and FSI Crashes. The remaining 14% are made up of motorcyclists, cyclists and pedestrians.

Issues

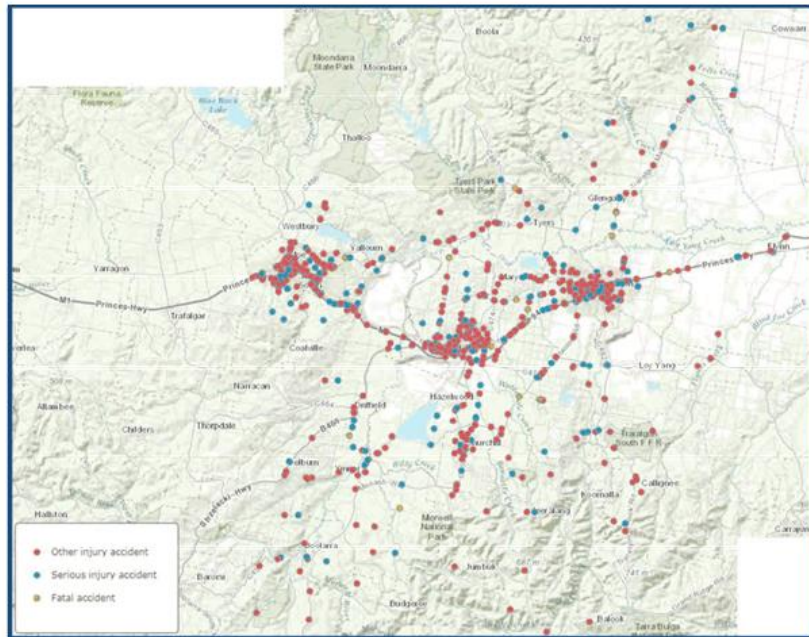
The statistics portrayed in the Road Trauma Analysis Report show the following for Fatal and Serious Injury Crashes from 2007 to 2017:-

- There were 488 crashes
- The crash rate has been decreasing from 66 per year to 35 per year
- The three highest types of crashes are vehicles leaving the carriageway to the left, vehicles leaving the carriageway to the right and off right bend into object/parked vehicle
- Cars accounted for 76% of crashes, with the second highest being motorcycles with 13% of crashes

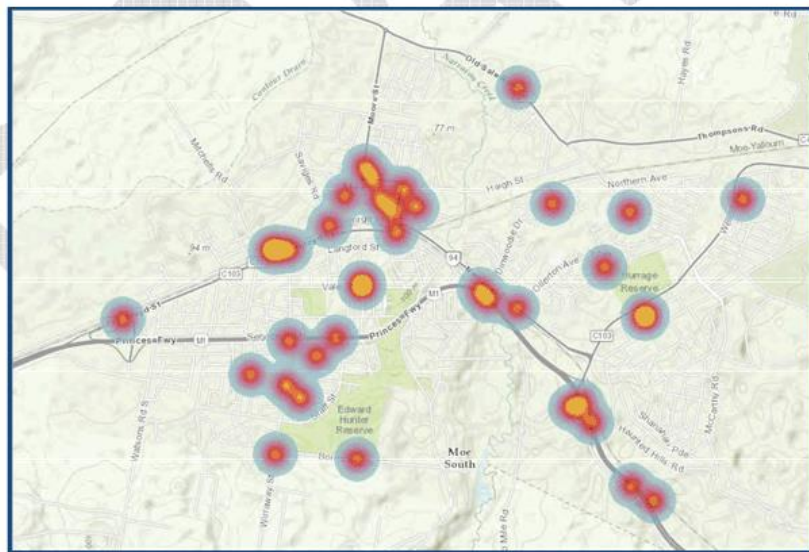
- A high proportion of vehicles involved were over 15 years old
- Crashes occurred mostly during peak travel times, with a higher prevalence being in the afternoon peak.
- 100 km/h zones had the highest number of crashes
- Most crashes occurred on clear days, on dry roads and in daylight
- There were 1,098 people involved
- With 53 Fatalities
- And 567 Serious Injuries
- Males between the ages of 18 and 29 are most likely to be involved
- Drivers and passengers make up 81% of those involved

Motor Vehicle Users (Cars, and Commercial Vehicles)

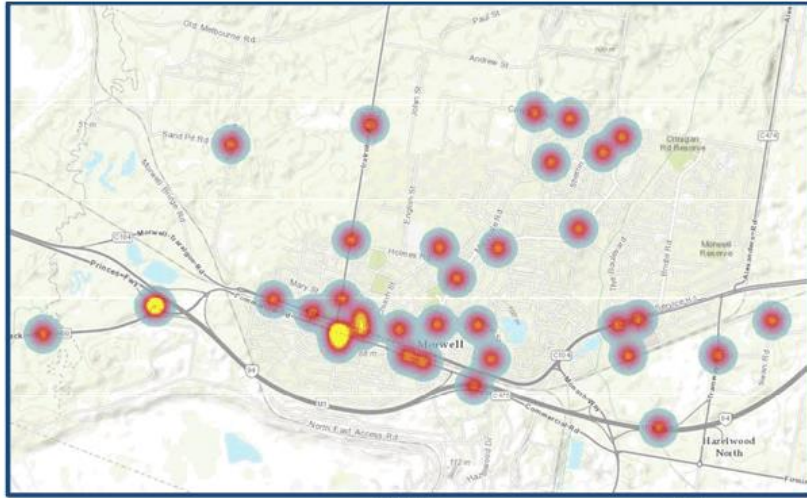
The statistics show that vehicle crashes are the largest group of crashes. This is to be expected as they are the largest group of road users.



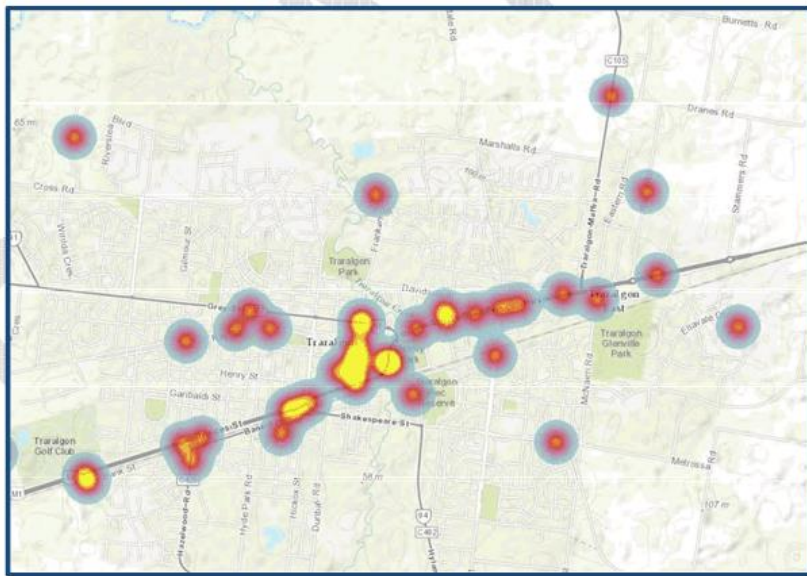
The map above shows that most crashes are evident in the Moe, Morwell and Traralgon areas.



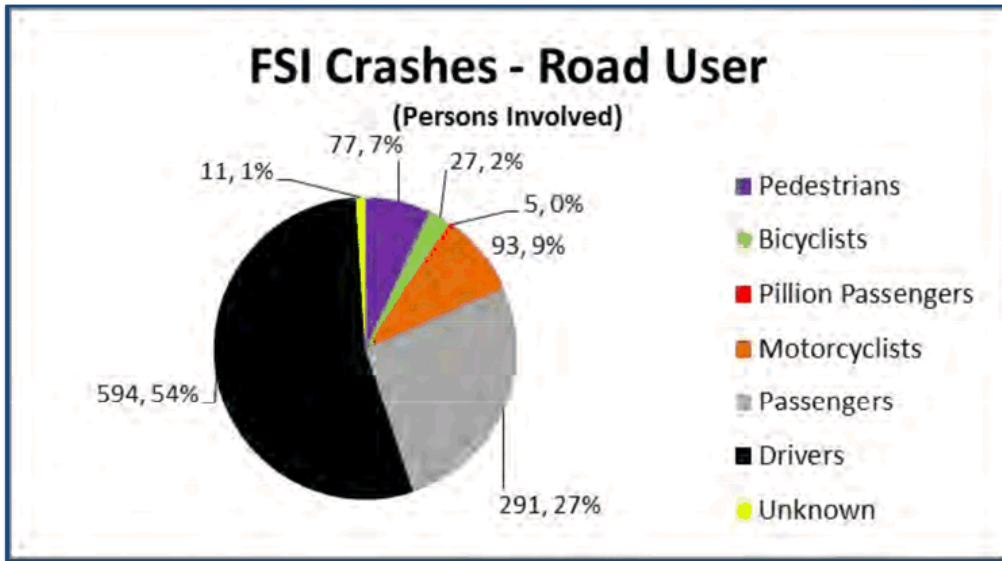
Moe Heat Map for All FSI Crashes



Heat Map for All FSI Crashes – Morwell



Heat map for all FSI crashes in Traralgon



Of those involved in FSI crashes, 54% are drivers, with 27% being passengers. This is similar to All Injury Crashes with the figures being 58% and 28% respectively.

Road conditions were not identified as playing a part in FSI crashes, with the majority of crashes occurring in light, clear and dry conditions.

Specific Actions for Motor Vehicle Users

Using the Safe System approach to road safety, there are a number of actions which can be taken to both reduce the number of crashes and also reduce the severity of those crashes.

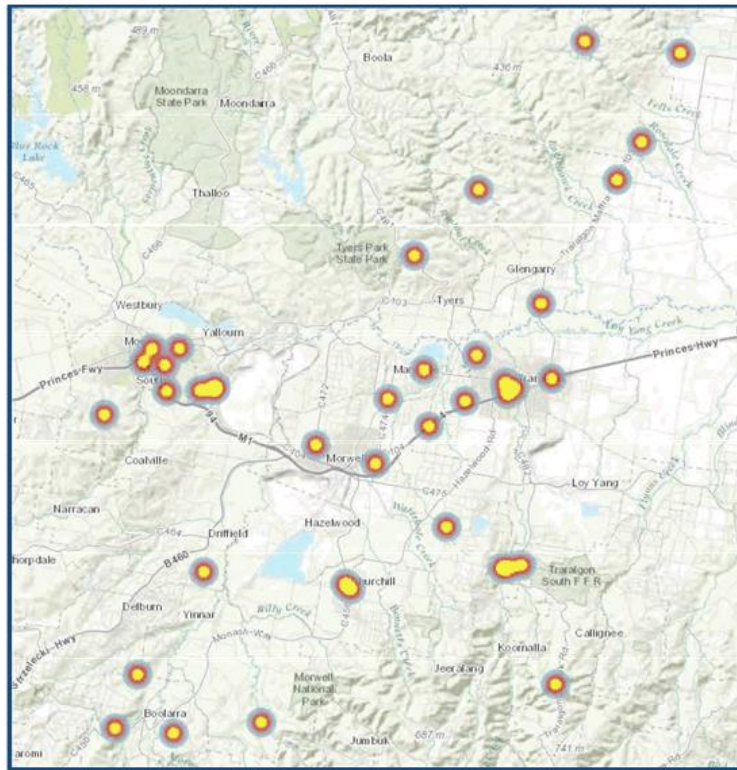
Action	Comments	Concept cost
Identify areas of significant risk	There are a number of ways that potential risk areas can be identified. The reactive way is to review crash statistics and identify where crashes have occurred and also in response to customer feedback which raises specific locations. The proactive way is to review potential risk locations during regular inspections. In each of these methods, it is then important to review the information and establish what the risks are, and to then identify strategies to reduce or minimise those risks.	Existing budgets – plus \$1,000 annually
Review Speed Limits in Activity Nodes	The severity and likelihood of crashes has been demonstrated to increase as speed increases. It is therefore important to have the appropriate speed limit identified. The first priorities are those areas where there	Existing budgets – No additional

	is a mix of pedestrians, cyclists and vehicles, such as areas of education, retail and recreation.	cost
Review Speed Limits in Residential areas in high speed zones	Areas where residential dwellings are becoming more prevalent in higher speed zones, such as Rural Living Zones and Low Density Residential Zones should be reviewed to ensure that the limits are appropriate.	Existing budgets – No additional cost
Review Road Construction Design	Currently designs for road works are reviewed to ensure they comply with all relevant codes. While this ensured that infrastructure meets the required standards, it does not ensure that the Safe System approach is used. All future designs, whether designed as part of Councils works plans or by a subdivision developer, are to be reviewed for compliance with the Safe Systems approach and designs updated where necessary.	Existing budgets – plus \$2,000 annually
Review Construction Traffic Management Plans	When construction works are required within a road reserve a Traffic Management Plan is prepared to ensure the safety of road users during construction. It is equally important to ensure that this plan is implemented correctly to minimise the risk for all users. A process is to be developed and actioned to ensure that Traffic Management Plans are implemented correctly.	Existing budgets - plus \$1,000 annually
Traffic Volume Management	Reducing the amount of traffic on our roads will have a positive effect on the number of crashes. This can be done by encouraging the use of other modes of transport, be it bus, train, cycling or on foot. To ensure this can be achieved the correct infrastructure needs to be put in place.	Existing budgets - Added cost dependent on works.
Improved Signage	It is important that drivers are distracted as little as possible. One of the ways to achieve this is to minimise the amount of signage within road reserves. This will ensure that drivers are not distracted while also ensuring that key information is portrayed. This will also assist in preparing for vehicles that have speed signage detection systems, as well as preparing for more advanced technology as it is developed.	One-off project to id and set up program \$20,000. \$2,000 annually for 10 years
Safe Vehicles	The data shows that older vehicles are represented in a disproportionate way in the crash statistics. This would suggest that they are not necessarily compliant with current ANCAP ratings. Council can influence this by ensuring that it purchases/leases 5 star ANCAP Rated vehicles, which will then trickle down into the community once they are disposed of.	No cost
Driver Education	An educated, and practiced, driver will have the skills and knowledge to minimise crashes. While Council is not the responsible authority for rules and regulations, it can work with other authorities such as Victoria Police, TAC and	Cost dependent on the extent, of the

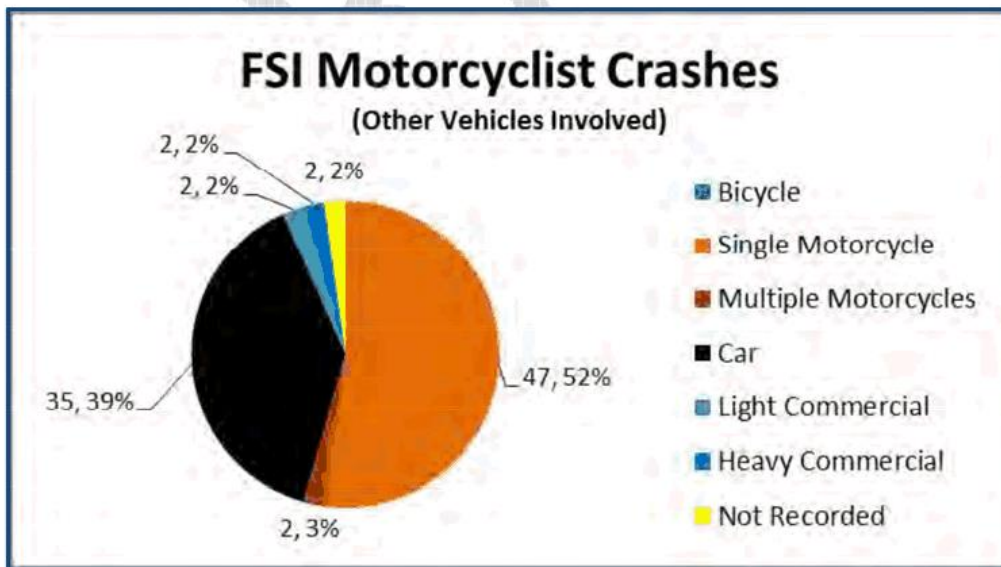
	Regional Roads Victoria to improve education. It can also assist drivers by providing specific training such as the Traffic School.	effort. Maintain or increase existing School funding.
Barriers	As a large number of crashes involve vehicles running off the road, methods to prevent this occurring should be investigated. This would include the use of safety barriers, reflective pavement markers or other technologies that would alert to drive to any deviation from the lane.	Cost will vary widely depending on the projects. Potentially \$20,000 per year
Driver Behaviours	A major factor in all crashes is the behaviour of drivers. Bad behaviours of drivers includes:- <ul style="list-style-type: none"> - Lack of courtesy on the roads - Speed - Use of mobile phones - Tailgating - Road Rage - Drink/Drug driving While Council cannot directly impact these behaviours through their own actions, it is possible to partner with other agencies to educate drivers and change behaviours.	Cost will vary widely depending on the projects. \$10,000 per campaign

Motorcycle Users

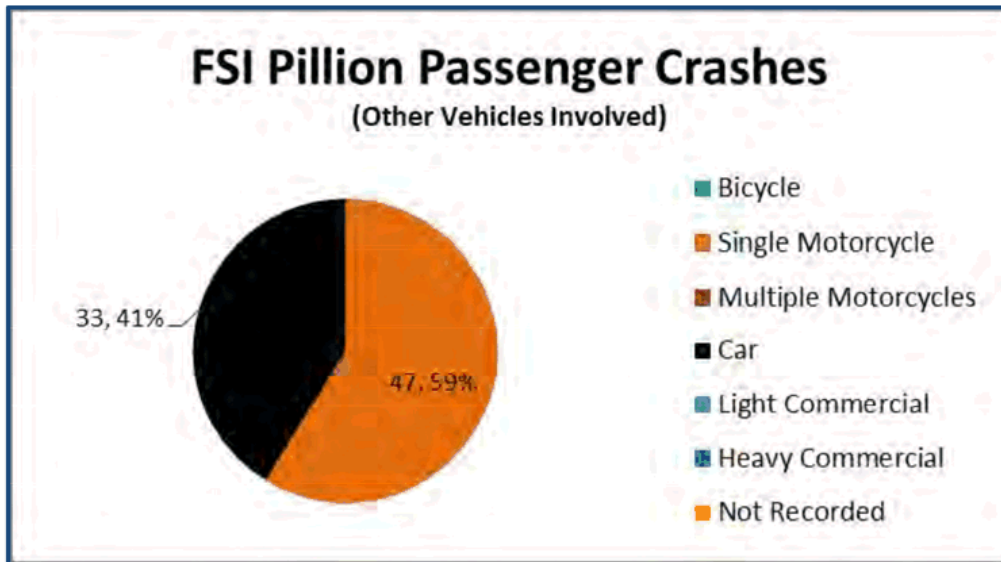
Motorcycles are the second highest category of vehicles in crashes with 93 people involved in Fatal and Serious Injury Crashes.



Crashes are spread across both urban and rural areas.



The majority of crashes (52%) are single motorcycle crashes and the second highest involves cars (39%). Of 90 crashes involving motorcycles, 80 (89%) involve pillion passengers.



Specific Actions for Motor Cycle Users

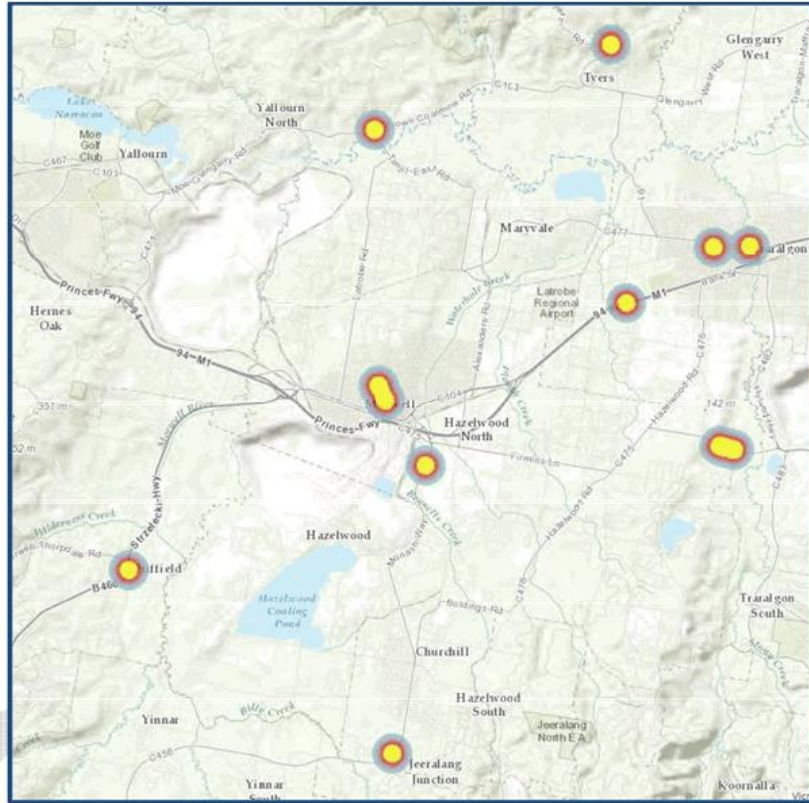
Specific actions which can be taken to address motorcycle safety are:

Action	Comments	Concept Cost
Signage	The installation of signage to warn motorcyclists of upcoming changes in road alignments would be an advantage. This could include warning for turns, intersections etc.	\$10,000
Motorcyclist Education	As all of the single motorcycle crashes involved pillion passengers, education to be provided to motorcyclists on the different riding skills required with pillion passengers. This would involve media campaigns as well as encouraging training with passengers.	Existing budget or part of another advertising campaign

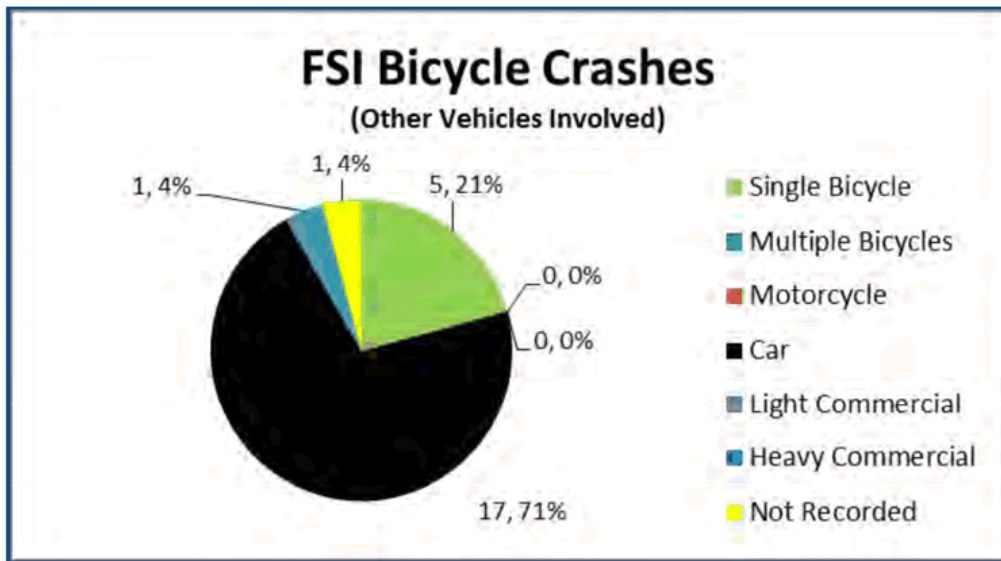
Bicycle Users

There were a total of 27 FSI bicycle crashes reported within the study period.

The number of bicycle FSI crashes show a decreasing trend over the ten years with 1 or 2 bicycle FSI crashes recorded in the last four. No fatal crashes recorded during the analysis period. Crashes were most common between 11:00 and 12:00 and in 100 km/h zones followed by 80 km/h zones.



The bicycle FSI crashes appear to spread across the municipality.



As expected, most FSI Crashes involving Bicycles where impacts with cars, with the next highest being single bicycle crashes.

Specific Actions for Bicycle Users

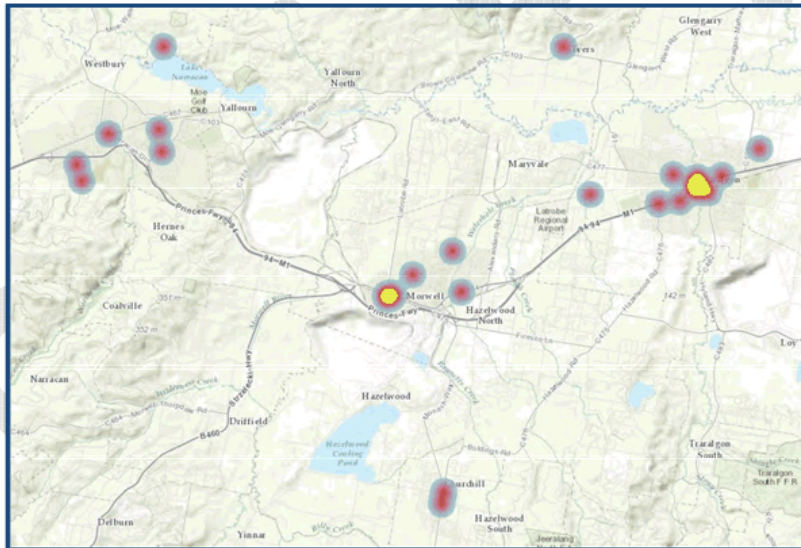
Actions which could reduce the number of bicycle crashes are:-

Action	Comments	Concept cost
Bicycle Plan Review	The current Bicycle Plan has expired. The plan needs to be reviewed and updated with current information such as the Traralgon Activity Centre Plan and the Tracks, Trails and Paths Strategy. As part of the review, investigate any pinch points and how they can be alleviated and investigate methods to separate Bicycles and Vehicles.	Part of overall review. Potentially \$30,000 for added resourcing
Encourage Bicycle Use	Encouraging the use of bicycles has a number of benefits, These include reducing the volume of traffic on the road which improves safety for everyone, and also encourages the skill and practice of people who ride.	\$5,000 following development of new Plan
End of Trail Facilities	An important part of encouraging addition cycle use is to provide facilities at the end of the journey. This would commence with investigating bicycle parks and showering facilities in key locations.	Part of the Plan review
Identify areas of significant risk	There are a number of areas where there is increased risk for cyclists. These include intersections, 100 km/h areas and narrow roads with large volumes of traffic. Areas with a high potential of risk are to be identified, and potential treatments to reduce the risk determined.	Part of the Plan review

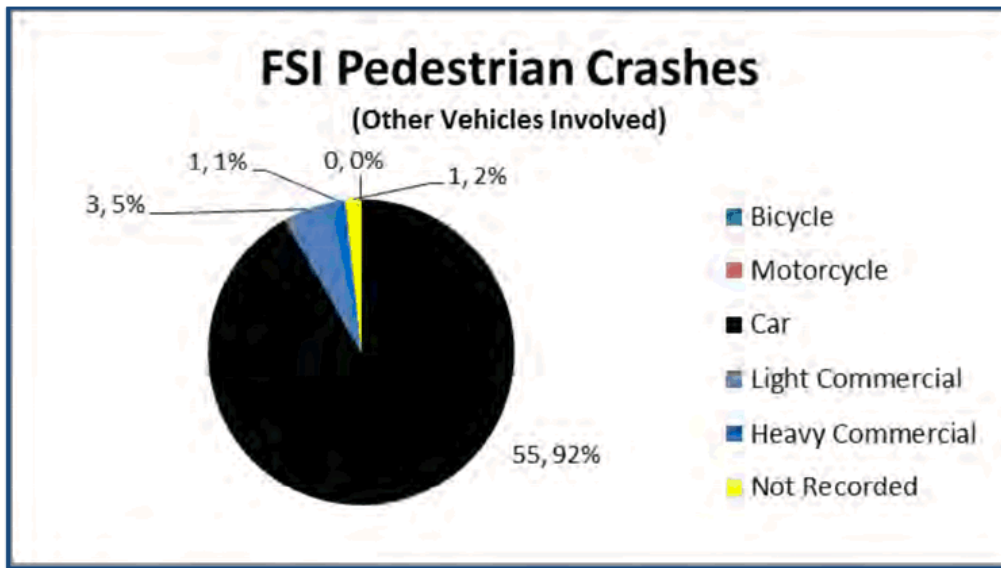
Bicycle Riding Education	Educating cyclists on potential dangers can have an impact on safety. An integral part of this is providing information on off road paths, dedicated bicycle infrastructure as well as safe riding habits in high risk areas.	
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Pedestrians

A total of 77 pedestrians were involved in FSI crashes between 2007 and 2017. The yearly trend of pedestrian FSI crashes is decreasing on average. It was notable that older pedestrians are involved in 20% of all FSI crashes. This indicates improvements with consideration towards older pedestrians may be necessary to reduce pedestrian FSI crashes. The largest number of crashes occurred between 18:00 and 20:00 and pedestrian crashes were most common in 50 km/h zones. The high number of crashes in 60km/h speed zones could indicate that these crashes are likely to occur in areas in townships but out of the towns CBD areas.



The pedestrian FSI crash hot spots are seen around Morwell and Traralgon.



The data also shows that the majority of FSI crashes involving pedestrians were with cars (92%).

Specific Actions for Pedestrians

Actions which could reduce the number of pedestrians involved are:-

Action	Comments	
Pedestrian Facilities	Providing separation between pedestrians and vehicles will minimise the number of accidents. This separation can occur by ensuring footpaths are in place in all key areas, and that the paths are fit for purpose. This will include items such as the widths of paths, crossing locations and surface materials.	Existing budgets. Special projects by exception and subject to normal budget reviews
Identify areas of significant risk	There are areas where the risk of accident increases, such as high traffic volume areas, areas with inadequate or no footpaths, insufficient crossing points or infrastructure which was installed prior to current standards. High risk areas are to be identified and treatments investigated to overcome the risks.	
Minimise Traffic on our Roads	Council has a Tracks, Trails and Paths Strategy which identifies strategic walking path systems with Latrobe	Existing budget

	City. This strategy is to be updated, and funding sought to implement the actions identified. Specific areas of focus will be on completing walking path loops, in areas of high traffic volume and around specific nodes such as education, recreation and Retail precincts.	
Senior Pedestrians	The statistics show that seniors have a higher incidence of accidents than other pedestrian age groups. Work with Seniors groups to identify areas of concern, and develop strategies to mitigate those concerns. Develop an education program on crossings, crossing timings and other areas of concern.	\$5,000 to develop simple campaign and to incorporate into existing programs
Pedestrian Distractions	Like all road users, pedestrians have a responsibility to remain alert to their surroundings. Too often pedestrians are distracted while using mobile phones, looking in shop windows and not taking notice of their surrounding which can cause potentially dangerous situations to occur. Education can assist with changing this behaviour.	\$5,000 for single campaign.

DRAFT

Action Plan

An action plan has been developed to address the issues raised. The Council officer responsible for the implementation of this Action Plan is the Manager Infrastructure Development, however specific coordinators have been nominated within the plan as being responsible to ensure individual tasks are completed within the nominated timeframes. The coordinators shall allocate tasks to the relevant officer to ensure the tasks can be completed in a timely manner.

The timing and priority of the works has been nominated, and correlates to:-

- | | | |
|---------|---|--|
| Short | - | Within 12 months |
| Medium | - | Between 1 year and 5 years |
| Long | - | Greater than 5 years |
| Ongoing | - | The processes to be put in place within 12 months, and then implemented at least once per year |

Each year a report will be submitted to the Management Team detailing the progress against the "Measures of Success".

Safer Roads and Roadside infrastructure

Item No	Theme	Action	Timing	Measure of Success	Responsibility
1.01	Identify areas of significant risk	Update Traffic Engineers Position Description to include the review of crash statistics and identify significant areas of risk	Short	PD Revised	Coordinator Infrastructure Planning
		b) Investigate crash statistics	Ongoing	Process documented Crash Statistics reviewed annually	
		c) Investigate customer feedback to identify locations of risk	Ongoing	Process documented Customer feedback investigated	
		d) Identify area of risk during regular Asset Management inspections	Ongoing	Process documented to identify high risk areas during Asset Management inspections Identify any areas of high risk during Asset Management inspections	
		e) Identify risks at locations identified and recommend actions to reduce those risks	Ongoing	Risk analysis completed for areas of high risk identified through crash statistics and customer feedback, with recommended actions formulated and costed A prioritised list to be maintained of all locations identified with costs allocated.	
		f) Create a Roadside Vegetation Strategy	Short	Create a Roadside Vegetation Strategy to enable risks to be mitigated in a sustainable manner, balancing the need for vegetation protection and driver safety.	
		Seek funding sources to implement actions identified to reduce risks	Ongoing	Funding sought from grant providers and through capital and operating	

For more information

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				budgets Council to provide funding for Auditing	
1.02	Road Construction Design	Develop process to review all designs for Safe Systems principles	Short	Process to be developed Training provided	Coordinator Infrastructure Planning
		All internal designs to be reviewed	Ongoing	All Capital Works projects reviewed prior to design being finalised	
		Subdivision designs reviewed	Ongoing	Discuss the inclusion of Safe Systems inclusion into the IDM with the IDM Committee All designs reviewed prior to permit conditions being established	
1.03	Construction Traffic Management Plans	Develop a process to review Traffic Management Plans for large road construction works	Medium	Process to be developed	Coordinator Civil Works Projects
		Implement process	Ongoing	On site monitoring of all construction to ensure Traffic Management Plans have been implemented correctly	
1.04	Traffic Volume Management	Encourage the use of Bicycles, Walking and public transport in lieu of driving	Short	Advertising campaign developed	Coordinator Infrastructure Planning
		Review and update Bicycle Plan	Short	Bicycle Plan to be updated	
		Seek funding to implement key actions within the Bicycle Plan	Ongoing	Funding to be sought from external as well as internal programs	
		Review and update Tracks, Trails and Paths Strategy	Medium	Strategy to be updated	
		Seek funding to implement key actions within the Tracks, Trails and Paths Strategy	Medium	Funding to be sought from external as well as internal programs	
Offer to salary sacrifice annual bus and train passes (as for vehicles)	Medium	To be discussed at future Enterprise Bargaining Agreement Negotiations			

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		Offer to salary sacrifice the purchase of bicycles and related safety equipment (as for vehicles)	Medium	To be discussed in future Enterprise Bargaining Agreement discussions	
1.05	Improved Signage	Prepare Road Signage Policy and Action Plan	Short	Policy developed and approved Action plan developed Training provided Signage Asset Management Plan developed	Coordinator Infrastructure Planning,
		Implement Signage Policy and Action Plan	Medium	Action Plan monitored annually	
		Reduce signage clutter by removing low value signs	Medium	Signage usage to be included in the Policy and Action Plan	
		Consolidate signs to simplify messages	Medium	To be included in Policy and Action Plan	
		Review hazard warning and regulatory signage to ensure appropriateness and condition	Medium	Inspections conducted to review locations and condition Asset Management system updated to record sign inspection data and to direct sign replacement program	
		Review signage at corners and intersections of high risk to motorcyclists and determine if additional signage is required		Identify corners and intersections of High Risk to motorcyclists Review signage at identified locations Change any signage required if funds available Seek funding to change signage if required	
1.06	Barriers	Identify high risk areas	Short	Process to be documented as to the use of barriers High risk areas identified through Crash Statistics, Customer Feedback and Site Inspections	Coordinator Infrastructure Planning
		Design treatments in high risk areas	Medium	Review identified high risk areas against Safe Systems Principles to	

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				determine risk mitigation treatments. Locations of risk mitigation locations to be recorded on central database, including priorities	
		Seek funding to install treatments	Medium	Identify internal and external funding sources and apply for funding Priority List to be reviewed each year as part of the Budget Process	
1.07	Pedestrian facilities	Review road crossing points to address safety issues	Medium	Review crossing point locations and DDA compliance of existing crossings in CBD areas Review CBD areas to review if additional crossing are required Review the requirements of controlled verses uncontrolled crossing points in CBD areas.	Coordinator Infrastructure Design
		Review existing crossing infrastructure to ensure it is adequate	Short	Review all pedestrian and traffic signals to ensure compliance with current codes Through attrition, upgrade existing signals to the latest lighting technology Review all regulatory line marking near intersections and pedestrian crossings annually Update line marking as required	
1.08	Bicycle facilities	Review bicycle routes to identify and address pinch points	Short	Strategic Bicycle Routes to be identified as part of the Bicycle Plan, Paths Asset Management Plan and Asset database to be updated to identify Priority Bicycle Routes	
		Develop infrastructure to reduce the potential conflict between vehicles and	Medium	Identify high risk areas of potential conflict between vehicles and	

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	bicycles.		bicycles Review areas of risk and design methodology to reduce conflict points Maintain a list of identified treatments with priorities Seek funding to carry out priority works
	Investigate key locations to provide bicycle parking and storage	Short	Locations of parking and storage facilities identified in the Bicycle Plan Seek funding to provide parking and storage infrastructure

Safer Vehicles

Item No	Theme	Action	Timing	Measure of Success	Responsibility
2.01	Purchase safe council vehicles	Councils Vehicle Policy to be updated to require purchased/leased pool passenger vehicles be 5 star ANCAP rated. Encourage those with a choice of vehicle to choose a 5 star ANCAP rated vehicle.	Med	<ul style="list-style-type: none"> - Vehicle Policy to be updated to nominate 5 star ANCAP rated vehicles for passenger pool vehicles, and to encourage those with a choice to choose a 5 star ANCAP vehicle - Statistics to be maintained as to the proportion of 5 star ANCAP vehicles verses those that are not 5 star rated. 	Coordinator Procurement
2.02	Seek further understanding on vehicle age	Understand the age of vehicles in the community and investigate how this can be improved	Med	<ul style="list-style-type: none"> - Gather statistics on age - Develop a strategy of encouraging the use of 	

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				newer, safer vehicles	
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Safer People

Item No	Theme	Action	Timing	Measure of Success	Responsibility
3.01	Driver Education	a) Continue to support and promote the Traffic School	Ongoing	- Traffic School is continued to be supported	Coordinator Infrastructure Planning
		b) Work with other Authorities to have a shared voice over Road Safety Messages	Ongoing	- Include Road Safety a standard Agenda Item at regular meetings with other Authorities - Work with other Authorities on road messaging	
		a) Seek funding to provide education to road users	Ongoing	- Seek external funding to deliver messaging on road safety	Coordinator Infrastructure Planning
3.02	Motorcyclist Education	a) Seek funding to provide an education campaign	Ongoing	- Identify grants funding opportunities for motorcyclist education - Apply for grants as they become available	Coordinator Infrastructure Planning
		b) Provide education and training with an emphasis on riding with a pillion passenger	Medium	- Work with Motorcycle rider groups to develop training and education in regards to pillion passengers - Seek funding to implement training	
		c) Work with other Authorities to provide education and encourage training.	Ongoing	- Have Road Safety as a standard Agenda Item at regular meetings with other Authorities	

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3.03	Pedestrian Education	a) Work with user groups to identify areas of concern	Medium	<ul style="list-style-type: none"> - Meet with Seniors Groups to identify areas of concern in regards pedestrian safety - Meet with schools, recreation clubs etc to identify areas of concern for younger pedestrians - Review all areas of concern and develop strategies to mitigate those concerns - Develop education programs to help mitigate areas of concern 	Coordinator Infrastructure Planning
		b) Develop and deliver education programs	Medium	<ul style="list-style-type: none"> - Investigate potential funding to deliver education programs - Develop education programs for specific age groups 	
3.04	Bicycle Rider Education	a) Develop an education program for adult cyclists	Medium	<ul style="list-style-type: none"> - Work with other agencies to develop a rider safety education program - Liaise with Bicycle Rider groups to develop and deliver training programs 	
		b) Develop material showing key cycle routes and locations of end of trip facilities	Medium	<ul style="list-style-type: none"> - Update Council website to provide information on bicycle paths and end of trip facilities - Provide brochures and posters to schools, workplaces and public notice boards showing 	

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				locations of bicycle routes and end of trip facilities
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Safer Speeds

Item No	Theme	Action	Timing	Measure of Success	Responsibility
4.1	Review Speed Limits in Activity Nodes	a) Review limits in Education Nodes	Short	<ul style="list-style-type: none"> - Identify Education Modes and prioritise locations - Discuss issues with Principles - Review limits - Implement any changes 	Coordinator Infrastructure Planning
		b) Review limits in Retail Nodes	Medium	<ul style="list-style-type: none"> - Identify Retail Nodes and Prioritise - Discuss issues with User Groups/Management - Review speed limits - Implement any changes 	
		c) Review limits in Recreation Nodes	Long	<ul style="list-style-type: none"> - Identify Recreation Nodes and Prioritise - Discuss issues with User Groups/Centre Management - Review speed limits - Implement any changes 	
		d) Review limits in Seniors Nodes	Medium	<ul style="list-style-type: none"> - Identify Seniors Nodes and Prioritise - Discuss issues with User Groups/Centre Management - Review speed limits 	

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				- Implement any changes	
4.2	Review Speed Limits in Residential areas in high speed zones	a) Review limits in Low Density Residential Zones	Medium	- Review speed limits in all existing developments in Low Density Residential Zone - Review speed limits for all new developments in Low Density Residential Zones, including the impact on existing development	Coordinator Infrastructure Planning
		b) Review limits in Rural Living Zones	Medium	- Review speed limits in all existing Rural Living Zones - Review speed limits for all new developments in Rural Living Zones including the impact on existing development	
4.3	Driver Education	a) Utilise Council's speed advisory trailer in key locations	Ongoing	- Speed advisory trailer to be located at key locations at least 1 week per month	Coordinator Infrastructure Planning
		b) Advertise key road safety messages and road rules in the media	Short	- Develop key safety messages and rules to advertise - Advertise monthly in Council 1 page advertisement in the Express - Place links to safety messages on Council Website	

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				- Seek funding for more targeted advertising campaigns	
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DRAFT

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Appendix 1

Nil

DRAFT

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Submission I

Latrobe Road Safety Strategy

DATE 3/4/19

Feedback form - community information session

. None

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's Road Safety Strategy.

Road Side Veg:

- Amount being removed
- < Speed < Veg removal

Stats:

- Alcohol
- Speed
- Drive Fatigue
- Distractives

Nothing other issue

Education on alcohol and Speed

Draft report 2005

Attention to networking

Speed
Cows
Pines
Pines

70km

50km

30km

Name: [Redacted]

Email: ref written submission

Phone:



Submission 1

David Moir

From: [Redacted]
Sent: Thursday, 4 April 2019 1:11 PM
To: David Moir
Subject: Draft Road Safety Strategy
Attachments: LC Environment Planning.pdf; ATT00001.htm

Hi David,

I was at the meeting last night in Moe and the question of preservation of roadside trees was an issue.

In response to some of the reasons why this is important I have attached a page from a submission I made to protect Strzelecki Gums at Tyers Bridge from roadworks. (Eucalyptus Strzeleckii are listed as threatened and vulnerable under the EPBC Act)

Please note that the proportion of land formally protected for its natural values in Latrobe City in 2010 was 2.6%. This is well below the nationally accepted levels of 10-15% for ecosystem reservation.

And that mining accounts for 17% of land use in the Latrobe Valley coming third only to Agriculture and Forestry. This information was obtained from Latrobe City reports.

Please pass on to the rest of the team as it may help with informing the road strategy.

Best Wishes

[Redacted]

.....
[Redacted]
[Redacted]

[Redacted]
[Redacted]

Submission 1

Latrobe City Draft Road Safety Strategy

Thankyou for the opportunity to comment on Latrobe City Draft Road Safety Strategy.

My comments are below,

[REDACTED]

3/4/2019

Whilst the safety of road users is of utmost importance, the benefits of roadside vegetation cannot be underestimated.

I would propose that the road safety treatments are implemented with this importance in mind, and that significant roadside vegetation be correctly signposted and maintained as it has been severely degraded in the Latrobe Valley, (see page from draft Latrobe City 2005 biodiversity assessment on page 3) and recent troubling reports of excessive tree removal on roads needs to be addressed.

The implementation of the Draft Road Safety Strategy should not go ahead until important omitted factors of drivers under the influence of drugs and alcohol has been taken into account and figured into the review.

The outcome of these results could influence the mitigation processes placing more emphasis on driver education as well as speed reduction at the expense of saving precious roadside trees and vegetation which can act as 'road calming' and contribute to safer roads.

Listed are the most Common Causes of road fatalities.

The top four causes of fatal car accidents in Australia in 2016 were speeding, alcohol consumption, driver fatigue and inattention/distraction while driving. All four factors are easily prevented and within human control. As cars become more automated there is hope that a reduction in road fatalities will be observed. The National Road Safety Strategy aims to educate Australians on the dangers of these factors as part of their action plan to reduce road fatalities in Australia, as well as imposing stricter monitoring and punishment processes for those found committing these offences.

(<https://www.budgetdirect.com.au/car-insurance/research/car-accident-statistics.html>)

Common Types of Accidents

The majority of these types of accidents all fall into the human error category rather than external factors and indicate that greater attention and care needs to be taken while driving. (<https://www.budgetdirect.com.au/car-insurance/research/car-accident-statistics.html>)

Improved signage, speed reduction and crash barriers can all be used to mitigate crashes, before the removal of roadside vegetation is considered.

One worrying factor in the Draft that will impact roadside trees is "Improved sight lines". The TAC has announced that more lives are lost on straight roads than on curves and that safety barriers had helped reduce crashes.

Submission 1

A SNAPSHOT OF TREE BENEFITS, VicRoads Roadside Management Strategy

Scott Watson - Manager Environment Practice - VicRoads

- Trees and Road Safety Research that supports the argument that trees (safely positioned or contained) can contribute to road safety. A growing body of literature points to the positive effects of trees on the psychology of the driver.
- Trees and Environmental Benefits Environmental benefits are obvious, but also complex and diverse. Biodiversity benefits are possibly the most obvious. For example, in the south east Australian context, it has been established that around 30% woodland canopy cover at landscape scale will be required to conserve the majority of woodland bird species in the future (Radford et al., 2005). Simply looking at an aerial photograph illustrates the point that roadside trees make an important contribution to this vision.
- Trees, Amenity and Culture Anecdotal it is obvious that people prefer landscapes with trees. This intuition has been expressed in the dominant use of trees in parks, gardens and boulevards throughout the urban world. Subjective studies of preference, where various roadside settings are viewed and compared, show people have a marked preference for treed roadsides (Wolf, 2005, Wolf, 2003). (<https://treenet.org/resources/dealing-with-barriers-to-tree-establishment-on-vicroads-roadsides/>)

VicRoads rely upon Austroads Standards in their road design. In the Guide to Road Design Part 6B: Roadside Environment, its objectives are stated ... simultaneously supports the functional requirements of the road and enhances the roadside environment, rather than simply minimising environmental impacts.

- 1.4 Design Objectives are to meet ecologically sustainable development principles (refer to the Strategy for Ecologically Sustainable Development: Progress and Directions, Austroads 2000a)
 - retain and if possible improve the environmental values of the area through which the road passes
 - protect the value of remnant vegetation in road reserves
 - protect wildlife from the adverse consequences of the presence of a road
 With respect to the natural environment, designers can learn from experience with a number of case studies reported in Case Studies in Successful Environmental Management (Austroads 2002). (Appendix 7)
- 1.5.2 Other Important Considerations For example, roadsides in rural areas have many environmental, historic and cultural values, because unlike private land, they have been protected from agriculture and development. Consequently, they often contain the last area of remnant vegetation in a landscape including endangered flora species, etc.
- The construction of a road can be one of the factors that lead to habitat fragmentation whereby a loss in the uniformity of a habitat is introduced. In Australia, under various state and Commonwealth legislation, there is an obligation to protect fauna and flora where possible. The wider the road carriageway the greater the impact it will have on native fauna and the more difficult it will be to design a functional connection that will allow ongoing safe passage for the native fauna.
- While the construction of a road is an obvious disruption to the native habitat, less obvious impacts on surface and sub-surface hydrology can cause a decline in vegetation quality adjacent to a road. This in turn can lead to a decline in the local fauna populations.
- VicRoads Supplement to Austroads Guide to Road Design – Part 6, 4. 0 Design to Mitigate Hazards V4.2.2.1 General Clearzones, In the case of established roadside trees, it may be environmentally unacceptable to provide the full clear zone width. Careful consideration shall be given as to the best treatment of hazards where conflicts occur between environmental requirements, safety, and economy.

Submission 1

Roadside vegetation in Latrobe City

In 1998 volunteers surveyed roadside vegetation throughout the municipality using a standardized system devised by the Victorian Roadside Conservation Committee. This identified roadside vegetation as High, Medium or Low conservation value (see map opposite).

Roadsides of particular significance for their flora include:

Early Road, Moe (from Hunter Road to Purvis Road—west side). Significant because of the many Sheoaks along this stretch of road reserve. It is the most concentrated stand of Sheoaks known on the road reserves in the City. 95 native plant species.

Old Melbourne Road, Morwell (from Latrobe Road east for 1 km, north side) important stand of native grasses and sedges, also containing several species of orchids and other grassland species including lilies. 79 native plant species recorded.

Clarks Road, Traralgon South (1km from Mattingley Hill Rd, south to 100m from Church Road, (both sides). Remnant woodland. 120 native plant species.

Traralgon Creek Road, Traralgon South (from 50m south of Callignee South Road to Downies Lane, east side). Six local eucalypt species and understory, including both species of ballart. 76 native plant species recorded.

Tyers/Glengarry Road, Glengarry (600m west of Traralgon/Glengarry Rd, west for 100m, south side). Stand of rare Yarra Gums.

Tramway Road, Churchill (from Mackeys Road, south for 400m, East side). Rare native grassland. 52 native plant species recorded.

Unfortunately, many High Conservation roadsides have since been illegally cleared.

A repeat survey in 2003 found 113km (28%) of High Conservation had been lost—70km of it totally destroyed, 43km degraded to Medium.

Medium	22	65	43	+33%
Low	20	18	2	-10%
Total	453	381	72	-19%



Submission 2.

P.M.

Latrobe Road Safety Strategy

DATE 3/4/19.

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

Jumbuk Rd, O'Reillys Hill Rd, Vaggs Track etc - Bush fire area.

→
Roadside posts & mostly gone due to fire.

→ Trees - stop cutting

→ Erosion

→ steep drop off - barriers.

Name: [REDACTED]

Email: [REDACTED]

Phone: [REDACTED]



Submission 2.

David Moir

File Notes from Discussions with [REDACTED]

Jumbuk Rd

- Open Drains, believe are too small, and need cleaned out
- Drains are causing erosion in some locations
- Vegetation has been removed due to the fire and this has destabilised banks. These need strengthening or stabilising
- Vegetation removal has made some corners hard to see alignment of curves as the vegetation has acted like a CAM. Guardrail is required to make these areas safe.
- Camber of road on some corners is not correct.
- Guideposts have been burnt in the fire and not replaced
- When a hazard is reported such as tree over the road it can take over a week to get removed. There needs to be a speedier response.
- More signage needed re falling rocks and fauna

Submission 2.

Latrobe Road Safety

This survey is intended to help Council review the draft Road Safety Strategy by providing the officers information on how and what the community considers are the most important aspects of the road network needing attention.

1. Please tell us a little bit about yourself

Name (required if you wish to receive updates) [Redacted]

ZIP/Postal Code

Email Address (required if you wish to receive updates) [Redacted]

2. Please select your age

<input type="radio"/> Under 18 years	<input type="radio"/> 10 to 59 years
<input type="radio"/> 18 to 24 years	<input checked="" type="radio"/> 60 to 79 years
<input type="radio"/> 25 to 39 years	<input type="radio"/> 80+ years

3. Which of the following best describes how you usually travel on the roads in Latrobe (you may select more than one in the order of your most used mode)

<input checked="" type="checkbox"/> Car as a driver	<input type="checkbox"/> Pedestrian
<input checked="" type="checkbox"/> Car as a passenger	<input type="checkbox"/> Cyclist
<input type="checkbox"/> Motorcyclist	<input type="checkbox"/> Bus user
<input type="checkbox"/> Heavy vehicle driver	<input type="checkbox"/> Mobility aid such as a wheelchair or scooter

Other (please specify)

Submission 2.

Latrobe Road Safety

Latrobe City Council's Draft Road Safety Strategy recommends a number of actions for various road user types to improve road safety across the municipality. In the following questions, please select the actions that you think are the highest priority for Council to address based on your daily experience in Latrobe.

4. Thinking about your experience travelling in a vehicle as a driver or a passenger, please select three actions that are most important to you in respect to Road Safety.

<input type="checkbox"/> Understanding areas of risk based on historical crash data	<input type="checkbox"/> Reducing the amount of traffic on a particular road or roads (please identify particular roads in the comments section)
<input type="checkbox"/> Controlling speed limits in areas of high activity such as shopping centres or schools	<input type="checkbox"/> Reducing the amount of signage (both traffic and generally) to reduce distractions for drivers
<input type="checkbox"/> Controlling speed limits in rural medium density residential areas	<input type="checkbox"/> Improving vehicle safety by promoting the purchase or lease of 5 star ANCAP Rated vehicles
<input type="checkbox"/> Improving the design and construction of new and existing roads to enhance safety for motorists	<input type="checkbox"/> Improving driver education
<input type="checkbox"/> Enhancing safety around construction or major works that disrupt the local road network	<input checked="" type="checkbox"/> Improving roadside safety barriers, guidepost, and linemarking to minimise vehicles running off the road

5. Is there anything else that Council can do to improve safety for motorists and passengers in Latrobe? Please include any particular roads or locations that require attention.

Don't cut living trees.

6. Thinking about your experience of motorcyclists if applicable in Latrobe, please select the action that is most important to you:

Improved signage including more warning of changed road configuration

Motorcyclist education and promotion to improve riding skills, particularly for those carrying pillion passengers

7. Is there anything else that Council can do to improve safety for motorcyclists in Latrobe? Please include any particular roads or locations that require attention.

Submission 2.

8. Thinking about your experience as a bicycle user if applicable in Latrobe, please select two actions that are most important to you.

- Reviewing and updating the Bicycle Plan. for example to investigate how we can address current 'pinch points' and to separate bicycles and vehicles
- Encourage more people to use bicycles to reduce traffic and thus, improve safety
- Identify and address areas of increased risk for cyclists such as at intersections and roads with large traffic volumes
- Improve education of cyclists on potential dangers, safe riding habits, the location off-road paths and bicycle infrastructure

9. Is there anything else that Council can do to improve safety for bicycle users in Latrobe? Please include any particular roads or locations that require attention.

10. Thinking about your experience as a pedestrian (including mobility device users) in Latrobe, please select two actions that are most important to you.

- Improve pedestrian facilities including footpaths, crossings and the separation between pedestrians and vehicles
- Identify and address areas of significant risk for pedestrians including high traffic areas or inadequate footpaths
- Minimise traffic on roads by improving walking paths in areas of high traffic volumes and high pedestrian activity such as shopping centers and schools
- Provide greater support and education for senior pedestrians

11. Is there anything else that Council can do to improve safety for pedestrians and mobility device users in Latrobe? Please include any particular roads or locations that require attention.

12. Overall, in your daily experience, what is your highest priority regarding roads safety in Latrobe?

13. Do you feel that the actions recommended in the Draft Road Safety Strategy adequately address this issue?

Yes

No (please specify)

Submission 3.

Latrobe Road Safety Strategy

DATE 3/4/19

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's Road Safety Strategy.

I live on whitelaws track since the bushfire a tree lopping company was engaged in clearing the verge on my boundary.

Nobody explained what was about to happen during a 3wk period ~~at~~ almost every tree along verge was removed. some of these trees where maybe 100 yrs old most where at least 50 yrs. Now all gone what a waste. The work went 7 days a week till all was removed.

Where was the oversight not just leaving decision to the tree lopper who has a vested interest in removing trees ie More trees removed, more money made

Name: [REDACTED]

Email: [REDACTED]

Phone: [REDACTED]



Submission 4.

Latrobe Road Safety Strategy

DATE 3/4/19

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's Road Safety Strategy.

Driver Distraction, [redacted]
 "Engine on Phone off"
 esp. in Council vehicles.

~~Shared Zones Bicycles, etc.~~
 Signs advising Bicycles on roads - all roads -
 Rural Areas as well as.

Bikes ^{racks on} ~~on~~ buses. Council should negotiate with ~~Hoette~~ ^{W.BUS} lines for racks

Trees being removed -
 Consider Climate Change. When removing trees for sightlines.

Kewl.

Name:

Email:

Phone:



Submission 4.

~~Jay~~

Speed limits

lower limits versus remaining veg.

- RSS should include 'saving trees!'

Bicycle pinch point @ HRL overpass. ^{Jay}

- Hill Eastbound to Strzelicki

- Latrobe road RAB.

Submission 4

David Moir

From: [REDACTED]
Sent: Thursday, 2 May 2019 9:20 AM
To: David Moir
Subject: road safety strategy feedback

Dear David,

I think I tried to complete a paper survey at the consultation that I attended so I haven't had another attempt on line. Your e-mail was given as an alternative method for providing feedback and mine follows.

Page 5 Strategy Intro refers to crashes as "accidents" and this term continues to be used throughout.

Better practice would call them "crashes".

"Accident" implies that there is nothing you can do about an event. A "crash" calls it what it is. Root cause analysis will find reasons for every crash. Your raw data at the end of the report refers to "crashes", so an editorial decision has been made somewhere along the line to prefer the outdated terminology of "accidents".

It says that "a road safety consultant" prepared the basis for the strategy / report. What was their background? If an engineer, they will have looked at engineering solutions. If road crashes are analysed in terms of driver behaviour, different solutions would present themselves....and the word "accident" wouldn't be being used throughout the text your strategy. (Tip: if you want an authoritative basis for change, VicRoads has used "crash" for some years now.)

P6 correctly identifies road safety as a global health issue. Has Latrobe City considered leveraging health promotion funds in the direction of influencing driver behaviour and attitudes and/ or improving road safety for active travel by pedestrians and bike riders? In terms of the health burden and the likelihood of success it could stack up against strategies designed towards changing behaviour in relation to food choices etc.?

P 9. "roadside treatments" seems to be the current euphemism for tree and vegetation removal.

I'd like the strategy to consider that loss of biodiversity is also a global health issue and needs to be elevated to a risk factor on a par with the hypothetical risk to individual drivers that tree removal along our roads is intended to avert.

Global warming is also a global health risk. Tree clearing is a known factor contributing to global warming. The current risk to real people alive now that without decisive action now the planet will heat to unsustainable temperatures world wide is well documented.

This is a real risk to real people and the natural world that appears nowhere in the road safety strategy, even though we are aware of many daily acts of environmental destruction being paid for by Latrobe City and VicRoads in the name of "road safety".

The risk that a sober driver in safe car who isn't fatigued or distracted by phones or other devices and isn't deliberately trying to kill themselves and is travelling at a safe speed for the prevailing conditions will die or be seriously injured by a falling or fallen tree or limb is real, but statistically very small. As is the risk of being unable to slow down or stop to see past a tree or other obstruction. Running off the road and hitting a tree is difficult to do when alert and travelling at a safe speed for the road conditions.

The Safe Systems strategy cited in your document says that people should be allowed to "make mistakes" and not suffer extreme consequences.

When seen through the lens of lack of action on climate change, this is too easy.

Humans and their governments are currently "making mistakes" with climate policy and people will die /are dying as a consequence. As recent European settlers in an ancient land, we know very little about the environment, so leaving it alone whenever possible would be our safest default position.

Locally we have just experienced Council and DELWP clearing trees as though they were the cause and humans the victims of the recent fires around Yinnar South, Budgereee and Jumbuk. A group of retired emergency services

Submission 4

managers recently took a full page advertisement in The Age newspaper to call for government action on climate change. They identified this as the cause of the increasing frequency and severity of wildfire world wide. I agree with the fire experts that we humans are the cause of the fires. It is then not acceptable that our magnificent local trees should be the victims of both the fires and then an outbreak of over-zealous post-fire tree clearing along our roadsides.

When advocating for a "safe Systems" approach, it may be helpful to look for other areas of life where this approach prevails. When considered in relation to to intra-venous drug users, and the lack of action to prevent their "mistakes" becoming fatal, it is hard to believe that the same governments are responsible for promulgating this approach. I don't see why driving mistakes should be privileged over other mistakes at such a cost to the environment.

P11. Strategy table. In the interests of the planet and lowering the risk to all humans and the natural world, you could have a default position of preferring traffic calming measures to tree / native vegetation removal either alone or as a pre-condition for installing barriers.

P7 "Victoria has highlighted the importance of road safety by formally nominating the Minister of Roads as also being the Minister for Road Safety and TAC."

Will Latrobe City consider integrating its road maintenance and road safety strategies? This would prevent handballing of concerns such as the destruction of trees in the interests of "road safety" from the road safety strategy team to the road engineering team who aren't consulting with the public at the moment but will cite "safety" as their key motivation in native vegetation destruction.

P9 You could add eliminating phones / phone use by drivers to your vehicle safety and people safety strategies. Phone use by drivers hands free or otherwise increases the risk of crashes (making them nine times more likely is the statistic I've heard). Bike riders are particularly vulnerable to the actions of distracted drivers. The practice of using a phone while driving is rampant.

A recent police operation in Fawkner resulted in 415 out of 456 offences detected being for driver distraction. Fawkner Bicycle Patrol Sergeant Michael Free said that the high number of people engaging in the behaviour that posed a risk to themselves and others was concerning.

"The numbers we saw during Operation Roadwise were very disappointing," Sgt Free said.

"A large number of the collisions we attend are due to driver distraction, and mobile phones are a major cause of distraction while driving.

<https://www.bicyclenetwork.com.au/newsroom/2019/01/22/bike-police-pounce-on-driver-distraction/>

The argument that hands free devices are legal doesn't stack up. Once common driving conditions included unlimited speed, no legislated maximum alcohol level (ability walk in a straight line was the test for intoxication) and no seatbelts. They were legal, but road deaths have decreased exponentially since they were made illegal. I suggest that action on phone use will prevent the road toll from continuing to rise after the decreases seen after the legislative changes relating to speed, seat belts and alcohol and other drugs.

P25 Bicycles

Driver distraction with phones is easily observed from a bicycle. My own observation would be that about 1 in 5 vehicles on the Strzelecki Highway have a driver on the phone. This is dangerous, but the crash statistics you report show the Yinnar Driffield Road to be a higher danger area for road crashes. This could be from the same drivers not releasing cruise control or finishing their phone conversation as they proceed along a road with no shoulder and limited visibility due to bends and dips that warrants a slower speed limit.

When a bike rider I know had a near-hit incident with a bus on this road, the bus company responded that the bus was travelling at 100km because that was the speed limit and that is how they create their schedules.

I'd suggest that many transport companies now use artificial intelligence to calculate driving times, as this can be done in an office with no requirement to look on a computer at anything other than the route and the speed limits. I understand that some professional drivers are penalised financially if they don't keep to these schedules. By lowering speed limits on local roads, Council could have an effect on heavy vehicles that currently travel above speeds that would suit prevailing road conditions. The majority of ordinary drivers that I speak with also regard the speed limit (i.e. the maximum safe speed) as the speed advised or recommended for a particular stretch of road.

As a bike rider I am always wearing high visibility clothing and have good lights. The drivers see me, but they often swerve into the path of oncoming traffic rather than slow down or wait for a chance to overtake safely. They seem to treat a cyclist as an obstruction rather than a vehicle. Cruise control on and a phone conversation in progress at 100 kph would make swerving at the last minute a reflex instead of slowing down when the bike first becomes visible. Of course, I'd prefer them to hit another vehicle than to hit me. Car occupants have more protection. (On a bike you are

Submission 4.

the crumple zone and the airbag.) But, as a bike rider, the chance of being hit by flying pieces of car isn't enticing. Slower speed limits would reduce the likelihood and severity of crashes in this situation.

P31 Latrobe City's Bicycle strategy

An indication of likely success would be to see if anyone involved in this strategy is serious about the messages in it. Does it apply to you? "Increase bicycle use" starting with who? Has Council got / would Council support a workplace BUG (Bicycle Users Group)?

Latrobe City to my knowledge doesn't participate in Bicycle Victoria's annual bicycle count. This would be another source of data on local bicycle use. The purpose built bike shed at City headquarters in Morwell seems to be full of everything except bicycles. Were those writing the strategy even aware that it exists?

A serious attempt to encourage bike riding would include Council owning bikes (possibly electric) for staff to use over short journeys and a lot of encouragement and support for their adoption.) Bicycle Network is also proposing that Australia should follow the lead of several other countries and pay people \$5 a day to ride to work.

For design solutions, are your strategists aware that the Alpine / Strzelecki Bio Link project currently being developed within Latrobe City has a land bridge or other engineering solution for ambulant fauna movement across the M1 freeway within its remit of strategies to be examined? If it materialises, would this also be an opportunity to get bike riders across the freeway safely? As far as I know, bikes are not a danger to koalas and vice-versa. Speeding cyclists and motorbikes could be easily discouraged at the design stage.

Hot spots:

As a commuter bike rider (retired) from outside Yinnar to Morwell, the most hair-raising parts of my journey in to Morwell from Yinnar via Monash Way, Yinnar Road, Main Street, Yinnar- Driffield Road, Strzelecki Highway, Commercial Road, Jane Street Bridge and Princes Drive was:

1. left turning vehicles entering Marretts Road from the Strzelecki Hwy. Dangerous to cyclists going straight ahead
2. culvert over Morwell River - shoulder narrows and road surface often poor
3. left turning vehicles on the Strzelecki Hwy entering the M1 towards Melbourne at the roundabout and failing to take account of bike riders. Traffic coming downhill from Morwell on the right is often too fast for a cyclist to safely cross without stopping. The left lane seems a safer place to stop but involves going straight ahead when other drivers are impatient to turn left. A bike box marked in the right hand line might work. Or not.
4. the freeway bridge in-bound has steep grades, a narrow shoulder and lots of traffic.
5. crossing the exit ramp from the freeway towards Morwell / Strz Hwy. Driver behaviour. Distracted / impatient motorists highly likely not to give way to bikes coming downhill from the bridge. Very hard for a bike rider to stop or swerve to avert an imminent collision. It wouldn't be our fault, but we might not live to explain that.
6. railway bridge underpass to enter Commercial road is narrow and not well lit.

From Morwell to Yinnar:

1. Commercial Rd Railway Bridge - same problems as as in-bound
2. Vehicles turn left onto the M1 to Traralgon as the road gets steeper for bikes going straight ahead
3. Vehicles turning left at the roaundabout to the to Strz Hwy don't always respect bike riders doing the same - the downhill gradient from the bridge makes a very tight turn difficult on a bike, and cars tend to overtake on the turn.
4. Merging traffic joining the Strz hwy from the freeway off-ramp - They are difficult to see from a bike and are often travelling at freeway speeds and assume a right of way over bikes [and other traffic].

Overall:

The freeway and its on and off ramps seem to be the most dangerous spots and would discourage or possibly kill new cyclists attempting this trip.

Also:

Any road works tend to sweep a lot of gravel on to the road shoulder and leave it there. The shoulder is rarely improved or kept free of debris.

Council could liaise with VicRoads and see if you can all do better in this regard. Gravel and bikes are not a good look. This is especially true for road bikes with skinny tyres which provide a faster and more efficient long distance commute.

Monash Way beteen Churchill and Boolarra is often and is currently very bad in regard to gravel on the road shoulder. There is also almost always blue metal at the gravel depot on Monash Way opposite Speargrass Road which forces bike riders on to the road in a double lines section.

I agree that by riding on these roads I accept some risk. When I was commuting by bike, like many other bike riders I weighed the risk of acute injury from a bike crash against the risk of chronic long-term ill -health caused by inactivity in my desk based job. (The bike won.)

Submission 4.

I believe that if there is an opportunity to make bike riding safer, easier and more acceptable to commuters it should be enthusiastically embraced by all parties.

If successful strategies are employed to reduce the number of cars on the roads, the large amounts of land used and money spent on providing a car space for every worker in the major Latrobe Valley towns could also be reduced. Enforcing planning codes, time limits and disputes about parking spaces currently seems to keep your staff and my rates at work in an expensive and joyless endeavour.

Improving public transport and encouraging its use would also help get cars off the roads. Currently, catching the bus or the train is so stigmatised that choosing to do it is seen as totally bizarre behaviour by many country people. If there was better public transport, and its use was normalised, it might be possible to get young adults out of cars at least some of the time and thereby reduce the risk of crashes for this high risk cohort.

And by the way:

I did notice that my fellow bike riders were among the cheeriest people in my workplace, and a cheery workplace is a fine thing. Can you find a spot in your strategy for the improvements to physical health, mental health; morale and sense of achievement that almost any type of bike riding can generate? Making the roads safer for bikes and pedestrians would be an excellent contribution to the health of our community.

And why not see if LV Bus Lines would re-route their Churchill Yinnar Boolarra bus service (Route 4) to travel past Morwell National Park? This would open this wonderful active recreation spot to locals and tourists alike without adding a great deal to the current travel times.

Regards



Submission 4

2

Latrobe Road Safety

This survey is intended to help Council review the draft Road Safety Strategy by providing the officers information on how and what the community considers are the most important aspects of the road network needing attention.

1. Please tell us a little bit about yourself

Name (required if you wish to receive updates)

ZIP/Postal Code

Email Address (required if you wish to receive updates)

2. Please select your age

<input type="radio"/> Under 18 years	<input type="radio"/> 10 to 59 years
<input type="radio"/> 18 to 24 years	<input checked="" type="radio"/> 60 to 79 years
<input type="radio"/> 25 to 39 years	<input type="radio"/> 80+ years

3. Which of the following best describes how you usually travel on the roads in Latrobe (you may select more than one in the order of your most used mode)

<input checked="" type="checkbox"/> Car as a driver	<input checked="" type="checkbox"/> Pedestrian
<input type="checkbox"/> Car as a passenger	<input checked="" type="checkbox"/> Cyclist
<input type="checkbox"/> Motorcyclist	<input checked="" type="checkbox"/> Bus user
<input type="checkbox"/> Heavy vehicle driver	<input type="checkbox"/> Mobility aid such as a wheelchair or scooter

Other (please specify)

Submission 4

Latrobe Road Safety

Latrobe City Council's Draft Road Safety Strategy recommends a number of actions for various road user types to improve road safety across the municipality. In the following questions, please select the actions that you think are the highest priority for Council to address based on your daily experience in Latrobe.

4. Thinking about your experience travelling in a vehicle as a driver or a passenger, please select three actions that are most important to you in respect to Road Safety.

- Understanding areas of risk based on historical crash data
- Controlling speed limits in areas of high activity such as shopping centres or schools
- Controlling speed limits in rural medium density residential areas
- Improving the design and construction of new and existing roads to enhance safety for motorists
- Enhancing safety around construction or major works that disrupt the local road network
- Reducing the amount of traffic on a particular road or roads (please identify particular roads in the comments section)
- Reducing the amount of signage (both traffic and generally) to reduce distractions for drivers
- Improving vehicle safety by promoting the purchase or lease of 5 star ANCAP Rated vehicles
- Improving driver education
- Improving roadside safety barriers, guidepost, and linemarking to minimise vehicles running off the road

5. Is there anything else that Council can do to improve safety for motorists and passengers in Latrobe? Please include any particular roads or locations that require attention.

Discourage distraction / find strategies to discourage high risk behaviour e.g. riding in the back of ubers late at night.

6. Thinking about your experience of motorcyclists if applicable in Latrobe, please select the action that is most important to you:

- Improved signage including more warning of changed road configuration
- Motorcyclist education and promotion to improve riding skills, particularly for those carrying pillion passengers

7. Is there anything else that Council can do to improve safety for motorcyclists in Latrobe? Please include any particular roads or locations that require attention.

[Empty box for additional comments]

Submission 4

8. Thinking about your experience as a bicycle user if applicable in Latrobe, please select two actions that are most important to you.

- Reviewing and updating the Bicycle Plan. for example to investigate how we can address current 'pinch points' and to separate bicycles and vehicles
- Encourage more people to use bicycles to reduce traffic and thus, improve safety
- Identify and address areas of increased risk for cyclists such as at intersections and roads with large traffic volumes
- Improve education of cyclists on potential dangers, safe riding habits, the location off-road paths and bicycle infrastructure

9. Is there anything else that Council can do to improve safety for bicycle users in Latrobe? Please include any particular roads or locations that require attention.

get the buses to carry bikes.
 create a safe route for cyclists from Morwell to Stary Hwy
 sign roads as shared w/ cyclists. shreechi.

10. Thinking about your experience as a pedestrian (including mobility device users) in Latrobe, please select two actions that are most important to you.

- Improve pedestrian facilities including footpaths, crossings and the separation between pedestrians and vehicles
- Identify and address areas of significant risk for pedestrians including high traffic areas or inadequate footpaths
- Minimise traffic on roads by improving walking paths in areas of high traffic volumes and high pedestrian activity such as shopping centers and schools
- Provide greater support and education for senior pedestrians

11. Is there anything else that Council can do to improve safety for pedestrians and mobility device users in Latrobe? Please include any particular roads or locations that require attention.

Consider visually impaired pedestrians in all design decisions

12. Overall, in your daily experience, what is your highest priority regarding roads safety in Latrobe?

Driver distraction - phone/texting/writing
 one in 10 or 1 in 3 drivers we see are doing it.

13. Do you feel that the actions recommended in the Draft Road Safety Strategy adequately address this issue? Hands free is it safe -

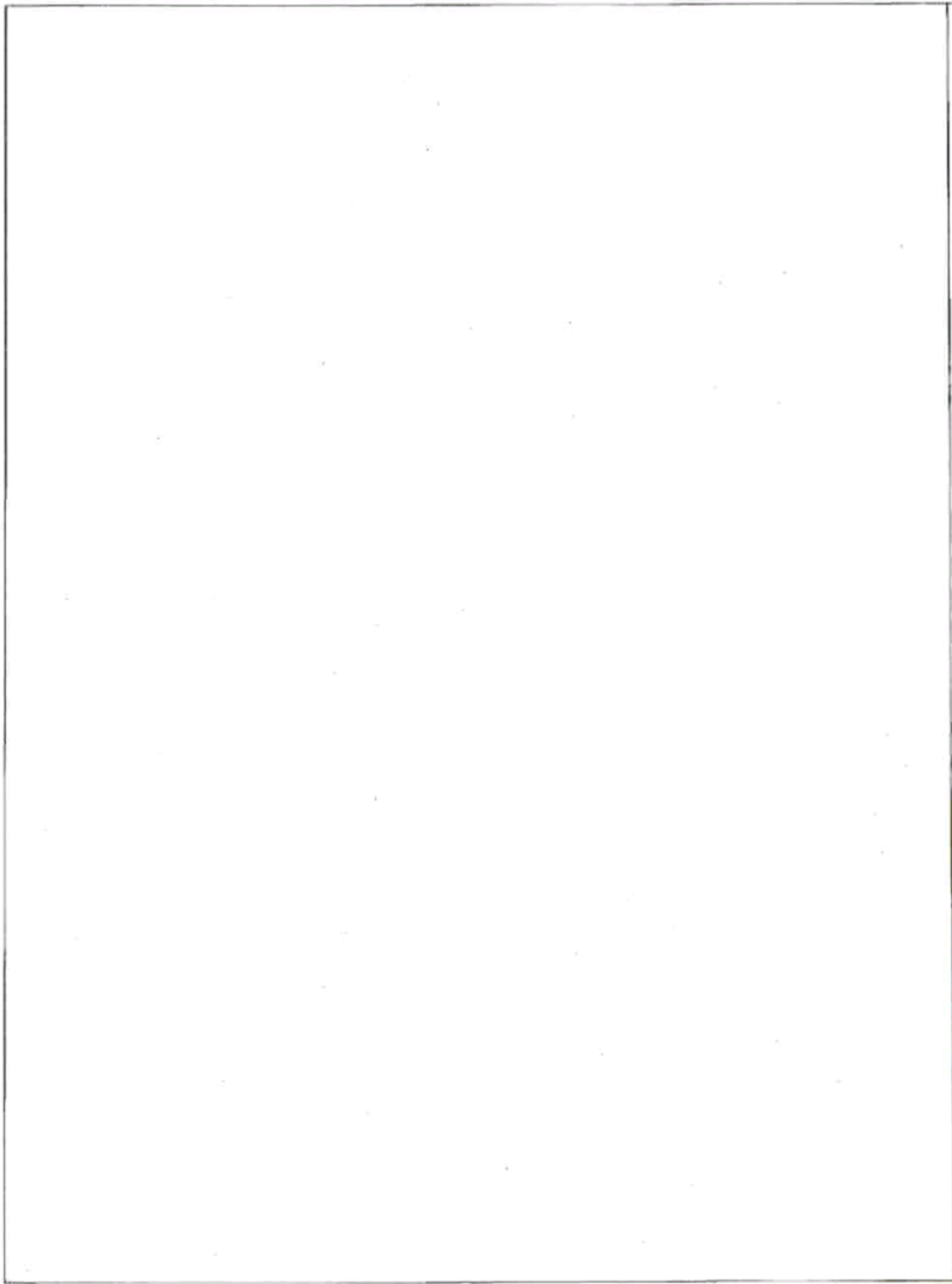
Yes

No (please specify)

no mention of driver distraction ^{current driver}

No opportunity to offset safety w/ larger than risks to climate/bio-diversity/habitat etc. from "road safety" works that remove trees.

Submission 4



4

Submission 5.

Latrobe Road Safety Strategy

DATE / /

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

Too much congestion on the roads
Lack of carparks in Traralgon.

Franklin Street Development concern
regarding driver sight lines.

Name: [Redacted] [Redacted]

Email: [Redacted]

Phone: [Redacted]



Submission 6

Latrobe Road Safety Strategy

DATE ___/___/___

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's Road Safety Strategy.

Hyland thru
Grandridge Rd.
 Dangerous
 intersection

bus stop?
 - school bus stops there but public bus will
 not as it is too dangerous.

Name: [Redacted]

Email: [Redacted]

Phone: [Redacted]



Submission 7

Latrobe Road Safety Strategy

DATE 3/5/19

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's Road Safety Strategy.

Gleungary.
 ↳ cyclists use road instead of road track.
 Path Track surface could be an issue.
 ↳ verge on side of road for cyclists.

do people know it is there??

Name:

Email:

Phone:



Submission 8

Latrobe Road Safety Strategy

DATE _/ _/ _

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's Road Safety Strategy.

Traffic congestion is an issue in Traralgon as a motorist.
 Parking availability.
 formalised Pedestrian crossing ^{or school crossing} - Franklin St
 from development to Grey St primary school. (close to Moore St) corner of Moore and Franklin
 as at school times a lot of parent park in Bert Thompson reserve parking.

Name:

Email:

Phone:



Submission 9.

Latrobe Road Safety Strategy

DATE 3/5/19

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

Tailgating,
→ driver education

Name:

Email:

Phone:



Submission 10.

Latrobe Road Safety Strategy

DATE / /

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

Driver Education - Driver attitude needs to change

Better to be late than dead on time

Name: [REDACTED]

Email:

Phone:



Submission 11

Latrobe Road Safety Strategy

DATE 3/5/19.

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

Breed Street roundabout concerned with vehicles not giving way.

Name: [redacted]

Email: [redacted]

Phone:



Submission 12.

Latrobe Road Safety Strategy

DATE 3/5/19

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

More Pedestrian focused CBD's

Name: [REDACTED]

Email:
.....

Phone:
.....



Submission 13

Latrobe Road Safety Strategy

DATE / /

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

Crosses Rd - Traffic concerns, especially at school pick up & drop off times.

SP17THLIVE@GMAIL.COM

School traffic

- Stockdale Rd.
- Grubbs Ave
- Wirilda Ave.

Becoming worse with town growth.

Name: [REDACTED]

Email: [REDACTED]

Phone:



Submission 14

Latrobe Road Safety Strategy

DATE ___/___/___

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

Should be on roads between Main Centres & outlying areas,
Types → Glengarry,
Electric Bikes.

Name: [Redacted] [Redacted]
Email: [Redacted]
Phone: [Redacted]



Submission 15.

Latrobe Road Safety Strategy

DATE 3/5/19.

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's Road Safety Strategy.

Turning from Seymour to Breed St.

- ~~Right~~ - large vehicles overhanging left lane on Breed St. when turning right (the median is too narrow) & cut away should be increased.
- Difficult to anticipate oncoming traffic as sight is limited due to crest in hill.
- Same on Hotham turning right onto Breed.
- Reflective mirror near Hedges one from Michael Crk Traralgon. to assist visibility of oncoming vehicles heading south.

Name: [Redacted] - Traralgon Resident.

Email: [Redacted]

Phone: [Redacted]



Submission 16

Latrobe Road Safety Strategy

DATE 7/05/19

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's Road Safety Strategy.

Albert Street. School Crossing.

→ Driveway to Safeway opposite school.

When vehicles are turning right from the southern (Safeway) driveway at school times they either drive through the pedestrians or overhang the centre of the road awaiting other traffic & pedestrians.

→ Can resolve by only allowing vehicles to turn left from the driveway (Safeway) exit so that they go around the roundabout & back.

Name: [Redacted]

Email: [Redacted]

Phone: [Redacted]



Submission 17

Latrobe Road Safety Strategy

DATE / /

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

Stamford St, Newborough area.
Cracks in footpaths
Need. repair/replacement.

Name:

Email:

Phone:



Submission 18.

Latrobe Road Safety Strategy

DATE / /

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

Smallburn Ave. (No 39)
 driveway meets footpath (vehicle crossing).
 20mm step. (trip hazard).
 occurred following telstra cable. (NBN).

Name:

Email:

Phone:



Submission 19.

Latrobe Road Safety Strategy

DATE ___/___/___

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

Main roundabout - George St
 → Lincemarking issue regarding lane changes.

Name:

Email:

Phone:



Submission 20.

Latrobe Road Safety Strategy

DATE 7/5/19.

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

George Street - direct opposite library entrance Pedestrian crossing required

Moore Street - Driver unaware of shared zone.

Name: [Redacted]

Email:

Phone: [Redacted]



Submission 21.

Latrobe Road Safety Strategy

DATE ___/___/___

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

Lloyd Street
 opposite medical centre.
 Linnton Ave Pedestrian crossing

Name:

Email:

Phone:



Submission 22.

Latrobe Road Safety Strategy

DATE 8/5/19

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

McDonald Street - Aldi carpark exit.
 Intersection is confusing. - traffic light
 fault at times. - summertime

V/Line trains do not operate during
 extreme heat.

Name: [REDACTED]

Email: [REDACTED]

Phone: [REDACTED]



Submission 23.

Latrobe Road Safety Strategy

DATE 8/15/19

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

Driver behaviour.

- P-Plater going through stoplights

Bridle Rd Intersection with heavy-block clearway from side road.

Merging traffic from 2 to 1 lane is an issue.

Aggressive behaviour.

Texting while driving

Drivers should be taught by a school not by parents.

Name: [Redacted]

Email:

Phone:



Submission 24

Latrobe Road Safety Strategy

DATE ___/___/___

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

straighten road. (realign).

Newjee to Ban Ban

Hillend to Moe -> Willow Grove.

T intersection sight line

issues.

Give way issues at roundabouts - Driver behaviour.

Name:

Email:

Phone:



Submission 25

Latrobe Road Safety Strategy

DATE _/ _/ _

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's Road Safety Strategy.

George St s/centre carpark.
(west end). No view of oncoming traffic due to close car parking.

→ Pedestrian crossing ^{needed on George St.} directly in line with service centre front door. to access Moore street.

Name: [redacted]

Email: [redacted]

Phone:



Submission 26

Latrobe Road Safety Strategy

DATE 3/4/19

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's *Road Safety Strategy*.

Intersection over railway line at Waterloo Rd, Mve is very dangerous. (Melb bound) Needs to be fixed.

Name: [Redacted]

Email:

Phone:



Submission 27

Latrobe Road Safety Strategy

DATE 3/4/19

Feedback form - community information session

What is the most important Road Safety issue in Latrobe?
Please include any specific roads or locations that you think should be addressed in Council's Road Safety Strategy.

Redney →

Towards Zero (Flawed)

- Dinwoodie (Chicanes)
- Speed Control
- Alignment
- Hovantel Hills Road.
 - * Surfaces
 - * Drainage
 - * Amenities
- Driver behaviour - enforcement
- Recreation outlet
 - Bourdell
 - Gorge/Motorcycles
 - Norm (Cycle-side)
- Cattle trucks - on roads - Wymella Road.

(Neil)

Name: [Redacted]

Email: [Redacted]

Phone:



Submission 27

Latrobe Road Safety

This survey is intended to help Council review the draft Road Safety Strategy by providing the officers information on how and what the community considers are the most important aspects of the road network needing attention.

1. Please tell us a little bit about yourself

Name (required if you wish to receive updates) [Redacted]

ZIP/Postal Code 3825

Email Address (required if you wish to receive updates) [Redacted]

2. Please select your age

- Under 18 years
- 18 to 24 years
- 25 to 39 years
- 10 to 59 years
- 60 to 79 years
- 80+ years

3. Which of the following best describes how you usually travel on the roads in Latrobe (you may select more than one in the order of your most used mode)

- Car as a driver
- Car as a passenger
- Motorcyclist
- Heavy vehicle driver
- Pedestrian
- Cyclist
- Bus user
- Mobility aid such as a wheelchair or scooter

Other (please specify) [Redacted]

Submission 27

Latrobe Road Safety

Latrobe City Council's Draft Road Safety Strategy recommends a number of actions for various road user types to improve road safety across the municipality. In the following questions, please select the actions that you think are the highest priority for Council to address based on your daily experience in Latrobe.

4. Thinking about your experience travelling in a vehicle as a driver or a passenger, please select three actions that are most important to you in respect to Road Safety.

- Understanding areas of risk based on historical crash data
- Controlling speed limits in areas of high activity such as shopping centres or schools
- Controlling speed limits in rural medium density residential areas
- Improving the design and construction of new and existing roads to enhance safety for motorists
- Enhancing safety around construction or major works that disrupt the local road network
- Reducing the amount of traffic on a particular road or roads (please identify particular roads in the comments section)
- Reducing the amount of signage (both traffic and generally) to reduce distractions for drivers
- Improving vehicle safety by promoting the purchase or lease of 5 star ANCAP Rated vehicles
- Improving driver education
- Improving roadside safety barriers, guidepost, and linemarking to minimise vehicles running off the road

5. Is there anything else that Council can do to improve safety for motorists and passengers in Latrobe? Please include any particular roads or locations that require attention.

ROAD SURFACE
MAINTAIN EXISTING ROAD INFRASTRUCTURE - paint those speed bumps

6. Thinking about your experience of motorcyclists if applicable in Latrobe, please select the action that is most important to you:

- Improved signage including more warning of changed road configuration
- Motorcyclist education and promotion to improve riding skills, particularly for those carrying pillion passengers

7. Is there anything else that Council can do to improve safety for motorcyclists in Latrobe? Please include any particular roads or locations that require attention.

Any curved road with uneven surface

Submission 27.

8. Thinking about your experience as a bicycle user if applicable in Latrobe, please select two actions that are most important to you.

- Reviewing and updating the Bicycle Plan, for example to investigate how we can address current 'pinch points' and to separate bicycles and vehicles
- Encourage more people to use bicycles to reduce traffic and thus, improve safety
- Identify and address areas of increased risk for cyclists such as at intersections and roads with large traffic volumes
- Improve education of cyclists on potential dangers, safe riding habits, the location off-road paths and bicycle infrastructure

9. Is there anything else that Council can do to improve safety for bicycle users in Latrobe? Please include any particular roads or locations that require attention.

More bicycle/pedestrian only paths
← access at end of cul-de-sacs →

10. Thinking about your experience as a pedestrian (including mobility device users) in Latrobe, please select two actions that are most important to you.

- Improve pedestrian facilities including footpaths, crossings and the separation between pedestrians and vehicles
- Identify and address areas of significant risk for pedestrians including high traffic areas or inadequate footpaths
- Minimise traffic on roads by improving walking paths in areas of high traffic volumes and high pedestrian activity such as shopping centers and schools
- Provide greater support and education for senior pedestrians

11. Is there anything else that Council can do to improve safety for pedestrians and mobility device users in Latrobe? Please include any particular roads or locations that require attention.

Maintain telstra pits
existing tactile footpath pads

12. Overall, in your daily experience, what is your highest priority regarding roads safety in Latrobe?

Education for new road users.

13. Do you feel that the actions recommended in the Draft Road Safety Strategy adequately address this issue?

Yes

No (please specify)

~~over~~ overreach ~~and~~ regarding road furniture

Submission 28.

Latrobe Road Safety

This survey is intended to help Council review the draft Road Safety Strategy by providing the officers information on how and what the community considers are the most important aspects of the road network needing attention.

1. Please tell us a little bit about yourself

Name (required if you wish to receive updates)

ZIP/Postal Code

Email Address (required if you wish to receive updates)

2. Please select your age

<input type="radio"/> Under 18 years	<input checked="" type="radio"/> 10 to 59 years
<input type="radio"/> 18 to 24 years	<input type="radio"/> 60 to 79 years
<input type="radio"/> 25 to 39 years	<input type="radio"/> 80+ years

3. Which of the following best describes how you usually travel on the roads in Latrobe (you may select more than one in the order of your most used mode)

<input checked="" type="checkbox"/> Car as a driver	<input type="checkbox"/> Pedestrian
<input type="checkbox"/> Car as a passenger	<input type="checkbox"/> Cyclist
<input type="checkbox"/> Motorcyclist	<input type="checkbox"/> Bus user
<input type="checkbox"/> Heavy vehicle driver	<input type="checkbox"/> Mobility aid such as a wheelchair or scooter

Other (please specify)

Submission 28

Latrobe Road Safety

Latrobe City Council's Draft Road Safety Strategy recommends a number of actions for various road user types to improve road safety across the municipality. In the following questions, please select the actions that you think are the highest priority for Council to address based on your daily experience in Latrobe.

4. Thinking about your experience travelling in a vehicle as a driver or a passenger, please select three actions that are most important to you in respect to Road Safety.

- Understanding areas of risk based on historical crash data
- Reducing the amount of traffic on a particular road or roads (please identify particular roads in the comments section)
- Controlling speed limits in areas of high activity such as shopping centres or schools
- Reducing the amount of signage (both traffic and generally) to reduce distractions for drivers
- Controlling speed limits in rural medium density residential areas
- Improving vehicle safety by promoting the purchase or lease of 5 star ANCAP Rated vehicles
- Improving the design and construction of new and existing roads to enhance safety for motorists
- Improving driver education
- Enhancing safety around construction or major works that disrupt the local road network
- Improving roadside safety barriers, guidepost, and linemarking to minimise vehicles running off the road

5. Is there anything else that Council can do to improve safety for motorists and passengers in Latrobe? Please include any particular roads or locations that require attention.

Airfield Rd + Scrubby Lane
cross over - make a round about.

6. Thinking about your experience of motorcyclists if applicable in Latrobe, please select the action that is most important to you:

- Improved signage including more warning of changed road configuration
- Motorcyclist education and promotion to improve riding skills, particularly for those carrying pillion passengers

7. Is there anything else that Council can do to improve safety for motorcyclists in Latrobe? Please include any particular roads or locations that require attention.

[Empty text box for question 7]

Submission 28

8. Thinking about your experience as a bicycle user if applicable in Latrobe, please select two actions that are most important to you.

- Reviewing and updating the Bicycle Plan, for example to investigate how we can address current 'pinch points' and to separate bicycles and vehicles
- Encourage more people to use bicycles to reduce traffic and thus, improve safety
- Identify and address areas of increased risk for cyclists such as at intersections and roads with large traffic volumes
- Improve education of cyclists on potential dangers, safe riding habits, the location off-road paths and bicycle infrastructure

9. Is there anything else that Council can do to improve safety for bicycle users in Latrobe? Please include any particular roads or locations that require attention.

[Empty text box for question 9]

10. Thinking about your experience as a pedestrian (including mobility device users) in Latrobe, please select two actions that are most important to you.

- Improve pedestrian facilities including footpaths, crossings and the separation between pedestrians and vehicles
- Identify and address areas of significant risk for pedestrians including high traffic areas or inadequate footpaths
- Minimise traffic on roads by improving walking paths in areas of high traffic volumes and high pedestrian activity such as shopping centers and schools
- Provide greater support and education for senior pedestrians

11. Is there anything else that Council can do to improve safety for pedestrians and mobility device users in Latrobe? Please include any particular roads or locations that require attention.

[Empty text box for question 11]

12. Overall, in your daily experience, what is your highest priority regarding roads safety in Latrobe?

Wider shoulders on roads that are heavily used.

13. Do you feel that the actions recommended in the Draft Road Safety Strategy adequately address this issue?

Yes

No (please specify)

[Empty text box for question 13]

Latrobe City Road Safety Strategy

Q1 Please tell us about yourself

Answered: 7 Skipped: 2

ANSWER CHOICES	RESPONSES	
Name	100.00%	7
Company	0.00%	0
Address	0.00%	0
Address 2	0.00%	0
City/Town	0.00%	0
State/Province	0.00%	0
Post Code	100.00%	7
Country	0.00%	0
Email Address	85.71%	6
Phone Number	0.00%	0

#	NAME	DATE
1	[REDACTED]	5/1/2019 1:00 AM
2	[REDACTED]	4/30/2019 7:30 PM
3	[REDACTED]	4/30/2019 6:28 PM
4	[REDACTED]	4/10/2019 12:34 PM
5	[REDACTED]	4/10/2019 12:32 PM
6	[REDACTED]	4/10/2019 12:30 PM
7	[REDACTED]	4/10/2019 12:25 PM

#	COMPANY	DATE
	There are no responses.	

#	ADDRESS	DATE
	There are no responses.	

#	ADDRESS 2	DATE
	There are no responses.	

#	CITY/TOWN	DATE
	There are no responses.	

#	STATE/PROVINCE	DATE
	There are no responses.	

#	POST CODE	DATE
1	3844	5/1/2019 1:00 AM
2	3840	4/30/2019 7:30 PM
3	3840	4/30/2019 6:28 PM
4	3840	4/10/2019 12:34 PM
5	3869	4/10/2019 12:32 PM
6	3869	4/10/2019 12:30 PM
7	3825	4/10/2019 12:25 PM

#	COUNTRY	DATE
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Latrobe City Road Safety Strategy

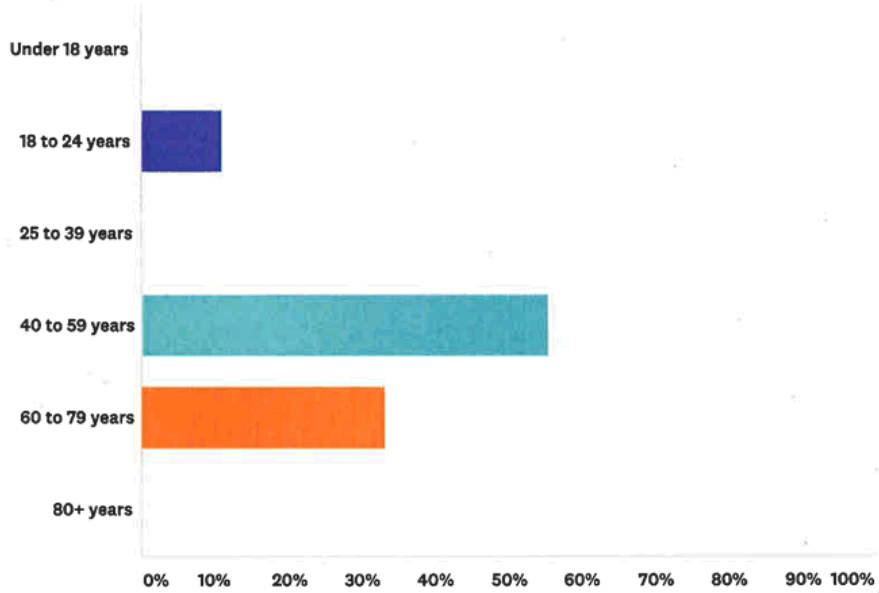
There are no responses.

#	EMAIL ADDRESS	DATE
1	[REDACTED]	5/1/2019 1:00 AM
2	[REDACTED]	4/30/2019 7:30 PM
3	[REDACTED]	4/30/2019 6:28 PM
4	[REDACTED]	4/10/2019 12:32 PM
5	[REDACTED]	4/10/2019 12:30 PM
6	[REDACTED]	4/10/2019 12:25 PM
#	PHONE NUMBER	DATE
There are no responses.		

Latrobe City Road Safety Strategy

Q2 Please select your age

Answered: 9 Skipped: 0

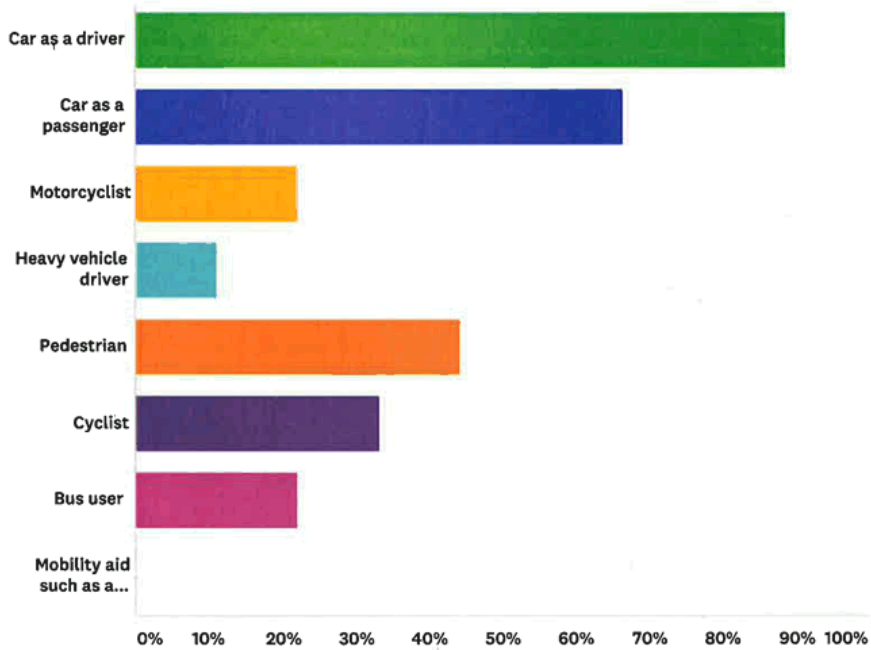


ANSWER CHOICES	RESPONSES	
Under 18 years	0.00%	0
18 to 24 years	11.11%	1
25 to 39 years	0.00%	0
40 to 59 years	55.56%	5
60 to 79 years	33.33%	3
80+ years	0.00%	0
TOTAL		9

Latrobe City Road Safety Strategy

Q3 Which of the following best describes how you usually travel on the roads in Latrobe (you may select more than one in the order of your most used mode)

Answered: 9 Skipped: 0



ANSWER CHOICES	RESPONSES	
Car as a driver	88.89%	8
Car as a passenger	66.67%	6
Motorcyclist	22.22%	2
Heavy vehicle driver	11.11%	1
Pedestrian	44.44%	4
Cyclist	33.33%	3
Bus user	22.22%	2
Mobility aid such as a wheelchair or scooter	0.00%	0

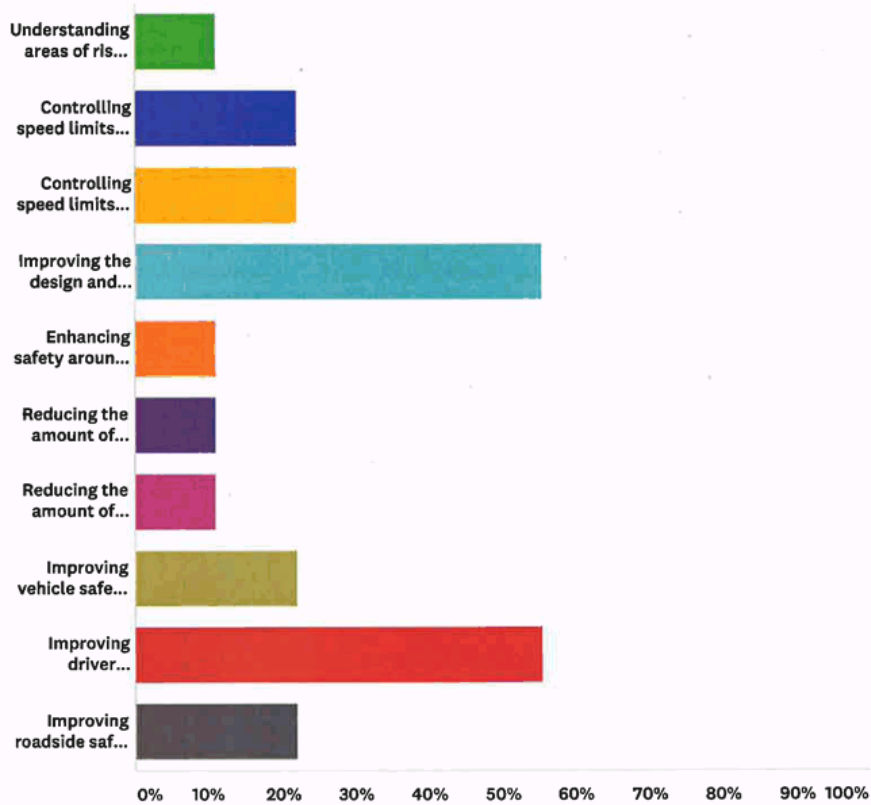
Total Respondents: 9

#	OTHER (PLEASE SPECIFY)	DATE
	There are no responses.	

Latrobe City Road Safety Strategy

Q4 Thinking about your experience travelling in a vehicle as a driver or a passenger, please select three actions that are most important to you in respect to Road Safety.

Answered: 9 Skipped: 0



ANSWER CHOICES

RESPONSES

Understanding areas of risk based on historical crash data	11.11%	1
Controlling speed limits in areas of high activity such as shopping centres or schools	22.22%	2
Controlling speed limits in rural medium density residential areas	22.22%	2
Improving the design and construction of new and existing roads to enhance safety for motorists	55.56%	5
Enhancing safety around construction or major works that disrupt the local road network	11.11%	1
Reducing the amount of traffic on a particular road or roads (please identify particular roads in the comments section)	11.11%	1
Reducing the amount of signage (both traffic and generally) to reduce distractions for drivers	11.11%	1
Improving vehicle safety by promoting the purchase or lease of 5 star ANCAP Rated vehicles	22.22%	2
Improving driver education	55.56%	5
Improving roadside safety barriers, guidepost, and line marking to minimise vehicles running off the road	22.22%	2

Total Respondents: 9

Latrobe City Road Safety Strategy

Q5 Is there anything else that Council can do to improve safety for motorists and passengers in Latrobe? Please include any particular roads or locations that require attention.

Answered: 8 Skipped: 1

#	RESPONSES	DATE
1	Grey street paint driving lanes on the road, provide parking and dedicated turning lanes for perpendicular streets (drivers will drive to left on kerb and unsure if they are parking/Turning and will serve back to middle of lane when a parked car is in front of them) Cross's road paint no parking lines on the eastbound lane (towards Brandman blvd) so drivers don't have to go on the other side to pass parked vehicles Cross's road and tyres road intersection roundabout More speed bumps/ speed reduction intersections on residential streets Grey street/ breed street roundabout change to traffic lights (fences on 2 corners and Traralgon business centre block the view to approaching traffic New signage, signalling, lights for road users and pedestrians Grey street zebra crossing new lights as the amber warning lights don't provide enough illumination Breed street/ highway traffic lights as artist impressions Latrobe Valley express Kosciuszko Street/ highway intersection traffic lights Speed cameras on highway, main residential roads (grey, cross's, liddiard etc) and in the cbd and red light cameras on all intersections Increase turning lane on grey street highway intersection Breed street pedestrian crossing at clinic/ Woolworths (traffic light) will be busier with GRAC Separate turning lane on highway/ breed street intersection for traffic Heading towards sale Digital message boards on highway for important messages for motorists Zebra crossings at roundabouts more signaled/ dedicated crossing locations especially on long roads (middle of grey street near Stockdale road) Footpath over railway liddiard road with pedestrian gates General upkeep of road surfaces and repainted lines that are faded Zebra crossing on franklin street change to traffic light intersection	5/1/2019 1:00 AM
2	Stop parking on Crinigan Road between Maryvale and Junier. Speed humps needed on Dayble Street. Flashing solar powered speed lights on Holmes Road at Morwell Central Primary.	4/30/2019 7:30 PM
3	Monitor the driving and parking behaviour, maryvale and well st morwell, albert and anzac moe, kosoisko st traralgon apply for a grant and develop an education strategy to address findings	4/30/2019 6:28 PM
4	Get rid of school crossing on Grey St Traralgon. It causes traffic gridlock	4/30/2019 6:25 PM
5	Airfield Road and Scrubby Lane cross over - make a round about	4/10/2019 12:34 PM
6	Don't cut living trees	4/10/2019 12:32 PM
7	Discourage distraction / find strategies to discourage high risk behaviour, eg. Riding in the back of utes late at night.	4/10/2019 12:30 PM
8	Road surface. Maintain existing road infrastructure - paint those speedbumps.	4/10/2019 12:25 PM

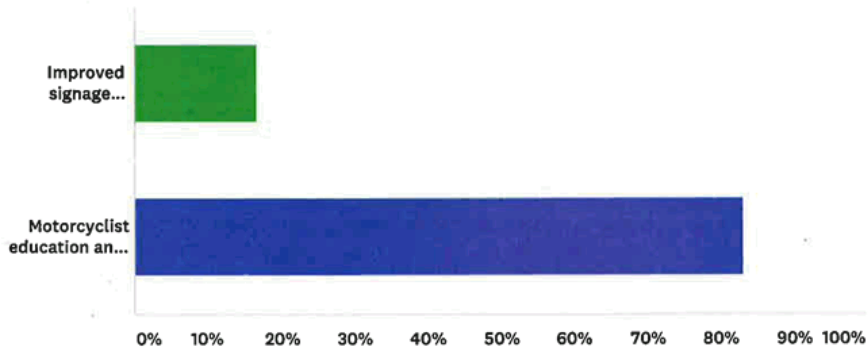
Response 1 - Submission 29
 Response 2 - Submission 30
 Response 3 - Submission 31
 Response 4 - Submission 32
 Response 5 - Submission 33
 Response 6 - Submission 34
 Response 7 - Submission 35
 Response 8 - Submission 36

6 / 14

Latrobe City Road Safety Strategy

Q6 Thinking about your experience of motorcyclists if applicable in Latrobe, please select the action that is most important to you:

Answered: 6 Skipped: 3



ANSWER CHOICES

RESPONSES

Improved signage including more warning of changed road configuration	16.67%	1
Motorcyclist education and promotion to improve riding skills, particularly for those carrying pillion passengers	83.33%	5
TOTAL		6

Latrobe City Road Safety Strategy

Q7 Is there anything else that Council can do to improve safety for motorcyclists in Latrobe? Please include any particular roads or locations that require attention.

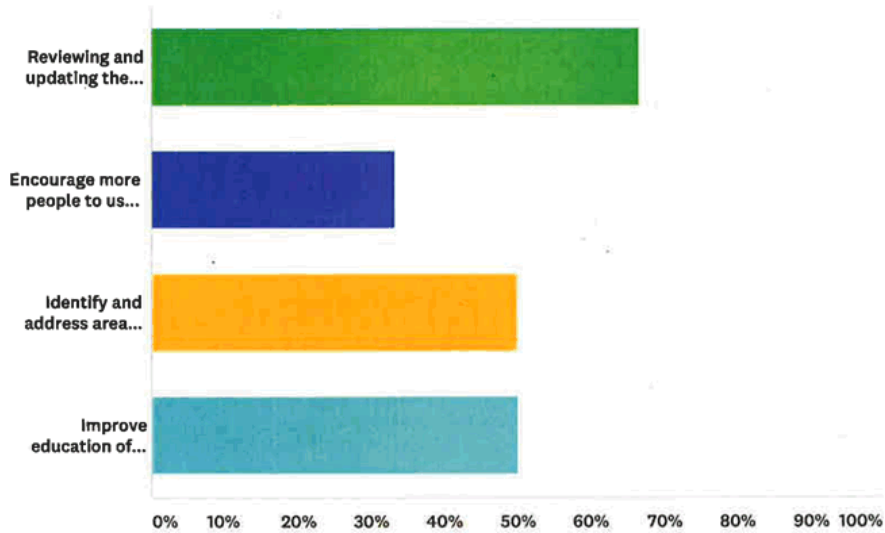
Answered: 2 Skipped: 7

#	RESPONSES	DATE
1	Above comments and public awareness of riders while also ensuring riders do not abuse their small size	5/1/2019 1:00 AM
2	Any curved road with uneven surface	4/10/2019 12:25 PM

Latrobe City Road Safety Strategy

Q8 Thinking about your experience as a bicycle user if applicable in Latrobe, please select two actions that are most important to you.

Answered: 6 Skipped: 3



ANSWER CHOICES

RESPONSES

Reviewing and updating the Bicycle Plan, for example to investigate how we can address current 'pinch points' and to separate bicycles and vehicles	66.67%	4
Encourage more people to use bicycles to reduce traffic and thus, improve safety	33.33%	2
Identify and address areas of increased risk for cyclists such as at intersections and roads with large traffic volumes	50.00%	3
Improve education of cyclists on potential dangers, safe riding habits, the location off-road paths and bicycle infrastructure	50.00%	3

Total Respondents: 6

Latrobe City Road Safety Strategy

Q9 Is there anything else that Council can do to improve safety for bicycle users in Latrobe? Please include any particular roads or locations that require attention.

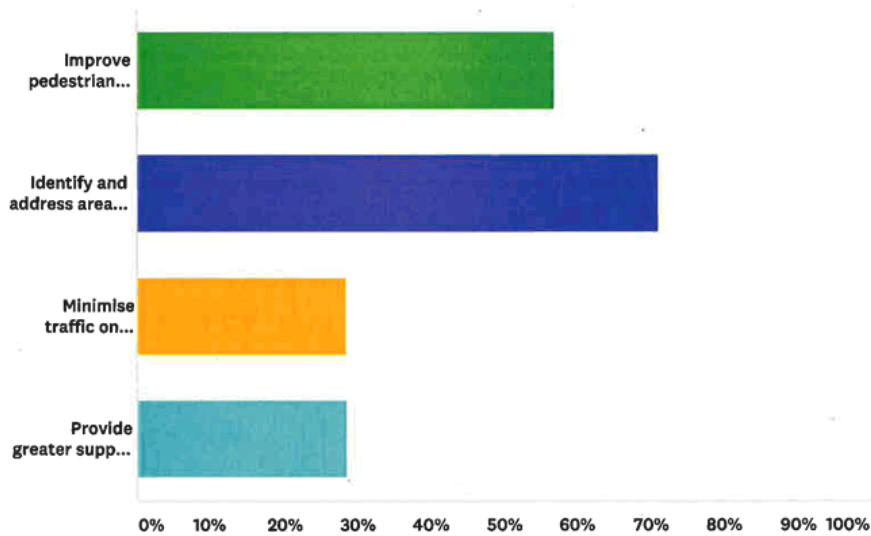
Answered: 5 Skipped: 4

#	RESPONSES	DATE
1	Seperated bike lanes or biking zones or paths and make sure that they use them and do not put pedestrians at risk or themselves by riding on the road in the middle where vehicles are going much faster, painting of green bike lanes on roads to clearly mark where they can be fore the safety of riders as when they ride on the road it aggravates drivers who could potentially hit the rider or another driver overtaking them as they are going too slow	5/1/2019 1:00 AM
2	Do not allow motor vehicles to park in bike lanes	4/30/2019 7:30 PM
3	Keep them separate	4/30/2019 6:25 PM
4	Get buses to carry bikes. Create or find a safe route for cyclist from Morwell to Stzelecki Highway. Sign roads as shared with cyclists.	4/10/2019 12:30 PM
5	More bicycle / pedestrian only paths - access at the end of cul-de-sacs	4/10/2019 12:25 PM

Latrobe City Road Safety Strategy

Q10 Thinking about your experience as a pedestrian (including mobility device users) in Latrobe, please select two actions that are most important to you.

Answered: 7 Skipped: 2



ANSWER CHOICES	RESPONSES
Improve pedestrian facilities including footpaths, crossings and the separation between pedestrians and vehicles	57.14% 4
Identify and address areas of significant risk for pedestrians including high traffic areas or inadequate footpaths	71.43% 5
Minimise traffic on roads by improving walking paths in areas of high traffic volumes and high pedestrian activity such as shopping centres and schools	28.57% 2
Provide greater support and education for senior pedestrians	28.57% 2
Total Respondents: 7	

Latrobe City Road Safety Strategy

Q11 Is there anything else that Council can do to improve safety for pedestrians and mobility device users in Latrobe? Please include any particular roads or locations that require attention.

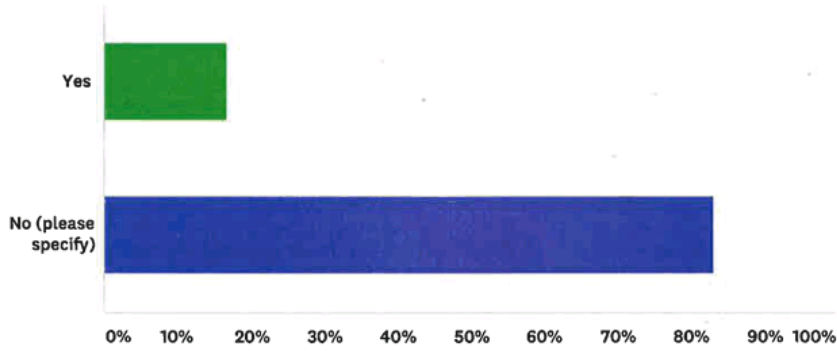
Answered: 5 Skipped: 4

#	RESPONSES	DATE
1	As above Lighting in footpaths and crossings so pedestrians are visible More dedicated crossing locations Education about vehicle behaviour and not to run/ walk on to roads or think that because you're there they will stop School zones, flashing led school zone speed signs when it is in the school zone time period as they have in metropolitan Melbourne and Brisbane	5/1/2019 1:00 AM
2	More education on the proper use of mobility scooters. There used to be classes offered at the traffic school in Morwell	4/30/2019 7:30 PM
3	Work with roadsafe gippsland on education relating to appropriate use of mobility scooters	4/30/2019 6:28 PM
4	Consider visually impaired pedestrians in all design decisions	4/10/2019 12:30 PM
5	Maintain telstra pits, existing tactile footpaths pads	4/10/2019 12:25 PM

Latrobe City Road Safety Strategy

Q13 Do you feel that the actions recommended in the Draft Road Safety Strategy adequately address this issue?

Answered: 6 Skipped: 3



ANSWER CHOICES		RESPONSES	
Yes		16.67%	1
No (please specify)		83.33%	5
TOTAL			6

#	NO (PLEASE SPECIFY)	DATE
1	Very general information given, need detailed plans on how the safer roads will be achieved	5/1/2019 1:00 AM
2	Not certain at this point in time	4/30/2019 6:28 PM
3	is it all engineering? What about education programs?	4/30/2019 2:55 PM
4	no mention of driver distraction. No opportunity to offset driver safety with longer term risk to climate, bio-diversity, habitat etc. from 'road safety work that remove trees	4/10/2019 12:30 PM
5	over reaction regarding road furniture	4/10/2019 12:25 PM

Latrobe City Road Safety Strategy

Q12 Overall, in your daily experience, what is your highest priority regarding roads safety in Latrobe?

Answered: 6 Skipped: 3

#	RESPONSES	DATE
1	traralgon cbd traffic: example roundabouts not giving way/ speeding though (zebra crossings and changing of some to traffic lights) highway traffic (speed cameras and red light cameras and digital message signage) Pedestrians walking onto road between vehicles (provide more safer and designated crossings)	5/1/2019 1:00 AM
2	More no stopping zones needed, wider lanes, less truck traffic in residential streets, more speed humps in older residential streets	4/30/2019 7:30 PM
3	Looking at the incident maps, i would have to say commercial road approaching and crossing mcdonald st bridge. Drivers tend to cross lanes in front of me quite often. Either dont know or ignorate as to what lane to be in on approach for right hand turn onto princess dve	4/30/2019 6:28 PM
4	Wider shoulders on roads that are heavily used	4/10/2019 12:34 PM
5	driver distractions - phones, texting, writing. One in ten or one in three drives me see are doing it. Hands free isn't safe.	4/10/2019 12:30 PM
6	Education for new road users	4/10/2019 12:25 PM

Road Safety Strategy 2019-2024

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
Survey Q5	Is there anything else that Council can do to improve safety for motorists and passengers in Latrobe? Please include any particular roads or locations that require attention		
1	Breed St and the highway, Bank St and the highway, turn off lane left onto highway, turn off lane highway into Breed. Road connecting Bank St and highway half ay along	Added to Specific Action List for review	No
2	Uniform direction signage. Acknowledgement of Traditional Owners (something to lobby VicRoads to do)	Noted	No
3	I would like to see less cars on the roads through an improved bicycle network	To be reviewed as part of the Bicycle Strategy	No
4	Conduct night audits to assess effectiveness of street lighting and delineation assets	Noted	No
5	Intersection at Coonoc rd & Traralgon West rd needs improvement of visibility for vehicles turning from Coonoc rd onto Traralgon est rd. Could possibly benefit from convex mirror. School crossings and school zones need increased visibility from flashing lights as in nsw to indicate when the reduced speed zones are in place	Added to Specific Action List for review	No
6	The Bradford dve intersection onto the Princess Hwy is a very dark area. Approaching this intersection you are driving through a low lying dark stretch of hwy with Bradford dve being at the top of the rise of the hill. Being that this whole area is unlit makes this intersection dangerous.	Added to Specific Action List for review	No
7	Establish town based road safety committees which include a broad cross-section of road users including commuters, cyclists and heavy vehicle operators	Roadsafe Gippsland has been in place for 30 years and is made up of community representatives as well as various government agencies	No
8	Install roundabout intersection of Lloyd street and Fowler Street Moe. Increase merging lane on Highway eastbound, east end of	Added to Specific Action List for review	No

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
	Moe		
9	Better street signage	This will be included in the Signage Management Plan	No
10	Lloyd st. level crossing in Moe is a death trap. A bridge or underpass needs to be built here ASAP. i expect nothing tho as its in Moe	Added to Specific Action List for review	No
11	Children's crossing on Yinnar Main street NEEDS a Lilly pop person and the large plants remove from the edge so small children can be seen and cars stop	Added to Specific Action List for review	No
12	Longs Road Boolara South – regrading more regularly – top up gravel	Added to Specific Action List for review	No
13	Traralgon-Churchill Road	Added to Specific Action List for review	No
14	Grey street paint driving lanes on the road, provide parking and dedicated turning lanes for perpendicular streets (drivers will drive to left on kerb and unsure if they are parking/Turing and will swerve back to middle of lane when a parked car is in front of them)	Added to Specific Action List for review	No
14	Cross's road paint no parking lines on the eastbound lane (towards Bradman blvd) so drivers don't have to go on the other side to pass parked vehicles	Added to Specific Action List for review	No
14	Cross's road and tyers road intersection roundabout	Added to Specific Action List for review	No
14	More speed bumps/speed reduction intersections on residential streets	Noted	No
14	Grey street/breed street roundabout change to traffic lights (fences on 2 corners and Traralgon business centre block the view to approaching traffic)	Added to Specific Action List for review	No
14	New signage, signalling, lights for road users and pedestrians	Noted	No
14	Grey street zebra crossing new lights as the amber waring lights don't provide enough illumination	Added to Specific Action List for review	No
14	Breed street/highway traffic lights as artist impressions Latrobe Valley express	Added to Specific Action List for review	No

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
14	Kosciusko Street/highway intersection traffic lights	Added to Specific Action List for review	No
14	Speed cameras on highway, main residential roads (grey, cross's, liddiard etc) and in the cbd and red light cameras on al intersections	To be discussed at Roadsafte Gippsland	No
14	Increase turning lane on grey street highway intersection	Added to Specific Action List for review	No
14	Breed street pedestrian crossing at clinic/Woolworths (traffic light) will be busier with GRAC. Separate turning lane on highway/breed street intersection for traffic Heading towards sale	Added to Specific Action List for review	No
14	Digital message boards on highway for important messages for motorists	To be discussed at Roadsafte Gippsland	No
14	Zebra crossings at roundabouts more signalled/dedicated crossing locations especially on long roads (middle of grey street near Stockdale road)	Added to Specific Action List for review	No
14	Footpath over railway liddiard road with pedestrian gates	Added to Specific Action List for review	No
14	General upkeep of road surfaces and repaint lines that are faded	Noted	No
14	Zebra crossing on franklin street change to traffic light intersection	Added to Specific Action List for review	No
15	Stop parking on Crinigan Road between Maryvale and Junier.	Added to Specific Action List for review	No
15	Speed humps needed on Dayble Street	Added to Specific Action List for review	No
15	Flashing solar powered speed lights on Holmes Road at Morwell Central Primary	Added to Specific Action List for review	No
16	Monitor the driving and parking behaviour, Maryvale and well st Morwell, albert and anzac, moe, kosoiski st Traralgon	Noted	No
16	Apply for for a grant and develop an education strategy to address finding	Noted	No
17	Get rid of school crossing on Grey St Traralgon. It causes traffic gridlock	Noted	No
18	Airfield Road and Scrubby Lane cross over – make a round about	Added to Specific Action List for review	No
19	Don't cut living trees	An action has been added to the Strategy to create a Roadside Vegetation Strategy to balance vegetation removal and traffic safety	Yes

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
		measures	
20	Discourage distraction / find strategies to discourage high risk behaviour, eg Riding in the back of utes late at night	Driver Education is included in the strategy	No
21	Road surface. Maintain existing road infrastructure – paint those speedbumps	Noted	No
Survey Q7	Is there anything else that Council can do to improve safety for motorcyclists in Latrobe? Please include any particular roads or locations that require attention		
1	MORE PARKING	This is being reviewed as part of the Carparking review for Latrobe City. Specific action will include parking for motorcycles	No
2	More assessments of road pavement performance including skid resistance and roughness on high speed roads	Noted	No
3	I don't ride myself but have friends that do. One thing that is a concern to them is when grass slashing is being done, if grass is left on the road it can be slippery	Noted	No
4	Reduction of speeds on all connecting roads from 100 kph to 80 kph such as Limonite Road, Jeeralang Junction Road, Jumbuk Road, Whitelaws Track, Gilberts Road etc	A review of speed limits is already included in the Strategy	No
5	I don't know	Noted	No
6	Traralgon-Churchill Road	Added to Specific Action List for review	No
7	Above comments and public awareness of riders while ensuring riders do not abuse their small size	Education is included in the Strategy	No
8	Any curved road with uneven surface	Noted	No
Survey Q9	Is there anything else Council can do to improve bicycle users in Latrobe? Please indicate any particular roads or locations that require attention		
1	Safe bike routes to high activity areas such as the Traralgon CBD	To be part of the Bicycle Strategy which is included in the Strategy	No

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
2	I would like to see a greater emphasis on getting people out of their cars and onto bikes through an improved bicycle network. Much of the car trips taken are only a few kilometres, distance which could easily be covered by bicycle. This is particularly true of school kids and workers in town, how many cars could be taken off the road if people thought they had a safe and convenient way of getting around town without a car. It would improve safety, health and wellbeing and reduce carbon emissions. Win win	To be part of the Bicycle Strategy which is included in the Strategy	No
3	More dedicated bike lanes and auditing of road cross sections to ensure appropriate widths exist and meet current standards	To be part of the Bicycle Strategy which is included in the Strategy	No
4	More dedicated bicycle paths separate from traffic	To be part of the Bicycle Strategy which is included in the Strategy	No
5	I don't know enough about this question to give an answer	Noted	No
6	Keep the current road side bike paths clear of swept debris from the road adjacent to them	Noted	No
7	Dedicated bicycle paths Moe to Traf, Moe to Morwell	To be part of the Bicycle Strategy which is included in the Strategy	No
8	Do not ride on roads with no sealed shoulders	Noted	No
9	Separate bike lanes or biking zones or paths and make sure they use them and do not put pedestrians at risk or themselves by riding on the road in the middle where vehicles are going much faster, painting of green bike lanes on roads to clearly mark where they can be for the safety of riders as when they ride on the road it aggravates drivers who could potentially hit the rider or another driver overtaking them as they are going too slow	To be part of the Bicycle Strategy which is included in the Strategy	No
10	Do not allow motor vehicles to park in bike lanes	Noted	No
11	Keep them separate	To be part of the Bicycle Strategy which is included in the Strategy	No
12	Get buses to carry bikes.	Noted	No
12	Create or find a safe route for cyclists from Morwell to Stzelecki	To be part of the Bicycle Strategy which is	No

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
	Highway	included in the Strategy	
12	Sign roads as shared with cyclists	To be part of the Bicycle Strategy which is included in the Strategy	No
13	More bicycle / pedestrian only paths – access at the end of cul-de-sacs	To be part of the Bicycle Strategy which is included in the Strategy	No
Survey Q11	Is there anything else that Council can do to improve safety for pedestrians and mobility device users in Latrobe? Please include any particular roads or locations that require attention		
1	We need greater connectivity between neighbourhoods for foot traffic. If the only way to move around is by car then we lose connection to where we live with poor physical and mental health outcomes. This is really important for young people and the elderly and those who don't drive	Noted	No
2	Allocate more funds for footpath replacement and bring pedestrian crossings up to standard.	Noted	No
2	Seek out more information on most frequently used routes by scooters etc	Noted	No
3	Fix up areas that are potentially dangerous to those walking on the paths. There is a raised area near Westpac bank in Hotham st that is an accident waiting to happen especially for those that have walkers or canes. The paths in Traralgon are a huge problem	Added to Specific Action List for review	No
4	Airfield rd often has pedestrians but no safe place for them to walk so they often walk up the road itself	Added to Specific Action List for review	No
5	My son Dayne recently lost his life trying to cross the Princess Highway at the Bradford Ave intersection. I believe that if there was a walking path beside the Highway joining Traralgon to the hospital Dayne would not have crossed at this intersection and his accident would have been prevented	Added to Specific Action List for review	No
6	Provide a permanent crossing at Yinnar	Added to Specific Action List for review	No
7	Old Sale Road	Added to Specific Action List for review	No

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
8	The railway pedestrian crossing in Moe next to the train station is a disgrace. There has already been major incidents there. I won't hold my breath for any improvements tho... if only Moe got as much support from council as Traralgon!	Added to Specific Action List for review	No
9	Children's crossing on Yinnar Main Street NEEDS a lilly pop person and the large plants removed from the edges so small children can be seen and cars stop	Added to Specific Action List for review	No
10	As above Lighting in footpaths and crossing so pedestrians are visible.	Noted	No
10	More dedicated crossing locations	Noted	No
10	Education about vehicle behaviour and not to run/walk on to roads and think that because you're there they will stop	Education is included in the Strategy	No
10	School zones, flashing led school zone speed signs when it is in the school zone time period as they have in metropolitan Melbourne and Brisbane	Noted	No
11	More education on the proper use of mobility scooters. There used to be classes offered at the traffic school in Morwell	Education is included in the Strategy	No
12	Work with roadsafe Gippsland on education relating to appropriate use of mobility scoters	The list of partners has been added to the Strategy	Yes
13	Consider visually impaired pedestrians in all design decisions	Noted	No
14	Maintain Telstra pits, existing tactile footpath pads	Noted	No
Survey Q12	Overall, in your daily experience, what is your highest priority regarding road safety in Latrobe		
1	Smoother flow of traffic	Noted	No
2	Road maintenance (Getting better) Should reselling be done on the basis of road condition surveys to eliminate any apparent needless resurfacing. Quality of resurfacing in CBD areas. Eg Appears poor in the Traralgon CBD	Noted	No
3	Keeping people safe in the roads. Getting people out of the cars and to look at alternative ways of getting around	This is already included in the Strategy	No

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
4	More delineation, site distance improvements and shoulder sealing on high speed roads	Noted	No
5	No more winding roads in high traffic areas ie Franklin st north from tennis courts to park lane. Drivers do not keep to speed limit and residence pulling out of side streets is risky as there is not sufficient distance to see oncoming traffic travelling in excess of the speed limit which is common. This really requires driver education in this area. My grandson had his car written off by a speeding driver about 6 months ago here	Noted	No
6	Inexperienced young drivers that are very arrogant when it comes to shopping areas and overall on the road.	Education is included in the Strategy	No
6	I would like to see lights at Head st-onto highway very dangerous area	Added to Specific Action List for review	No
7	Improvement of safety for cyclists	Noted	No
8	Being aware that we as drivers do share the roads with both pedestrians and cyclists	Education id included in the Strategy	No
9	Speed reductions – Churchill has many areas with high speed – Mackeys Road, Switchback Road, are now well within the town and are 80 kph and 70 kph respectively. There are outlying roads that are still 100 kph. Church Road (scene of many road deaths), Jumbuk Road, Thompsons Road, Limonite Road, Morwell River Road, Jeeralang Junction Road it goes on and on, in contrast Vic Roads dropped the speed on all similar roads to 80 kph. Speeds on roads in Latrobe City are simply too high for the types of roads and in line with the Safe Systems approach	Added to Specific Action List for review The review of speeds in specific areas is included in the Strategy	No
10	Install roundabout intersection of Lloyd street and Fowler Street Moe	Added to Specific Action List for review	No
11	Safe place to walk, ride and drive. Clear signage	Noted	No
12	Lloyd street level crossing in Moe by far! But I expect council to push for the cheapest possible option for this problem. History proves	Added to Specific Action List for review	No

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
	this council is 100% Traralgon focused		
13	School crossings and keeping children safe getting too and from school	The Strategy includes working with schools to address any safety concerns	No
14	ANC callouts when passing logging markers on grand ridge road. Ensure call out are completed every time	Noted	No
15	Cyclists on narrow local roads	Noted	No
16	Traralgon cbd traffic; example roundabouts not giving way/speeding through (zebra crossings and changing of some to traffic lights)	Added to Specific Action List for review	No
16	Highway traffic (speed cameras and red light cameras and digital message signage)	Noted	No
16	Pedestrians walking onto road between vehicles (provide more safer and designated crossings)	Noted	No
17	More no stopping zones needed, wider lanes, less truck traffic in residential streets, more speed humps in older residential streets	Noted	No
18	Looking at the incident maps, I would have to say commercial road approaching and crossing mcdonald st bridge. Drivers tend to cross lanes in front of me quite often. Either don't know or ignorate as to what lane to be in on approach for right hand turn onto princess dve	Added to Specific Action List for review	No
19	Wider shoulders on roads that are heavily used	Noted	No
20	Driver distractions – phones, texting. Writing. One in ten or one in three drives me see are doing it. Hands free isn't safe	Education is included in the Strategy	No
21	Education for new road users	Noted	No
Survey Q13	Do you feel that the actions recommended in the Draft Road Safety Strategy adequately address this issue?		
1	Not enough on streamlining intersections	Noted	No
2	The Bicycle plans sound good but getting people on their bikes will be the measure of success	Will be part of the Bicycle Strategy	No
3	I can't see where the above issues are being addressed	Noted	No
4	Still re reading	Noted	No

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
5	Even though the road safety strategy outlines the pedestrian fatality hotspots. The area where my son was killed does not have the infrastructure to prevent another accident. Which is extremely disappointing considering it is in a critical area.	Noted	No
6	Not enough is done to tie the strategy to how council will specifically take responsibility for addressing the four pillars of the safe system. Especially Speed on Council Roads	The Strategy tries to balance the responsibilities it has with the responsibilities of other parties. In some areas Council cannot make changes, but will advocate for change	No
7	Cheapest option	Noted	No
8	Very general information given, need detailed plans on how the safer roads will be achieved	The reporting mechanism in the Strategy has been increased to specific a report in September 2020 which will provide more specific details	Yes
9	Not certain at this point in time	Noted	No
10	Is it all engineering? What about education programs?	Education is included in the Strategy	No
11	No mention of driver distraction. No opportunity to offset driver safety with longer term risk to climate, bio-diversity, habitat etc. from 'road safety work that remove trees	Noted	No
12	Over reaction regarding road furniture	Noted	No
General Feedback			
1	I was at the meeting last night in Moe and the question of preservation of roadside trees was an issue. In response to some of the reasons why this is important I have attached a page from a submission I made to protect Strzelecki Gums at Tyers Bridge from roadworks. (Eucalyptus Strzeleckii are listed as threatened ad vulnerable under the EPBC Act) Please note that the proportion of land formaly protected for its natural values in Latrobe City in 2010 was 2.6%. This is well below the nationally accepted levels of 10-15% for ecosystem reservation. And that mining accounts for 17% of land use in the Latrobe Valley	The development of a Roadside Vegetation Strategy has been added to the Strategy	Yes

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
	<p>coming third only to Agriculture and Forestry. This information was obtained from Latrobe City reports. Please pass on to the rest of the team as it may help with informing the road strategy</p>		
2	<p>Jumbuk Rd, O'Reillys Hill Rd, Vaggs Track etc – Bush fire area Roadside posts mostly gone due to fire Trees – stop cutting Erosion Steep drop off – barriers</p>	<p>Added to Specific Action List for review</p>	<p>No</p>
3	<p>I live on Whitelaws track since the bushfire a tree lopping company was engaged in clearing the verge on my boundary Nobody explained what was about to happen during a 3 wk period almost every tree along verge was removed. Some of these trees where maybe 100 yrs old most where at least 50 yrs. Now all gone. What a waste. The work went 7 days a week till all was removed. Where was the oversight not just leaving decision to the treelopper who has a vested interest in removing trees ie More trees removed, more money made</p>	<p>The development of a Roadside Vegetation Strategy has been added to the Strategy</p>	<p>Yes</p>
4	<p>I think I tried to complete a paper survey at the consultation that I attended so I haven't had another attempt on line. Your email address was given as an alternative method for providing feedback and mine follows. Page 5 Strategy Intro refers to crashes as "accidents" and this term continues to be used throughout. Better practice would call them "crashes" "Accident" implies that there is nothing you can do about an event. A "crash" calls it what it is. Root cause analysis will find reasons for every crash. Your raw data at the end of the report refers to "crashes", so an editorial decision has been made somewhere along the line to prefer the outdated terminology of "accident".</p>	<p>Strategy updated to show Crashes everywhere except for Pedestrians where Accidents has still been used</p>	<p>Yes</p>

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
	<p>It says that “a road safety consultant” prepared the basis for the strategy/report. What was their background? If an engineer, they will have looked at engineering solutions. If road crashes are analysed in terms of driver behaviour, different solutions would present themselves.... And the word “accident” wouldn’t be used throughout the text your strategy. (Tip: if you want an authoritative basis for change, VicRoads has used “crash” for some years now.)</p>		
4	<p>P 6 correctly identifies road safety as a global health issue. Has Latrobe City considered leveraging health promotion funds in the direction of influencing driver behaviour and attitudes and/or improving road safety for active travel by pedestrians and bike riders? In terms of the health burden and likelihood of success it could stack up against strategies designed towards changing behaviour in relation to food choices etc?</p>	<p>The Strategy includes actions or seeking grant income to address issues highlighted. All sources will be investigated.</p>	No
4	<p>P 9 “roadside treatments” seems to be the current euphemism for tree and vegetation removal. I would like the strategy to consider the loss of biodiversity is also a global health issue and needs to be elevated to a risk factor on a par with the hypothetical risk to individual drivers that tree removal along our roads is intended to avert. Global warming is also a health risk. Tree clearing is a known factor contributing to global warming. The current risk to real people alive now that without decisive action now the planet will heat to unsustainable temperatures world wide is well documented This is a real risk to real people and the natural world that appears nowhere in the road safety strategy, even though we are aware of many daily acts of environmental destruction being paid for by Latrobe City and VicRoads in the name of “road safety”. The risk that a sober driver in a safe car who isn’t fatigued or distracted by phones or other devices and isn’t deliberately trying to</p>	<p>The development of a Roadside Vegetation Strategy has been added to the Strategy</p>	Yes

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
	<p>kill themselves and is travelling at a safe speed for the prevailing conditions will die or be seriously injured by a falling or fallen tree or limb is real, but statistically very small. As is the risk of being unable to slow down or stop to see past a tree or other obstruction. Running off the road and hitting a tree is difficult to do when alert and travelling at a safe speed for the road conditions. The Safe System strategy cited in your document says that people should be allowed to "make mistakes" and not suffer extreme consequences.</p> <p>When seen through the lens of lack of action on climate change, this is too easy.</p> <p>Humans and their governments are currently "making mistakes" with climate policy and people will die/are dying as a consequence. As recent European settlers in an ancient land, we know very little about the environment, so leaving alone whenever possible would be our safest default position.</p> <p>Locally we have just experienced Council and DELWP clearing trees as though were the cause and humans the victims of the recent fires around Yinnar South, Budgerie and Jumbuk. A group of retired emergency services managers recently took a full page advertisement in the Age newspaper to call for government action on climate change. They identified this as the cause of the increasing frequency and severity of wildfire world wide. I agree with the fire experts that we humans are the cause of the fires. It is not acceptable that our magnificent local trees should be the victims of both fires and an outbreak of over-zealous post-fire tree clearing along our roadsides.</p> <p>When advocating for a "safe systems" approach, it may be helpful to look for other areas of life where this approach prevails. When considered in relation to intra-venous drug users, and the lack of</p>		

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	<p>action to prevent their "mistakes" becoming fatal, it is hard to believe that the same governments are responsible for promulgating this approach. I don't see why driving mistakes should be privileged over other mistakes at such a cost to the environment.</p> <p>P 11 Strategy table. In the interests of the planet and lowering the risk to all humans and the natural world, you could have a default position of preferring traffic calming measures to tree/native vegetation removal either alone or as a pre-condition for installing barriers.</p>		
4	<p>P 7 "Victoria has highlighted the importance of road safety by formally nominating the Minister of Roads as also being the Minister for Road Safety and TAC."</p> <p>Will Latrobe City consider integrating its road maintenance and road safety strategies? This would prevent handballing of concerns such as the destruction of trees in the interest of "road safety" from the safety strategy team to the road engineering team who aren't consulting with the public at the moment but will cite "safety" as their key motivation in native vegetation destruction.</p>	<p>The management and maintenance of the roads is under the same General Manager at Council and therefore no change is required</p>	No
4	<p>P 9 You could add eliminating phones / phone use by drivers to your vehicle safety and people safety strategies. Phone use by drivers hands free or otherwise increases the risk of crashes (making them nine times more likely is the statistic I have heard). Bike riders are particularly vulnerable to the actions of distracted drivers. The practice of using a phone while driving is rampant.</p> <p>A recent police operation in Fawkner resulted in 415 out of 456 offences detected being for driver distraction. Fawkner Bicycle Patrol Sergeant Michael Free said the high number of people engaging in behaviour that posed a risk to themselves and others was concerning.</p> <p>"The numbers we saw during Operation Roadwise were very</p>	<p>This will be included in Education</p>	No

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	<p>disappointing” Sgt Free said. “A large number of the collisions we attend are due to driver distraction, and mobile phones are a major cause of distraction while driving. https://www.bicyclenetwork.com.au/newsroom/2019/01/22/bike-police-pounce-on-driver-distraction/ The argument that hands free devices are legal doesn’t stack up. Once common driving conditions included unlimited speed, no legislated maximum alcohol level(ability walk in a straight line was the test for intoxication) and no seatbelts. They were legal, but road deaths have decreased exponentially since they were made illegal. I suggest that action on phone use will prevent the road toll from continuing to rise after the decreases seen after the legislative changes relating to speed, seat belts and alcohol and other drugs. P 25 Bicycles Driver distraction with phones is easily observed from a bicycle. My own observation would be that about 1 in 5 vehicles on the Strzelecki Highway have a driver on the phone. This is dangerous, but the crash statistics you report show Yinnar Driffield Road to be a higher danger area for road crashes. This could be from the same drivers not releasing cruise control or finishing their phone conversation as they proceed along a road with no shoulder and limited visibility due to bends and dips that warrants a slower speed limit.</p>		
4	<p>When a bike rider I know had a near-hit incident with a bus on this road, the bus company responded that the bus was travelling at 100 km because that was the speed limit and that is how they create their schedules, I’d suggest that transport companies now use artificial intelligence to calculate driving times, as this can be done in the office with no requirements to look on a computer at anything other than the</p>	<p>A review of the appropriate speed limits is already included and thus no further action is required</p>	No

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
	<p>route and the speed limits. I understand that some professional drivers are penalised financially if they don't keep to these schedules. By lowering the speed limits on local roads, Council could have an effect on heavy vehicles that currently travel above speeds that would suit prevailing road conditions. The majority of ordinary drivers that I speak with also regard the speed limit (ie the maximum safe speed) as the speed advised or recommended for a particular stretch of road.</p> <p>As a bike rider I am always wearing high visibility clothing and have good lights. The drivers see me, but they often swerve into the path of oncoming traffic rather than slow down or wait for a chance to overtake safely. They seem to treat cyclists as an obstruction rather than a vehicle. Cruise Control on and a phone conversation in progress at 100 kph would make swerving at the last minute a reflex instead of slowing down when the bike first becomes visible. Of course, I'd prefer them to hit another vehicle than to hit me. Car occupants have more protection. (on a bike you are the crumple zone and airbag). But, as a bike rider, the chance of being hit by flying pieces of car isn't enticing. Slower speed limits would reduce the likelihood and severity of crashes in this situation.</p>		
4	<p>P31 Latrobe City's Bicycle Strategy</p> <p>An indication of success would be to see if anyone involved in this strategy is serious about the message in it. Does it apply to you?</p> <p>"Increase bicycle use" starting with who? Has Council got/ would Council support a workplace BUG (Bicycle Users Group)?</p> <p>Latrobe City to my knowledge doesn't participate in Bicycle Victoria's annual bicycle count. This would be another source of data on local bicycle use. The purpose built bike shed at City headquarters in Morwell seems to be full of everything except bicycles. Were those writing the strategy even aware that it exists?</p>	This will be considered for inclusion in the Bicycle Strategy	No

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
	<p>A serious attempt to encourage bike riding would include Council owning bikes (possibly electric) for staff to use over short journeys and a lot of encouragement and support for their adoption. Bicycle Network is also proposing that Australia should follow the lead of several other countries and pay people \$5 per day to ride to work. For design solutions, are your strategists aware that the Alpine/Strzelecki Bio Link project currently being developed within Latrobe City has a land bridge or other engineering solution for ambulant fauna movement across the M1 freeway within its remit of strategies to be examined? If it materialises, would this also be an opportunity to get bike riders across the freeway safely? As far as I know, Bikes are not a danger to koalas and vice-versa. Speeding cyclists and motorbikes could be easily discouraged at the design stage.</p>		
4	<p>Hot Spots</p> <p>As a commuter bike rider (retired) from outside Yinnar to Morwell, the most hair-raising parts of my journey in to Morwell from Yinnar via Monash Way, Yinnar Road, Main Street, Yinnar-Driffield Road, Strzelecki Highway, Commercial Road, Jane Street Bridge and Princes Drive was:</p> <ol style="list-style-type: none"> 1) Left turning vehicles entering Marretts Road from the Strzeleck Hwy. Dangerous to cyclists going straight ahead 2) Culvert over Morwell River – shoulder narrows and road surface often poor 3) Left turning vehicles on the Strzelecki Hwy entering the M1 towards Melbourne at the roundabout and failing to take account of bike riders. Traffic coming downhill from Morwell on the right is often too fast for a cyclist to safely cross without stopping. The left lane seems a safer place to stop but involves going straight ahead when other drivers are 	Added to Specific Action List for review	No

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
	<p>impatient to turn left. A bike box marked in the right hand line might work. Or not</p> <p>4) The freeway bridge in-bound has steep grades, a narrow shoulder and lots of traffic</p> <p>5) Crossing the exit ramp from the freeway towards Morwell/Strz Hwy. Driver behaviour. Distracted/impatient motorists highly likely not to give way to bikes coming downhill from the bridge. Very hard for a bike rider to stop or swerve to avert an imminent collision. It wouldn't be our fault, but we might not live to explain that</p> <p>6) Railway bridge underpass to enter Commercial Road is narrow and not well lit</p> <p>From Morwell to Yinnar</p> <p>1) Commercial Rd Railway Bridge – same problems as as in-bound</p> <p>2) Vehicles turn left onto the M1 to Traralgon as the road gets steeper for bikes going straight ahead.</p> <p>3) Vehicles turning left at the roundabout to the Strz Hwy don't always respect bike riders doing the same – the downhill gradient from the bridge ,makes a very tight turn difficult on a bike, and cars tend to overtake on the turn.</p> <p>4) Merging traffic joining Strz Hwy from the freeway off-ramp – They are difficult to see from a bike and are often travelling at freeway speeds and assume a right of way over bikes (and other traffic)</p> <p>Overall The freeway and its on and off ramps seem to be the most dangerous spots and would discourage or possibly kill cyclists attempting this trip</p>		
4	Also	Noted	No

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
	<p>Any road works tend to sweep a lot of gravel on to the road shoulder and leave it there. The shoulder is rarely improved or kept free of debris.</p> <p>Council could liaise with VicRoads and see if you can all do better in this regard. Gravel and bikes are not a good look. This is especially true for road bikes with skinny tires which provide a faster and more efficient long distance commute.</p> <p>Monash Way beteen Churchill and Boolarra is often and is currently very bad in regard to gravel on the road shoulder. There is also almost always blue metal at the gravel depot on Monash Way opposite Speargrass Road which forces bike riders on to te road in a double lines section.</p> <p>I agree that by riding on these roads I accept some risk. When I was commuting by bike, like many other bike riders I weighed the risk of acute injury from a bike crash against the risk of chronic long-term ill-health caused by inactivity in my desk based job. (The bike won)</p> <p>I believe that if there is an opportunity to make bike riding safer, easier and and more acceptable to commuters it should be enthusiastically embraced by all parties.</p>		
4	<p>If successful strategies are employed to reduce the number of cars on the roads, the large amounts of land used and money spent on providing a car space for every worker in the major Latrobe Valley towns could also be reduced. Enforcing planning codes, time limits and disputes about parking spaces currently seems to keep your staff and my rates at work in an expensive and joyless endeavour.</p> <p>Improving public transport and encouraging its use would also help get cars off the roads. Currently, catching the bus or train is so stigmatised that choosing to do it is seen as totally bizarre behaviour by many country people. If there was better public transport, and its use was normalised, it might be possible to get young adults out of</p>	<p>The reduction of vehicular traffic is already included in the Strategy</p>	<p>No</p>

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
	cars at least some of the time and thereby reduce the risk of crashes for this high risk cohort		
4	And by the way: I did notice that my fellow bike riders were among the cheeriest people in my workplace, and a cheery workplace is a fine thing. Can you find a spot in your strategy for the improvements to physical health, mental health, morale and sense of achievement that almost any type of bike riding can generate? Making the roads safer for bikes and pedestrians would be an excellent contribution to the health of our community.	Noted	No
4	And why not see if LV Bus Lines would re-route their Churchill Yinnar Boolarra bus service (Route 4) to travel past Morwell National Park? This would open this wonderful active recreation spot to locals and tourists alike without adding a great deal to the current travel times.	Noted	No
5	Too much congestion on the roads	Noted	No
	Lack of carparks in Traralgon	This is being addressed through the review of car parking within Latrobe City	No
	Franklin Street Development concern regarding driver sight lines	Added to Specific Action List for review	No
6	Hyland Hwy/Grandridge Rd. Dangerous intersection Bus stop – school bus stops there but public bus will not as it is too dangerous	Added to Specific Action List for review	No
7	Glengarry Cyclists use road instead of rail trail. Do they know it is there? Rail trail surface could be an issue Verge on side of road for cyclists	Added to Specific Action List for review	No
8	Traffic congestion is an issue in Traralgon as a motorist	Added to Specific Action List for review	No
8	Parking availability	This is being addressed through the review of car parking within Latrobe City	No
8	Formalised pedestrian crossing, or school crossing, Franklin St from development to Grey St primary school (close o Moore St) corner of	Added to Specific Action List for review	No

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
	Moore and Franklin as at school times a lot of parents park in Bert Thompson reserve parking		
9	Tailgating – driver education	Driver education is included in the Strategy	No
10	Driver education – Driver attitude needs to change Better to be late than dead ontime	Driver education is included in the Strategy	No
11	Breed Street roundabout concerned with vehicles not giving way	Added to Specific Action List for review	No
12	More pedestrian focused CBD's	Noted	No
13	Crosses Rd – Traffic concerns, especially at school pickup and drop off times School traffic <ul style="list-style-type: none"> - Stockdale Rd - Grubb Ave - Wirilda Ave Becoming worse with town growth	Added to Specific Action List for review	No
14	Shoulder on roads between main centres and outlying areas Tyers – Glengarry Electric Bikes	Added to Specific Action List for review	No
15	Turning from Seymour to Breed St – large vehicles overhanging left lane on Breed St when turning right (the median is too narrow) and cut away should be increased Difficult to anticipate oncoming traffic as sight is limited due to crest of hill Same on Hotham turning right into Breed	Added to Specific Action List for review	No
15	Reflective mirror near Hedges Ave. from Michael crt through Traralgon. Assist visibility of oncoming vehicles heading south	Added to Specific Action List for review	No
16	Albert Street School Crossing – Driveway to Safeway opposite school When vehicles are turning right from the southern (Safeway) driveway at school times they either drive through the pedestrians or overhang the centre of the road awaiting other traffic and pedestrians.	Added to Specific Action List for review	No

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
	Can resolve by only allowing vehicles to turn left from the driveway (Safeway) exit so that they go around the roundabout and back		
17	Stamford St, Newborough area. Cracks in footpaths. Need repair/replacement	Added to Specific Action List for review	No
18	Smallburn Ave, driveway meets footpath (vehicle crossing) 20mm step (trip hazard) occurred following Telstra cable (NBN)	Added to Specific Action List for review	No
19	Moe main roundabout – George St Linemarking issue regarding lane changes	Added to Specific Action List for review	No
20	George St – directly opposite library entrance. Pedestrian crossing required	Added to Specific Action List for review	No
21	Lloyd Street Opposite medical centre Linton Ave. Pedestrian crossing	Added to Specific Action List for review	No
22	McDonald Street – Aldi carpark exit. Intersection is confusing Traffic light fault at times V/Line trains do not operate during extreme heat	Added to Specific Action List for review	No
23	Driver behaviour – P Plater going through stoplights Bridle Rd Intersection with hwy- block clearway from side road Merging traffic from 2 to 1 lane is an issue Aggressive behaviour Texting while driving	Driver Education is included in the Strategy	No
23	Drivers should be taught by a school not by parents	Noted	No
24	Straighten road (realign) Noojee to Baw Baw, hillend to Moe – Willow Grove T intersection sight line issues Give way issues at roundabouts – Driver behaviour	Added to Specific Action List for review	No
25	George St S/Centre carpark (West End) No view of oncoming traffic due to close car parking Pedestrian crossing needed on George St directly in line with service centre front door to access Moore St	Added to Specific Action List for review	No
26	Intersection over railway line at Waterloo Rd, Moe is very dangerous	Added to Specific Action List for review	No

Submission	Issue Raised	Comments and Proposed Actions	Strategy Amended due to this comment
	(Melb bound) Needs to be fixed		
27	Towards Zero (flawed)	Noted	No
27	Dinwoodie (chicanes)	Added to Specific Action List for review	No
27	Speed control	Included in the current Strategy	No
	Alignment Haunted Hills Rd - Surface - Drainage - Amenity	Added to Specific Action List for review	No
27	Driver behaviour – enforcement	Noted	No
27	Demonstration? Outlet - Bairnsdale - Cars/motorcycles - Neerim (Cycle site)	Noted	No
27	Cattle trucks – on roads – Wyhalla Rd	Noted	No

Agenda Item: 15.2

Agenda Item: Presentation of Draft Mathison Park Management Plan for Public Exhibition

Sponsor: General Manager, Infrastructure and Recreation

Council Plan Objective: Improve the liveability and connectedness of Latrobe City.

Status: For Decision

MOTION

Moved: Cr White

Seconded: Cr McFarlane

That Council:

- 1. Endorses the public exhibition of the draft Mathison Park Management Plan (2019) for a period of four weeks, from Tuesday 6 August 2019 to Sunday 1 September 2019 ; and**
- 2. Provides a further report presenting public submissions received during the public exhibition period to a future Council meeting.**

CARRIED UNANIMOUSLY

Executive Summary:

The purpose of this report is to seek Councils endorsement for the draft Mathison Park Management Plan (Attachment 1) to be released for public exhibition for a period of 4 weeks from Tuesday 6 August to Sunday 1 September 2019.

The draft Mathison Park Management Plan (2019) will be publically exhibited for a period of four weeks, from Tuesday 6 August 2019 to Sunday 1 September 2019 to seek the community's review and feedback. The public exhibition will include the following consultation activities:

- One on One consultation with the Mathison Park Special Committee
- Publically exhibition the draft Mathison Park Management Plan to:
 - Latrobe City Council 'Have a Say' page;
 - Latrobe City Council social media, including Facebook;
 - Latrobe City Councils Noticeboard in the Latrobe Valley Express;
 - Copies of the draft Mathison Park Management Plan placed at all

- Latrobe City Council Service Centres in Moe, Morwell, Churchill and Traralgon; and
- Meetings with members of the community will be available for interested community members during the four week public exhibition period.

Following the public exhibition period, submissions and feedback received will be collated and presented to Council at a future Council meeting.

Mathison Park is located on Mackeys Road Churchill approximately 750 metres from the centre of the township. The park is owned by Latrobe City Council and managed by the Mathison Park Special Committee.

The original Mathison Park Management Plan was completed in 2002 to guide the development and management of the park. The plan primarily dealt with improvement works to the facilities, extending or progressing revegetation activities and highlighting the conservation and historic aspects of the park.

A review was necessary given the length of time since the development of the original plan in 2002 and the change in membership of subsequent committees of management.

At the Ordinary Council Meeting of 19 June 2017, Council resolved the following:

That Council requests the Chief Executive Officer facilitate a future review of the Mathison Park, Churchill Master Plan 2002, to identify the Park's future strategic direction as a regional park, as identified in the 2002 Master Plan.

The draft Mathison Park Management Plan 2019 provides guidance on the future management and maintenance of Mathison Park in Churchill for Latrobe City Council and the Mathison Park Special Committee of Management.

- The draft Mathison Park Management Plan (2019) builds upon the original management plan which was developed in 2002.
- As part of the review of the 2002 management plan, consultation was undertaken with the Mathison Park Special Committee of Management, the broader Latrobe City community, Latrobe City Council, West Gippsland Catchment Management Authority, Department of Water, Environment, Land and Planning, Country Fire Authority, the Environment Protection Authority and Fisheries Victoria.

Following the initial community engagement activities, the Mathison Park Special Committee advocated strongly for the vision for the park to include the following aspirations:

'Mathison Park is a regional park that provides a popular, peaceful and attractive setting for children's play, sightseeing, walking, socialising, observing nature and picnicking.

To ensure the management and maintenance of the park is undertaken in a

planned and structured way, areas in the park have been zoned according to current and ongoing planned use. The following zones have been identified:

- Conservation
- Recreation
- Education
- Open Parkland

Recommendations have been prioritised based on key priorities along with a weighting:

- Maintenance – works that must be completed as part of the Special Committee’s Terms of Reference and annual maintenance grant.
- Activation – encourage use of the park by other groups, small events and festivals to attract diverse and increased visitation.
- Development – works to further develop the park with additional funding if it should become available.

A yearly maintenance program for the next 5 years has been developed that details the timing for the identified on-going maintenance actions.

A concept plan to upgrade the existing play space at Mathison Park to a regional play space is included in the draft Mathison Park Management Plan. The concept design was developed in conjunction with the Mathison Park Special Committee and incorporates the existing play equipment in addition to recommendations from the management plan.

Background:

Mathison Park is located on Mackeys Road Churchill approximately 750 metres from the centre of the township. The park is owned by Latrobe City Council and managed by the Mathison Park Special Committee.

The original Mathison Park Management Plan was completed in 2002 to guide the development and management of the park. The plan primarily dealt with improvement works to the facilities, extending or progressing revegetation activities and highlighting the conservation and historic aspects of the park.

A review was necessary given the length of time since the development of the original plan in 2002 and the change in membership of subsequent committees of management.

At the Ordinary Council Meeting of 19 June 2017, Council resolved the following:

That Council requests the Chief Executive Officer facilitate a future review of the Mathison Park, Churchill Master Plan 2002, to identify the Park's future strategic direction as a regional park, as identified in the 2002 Master Plan.

Following this resolution, funding of \$20,000 was provided for the review of the Mathison Park Management Plan developed in 2002.

The process of review is presented in Diagram 1.

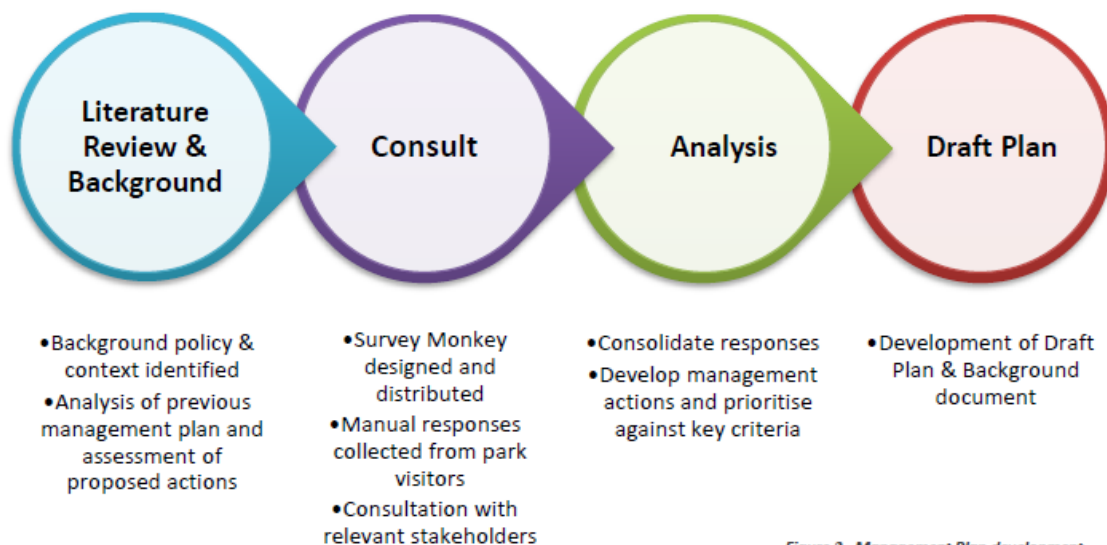


Figure 2 - Management Plan development

Project Scope

The scope of the review of the 2002 Management Plan included:

- Outline short and long-term objectives for the management of the park;
- Review the current management plan (2002) and identify completed actions;
- Review existing priorities from the current management plan and identify new priorities if and where necessary;
- Provide a balanced management of priorities based on public use including asset maintenance, weed management, risk management, and flora and fauna management;
- Develop a zoned map/concept plan which highlights the functions of the site and guides future development;
- Identify any future development / major maintenance opportunities for the site;
- Provide recommendations on how the site will be managed into the future;
- Develop a costed, prioritised plan for any major development/major maintenance actions; and
- Identify who will be responsible for actions/maintenance or tasks/development.

Consultation & Engagement

As part of the initial consultation and engagement process the Mathison Park Special Committee and Latrobe City Council were consulted to discuss specifics of the existing management plan.

Consultation also occurred with government agencies including the Department of Environment, Land, Water & Planning, Country Fire Authority, West Gippsland Catchment Management Authority, Environment Protection Authority and Fisheries Victoria.

As part of the initial engagement activities a survey was developed seeking feedback on the community's ideas and future vision for the park, as well as general details about what the community valued most about the park. This survey was open for a period of 6 weeks in March and April 2018 and advertised through Latrobe City Councils social media, websites, community newsletters such as the Churchill & District News, local radio and through direct email. A total of 162 responses to the survey were received from community members, user groups and the Special Committee. A summary of the feedback is provided in Attachment 2.

A number of meetings have been held with the Mathison Park Special Committee to finalise the draft management plan. A key recommendation in the draft plan is the regional status of the park and play space. This feedback has been included in the draft plan along with a concept plan for the upgrading of the existing play space.

The responses received during the initial consultation period have informed the development of the draft Mathison Park Management Plan.

The draft Mathison Park Management Plan (2019) will be publically exhibited for a period of four weeks, from Tuesday 6 August 2019 to Sunday 1 September 2019 to the community to seek their review and feedback. The public exhibition will include the following consultation activities:

- One on One consultation with the Mathison Park Special Committee
- Publically exhibition the draft Mathison Park Management Plan to:
 - Latrobe City Council 'Have a Say' page;
 - Latrobe City Council social media, including Facebook;
 - Latrobe City Councils Noticeboard in the Latrobe Valley Express;
 - Copies of the draft Mathison Park Management Plan placed at all Latrobe City Council Service Centres in Moe, Morwell, Churchill and Traralgon; and
 - Meetings with members of the community will be available for interested community members during the four week public exhibition period.

Following the public exhibition period, submissions and feedback received will be collated and presented to Council at a future Council meeting.

Vision

The vision for the park is:

'Mathison Park is a regional park that provides a popular, peaceful and attractive setting for children's play, sightseeing, walking, socialising, observing nature and picnicking.

Residents and visitors to the region visit the park to attend events, relax and enjoy the attractive setting. Visitors take pleasure in learning the historical, cultural and environmental significance of the park and enjoy the atmosphere that events at the park provide.

A unique regional level play space and a high-quality path network which encourages physical activity, healthy lifestyle and a greater relationship with the environment.'

Plan recommendations

To ensure the management of the park is undertaken in a planned and structured way, areas have been zoned according to current and ongoing planned use. This zoning provides a clear understanding of the purpose and therefore management requirements for each zone. The following zones have been identified:

- Conservation
- Recreation
- Education
- Open Parkland

Recommendations have been prioritised based on key priorities along with a weighting:

- Maintenance – works that must be completed as part of the Special Committee's Terms of Reference and annual maintenance grant.
- Activation – encourage use of the park by other groups, small events and festivals to attract diverse and increased visitation.
- Development – works to further develop the park with additional funding if it should become available.

Table 1 – Criteria framework for allocation of priority of recommendations

Key Priorities	Criteria	Weighting
Development	<ul style="list-style-type: none"> • Probability of funding • Volunteer sustainability • Identified priority through consultation process 	1
Activation	<ul style="list-style-type: none"> • Promotion of the park to a regional facility • Increase in regional visitation • Use of the park for events/festivals/community groups 	2
Maintenance	<ul style="list-style-type: none"> • Legislative requirement • Risk reduction • Preventing a decline in the condition of assets 	3

An analysis of the recommendations (37 in total) against this priority framework has been included in the Management Plan Background report (Attachment 3). This priority matrix and framework can be applied to any new or emerging issue the Special Committee or Latrobe City Council may have to manage into the future, with the ability to be consistent in assigning a priority to the issue.

Park Maintenance Program

A yearly maintenance program (Attachment 4) for the next 5 years has been developed that details the timing for the identified on-going maintenance actions for:

- Monitoring of assets
- Revegetation
- Weed Control
- Fire Management
- General maintenance works

Future Recommended Actions

All future developments in the park that are not identified as maintenance actions are detailed in Attachment 5. The actions are clearly identified, attributed a priority, estimated cost and who will be responsible for the specific action. Actions have been identified either as a Council responsibility or Committee responsibility.

Regional Play Space

The current play space is in the Apex Bicentennial Park, which was established in 1988. Additional equipment has been added to this area in recent years, with funding provided from Council's Community Grants program.

Latrobe City Council's Play Space Strategy provides recommendations in regard to regional play spaces within Latrobe City. As indicated in the strategy, an additional regional level park for social family recreation is identified for Churchill. The most appropriate site for this would be Mathison Park.

The Mathison Park Special Committee have advocated strongly for a specific recommendation for the park to include an upgrade to a regional level play space. The vision has been developed to capture this aspiration, including:

Develop this park (Mathison Park) as a special experience unique to this setting and with common play equipment available in most towns and parks such as the freestanding slide and single spring toys.

In keeping with the Vision for the park to be of a regional status, a concept design has been developed to incorporate the following key elements:

- Aspects of interactive, adventure and nature play;
- Incorporation of art focusing on nature specific to the park such as the Lake and its birdlife;
- Cater for a range of age groups;

- Provide a variety of play elements for different abilities and levels of activity; and
- Include protection from the car park through bollards or other fencing.

A concept plan to upgrade the existing play space at Mathison Park to a regional play space is included in the Mathison Park Management Plan. The concept design (Attachment 6) was developed in conjunction with the Mathison Park Special Committee and incorporates the existing play equipment in addition to recommendations from the management plan.

In addition to the upgrade of the existing play space, it is also recommended that the existing exercise equipment installed as part of the 2006 Commonwealth Games also be relocated to the adjacent path network to form a 'circuit' loop.

Issues:

Strategy Implications

The draft Mathison Park Management Plan will assist in achieving Council's key objectives including improving the liveability, connectedness and amenity of Latrobe City through improved facilities and infrastructure to support the current and future community.

Communication

The draft Mathison Park Management Plan provides a clear direction for both Council and the Special Committee of Management and its endorsed Terms of Reference. The plan will provide a strategic basis for future projects and funding opportunities.

Financial Implications

The Mathison Park Special Committee receives an annual maintenance grant towards the maintenance and management of the park. The management plan ensures that those future recommendations are within the experience and financial capacity of the committee.

The cost estimate to upgrade the existing district level play space to a regional play space will cost approximately \$1 million. Once the play space is upgraded, the cost to maintain the play space will also increase as it will require a higher level of maintenance.

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
Inappropriate maintenance and management practices	Unlikely	Mathison Park Management Plan – maintenance guidelines
Lack or reduction in the number of volunteers	Possible	Volunteer training & support

		Management plan to provide clear guidance on the level and appropriate maintenance practices.
--	--	---

* For example, likelihood ratings: 1 (Rare); 2 (Unlikely); 3 (Possible); 4 (Likely); 5 (Almost Certain)

Legal and Compliance

There are no legal and compliance matters arising from this report.

Community Implications

Environmental Implications

The draft Mathison Park Management Plan identifies specific zones for the future management and maintenance of the parks. The draft plan identifies a specific Conservation zone. This is identified in the park as a low use area managed for conservation purposes, including:

- Protect and enhance existing remnant native vegetation
- Enhance revegetated areas to increase habitat potential using locally indigenous species to create links and corridors;
- Use for passive recreation such as walking, bird watching and educational purposes;
- Retention of habitat elements, including logs and organic litter;
- No slashing activities undertaken; and
- Regular weed control activities to remove noxious and environmental weeds.

The ecological and environmental aspects of Mathison Park are explained and acknowledged in the draft *Mathison Park Management Plan Background document*.

Consultation

As part of the initial engagement activities, to engage with the broader community a survey was developed seeking feedback on the community's ideas and future vision for the park, as well as general details about what the community valued most about the park.

The survey was open for a period of 6 weeks during March and April 2018 and advertised through Latrobe City Councils social media, websites, community newsletters such as the Churchill & District News, local radio and through direct email.

A total of 162 responses to the survey were received from community members, user groups and the Special Committee during the initial engagement period. A summary of the feedback is provided in Attachment 1.

The draft Mathison Park Management Plan (2019) will be publically exhibited for a period of four weeks, from Tuesday 6 August 2019 to Sunday 1 September 2019 to the community to seek their review and feedback. The public exhibition will include the following consultation activities:

- One on One consultation with the Mathison Park Special Committee at their monthly committee meeting
- Public exhibition of the draft Mathison Park Management Plan, including:
 - Latrobe City Council 'Have a Say' page
 - Latrobe City Council social media, including Facebook
 - Latrobe City Councils Noticeboard in the Latrobe Valley Express
 - Copies of the draft Mathison Park Management Plan placed at all Latrobe City Council Service Centres in Moe, Morwell, Churchill and Traralgon
 - Meetings with members of the community will be available for interested community members during the four week public exhibition period

Following the public exhibition period, submissions and feedback received will be collated and presented to Council at a future Council meeting.

Declaration of Interests:

Officers preparing this report have declared they do not have a conflict of interest in this matter under the provisions of the *Local Government Act 1989*.

Supporting Documents:

Mathison Park Management Plan (2002)

Public Open Space Strategy (2013)

Play Space Strategy (2016)

Tracks Trails and Paths Strategy (2016)

Annual Maintenance Grant Policy (2019)

Attachments

- 1 [↓](#). Mathison Park Management Plan (2019)
- 2 [↓](#). Community Survey results
- 3 [↓](#). Background report
- 4 [↓](#). Maintenance program
- 5 [↓](#). Future recommendations
- 6 [↓](#). Regional Play Space Concept Design

15.2

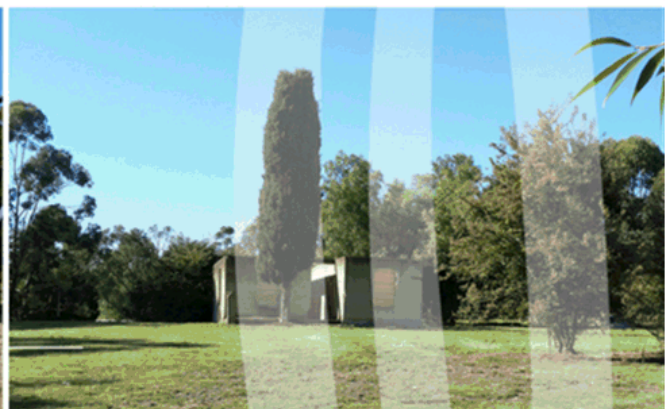
Presentation of Draft Mathison Park Management Plan for Public Exhibition

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Mathison Park Management Plan

Mackeys Road, Churchill



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Version Control

Final Draft version1.3

Citation

Brooker, T & Doherty, W (2018), *Mathison Park Management Plan*. Indigenous Design Environmental Management, Research, Victoria.

Indigenous Design Environmental Management

1635 Main Road, Research

www.iddesign.com.au

Disclaimer

Indigenous Design Environmental Management and any associated contractors engaged for this project have endeavoured to provide an accurate and current document. However, this document is not guaranteed to be without flaw or omissions. The information and recommendations provided are current at the time of writing but do not account for any changes in circumstances after the time of publication. Indigenous Design Environmental Management accepts no liability for any error, loss or other consequence caused or arising from using the information provided within this report.

Acknowledgement

We acknowledge the contribution to this review by the volunteer members of the Mathison Park Special Committee and staff from Latrobe City Council.

Background

The Management Plan for Mathison Park has been developed following a review of the existing 2002 management plan. This revised management plan will guide the future management of the park by the Mathison Park Special Committee and Latrobe City Council.

Mathison Park is located within the Latrobe City Council municipality, approximately 750 metres from the centre of the Churchill Township. The park is located on Mackeys Road, Churchill and has an area of 38.7ha encompassing a large man-made lake - Lake Hyland (4.9ha in size). Lake Hyland was constructed in 1966, with the park's development commencing in the 1970s. The land is owned by Latrobe City Council and has a Special Committee appointed.

Robin Crocker & Associates (Crocker, 2002) developed a Management Plan to guide development and management of the park in 2002. This plan primarily dealt with improvement works to the facilities, extending revegetation activities and highlighting the conservation and historic aspects of the park.

Due to the length of time since the original plan was produced and the change in members of the Special Committee, this review and the development of a new management plan provides guidance and direction to assist the current Special Committee in undertaking their role, enabling structured development of the park and identification of priorities.

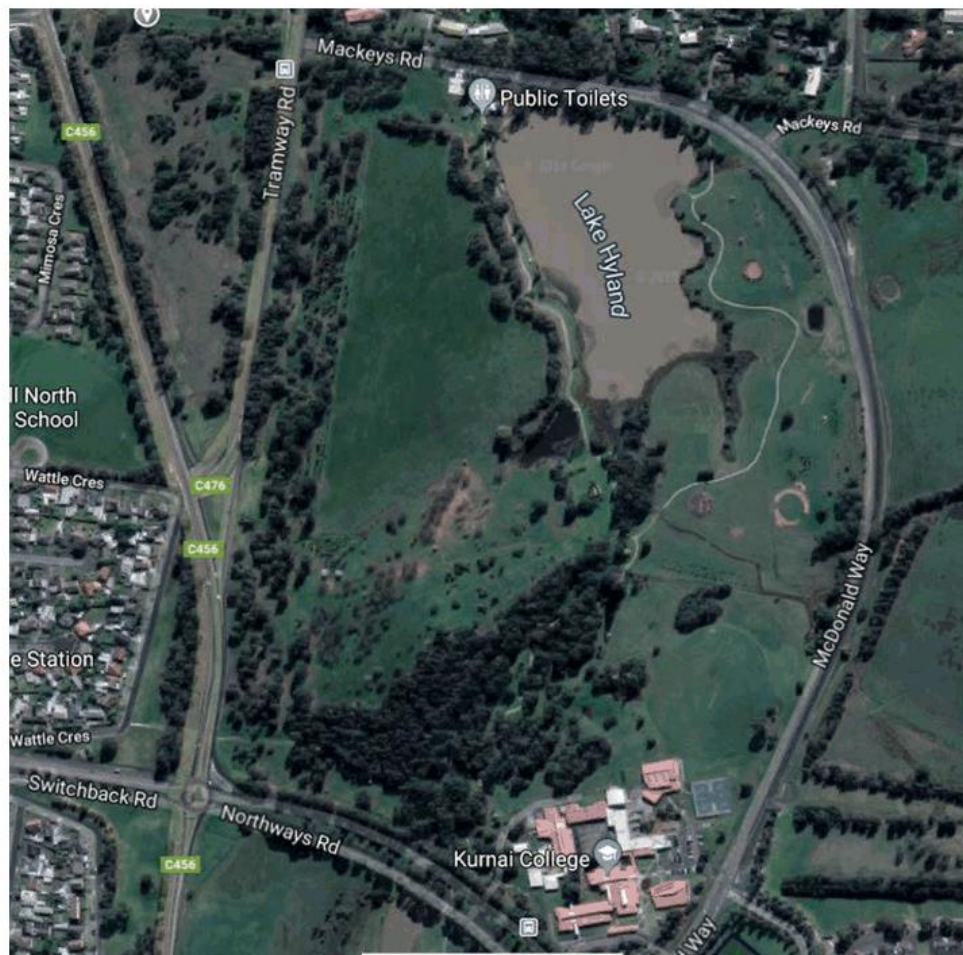


Figure 1- Mathison Park

Values

History

A detailed history of the park can be found in *Appendix 2* of the 2002 Management Plan (Crocker, 2002) or on the Mathison Park website (www.mathisonparkchurchill.com.au/history). Mathison Park was originally designated as a botanical park when it was acquired from the previous Hare family farm.

Natural Environment

Intact remnant vegetation can be found along parts of Tramway Road / Monash Way just outside the park's boundary. Scattered large old trees occur on Mackeys Road and remnant trees and understorey species remain along Eel Hole Creek, Mackeys Road and McDonald Way. Large sections of the park are dominated by introduced pasture species largely due to its previous grazing history.

Large amounts of revegetation have been undertaken with vegetation historically occurring in the local area, adjacent to and to the west of Eel Hole Creek and surrounding the perimeter of the Lake. Themed plantings such as Gippsland, Victorian and Australian species have been undertaken as part of indigenous education and the creation of an arboretum in the south western corner adjacent to Tramway Road. Australian and New Zealand conifers and deciduous plantings have also been completed to the south east of the O'Halloran and Hare homestead.

The park provides habitat for native birds and vegetation surrounding, and within the Lake is used by a variety of fish, water birds and frogs, with roosting areas and nesting opportunities available. Areas of past revegetation will also support woodland birds, arboreal mammals and reptiles.

Blue-green algae has adversely impacted Lake Hyland in the past and litter is also evident in Eel Hole Creek either from washing downstream or as part of on-going litter issues associated with the park usage and nearby School.

Recreation

The park is widely used by the community for passive recreation such as dog walking, picnicking, and exercising by visitors interested in the park's history and other natural features. The current track network circuit connecting to Northway Road, Tramway Road and Mackeys Road provides a walking/running and bicycle track and is used as a recreational circuit of the park.

Over recent years the playground area adjacent to the carpark off Mackeys Road has been developed with the installation of exercise equipment, swings, monkey bars, slides, various other equipment and shade structures. Current facilities to support these recreational activities include picnic tables, toilets, multi-purpose shelters and BBQ's, fishing platforms and open grassed areas.

The park has also been used for the holding of events associated with model boat racing and the yearly Junior Fishing Day competition held in October / November each year.

Scope & Purpose

The development of the Mathison Park Management Plan for the entire park will guide any future development of the site for the benefit of all users, whilst ensuring the conservation and enhancement of natural, cultural and historic values. The scope of the management plan includes:

- Outline short and long-term objectives for the management of the park;
- Review the current management plan (2002) and identify completed actions;
- Review existing priorities from the current management plan and identify new priorities if and where necessary;
- Provide a balanced management of priorities based on public use including asset maintenance, weed management, risk management, and flora and fauna management;
- Develop a zoned map/concept plan which highlights the functions of the site and guides future development;
- Identify any future development / major maintenance opportunities for the site;
- Provide recommendations on how the site will be managed into the future;
- Develop a costed, prioritised plan for any major development/major maintenance actions; and
- Identify who will be responsible for actions/maintenance or tasks/development.

Management Plan Development

The steps involved in the development of this Plan are identified below and summarised in Figure 2.

Literature Review and Background

Relevant documentation and reports were reviewed to obtain an understanding of the context and Latrobe City Council policies. This included the Play Space Strategy (Leisure Planners, 2016) and similar management plans developed for other parks to assist in the development of the key components of the plan. Actions identified in the previous Management Plan (Crocker, 2002) have been assessed to determine their current relevance and whether they have been completed (see *Appendix 1* Background Document). Where the action is still valid, it has been kept or revised as appropriate.

An initial site visit and workshop session was undertaken with the Special Committee and Latrobe City Council staff to begin the process of identifying the current management issues and direction for the management plan.

Survey & Consultation

Latrobe City Council was consulted to discuss specifics of the existing management plan. Consultation with government agencies included the Department of Environment, Land, Water & Planning, Country Fire Authority, West Gippsland Catchment Management Authority, Environment Protection Authority and Fisheries Victoria.

To engage with the broader community a questionnaire was developed seeking feedback on the community's ideas and future vision for the park, as well as general details about what they value most about the park. The survey was open for a period of 6 weeks and advertised through Latrobe City Councils social media, websites, community newsletters such as the Churchill & District News, local radio and through direct email.

162 responses to the questionnaire were received from community members, user groups and the Special Committee. A summary of the feedback received is provided below.

Analysis

The results of the consultation were used to develop a zoned concept plan to identify broad principles and areas of focus for specific actions and outcomes.

Responses were collated and assessed against the vision and goals of the plan. Suggested issues and recommended actions were developed and then ranked against key selection criteria to determine their priority.

Management Plan

The Mathison Park Management Plan has been developed using the knowledge and understanding gained from the above process with more detailed discussion on various issues contained within the accompanying Background document.

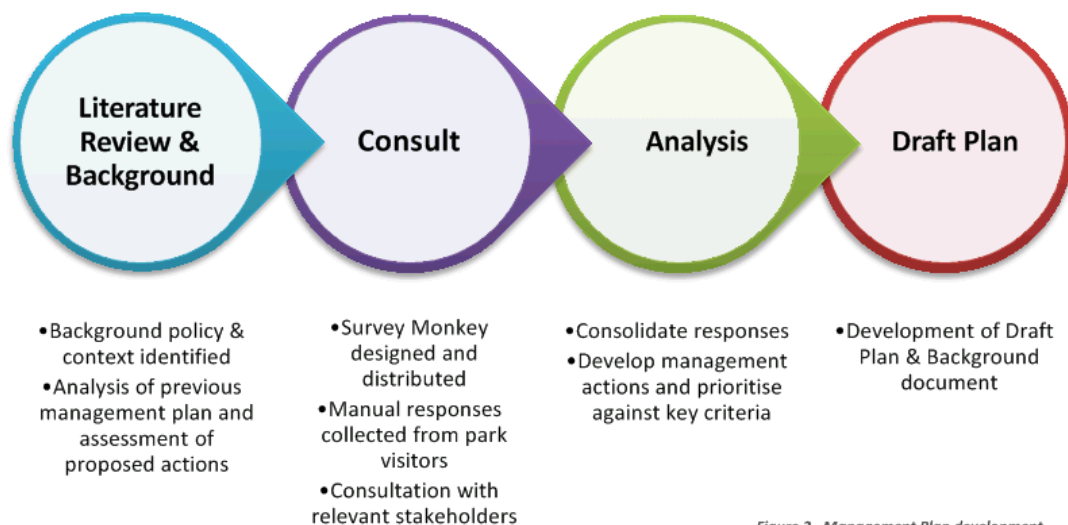
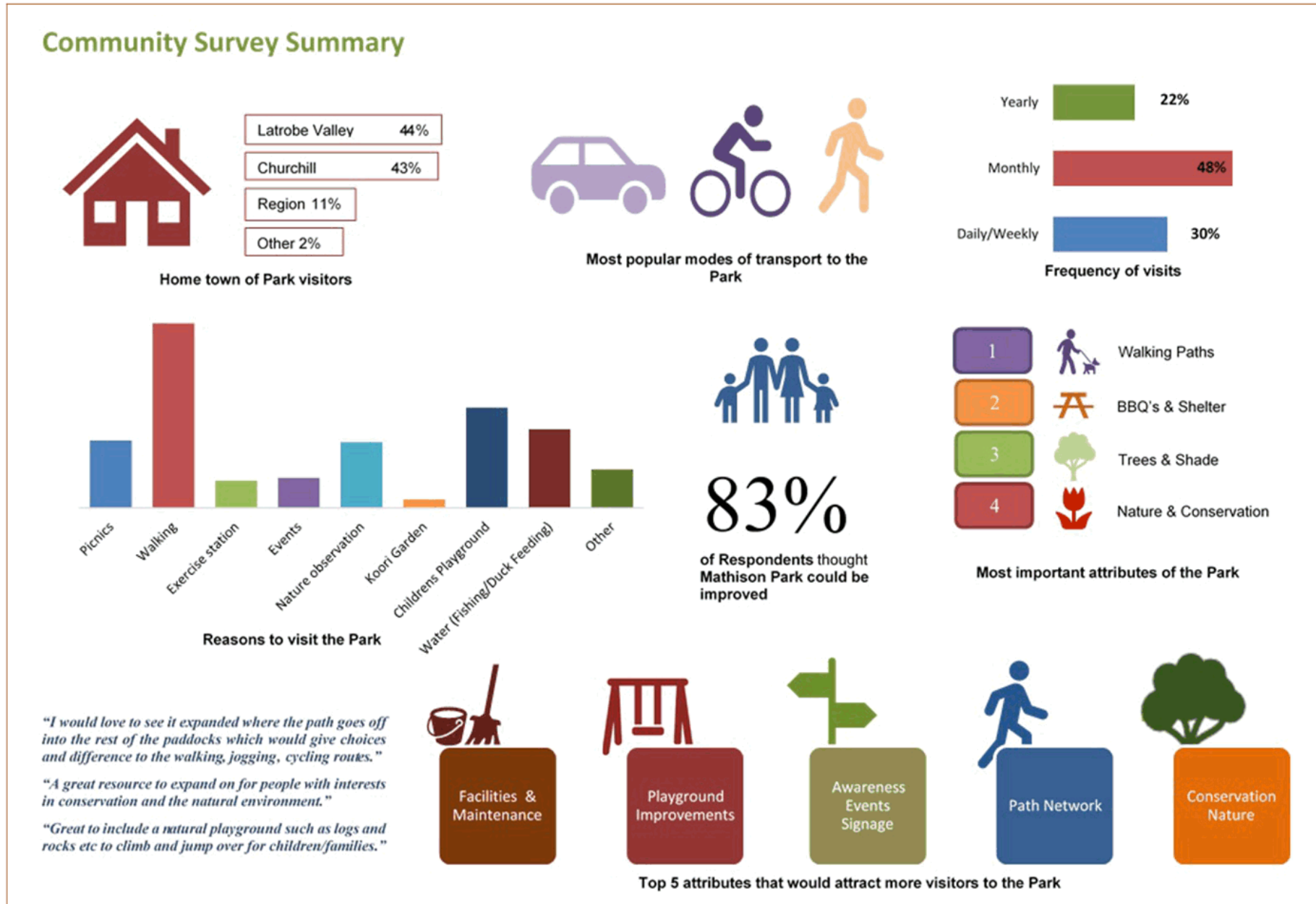
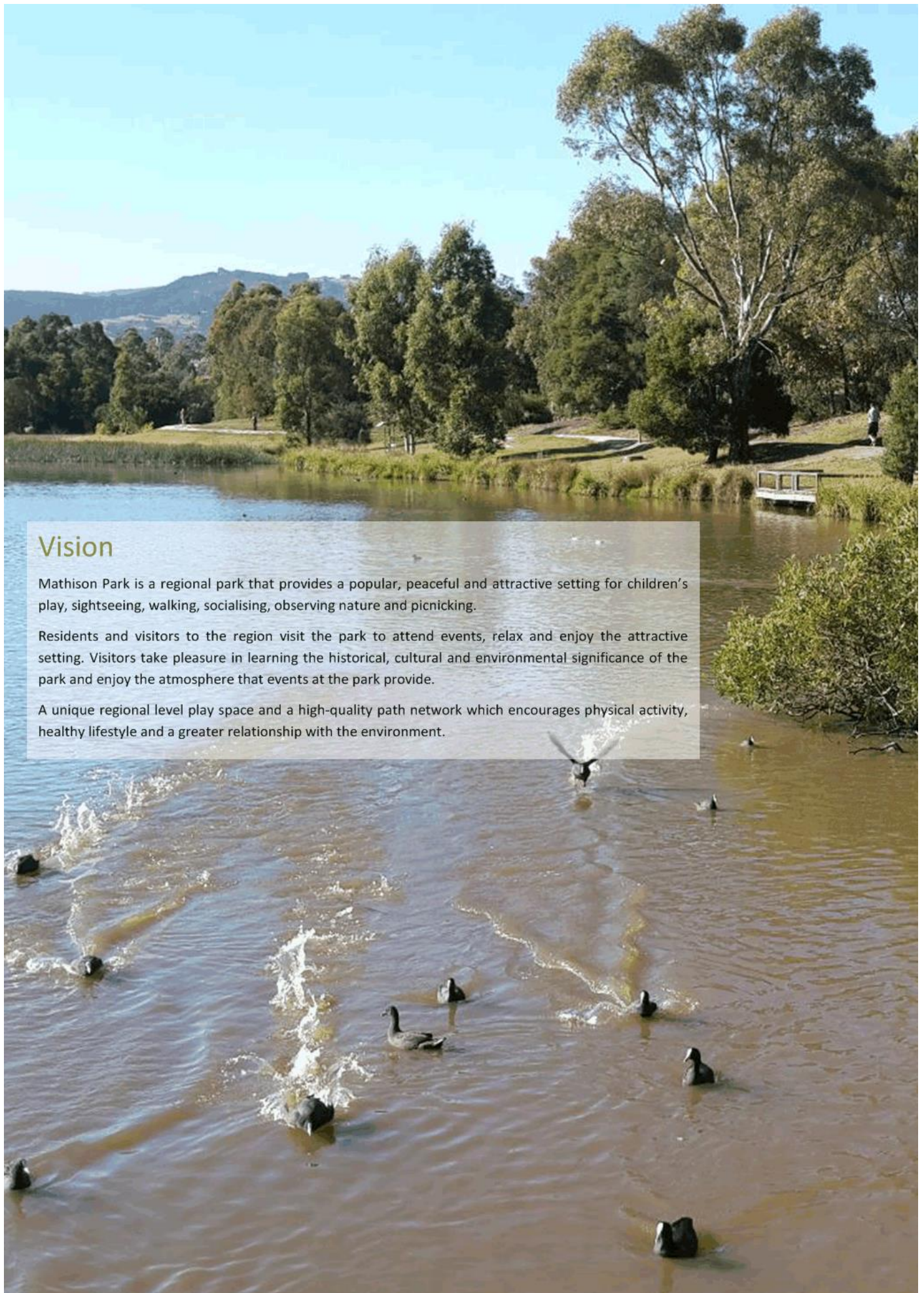


Figure 2 - Management Plan development





Vision

Mathison Park is a regional park that provides a popular, peaceful and attractive setting for children's play, sightseeing, walking, socialising, observing nature and picnicking.

Residents and visitors to the region visit the park to attend events, relax and enjoy the attractive setting. Visitors take pleasure in learning the historical, cultural and environmental significance of the park and enjoy the atmosphere that events at the park provide.

A unique regional level play space and a high-quality path network which encourages physical activity, healthy lifestyle and a greater relationship with the environment.

Park management recommendations

Current and future management issues and activities require clear recommendations and priorities to assist in Mathison Park's continued development and on-going use.

To ensure the management of the park is undertaken in a planned and structured way, areas have been zoned according to current and ongoing planned use. This zoning provides a clear understanding of the purpose and therefore management requirements of each zone. The following zones have been identified (see *Appendix 2* of Background document):

Conservation

A low use area managed for conservation purposes:

- Protect and enhance existing remnant native vegetation;
- Enhance revegetated areas to increase habitat potential using locally indigenous species to create links and corridors;
- Used for passive recreation such as walking, bird watching and educational purposes;
- Retention of habitat elements, including logs and organic litter;
- No slashing activities undertaken; and
- Regular weed control activities to remove noxious and environmental weeds.

Recreation

A high usage area managed as the main recreational and social activity focal point of the park:

- High impact activities;
- Activity node for park user groups;
- Location of recreation infrastructure;
- Concentration of car parking;
- Regular maintenance of vegetation through slashing / mowing;
- Regular weed control within track network and adjacent to infrastructure;
- Regular assessment and completion of maintenance required for facilities and infrastructure; and
- Location of signage and information to communicate about the park and its regulations

Education

Concentration of efforts to provide education on European and indigenous cultural heritage and the environment of the Park:

- Maintenance and enhancement of existing education assets such as Hare homestead, arboretum and indigenous cultural plantings;
- Collaboration with relevant user groups and stakeholders to ensure relevance and accuracy of material communicated;
- Improve and enhance existing education areas and infrastructure; and
- Location of interpretive infrastructure such as signage, bird watching areas, etc.

Open Parkland

An intermittent usage area that is used for passive recreation and available for a range of activities/events:

- Slashed regularly for fire prevention purposes and to keep as an open grassed area;
- Regular noxious weed control activities;
- Creation of quiet areas and associated infrastructure such as seats and shelters;
- Passive recreation such as walking;
- Potential for staging of intermittent events; and
- Location of grouped plantings / tree avenues, etc to provide shade, interest, colour contrast and vistas for the park.

Recommendations to address the identified current and future management activities and issues have been developed in consultation with the Mathison Park Committee and Latrobe City Council. As previously discussed, actions identified in the previous management plan (Crocker, 2002) have been assessed to determine their current relevance and where the action is still valid, it has been kept or revised as appropriate (see *Appendix 1* of Background document).

Recommendations have been prioritised based on key priorities (detailed below), along with a weighting (Table 1):

- Maintenance - Works that must be completed as part of the Special Committee's terms of reference and current maintenance grant.
- Activation - Encouragement of use from other groups, small events and festivals to attract diverse visitation.
- Development - Works to further develop the park with additional funding if available.

Table 1 – Criteria Framework for allocation of Priority to Recommendations

Key Priorities	Criteria	Weighting
Development	<ul style="list-style-type: none"> • Probability of funding • Volunteer sustainability • Identified priority through consultation process 	1
Activation	<ul style="list-style-type: none"> • Promotion of the park to a regional facility • Increase in regional visitation • Use of park for Events/Festivals/Community groups 	2
Maintenance	<ul style="list-style-type: none"> • Legislative Requirement • Risk Reduction • Preventing a decline in the condition of assets 	3

An analysis of actions (37 in total) against this priority framework has been included in the Management Plan Background document (*Appendix 7*). This priority matrix and framework can be applied to any new issue the Special Committee or Council may have to deal with into the future, with the ability to be consistent in assigning a priority to the issue.

Details of recommendations actions are provided in the following sections:

- Maintenance Program (Actions 1-16); and
- Future Actions:
 - Development (Actions 17-30)
 - Activation (Actions 31-37).

Park Maintenance Program

Set out below is a yearly program that details timing for the actions identified as on-going maintenance, for activities such as monitoring of assets, revegetation, weed control, fire management, and general maintenance works for Years 1 - 5 of implementation of the Mathison Park Management Plan (2019).

- **Monitoring:** Details items to be monitored to determine maintenance requirements and reduce risk.
- **Pest Plant Management:** Details the period weed control should be undertaken across a yearly period. The three visits listed below (per year) should cover the timing required for the species identified for control in the park. Willow control is suggested to occur in August and Blackberry in December.
- **Pest Animal Management:** Allows for monitoring to determine if and when control by a suitably qualified contractor should be undertaken.
- **Revegetation:** The location and species selection should be determined early in the season in order to prepare and order plants. All plants should be staked and guarded and have maintenance which includes weed suppression.
- **Bushfire Vegetation Management:** To occur prior to the Fire Danger Period and includes slashing / mowing, removal of woody debris in the priority area; and maintaining emergency vehicle access and clearances. Grass slashing is also required as part of park aesthetics.
- **General Maintenance:** This includes ongoing maintenance of the path surface, removing fallen vegetation off paths; undertaking yearly repairs to existing infrastructure such as shelters, seating and BBQ's as issues are identified through monitoring.

Timing	Zone	Action #	Action Description	Approx. Cost	Timing											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Monitoring																
Each Year	Recreation	1	Assess tracks and boardwalks to identify maintenance requirements	Nil												
	Recreation	3	Assess existing infrastructure such as shelters, toilets, BBQs, tables and platforms to identify maintenance requirements													
	All	8	Assess current signage to determine maintenance or replacement requirements													
	Conservation	15	Prevent slashing or other disturbance to Plains Grassy Woodland remnant on Tramway Road													
Years 2 & 4 (as required)	All	6	Undertake arborist inspections adjacent to high use areas to identify and address risk from limb fall													
Year 5	All	10	Review the Management Plan	tbd												
Pest Plant Management																
Each Year	All	7	Undertake CaLP woody weed control	\$4,000												
			Undertake herbaceous and grass CaLP weed control													
	Conservation		Undertake Environmental Weed Control													

Timing	Zone	Action #	Action Description	Approx. Cost	Timing													
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
Pest Animal Management																		
Each Year	All	7	Identify active rabbit burrow / fox dens	Nil														
			Fumigate and collapse any active rabbit burrows / fox dens	tbd														
Revegetation																		
As Required	Open Parkland	11	Continue with themed clump plantings.	tbd														
		11 & 16	Seek assistance from LCC horticulturalists for species selection - Do not plant known environmental weeds within the park.	Nil														
		11	Order plants for next seasons planting															
			Planting preparation weed control															
			Undertake Planting	tbd														
			Revegetation Maintenance															
Bushfire Vegetation Management																		
Each Year	All	4	Undertake slashing of open grass areas	\$1,200														
	Open Parkland		Undertake fuel reduction works / tidy up	\$300														
	All		Ensure continued access for fire fighting vehicles / equipment	Nil														
General Maintenance																		
As Required	All	1 & 3	Undertake required maintenance of infrastructure, tracks and boardwalks	\$5,000														
		9	Upgrade / repair/ install tables and seats	\$500														
		8	Replace / upgrade signage	\$500														
Each Year	Recreation	2	Keep paths clear of obstructions and weed free	\$1,000														
	All	5	Qualified arborist to undertake required tree works	Nil														
Quarterly	All	12	Replace / upgrade information in shelters at park entrances	Nil														
Once	Open Parkland	13	Remove disused grazing fences															

Future Recommended Actions

Development							
No.	Recommendation	Priority	Estimated Cost (\$)	Approvals or Consultation Required	Benefit	Responsibility for Implementation	Potential Funding Source
17	Progressively extend the pathway network as depicted in <i>Appendix 4</i> of Background report.	High	\$1,200 per 100 metres	VicHealth Council	Create a recreation circuit and opportunities for further recreational activity.	Committee	Council VicHealth Latrobe Valley Authority
18	Construct a regional level play space consistent with the agreed design within this plan.	High	\$781,000	Council	Improve and increase the play space at the park. Encourage activity in children.	Council	Council
19	Investigate whether to relocate current exercise equipment to the south of playground area or place in circuit around walking tracks. Works to be carried out as part of play space project if funded.	High	Unknown	Council	Provide additional space for play space. Create defined children's play area vs adult.	Committee	Council
20	Monitor car park usage and if increased demand is demonstrated, submit a budget request to Council to fund the increase in size to the 21 spaces originally proposed.	Medium	\$70,000	Council	Consolidate car parking for the park. Provide enough parking for visitors during peak use periods.	Council	Council
21	Install new seating or reflective spaces as required in agreed style ensuring a goal of consistent furniture throughout the park.	Medium	\$800 each (Dependent on type)	N/A	Designation of quiet space or resting areas around park.	Committee	tbd
22	Install and maintain nest boxes - seek donations or support from woodworking groups or Men's Shed.	Medium	\$100 each (Dependent on type)	LVFN	Provide additional nesting/breeding sites for native fauna.	Committee	Donations
23	Investigate funding opportunities through State and Federal Government to support initiatives for the conservation and improvement of significant species and vegetation communities.	Medium	Nil	Council DELWP	Resources to implement appropriate management of environmentally significant areas of the park.	Committee	DELWP WGCMA
24	Continue to revegetate along Eel Hole Creek and the eastern edge of Lake Hyland using species from the Swamp Scrub EVC.	Medium	\$3.50 per plant	WGCMA Council	Decrease erosion of Lake edge. Improve water quality within the Lake. Improve habitat diversity and improve habitat linkages.	Committee	Council WGCMA Landcare

Development							
No.	Recommendation	Priority	Estimated Cost (\$)	Approvals or Consultation Required	Benefit	Responsibility for Implementation	Potential Funding Source
25	Investigate re-branding Mathison Park, having consistent signage, furniture and online presence that builds on the natural features the park has to offer.	Medium	Unknown	Council	Continue to provide educational experiences for park users.	Committee	Council
26	Develop way finding signage to indicate distance and location of points of interest in the park.	Medium	\$15.00 (each per 100)	N/A	Provide information to park users.	Committee	VicHealth Council
27	Request Ausnet Services re-locate the power pole in the middle of the old carpark off Mackeys Road.	Low	Unknown	AusNet Services	Remove cause of numerous small accidents at the park. Accommodate larger vehicles in car park.	Council	tbd
28	Continue to develop arboretum signage.	Low	\$15.00 (each per 100)	N/A	Improve education potential of this park feature.	Committee	Landcare
29	Seek funding to build on the farming history of the area through the installation of post and rail fencing and additional orchard plantings around the old homestead.	Low	tbd	Council	Increase usage of the area and appreciation for the history of the park.	Committee	Local History Grants
30	Retain former dam in eastern Open Parkland.	Low	Unknown	Council	Rehabilitate the former dam.	Committee	Council

Activation							
No.	Recommendation	Priority	Estimated Cost (\$)	Approvals or Consultation Required	Benefit	Responsibility for Implementation	Potential Funding Source
31	Improve and keep the park's website up to date. Investigate social media training or support from local educational organisations.	High	Nil	Council	Maintain an online presence to raise awareness of the park as a regional attraction.	Committee Council	N/A
32	Support and encourage local groups and organisations to assist with revegetation, wildlife monitoring, maintenance and educational uses of the park.	High	Nil	Nil	Increase community participation and ownership of the park.	Committee	N/A
33	By 2020 develop a plan for the parks to be activated by significant local and regional events such as festivals, markets and music.	High	Nil	Council	Provide a possible source of funding. Increase and promote awareness of the park. Increase community involvement in the park.	Committee Council	N/A
34	Investigate event management training and/or support for the Committee to assist them with the development of the event plan as above.	High	Nil	Council	Increase and promote activation of the park. Provide possible funding source. Provides regional level events attraction.	Committee Council	N/A
35	Encourage groups such as Latrobe Valley Field Naturalists to survey fauna at the park and provide reports to committee	Medium	Nil	Nil	Improve the knowledge of fauna found within the park. Provide information for inclusion on the website or information shelters.	Committee	N/A
36	Investigate the registering of the arboretum collection with the Australian National Botanic Gardens.	Medium	Nil	Botanic Gardens	Increase the importance of the collection to the region.	Committee	N/A
37	Continue to develop the indigenous plantings in the Koori garden and surrounding the farm dam through weed control, additional plantings and plant signage to link to interpretive board.	Medium	\$3.50 per plant \$15.00 (each per 100)	GunaiKurnai	Increase awareness and significance of the plantings. Provide a stronger link with interpretive signage.	Committee	Council GunaiKurnai
38	Contact WGCMA and request re-activation of Water watch at the park.	Medium	Nil	WGCMA	Alleviate community concerns regarding the quality of water in Lake Hyland.	Committee	N/A



- Recreation**
- 1 Upgrade existing play space to a regional level play space as per design.
 - 2 Investigate relocation of exercise equipment.
 - 3 Monitor car park usage and request additional funding to extend if required.
 - 4 Undertake arborist inspections yearly where areas are affected by human traffic.
 - 5 Maintain all lake viewing platforms to ensure continued use for recreation and conservation purposes.
 - 6 Maintain and increase track network as per prioritised list.
 - 7 Install new seating as needs identified for reflective spaces or rest areas.
- Conservation**
- 8 Revegetate as part of 20 million trees project (funding received).
 - 9 Protect remnant native vegetation and significant Strzelecki Gum habitat through weed control, exclusion from grazing; retain all standing trees and woody debris.
 - 10 Manage Edison Mission revegetation plantings as a conservation area through weed control, exclusion from slashing; retain all standing trees and woody debris. Supplementary plant understorey species particularly on Eel Hole Creek.
 - 11 Remove willows from Dam and revegetate with species from the Swamp Scrub Ecological Vegetation Class.
 - 12 Ensure protection of significant remnant by preventing slashing and or soil disturbance.
 - 13 Improve Lake Hyland environment through weed control around perimeter and revegetation of Lake edge to thicken existing plantings.
 - 14 Improve Eel Hole Creek environment through weed control, retain all standing trees and woody debris and revegetate understorey species along banks.
- Education**
- 15 Undertake yearly assessment of Hare Homestead to determine maintenance requirements. Investigate funding to further develop farming history of site.
 - 16 Continue to develop Koori plantings.
 - 17 Assess signage of arboretum and upgrade as required.
 - 18 Continue to place up to date information in park entrance shelters.
- Open Parkland**
- 19 Continue to develop conifer plantings.
 - 20 Continue to develop Deciduous/Evergreen tree plantings.
 - 21 Continue to develop native plantings along Tramway Road.
 - 22 Retain dam in eastern open parkland.
 - 23 Maintain current slashing regime for fire prevention and aesthetic purposes. Continue to develop themed plantings and investigate use of area for festivals, events, etc.
 - 24 Remove former farm fencing to create large unimpeded areas without physical barriers to park users.
 - 25 Maintain current slashing regime and remove woody debris as per the Fire Management Plan.

Legend

- Existing Track
- Proposed Track
- Mgmt Zone Boundaries
- Water Bodies
- Play Space




Map 1 - Mathison Park, Mackeys Road, Churchill Management Plan



Title: Mathison Park Management Plan
 Reference: 17128LCC
 Drafted by: T. Brooker (02/07/2018)
 Version: Final for publication
 Datum: GDA 1994 VICGRID94



Play Space Design

Mathison Park Play Space

A regional, nature based adventure park with play attractions for all ages alongside Lake Hyland in Churchill.
This play space boasts an array of experiences and is supported by toilet and BBQ facilities and meandering walking tracks





















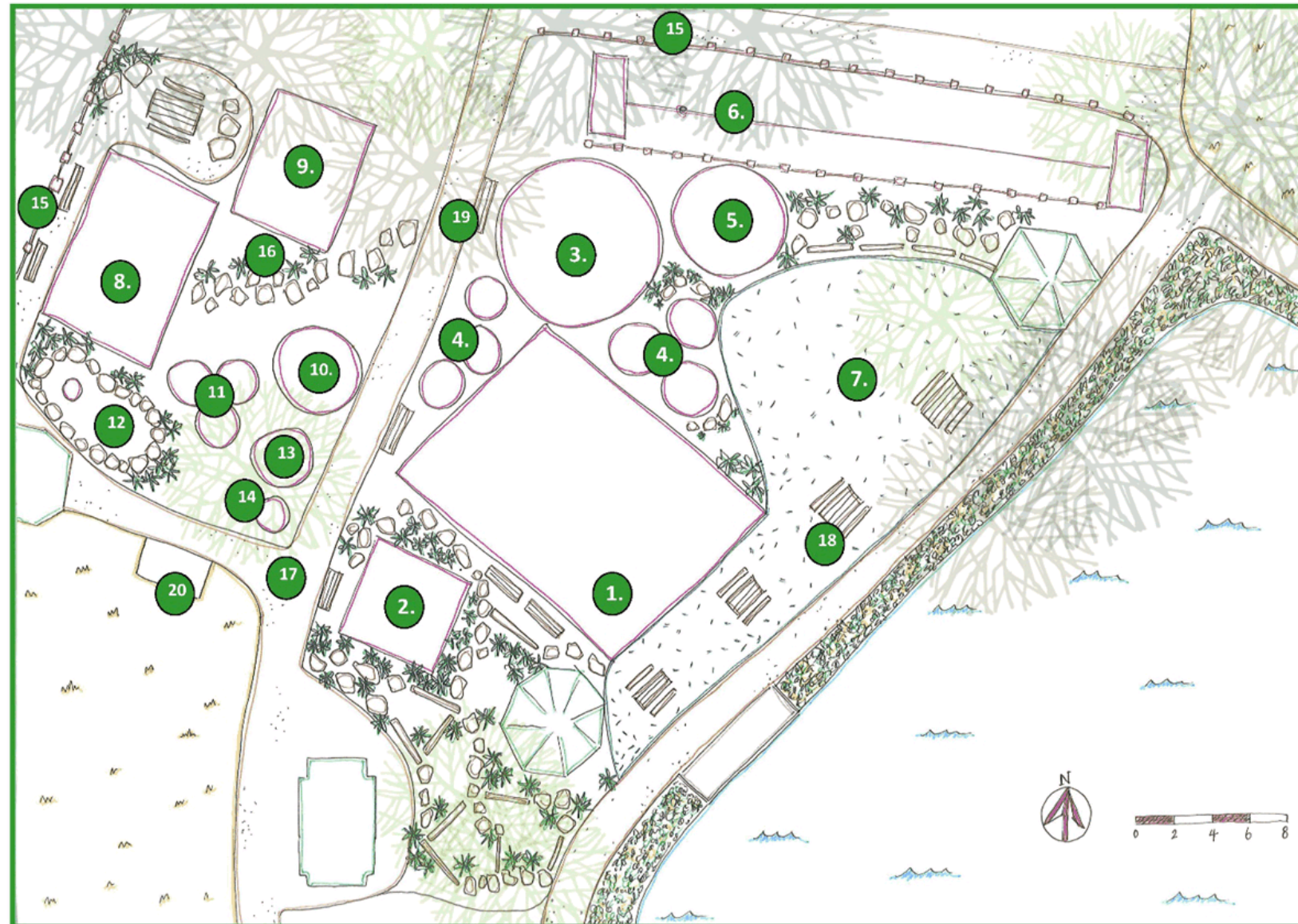












Mathison Park Play Space

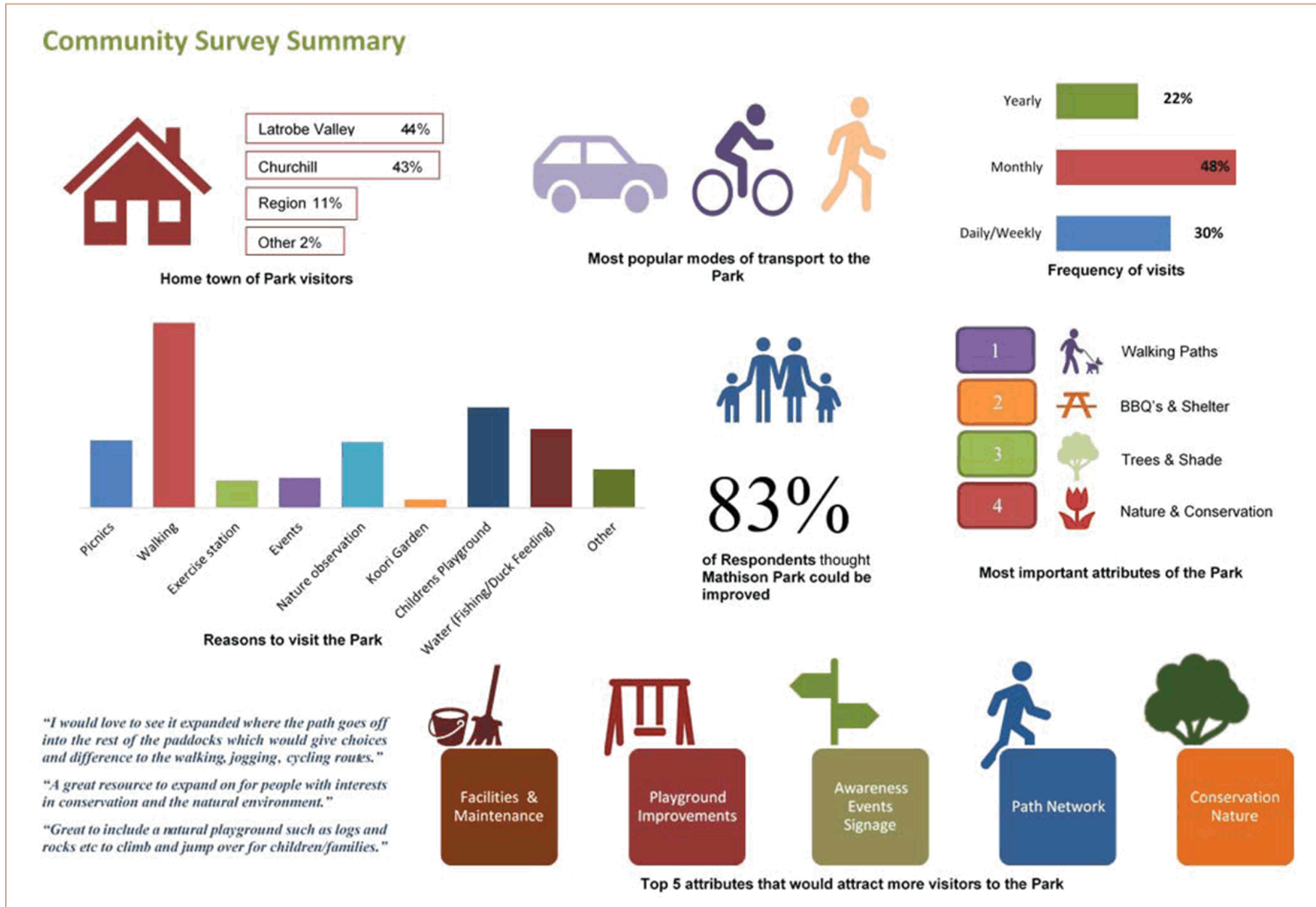
ELEMENT

- 1 Tree House
- 2 Big Timber Triple Swing
- 3 Pendulum Timber Post Swing
- 4 Timber Sculptures - Local Fauna
- 5 Multi Spinner
- 6 Big Timber Flying Fox
- 7 Artificial Turf Picnic Area
- 8 Kondadilla
- 9 Big Timber Triple Swing
- 10 4 Way Rocker
- 11 Frog, Spider & Bee Rockers
- 12 Sandpit and Turtle Table
- 13 Piper
- 14 Jungle Drum
- 15 Post and Rail Fencing
- 16 Talking Flowers
- 17 Path Renewal and Clean Up
- 18 Picnic Tables
- 19 Bench Seats
- 20 Info Shelter

Equipment Total Cost	\$ 223,779.00
Rubber Total Cost	\$ 335,316.60
Landscape Elements Total Cost	\$ 151,105.00
Contingency (10%)	\$ 71,020.06
TOTAL COST	\$ 781,220.66



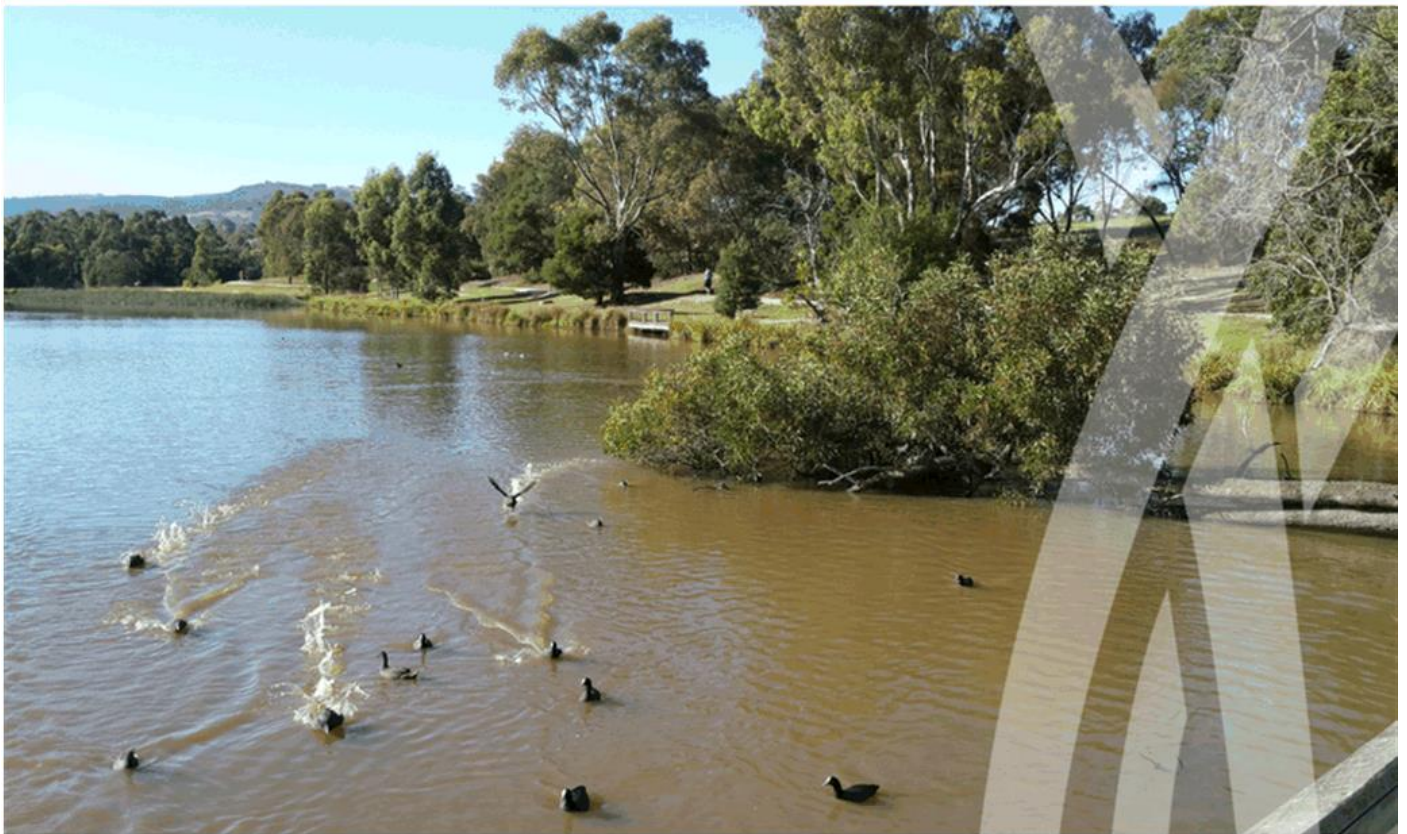






Mathison Park Management Plan

Background Document



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Version Control

Final Draft version1.3

Citation

Brooker, T & Doherty, W (2018), *Mathison Park Management Plan Background Document*. Indigenous Design Environmental Management, Research, Victoria.

Indigenous Design Environmental Management, 1635 Main Road, Research www.iddesign.com.au

Disclaimer

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Acknowledgement

We acknowledge the contribution to this review from the volunteer members of the Mathison Park Special Committee and Latrobe City Council.

Background

Planning Controls

Mathison Park is zoned as Public Park and Recreation Zone (PPRZ) under the *Latrobe Planning Scheme*.

This zoning has the purpose of recognising areas for public recreation and open space; and protecting and conserving areas of significance. Three (3) overlays apply to parts of the park, including:

- Floodway - Lake Hyland is identified as a high hazard area which has risk of being affected by flooding. Objectives of this overlay include:
 - To ensure development maintains the free passage and temporary storage of floodwater, minimises flood damage and is compatible with flood hazard, local drainage conditions and the minimisation of soil erosion, sedimentation and silting;
 - To protect water quality and waterways as natural resources; and
 - To ensure that development maintains or improves river and wetland health, waterway protection and flood plain health.
- Heritage – The O'Halloran & Hare farmhouse site is identified as a heritage place and tree controls apply. Objectives of this overlay include:
 - To conserve and enhance heritage places of natural or cultural significance;
 - To conserve and enhance elements which contribute to the significance of heritage places; and
 - To ensure that development does not adversely affect the significance of heritage places.
- Land Subject to Inundation - Lake Hyland and Eel Hole Creek are covered by this overlay with objectives similar to the Floodway overlay, excepting:
 - To identify land in a flood storage or flood fringe area affected by the 1 in 100 year flood or any other area determined by the floodplain management authority.

(DELWP, 2018)

Additionally, part of the park is affected by one or more areas of cultural heritage sensitivity as described in the Aboriginal Heritage Regulations 2007 (Aboriginal Victoria, 2018).



Figure 1 - Current playspace facilities at Mathison Park

Legislation and Policy

Legislation and Policy that relates to the management of Mathison Park includes the following:

Aboriginal Heritage Act 2006

This Act provides for the protection of all aboriginal places, objects and human remains in Victoria. It sets out how protection and management of cultural heritage must be undertaken as well as guidance on how cultural heritage management issues need to be considered in planning and land development processes. The Act also establishes the Cultural Heritage Management Plan and Cultural Heritage Permit processes to manage activities that may impact on heritage values (Aboriginal Victoria, 2018).

Part of the park is covered by an area of Aboriginal cultural heritage sensitivity and therefore any significant works, such as earthworks, may require further investigation into the applicability of this Act. Information about the location and extent of areas of Aboriginal cultural heritage sensitivity are available to assist with decisions about the potential need to prepare a Cultural Heritage Management Plan in relation to proposed activities on the site. Further information about Cultural Heritage Management Plans can be found in the Aboriginal Heritage Planning Tool. Information about recorded Aboriginal cultural heritage places, such as scarred trees, occupation sites or places of burial, can be requested from the Victorian Aboriginal Heritage Register.

Building Act 1993

The Building Act 1993 and Building Regulations 2006 legislate that all building work is subject to the issuing of a building permit, unless an exemption exists for the proposed work under the Regulations. This includes some minor alterations, demolitions and repair or maintenance work. A building permit will specify that either an occupancy permit is required, or a certificate of final inspection is required on completion of the building work.

Catchment & Land Protection Act 1984

This Act provides for the integrated management and protection of catchments, encourages and supports community participation in the management of land and water resources, and provides controls for the management of noxious weeds and pest animals. Section 20 of the Act requires land managers to take all reasonable steps to:

- Avoid causing or contributing to land degradation which causes or may cause damage to land of another land owner;
- Eradicate regionally prohibited weeds;
- Prevent the growth and spread of regionally controlled weeds on their land; and
- Prevent the spread of, and as far as possible, eradicate established pest animals (DEDJTR, 2018a).

Environment Protection and Biodiversity Conservation Act 1999

This Commonwealth Act aims to protect and conserve Australia's natural environment and cultural heritage. The Act provides a national scheme of environmental and heritage protection, and biodiversity conservation and focuses on the protection of matters of national environmental significance. Activities or actions that could have a significant impact on these matters need referral to and approval from the Minister for the Environment.

Two species of national significance are located within or immediately adjacent to the park, *Dianella amoena* (Matted Flax-lily) and *Eucalyptus strzeleckii* (Strzelecki Gum).

Planning and Environment Act 1987

All local government municipalities in Victoria have land use planning controls that establish a framework for use, development and protection of land within Victoria. The Act sets the objectives for planning in Victoria, the rules and principles for the development of planning schemes, the planning procedures and statutory instruments and defines roles & responsibilities.

Development or use of land is controlled by the planning provisions and the zones and overlays of the relevant local government Planning Scheme. These controls detail when a permit for development is required and what exemptions from this process may apply.

The removal of native vegetation may require a planning permit for removal if it is a species indigenous to the state of Victoria. Exemptions do apply, and guidance should therefore be obtained from Latrobe City Council before any removal is undertaken.

Management Issues

Access

Mathison Park is surrounded by formed roads and is linked to the township of Churchill by an existing network of paths. These paths are regularly maintained and repaired as required, including the replacement of lost gravel, removal of vegetation and proposal to install better grip on wooden boardwalks. Parking for visitors is located to the north of the park, adjacent to the play space.

Fencing

Several fences in former grazing areas (within the Open Parkland zone) still exist, primarily on the western side of the Lake. These fences create a disjoint between the use and management of the park and have the potential to impede emergency vehicle access. Fencing deters users from entering these areas as they do not appear to be part of the park. Gradual removal and the installation of the new path/path network will increase usage in these areas and improve management.

Parking

A new car park has been installed to the west of the play space, with 12 car spaces available. This is less than the proposed 21 in the original design which is still required to accommodate peak periods of use of the park.



Figure 2: Old car park off Mackays Road

The old car park off Mackeys Road is still in use and used for bus parking. As was the case in 2002, the power pole in the middle of this car park causes numerous small collisions and a request for relocation outside of the car park area in consultation with AusNet Services would be a practical solution.

The connection of the new car park with the play space and infrastructure is currently a blue metal path, which is difficult to traverse with prams and wheelchairs and does not provide an all-weather

safe access link to the park. Upgrade of this area of the park is recommended to be included as part of the re-development of the play space area.

Walking / Cycling Paths

The existing gravel and concrete paths are well used for walking and cycling, with boardwalk linkages over low-lying or drainage areas. They cover a length of approximately 2,224 metres.

To create and activate places within local communities that increase access to opportunities for physical activity, the VicHealth *Community Activation Program* is just one of a number of programs available to encourage regular physical activity. The linking of the park to the broader path linkages of the township and to create exercise loops through new paths within the park will assist in this government focus area.

Additional path/path links are required to complete the circuit of the entire park providing additional usability of these currently unused areas and extending the exercise potential. Proposed new paths are shown in the *Appendix 4* and include:

- From the township of Churchill along McDonald Way, linking to the existing path on the eastern side of the Lake (approx. 195 metres);
- A second path on the eastern side of the Lake at a higher contour above the existing path to offer different views of Lake Hyland (approx. 530 metres);
- From the Hare homestead to Tramway Road through the conifer and deciduous plantings (approx. 385 metres);
- Along the western side of the Lake through the plantings on Tramway Road (approx. 790 metres);
- Through the open parkland (up until recently grazed) along the western side of the park back to the place space area (approx. 530 metres).

To avoid additional maintenance requirements for these new paths and to reduce costs with their installation, gravel paths are recommended, and low-lying areas should be avoided to reduce boardwalk requirements.



Figure 3: Walking path adjacent to Eel Hole Creek

The existing and future dirt/gravel path network requires an annual inspection program to determine issues and maintenance of both the paths and boardwalk. Any identified issues should be addressed as soon as practicable. On-going path maintenance to ensure paths are free from debris and weeds will be on an as needs basis, with the application of herbicide and residual (ie Simazine) to maintain the gravel paths free of vegetation and reduce the number of treatments required throughout the year.

Facilities / Infrastructure

In addition to the play space, an existing toilet, picnic shelter, BBQ, tables, seats and fishing platforms are concentrated in the northern section of Mathison Park, with a small number scattered in other areas such as along Eel Hole Creek. Most of this infrastructure is relatively new and in good condition, excepting a small number of older picnic tables.

Fishing is still a popular recreational activity around Lake Hyland, with existing platforms for easier access to the Lakes edge that accommodate recreational fishing throughout the year and annual fishing competitions. The model boat facilities include a platform and viewing area, however they are no longer in use by this user group. These facilities are still dual purpose and can be utilised for fishing or viewing of the Lake. This infrastructure is therefore encouraged to be retained.



Figure 4: Junior Fishing Competition use of infrastructure (source: Mathison Park website)

Continued general upkeep and maintenance of the existing infrastructure such as repairing broken components or painting will not only improve the aesthetics, but also have the additional benefit of providing clearly visible management to users, visitors and the community. Visible management activities are an important part of encouraging care of the park and discouraging damaging and unwanted activities such as illegal dumping and vandalism.

Installation of any new infrastructure including seating and shade should be assessed on an as need basis, with quiet reflective areas or landscape vantage points used as focal points, such as within the open parkland or Conservation areas.

No shedding or other storage facilities are currently located within the park. The use of this type of facility by the Special Committee to store tools and other equipment would be of benefit, however

the risk of vandalism and theft would be high. Storage options at the adjacent secondary college are therefore recommended be continued.



Figure 5: Model Boat facilities at the northern end of the Lake

Fauna

Fauna surveys undertaken in 2002 and 2013 identified over 148 species (mammals, birds, fish, reptiles and amphibians) (Crocker, 2002; de Sousa Daw & Harris, 2013). At least one of these species, *Gallinago hardwickii* (Latham's Snipe) is protected by international migratory agreements and a number of other species are considered rare and threatened in Victoria, such as the *Ardea modesta* (Eastern Great Egret) and *Haliaeetus leucogaster* (White-bellied Sea-Eagle).

Lake Hyland is stocked yearly by the Victorian Fisheries Authority with primarily *Oncorhynchus mykiss* (Rainbow Trout). 42,605 fingerlings of various species have been released in the Lake, since records began in 1995, with 3,500 Rainbow trout and for the first time, 3,000 *Macquaria novemaculeata* (Australian Bass) (Victorian Fisheries Authority, 2018) released last year. The continuation of this annual program promotes the site as a year-round recreational fishing facility and destination for visitors outside of the township.

The current use of the site by fauna is limited by its connectivity to other fauna refuge areas and larger tracts of native vegetation. However, birds are able to travel to the site and aquatic fauna is linked to the larger catchment from the inflows of Eel Hole Creek.

Habitat diversity of the site includes aquatic environments, riparian zones and remnant and planted woodland/forests. The protection and enhancement of these habitats through revegetation plantings within and around the conservation zones and the retention of fallen trees in these areas will continue to increase the usage of Mathison Park by native wildlife. Revegetation plantings immediately surrounding the Lake on its eastern side, along Eel Hole Creek and surrounding the old farm dam are therefore important to improve connectivity and create wildlife corridors to

encourage additional terrestrial fauna to visit the park. Additional information is provided in the Revegetation section of this Background document.

The installation of nest boxes can also provide fauna nesting habitat quickly but requires maintenance and upkeep to be successful and to prevent use by feral animals. Installation of some within the Lake itself may also improve occurrence of the nesting/breeding at the site itself.

Fauna surveys undertaken periodically will improve knowledge of the habitat and use of the site, which can be completed with local groups such as the Latrobe Valley Field Naturalists (LVFN).

Fire

Ecological Use

Fire is an important component of Australian ecosystems and its use as part of indigenous land management is well documented. Native vegetation on the adjacent Tramway Road reserve contains good quality remnants of the Grassy Woodland Ecological Vegetation Class (EVC), which has a recommended fire frequency of a minimum low severity fire of 5 years and maximum 30 years (Cheal, 2010). Where possible, it's recommended that the CFA be encouraged to undertake burning in this area following the recommended fire frequency within this area of adjacent vegetation to preserve and enhance its diversity.

Planning

A Fire Management Plan has been developed in consultation with Latrobe City Council for the park (see *Appendix 5*). The conservation areas do not require specific management for fire prevention purposes, however, within the open parkland zones, the current slashing regime is recommended to be continued, with at least two slashes undertaken per year in November and January/February.

One priority area has been identified for specific treatment within the park, being Kurnai College's west boundary with the park. This area is to be managed according to the following:

- Maintain mowed grass beneath planted trees to 100mm in height;
- No additional shrub or tree planting is to be undertaken within this area;
- Fallen logs and timber are to be collected and removed from this area; and
- Minimum fuel loads are to be maintained i.e. bark and leaves.

Country Fire Authority (CFA) quick fill pump points have also been identified on the Plan and these areas are to remain unimpeded. Removal of internal fencing no longer required for cattle grazing will assist in providing emergency vehicle access throughout the park.

Fire protection for the Hare homestead include the following suggested management activities:

- Within 10 metres of the building:
 - Grass to be kept to less than 100mm in height;
 - All woody debris is to be removed; and
 - No vegetation is to be located within this area.
- Within 40 metres of the building the following management is recommended:
 - Grass is to be kept to less than 100mm in height;
 - Trees are to have a 5metre canopy separation; and
 - No shrubs are to be located under the canopy of trees.

Prevention and Suppression

The CFA is responsible for fire prevention and suppression activities at Mathison Park under section 20 of the *Country Fire Authority Act 1958*. Works associated with prevention such as slashing of long grass have in the past been undertaken by both the Special Committee and Council, which is recommended to be continued. The CFA currently assist the Special Committee by burning piles of branches and trees removed as part of maintenance and fuel reduction activities.



Figure 6: Open Parkland current management

Flora

Arboretum

Specimens of Australian native species were planted in the south west corner of the Mathison Park over the past 20 years as an arboretum, or a botanical collection of trees. Success of these plantings has in general been very good, however some specimens have been replaced or are required to be replaced to keep the collection complete.

At this stage the location and species planted are only found within the interpretation board off Tramway Road. The spatial recording of these trees has been undertaken (*Appendix 3*) to ensure this information is not lost. The development of better interpretive signage including plant names rather than numbers at the base of each tree would also greatly assist in improving its usability, interest and value.

The Australian National Botanic Gardens contains a directory of all Australian botanic gardens, including arboretums. Investigation into registering the collection with this organisation or obtaining advice on management and suggested improvements on the collection at the park should be explored further.



Figure 7: Arboretum current signage

Significant Native Vegetation

A flora survey undertaken by Ken Harris in 2001 identified 75 native flora species which occur within Mathison Park (Crocker, 2002). Of note was the identification of *Eucalyptus pauciflora* (Snow Gum also known as White Sallee) and large remnant *Eucalyptus ovata* (Swamp Gum). Snow Gum lowland form is known from roadsides immediately adjacent to the Hazelwood Pondage and on the former railway line between Morwell and Mirboo North. Whilst it's not a rare or threatened species, its significance at a regional context would be important to conserve. The identified remnant Swamp Gums from the 2001 survey have been reclassified into their own separate species, Strzelecki Gum.

Strzelecki Gum is a Vulnerable species in Victoria and Australia. It occurs as remnant trees along Eel Hole Creek, Mackeys Road and McDonald Way and has been planted adjacent to the Lake. The presence of this species in a number of areas of the park is of significance for implications to the current and on-going management of the park and the conservation of this species. Current slashing around these trees does not allow for seedlings to grow and should therefore be discouraged in close proximity. Any impacts on this species will need to consider EPBC Act implications. This is particularly relevant for those trees that occur in close proximity to the Bicentennial Area (adjacent to the model boat platform) and the playspace itself on Mackeys Road, due to the potential for risk reduction works.

A record of the Matted Flax-lily occurs within the remnant Plains Grassy Woodland (PGW) vegetation on Tramway Road just outside the boundary of the park. This species is considered Endangered in Victoria and Australia and is also protected by the EPBC Act. Whilst this record is not specifically within the management area, its on-going protection from management and recreational activities associated with the park are still a high priority. The protection of this area from slashing has previously been attempted with the installation of bollards as a delineation, however these were damaged by the slasher and have not been replaced. Protection through fencing or other means is still required.

Management of the remnant native vegetation on Tramway Road immediately adjacent to the park's boundary should include the use of ecological burning. This has previously been undertaken by the local CFA brigade. Maximum high severity fire interval for Inland Plains Woodland is 30 years and a minimum low severity fire of 5 years is recommended (Cheal, 2010).

A number of State and Commonwealth funding sources are available to assist with the conservation and recovery of rare and threatened vegetation communities, and flora and fauna. These funding sources should be investigated as a means to assist with managing these assets within the park.

Themed Plantings

As part of the development of themed plantings, conifers, deciduous, evergreen and significant Gippsland/Australian native plantings have been undertaken within the open parkland areas since the 1980's. They provide additional habitat diversity, interesting avenues, vistas, diversity of colour and enhance the beauty and historic values of the park. Success of these plantings has been impacted by issues such as grazing, borers, soil quality and maintenance.

The continuation of these plantings and investigations into the recording of collections through official channels will assist in their relevance and importance to the community.

Vegetation Management

Current management of exotic grass areas in Mathison Park involves a slashing program within the open parkland and planting areas adjacent to the path. This enables multiple use opportunities for these areas and adds to the fire protection of existing assets. As previously discussed, this slashing is recommended be continued.

Aquatic vegetation provides habitat for birds, frogs and fish and is important for limiting the rate of stormwater flow into Lake Hyland and removing suspended solids and nutrients. Growth of reeds within the Lake, including the native *Eleocharis sphacelata* (Spike-rush) extending its area of coverage has been raised as a potential issue to address. Control of these plants may be required in the future if they begin to dominate the Lake and reduce the open water habitat for birds to utilise or impede Lake infrastructure. Advice and direction should be sought from Latrobe City Council and West Gippsland Catchment Management Authority (WGCMA)

As detailed in the Legislation and Policy section of this plan, all native vegetation on site is protected by various state and federal law. As such, any works or development affecting native vegetation must be conducted in accordance with the relevant Acts, with consultation required between the Special Committee and Council Environment staff (as the land owner and the Responsible Authority under the *Planning & Environment Act 1987*).

A planning permit is required to remove native vegetation indigenous to Victoria. However, a number of exemptions apply to this requirement including planted vegetation. If removal of remnant native vegetation is required, the principles of avoid, minimise and offset must be implemented to reduce and to compensate for its loss. Where approval is granted for the removal of native vegetation offsets are required which can be on site or purchased through a third party (DELWP, 2018). More information can be found at www.environment.vic.gov.au/native-vegetation/native-vegetation.

Tree Risk

Tree Risk Assessments and works to reduce risk have recently been undertaken adjacent to the play space area. Inspections should be undertaken every 2 years or as required to minimise the risk of limb-fall. It is further recommended that any new paths be placed outside of the drip line of trees and that any new plantings do not occur near existing paths.

Fallen timber should be retained when it is contained within conservation areas and this timber can be placed within conservation areas if being removed from other areas of the park.

Heritage

Indigenous Cultural Heritage

Cultural heritage includes the traditional practices, culture, knowledge and stories of the GunaiKurnai people as the traditional owners of Gippsland and their special relationship with the land.

The historic and ongoing connection of the GunaiKurnai people with the land in their nation can be used to educate and connect with Park visitors, users and the broader community. The development of interpretive material regarding the use of plants and connection to place are important aspects of the Koori culture to share.

Educational information on plants used by the GunaiKurnai people has been developed with plantings and an interpretive sign adjacent to the Hare homestead. Past poor survival of these plantings (particularly smaller understorey species) has resulted in patchy coverage and small amounts of weed growth. Additional plantings are recommended. The interpretive board provides information in relation to these plantings, however there is no link to the plantings. This can be addressed through the installation of plant labels.

Additional Koori plantings have also been undertaken on the northern side of the old homestead dam with revegetation of local indigenous species. The southern edge of the dam is covered with Willows, which when removed, could be replaced with additional Koori plantings to increase habitat and diversity of the vegetation on the dam's perimeter.

Discussions with local GunaiKurnai community members have suggested the development of a quiet/reflective space within Mathison Park. Works have commenced on this space with the installation of Totems in April 2018. Additional discussions/collaboration will be on-going to further develop this space.

Whilst it is unclear if there are any known Aboriginal sites of significance within Mathison Park, it is affected by one or more areas of cultural heritage sensitivity as described in the Aboriginal Heritage Regulations 2007 (Aboriginal Victoria, 2018). This data provides indicative information about the location and extent of areas of Aboriginal cultural heritage sensitivity and can be used to assist with the decisions about the potential need to prepare a Cultural Heritage Management Plan (CHMP) in relation to proposed activities including the development of paths, car parks, etc. Further information about whether a Cultural Heritage Management Plan is required for any future works can be obtained from the Aboriginal Heritage Planning Tool (www.aav.nrms.net.au/aavQuestion1.aspx) or through discussion with relevant Aboriginal Victoria staff or the GunaiKurnai Land & Waters Corporation (GLaWAC).

European Heritage

A site of European heritage significance is located within the park at the ruins of the Hare farmhouse, which was built in 1919. The farmhouse concrete walls are still standing, and the wells (O'Halloran's and the Dairy tank) were restored in 2005. As previously discussed a Heritage Overlay of the Latrobe Planning Scheme now applies to this site, with controls in place to protect it into the future.

Regular inspections and maintenance should be undertaken of the building and wells to identify and address any potential hazard and risks associated.

Various exotic trees (including fruit trees) remain from this period of early settlement of the area which should be managed to extend their productivity and benefits for the community. The creation of a walking path around the site is encouraged to facilitate easier access, construction of post and rail fencing and additional plantings of orchard trees to enhance the former farming connection.



Figure 8: Hare Homestead ruin

Management

Mathison Park is currently managed by a volunteer Special Committee (the Committee) with assistance from Latrobe City Council.

Sustainability

Special Committee members volunteer their time to undertake on-ground works and attend meetings to plan and discuss management issues. The availability of time and effort from the Committee members is limited, with additional recruitment into the Committee beneficial to ensure workloads can be shared and sustained. A complimentary mix of skills, experience and interests of members is also beneficial. Long term sustainability of volunteers is strongly dependent on the support and assistance they receive from the land owner / manager, the amount of work they perform and the number of Committee members available to undertake this.

A small Friends of Mathison Park group currently undertake work in the park. This group is largely made up of the Committee members and it would be beneficial to increase members for additional assistance during working bees and other specific projects. Increasing participation from the community reduces the amount of work currently undertaken by the Committee members,

increases community ownership of the park and reduces negative use or issues such as littering and vandalism.

The advertising of working bees and approach to various interest groups for their assistance will lessen the burden on the Committee and utilise knowledge and expertise from the broader community. Groups such as the Latrobe Valley Field Naturalists have had various involvement with the park over previous years and this should be encouraged to continue. Additionally, the proximity of the University and high school also provide a wealth of knowledge and enthusiasm that can be utilised for specific projects and tasks.

Avenues such as advertising the Mathison Park's website, social and mainstream media and promotion of events/activities should be used to increase participation in the volunteer base and the overall care of the park. Assistance is may be available from the Council media and communication team in this regard.

Income

A yearly maintenance grant is provided to undertake on-going maintenance such as slashing and infrastructure repairs, however this is not able to be used to purchase new infrastructure or equipment.

The Committee currently operates with this on-going funding for management however is dependent on grants and other funding from State and local government for any additional development or larger maintenance requirements. As grant funding is largely related to a particular activity, it's not a guaranteed income stream each year and unable to be used for the on-going operation of the park.

Several opportunities for future income have been identified as part of the development of the Management Plan, with the potential to provide additional income sources and amounts.

User Fee Structure

Investigation into the use of Mathison Park for festivals and events should be undertaken to expose more of the community to the park, increase and diversify its usage and promote it to the broader region. The open parkland to the west of the lake has the potential to be utilised by events into the future, with further investigation required. Running events, walks and other existing local events could also be extended to include the park in their route.

A standard fee for use applied to the park can provide an additional income and would most likely be for an event. Event fees such as for a show, concert, fete, etc. which would typically include spectators, or the attendance of the public and an admission or stall fee could be charged.

Some suggested options to further explore include:

- Regular markets/fetes where a small fee is charged per stall holder;
- The potential for the park to have a recreation vehicle parking area and request for donations; and
- Concerts or other outdoor events.

In requesting fees for use, the Committee should ensure:

- Any out of pocket expenses will be covered.

- Rates are in line with similar events elsewhere (so that maximum public benefit can be gained from the use).
- Reasonable fees or discretion is provided for groups such as non-profit community organisations.

Grants / Funding

A range of opportunities for grants and funding are available for the Committee to investigate. Federal, State and local government sources are available that may meet some of the financial needs of the park. These include:

- Federal government - Grant Finder
- Federal government Department of the Environment - environmental and heritage grants.
- National Landcare Program: A range of funding programs focusing on a sustainable environment, including Community Environment Grants and Community Landcare Grants.
- Threatened Species Recovery Fund: supports the community to actively protect Threatened Species
- 20 Million Trees - grants to work with the community to plant 20 million trees by 2020.
- Grants Victoria – funding for heritage, environmental, community, infrastructure, and events.
- Biodiversity On-ground Action 2018: \$2 million available through the Community & Volunteer Action Grants to conserve local biodiversity.
- Latrobe Valley Authority - tasked with working with the community to build the future of the Valley in response to Hazelwood Power station closure.
- Latrobe City Council – Community Grants Program

Fundraising

The potential to fundraise or obtain corporate sponsorship for particular development proposals or events at the park is an alternative to relying on grants or maintenance funding. This can successfully be undertaken through campaign style fundraising activities which engage with the community to achieve a desired new or upgrade to facility or to cover the cost of an event. Large industry or businesses in and around the Churchill area could be approached as part of sponsorship for events or activities, such as the existing Edison Mission plantings.

Management Program

A number of actions and their priority have been identified for the Mathison Park Management Plan (2019). This plan identifies the potential cost of the action and the responsibility for its implementation. Additionally, to assist the Committee prioritise and determine timing for management activities; a maintenance program has been developed. This program includes key activities identified for completion each year, the management zone it primarily relates to and a general description.

To keep this plan current and relevant, it's suggested that the implementation of actions associated with this plan and the maintenance program be reviewed annually and activities included or deleted as appropriate. The Mathison Park Management Plan (2019) itself should also be reviewed after 5 to 10 years to maintain its value and to adapt to changing interests, focus or vision for Mathison Park.

Pest Management

Animals

At least two Declared Pest Animals (*Table 1*), listed under the *Catchment and Land Protection (CALP) Act 1994* (DEDJTR, 2018) have been identified within Mathison Park. Impacts from rabbits were not observed to be significant, however impacts on planting and revegetation efforts should be considered.

Table 1 – Declared Pest Animals known to occur on site

Zoological Name	Common Name
<i>Oryctolagus cuniculus</i>	European Rabbit
<i>Vulpes vulpes</i>	Red Fox

Cyprinus carpio (European Carp) are the most abundant large freshwater fish in south east Australia and are listed as a "noxious aquatic species" in Victoria under the *Fisheries Act 1995*. Carp feed by sucking sediment into their mouth, filtering food through the gills and expelling sediment back into the water. This can uproot plants and re-suspend sediments, reducing water clarity and increasing turbidity (DELWP, 2018d).

The control of pest animals at the park is important as they pose a threat to flora values through grazing and to fauna values through predation. Under the *CaLP Act* landholders have a legal responsibility to take all reasonable steps to prevent the spread of and, as far as possible, eradicate pest animals.

General considerations for the management of rabbits and foxes include the destruction of harbour such as woody weeds and avoiding the accumulation or storing of building materials or waste on site. Where rabbit control is determined to be required, existing active burrows located should be physically collapsed. Beyond this measure it's recommended that appropriately licensed and experienced contractors be used for programs such as baiting. The recent release of the RHDV virus into Victoria is likely to impact rabbit numbers across the region, with an estimated 40% mortality rate and should also be looked at as a control option.

The control of foxes within the park will prove difficult due to the proximity of the township and use of the park for walking and exercising dogs. Baiting and shooting both have negative issues associated with their use and it's unlikely that any of these options will be able to be undertaken within the park. Harbour and den destruction will therefore be the most likely management tool.

Whilst Carp are not declared pest animals and there are obvious difficulties in their control, a number of management activities can be undertaken to assist in reducing their number and impact. These include educating recreational fisherman to dispatch of Carp rather than returning them to the Lake (which is illegal) and creating a largest catch or greatest number prize during fishing competitions.

Plants

Due to the history of Mathison Park for agriculture and grazing, introduced pasture species cover a large proportion. Removal of all weeds is not attainable nor desirable and priorities should continue

to focus on Noxious Weeds listed under the *CaLP Act* (DEDJTR, 2018b) and weeds within conservation zones.



Figure 9: Willows growing on the farmhouse dam

A flora survey has not recently been completed for the park, however, at least five Declared Pest Plants have been identified (*Table 2*). Under the *CaLP Act*, the land manager has a responsibility to take all reasonable steps to control and prevent the spread of these weeds on their land.

Table 2 – Declared Pest Plants known to occur on site

Botanical Name	Common Name	Category
<i>Cirsium vulgare</i>	Spear Thistle	Regionally controlled
<i>Genista linifolia</i>	Flax-leaf Broom	Regionally controlled
<i>Oxalis pes-caprae</i>	Soursob	Restricted
<i>Rubus fruticosus</i> spp. agg.	Blackberry	Regionally controlled
<i>Rosa rubiginosa</i>	Sweet Briar	Regionally controlled
<i>Salix</i> sp.	Willow	Restricted

As noted in Crocker 2002, an introduced *Cumbungi* species (Bulrush) is still present within Eel Hole Creek and at the southern edge of the Lake. Whilst this species is not native, instream vegetation (including reeds) act as filters that intercept water and nutrient-bearing sediments and remove pollutants. They are an important part of a healthy waterway, with root systems stabilising the stream by protecting beds and banks from erosion and reducing the speed of water. They can provide food, shelter and nest sites for fish and birds and provide a corridor for wildlife moving between areas (WGCMA, 2013). Continued monitoring of the rate of spread of this species should continue and appropriate advice obtained from the West Gippsland Catchment Management

Authority (WGCMA) to determine whether control is warranted. Additionally, the planting of native reeds and rushes such as *Phragmites australis* (Common Reed) *Juncus* spp. (Rushes) and *Carex* spp. (Sedges), as well as woody species that provide shade (such as Swamp paperbark) will compete with Bulrush and provide the benefits as listed above.

Environmental weeds found within the park are those that can pose a potential threat to the biodiversity of the park. These weeds do not require control under the *CaLP Act*, however, are included here to raise awareness of their potential invasiveness. Species such as *Pittosporum undulatum* (Sweet Pittosporum) and *Acacia longifolia* subsp. *longifolia* (Sallow Wattle) can fall under this category. The removal of these species from within the conservation zone should be considered, however discussions and agreement may need to be sought from the Latrobe City Council environment department.

The prevention of the introduction of additional new weed species to Mathison Park can be controlled by avoiding bringing in any foreign soil or organic matter into the park and ensuring environmental weeds are not planted.

Recommended control methods for all weeds identified on site and likely to occur on site, including the time of the year, frequency and method of control are outlined in *Appendix 6*.

Many chemicals require an Agricultural Chemical Users Permit (ACUP) to purchase and/ or use them to control weeds. Landholders are strongly encouraged if they choose to utilise these chemicals to either undertake appropriate training to gain an ACUP and/ or engage a suitably qualified contractor to undertake these works.

Play Space

Play space

The current play space equipment is in the Apex Bicentennial Park, which was established in 1988. Additional play equipment has been added to this area in recent years, with funding from Council's Community grants (and other grants sourced by the Committee), as was the case with the recent installation of shade structures.

Latrobe City Council's Play Space Strategy (Leisure Planners, 2016) provides recommendations in regard to regional play spaces within Latrobe City: An additional regional level park for social family recreation is identified for Churchill. The most appropriate site for this would be Mathison Park (Leisure Planners, 2016). A specific recommendation for the park was also made:

- Develop this park as a special experience unique to this setting and with common play equipment available in most towns and parks such as the freestanding slide and single spring toys. (Leisure Planners, 2016)

In keeping with the Vision for the park, a concept design has been developed to incorporate the following key elements:

- Aspects of interactive, adventure and nature play;
- Incorporation of art focusing on nature specific to the park such as the Lake and its birdlife;
- Cater for a range of age groups;
- Provide a variety of play elements for different abilities and levels of activity; and
- Include protection from the car park through bollards or other fencing.



Figure 10: Exercise equipment

A concept design for the redevelopment of the play space has been part of the review of the Mathison Park Management Plan (2002). This concept design will form the basis for future consolidation and redevelopment of the play space area within the park, with the on-going management of the area to remain with Council (refer pages 15 - 16 of Management Plan).

Exercise Station

Funding received as part of the 2006 Commonwealth Games was used to install an exercise station which includes various equipment immediately west of the play space. This area is used intermittently and was identified in the survey responses as an asset to the park.

To consolidate the play space for use by the community, the exercise station is recommended to be moved to an open area adjacent to the BBQ facilities, adjacent to the Lakes path network. In addition, further exercise equipment should be investigated for installation at exercise nodes surrounding the Lake to encourage activity and the creation of an exercise loop.

Revegetation

Indigenous Species

Vegetation along the banks of Lake Hyland are important for stability and erosion control, with only a thin strip existing in most areas, excepting the southern boundary which has greater diversity and coverage of reeds, rushes and woody vegetation. Revegetation of locally indigenous species is recommended within areas zoned for conservation surrounding the Lake to increase the depth and extent of coverage, particularly along the eastern side. This should include a mix of vegetation types including woody, grasses, reeds, rushes and sedges. Mid-storey trees, woody understorey species and reeds, rushes and sedges are recommended for installation along the edge of Eel Hole Creek within areas zoned for conservation to assist in the prevention of bank erosion, to improve the diversity of fauna habitat niches and to improve habitat corridors. *Appendix 2* provides locations of these zones in relation to Lake Hyland and Eel Hole Creek.

Species recommended to be used for this revegetation work should be from the vegetation communities historically occurring on site such as Swamp Scrub or Plains Grassy Woodland. The Committee will be responsible for undertaking these works with the support of Council.

Landscape Development / Themed Plantings

As part of the development of themed plantings, interesting avenues, vistas, diversity of colour, deciduous/conifer or other themed plantings should continue in the open parkland areas. This will encourage the use of park for photographic uses.

Plantings along the western side of the Lake will also provide shade for recreational path users.

Clump plantings will enable more efficient management and plantings of keep similar themes in the one location. Prior to plantings, soil analysis may be required to determine suitability for the planned species, especially if proposed plantings are significant or of greater expense. Council will support the Committee by providing horticultural advice for recommended species, if required.

Indigenous Plantings

Additional plantings are required in the GunaiKurnai educational area to replace lost plants (particularly understory) depicted on the interpretive board and to continue indigenous plantings around the old farm dam, following the removal of Willows.

Signage

Current signage throughout Mathison Park consists of a mismatch of styles and types and is indicative of the historic installation of signage over several years.

A general refresh and replacement program to ensure signage is consistent and kept current is required. An assessment program for each sign with recommendations to maintain or replace would ensure this is rolled out in a timely manner. Removal of outdated or no longer relevant signage should also be undertaken as assessment recommendations are made.

Entry information shelters at both McDonald Way and the play space entrance off Mackeys Road currently contain information relevant to the 2002 Management Plan, along with information regarding the arboretum or other information relevant to the park such as fauna observed. An upgrade to these two shelters is recommended and refreshed with new information.

Local laws of Latrobe City Council apply within the park and are enforceable by Council by-law officers. Primarily the concern of users is responsible dog ownership that includes keeping dogs on leads and appropriate disposal of waste. Signage regarding these two aspects are currently present in the Park. Suggestions received from the community for the creation of a dog park will require further consultation with Council in regard to policy considerations.

The current interpretive signage at the educational areas of the park, are of excellent quality and an example of the standard and types of information that can be communicated within the park. Additional interpretive signage regarding local fauna, the themed plantings or arboretum would also be beneficial and should be investigated.

To allow for the effective use of the current and proposed path network and to ensure visitors are aware of the various areas of interest of the park, path markers with directional signage and kilometre posts are recommended to be installed.

Educating the community and users regarding some of the Council by-laws and general acceptable use of the park can be communicated through the use of information regularly updated in the information shelters. Currently information relevant or of interest to the broader community is placed in these areas and should continue to be undertaken, with outdated information updated or removed as required. The types of issues that can be covered by this action include:

- Pet responsibility such as leads and picking up after your pet.
- Anti-litter or vandalism campaigns asking for the community's assistance to ensure these are discouraged.
- Water quality and Carp information.
- Upcoming events and working bees.



Figure 11 - Current information in shelter at McDonald Way entry

Water Quality / Stormwater

Lake Hyland

Water quality of Lake Hyland was identified in the 2002 Management Plan (Crocker, 2002) as an issue to address and community engagement activities undertaken as part of the development of the Plan identified water quality as an on-going concern. Structures designed to improve water quality have been installed for filtration and litter removal upstream of the park by Latrobe City Council, however it's unclear as to how effective they've been in addressing any water quality issues. Two Waterwatch sites (which are inactive) are located within the park:

- **Site 1** - Foot bridge where Eel Hole Creek enters Lake Hyland, data from 15/3/2001 to 29/09/2007; and
- **Site 2** - Lake Hyland off Mackeys Road, near play space, data from 18/05/2001 to 06/05/2007. (DELWP, 2018)

Data from these two sites ranges from 2001 to 2007 is available, along with some assessment of the Lakes habitat at the time, which was rated as “Fair” and “Poor” (DELWP, 2018). An investigation into re-activating this regular water testing will be valuable to address concerns from the community regarding the water quality of the Lake and provide an early warning for water quality issues such as Blue-green algae.

It’s unclear as to whether there’s a general perception that the water quality of the Lake is poor based on its colour or other factors. Turbidity or the colour of the water is likely due to several factors including Carp numbers, use by water birds and bank erosion. It may also be the result of the water catchment feeding into the Lake which is largely agricultural and would have numerous inputs with the potential to cause turbidity. If this is the only factor of perceived poor water quality, then education and awareness of the average turbidity of waterways in the area and what causes it could alleviate concerns.

Habitat and other data recorded during Waterwatch activities found that erosion was an issue on the Lake edges. This erosion, plus that occurring within Eel Hole Creek in the park itself will also be feeding into the Lake and adding to turbidity. Additional plantings and regeneration of reeds and rushes have occurred since this observation was made (approx. 2007), with additional revegetation recommended to continue to increase the density, structure and types of plantings in Eel Hole Creek and the Lake edge. This should include a mix of vegetation types including woody, grasses, reeds, rushes and sedges (see Revegetation section).

Improving the quality of water coming through the Churchill township and wider catchment are outside of the control of the Mathison Park’s management, however active involvement in the WGCMA or Council programs to improve and raise awareness of water quality in the broader catchment will benefit both Eel Hole Creek and Lake Hyland.

Dams

The former dam in the eastern open parkland no longer has a use for stock watering. It currently provides an additional habitat component to the park; with frogs heard in the area. To improve its condition and incorporate it into the park, will require active management, with fencing and revegetation.

The Hare homestead farm dam is linked directly to Lake Hyland and has been partially revegetated along the northern bank. The southern bank (as previously discussed) has an infestation of Willows which should be removed as part of CALP landowner responsibilities. To prevent erosion of this southern bank following removal, large Willows should be killed using the drill and fill method and where possible root systems left in situ whilst revegetation activities occur surrounding them.

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Appendices

Appendix 1 – Assessment of Actions from 2002 Management Plan

Action	Assessment	Comments
Improve vehicle access to a new parking area off Mackeys Road north of Lake Hyland.	Remove	New concreted curb constructed at entry to new car park entry.
Plan for vehicle access to proposed facilities off Tramway Road in the medium to long-term.	Retain	No current plans or requirements for vehicle access off Tramway Road, however investigate to better utilise the western former paddock area.
Relocate and upgrade parking facilities off Mackeys Road providing for about 15 spaces.	Revise	Car park with 12 spaces recently finished. Further plans for continued extension of car park to cater for 20-22 spaces – possibly not enough spaces to accommodate high use activities i.e. fishing competitions. Grassed areas to the north and west of new car park are currently used as overflow areas during these times.
Plan for a future bus and car park off Tramway Road.	Revise	No current plans or requirements for bus parking off Tramway Road, as old car park is used by buses. Investigate long term informal access to increase usage of formal western paddock, including path and car park.
Progressively upgrade and extend the path network, boardwalks and bridges, establishing two standards of path and providing links to adjacent areas.	Revise	A concrete access is required to the western side of existing play space. Two new boardwalks and path were installed 2 years ago on the eastern side of Lake. Standards of path are currently excellent, however maintenance required for weed control. Boardwalks to have grip control wire installed in near future. Maintenance of boardwalks and bridges on-going issue to address. Further paths desired through conifer/deciduous planting areas and Tramway Road linking arboretum and Mackeys Road car park. Further paths desired through the north eastern area of park on higher contours to look down at Lake Hyland and to link Mathison Park with paths around Federation University have been suggested. Plan to apply for grants offered by Churchill & District Community Association for improved path linkages in Churchill with help from VicHealth & LVA Lions.
Progressively upgrade entrances.	Retain	Signage requires updating and entry points required to define park area.
Develop standard designs for facilities and signs and	Retain	Signs at entrances look dated and information needs updating.

Action	Assessment	Comments
progressively upgrade facilities and name, facility and path signs.		Directional signs linking park areas lacking.
Retain fishing and model boat activities in designated areas.	Retain	Fish re-stocked 4x /year plus fishing competitions are held each year. Locals fish along Lake edge. Model boat club folded 3 years ago, however platform can be used for fishing and to provide a view over the Lake.
In the medium to long-term, plan for development of a new visitor node off Tramway Road.	Revise	No current plans or requirements for a visitor node off Tramway Road, however to increase visitor access and usage of this area, investigate informal access and develop as open parkland.
Undertake detailed soil assessments, species selection and design layouts for future thematic plantings with international, Australian, Victorian and Gippsland species on an area-by-area basis as development proceeds.	Remove	Difficulty in obtaining knowledge in this area to ensure completion. Soil testing to be limited to the installation of rarer, more expensive plants to assist with survival. Local indigenous species already suited to poor soils and testing therefore not required.
Progressively implement thematic planting programs ensuring high quality ongoing maintenance of plantings.	Revise	Thematic plantings have been installed across site including Native Areas, Arboretum, Conifers, Deciduous Trees, GunaiKurnai Garden and plans for increasing the Hare Farm Orchard. Potentially change action to be specific for the activities undertaken i.e. plantings for vistas/views, education or conservation.
Ensure compliance with Council requirements for risk management including regular inspection of facilities and trees and timely action to deal with identified hazards.	Retain	No Special Committee expertise in this area. Council likely to be required to undertake this work.
Maintain an up to date fire plan for the area.	Retain	Including fire breaks, fuel load reduction No official firebreaks identified but grass maintained at low heights over summer and walking paths function as informal firebreaks. Investigate if fire plan is current or needs upgrading.
Assess the play equipment and fishing jetty for safety and remove if appropriate.	Retain	Amend/add in additional actions for this item regarding the development of an additional nature-based play space. Scope for increasing play space area and consolidating in current location and creating additional areas if demand increases. Potential for creating interactive nature spaces and all abilities play including liberty swings, quiet spaces and sensory/visual areas. Annual assessment of facilities required and maintenance if required.
Post regulations in the reserves (on an information board) and use symbol signs to advise visitors of key requirements	Retain	Dog signage evident - Maintain this signage and add where appropriate.

Action	Assessment	Comments
Include the remnant grassland vegetation along Tramway Road to be added to the park's management.	Retain	Significant remnant native vegetation. The Committee asked for documentation / greater understanding about requirements for native vegetation and legislation surrounding native vegetation removal whilst undertaking maintenance improvement of areas. Further engagement in relation to the action is required with VicRoads.
Fence out remnant grassland vegetation along Tramway Road and near Mackeys Road and actively manage.	Revise	Delineation for slashing works required. Area not fenced and area adjacent has been planted between 2014 and 2016 with Eucalypts, Callistemon and Lily-pillys. Posts have been installed to delineate this area, but these were knocked over. Cool burns to be investigated with CFA through the grassland remnant.
Retain isolated Strzelecki Gums and implement appropriate weed removal and management around these trees to encourage regeneration.	Revise	Current slashing under these trees is preventing regeneration. Amend action to protect Strzelecki Gums either remnant or planted throughout the park. Potential for funding to protect and enhance the habitat for this species.
Protect indigenous species and undertake additional wetland plantings with locally indigenous species along Eel Hole Creek and the southern part of Lake Hyland	Retain	Current plantings are native but not necessarily locally indigenous along Eel Hole Creek. Additional plantings for bank stabilisation to include <i>Melaleuca</i> species.
Progressively undertake clump planting of locally indigenous species along the western bank of Lake Hyland, to provide shade and improved habitat and amenity.	Retain	Plantings have been occurring on the western bank, but they suffer from vandalism. The Committee desires interspersed shade along entire path length for both morning and afternoon sun – keen to continue revegetation efforts along Western bank. Eastern bank of Lake Hyland required denser revegetation to provide for habitat and protect the Lake edge. Species such as <i>Melaleuca ericifolia</i> .
Eradicate Willows from the park and control other invasive woody weeds, particularly Blackberry.	Retain	Willow still occurs around the farm dam and small regenerating individuals observed around the Lake edge. Other woody weeds noted – Prunus, Pine, Hawthorn, Sweet Pittosporum
Use fencing to protect vegetation and soils around the dam north of the homestead and provide piped water for stock.	Revise	Piped water for stock no longer required. Revegetation required in this area for native bird/frog/fish habitat and to boost GunaiKurnai garden. Area already protected by fencing. Removal of Willows and then re-vegetation of this infestation area required.

Action	Assessment	Comments
Encourage fauna surveys with the assistance of the local community.	Retain	LVFN or another volunteer group could be utilised for this. Valuable to have knowledge of the fauna utilising the site.
Manage the park to protect habitat values, e.g. by retaining fallen trees.	Revise	No fallen trees seen. Branches removed by the Committee during working bees as maintenance activities on path network and to remove fire hazard. Retain woody debris in conservation planting zone to the west of Eel Hole Creek as fauna habitat.
Monitor pest animal impacts and undertake cooperative pest control activities as appropriate.	Retain	Rabbits seen in paddocks behind Hare House and along Eel Hole Creek. Monitor and control if necessary.
Continue community education programs regarding responsible pet ownership.	Retain	Signs asking to clean up after pets plus waste bags are available within the park.
Install stormwater litter and silt traps in conjunction with Council's Stormwater Management Plan. Consider in conjunction with the Monash University Wetlands Project.	Remove	Some litter seen in the creek and around the edge of the Lake. Litter traps and settling ponds installed on Eel Hole Creek before Mathison Park. The Committee pick up rubbish. Rubbish is a continual problem.
Develop wetlands to improve water quality and improve habitat values	Remove	Basic plans developed by Latrobe City Council. Water quality improved through existing litter trap and settling ponds. The Committee is still interested in this wetland to provide increased habitat value, however unlikely to be supported by Council or WGCMA, and no clear avenue of funding.
Support the monitoring of threats to water quality, and warning systems for blue-green algae.	Retain	Waterwatch signs at the Lake - unsure if this program is still completed at the Lake. Blue-green algae not sighted since settling ponds installed upstream by Council. Water quality test from 2-3 years back resulted in good quality water but high suspended solids affecting water colour.
Remove debris and weeds from the homestead and wells and provide for safe visitor access.	Revise	Excellent access and visitor interpretation signage installed. Path continuation suggested to walk around the site and potential orchard tree plantings.
Provide ongoing protection for the homestead, wells and associated trees.	Revise	Heritage Overlay now in place over homestead site. The Committee wish to further develop site with increase in orchard plantings, quiet space and paths.
Support and encourage local groups and organisations to assist with revegetation, wildlife monitoring, maintenance and educational uses of the park.	Retain	LVFN or another volunteer group could be utilised for this. Scouts and GunaiKurnai community other potential groups to include.

Action	Assessment	Comments
Provide up to date information in information shelters and information leaflets as the park develops.	Revise	Possibility of barcodes/apps for tech-savvy users. Signage needs upgrading; however, vandalism is an on-going problem.
Encourage the Friends of Mathison Park and other groups to assist with the provision of interpretive services including guided walks and signs.	Remove	Dependent on enthusiasm and numbers available to do this. Friends group assists during working bees, but numbers are small. Not really possible at this stage.
Encourage local schools to undertake monitoring and revegetation activities.	Retain	The Committee trying to work with local school (and Smith Family), particularly indigenous children to further GunaiKurnai garden and provide reflection areas.
Include the park in programs supporting healthy use of open space.	Revise	Park Run is a possible weekly event. Currently used by local residents for running and walking around the Lake circuit. Further path circuits would increase this use and linkages to the broader Churchill township. Option of moving the Commonwealth Exercise/Play Equipment to several spots around the lake as a "Fitness Circuit". Equipment may be well used where it is, so additional fitness equipment could be installed around the Lake circuit.
Develop and promote special events and festivals to encourage greater use and enjoyment of the park.	Retain	Fishing competitions are held regularly. Additional promotion required for any special events.
Monitor management activities and ensure sustainable practices.	Retain	Feedback from the Committee is that they would like three levels of actions easy and on-going, intermediate and grand ideas so they could apply for small grants and work towards larger projects. Request for less specifics and broader goals to allow for change over time.
Integrate implementation of the Plan into Council's budget process and arrange an annual Council allocation to the Special Committee for park management and development.	Retain	The Committee receives an annual maintenance grant from Council for maintenance purposes annually. Relies on grants and donations for additional works such as purchasing play space equipment or new paths.
Undertake more detailed assessment of the cost effectiveness of the proposed large-scale development of a visitor node off Tramway Road.	Revise	No current plans or requirements for a visitor node off Tramway Road. Potential for festival area/ Recreational Vehicle park. Investigate long term informal access to increase usage of formal western paddock, including path and car park and installation of plantings, viewing platform across the Lake and shedding for storage.
Actively seek external funding to implement initiatives in the Plan.	Retain	The Committee currently applies for grants – currently trying for funds to extend the path network through Churchill & District Community Association. Have received grant funds for previous revegetation efforts (20 million trees) and play space equipment.
Use the priority action program as the basis for future annual	Retain	The Committee have not utilised the current Plan in past five (or so) years for planning and implementing

Action	Assessment	Comments
budgets and 3-year plans.		actions. Need to amend the new Management Plan to more closely align with the Committee goals. The 2002 Management Plan closely suited desires of individuals who are no longer members of the Committee, and the new Committee have alternate visions and goals for the park.
Review implementation of the Management Plan annually.	Retain	An action table should be provided with the Mathison Park Management Plan (2019) with potential costs, funding sources and responsibilities to facilitate easier use by the Committee. An implementation timetable for ongoing activities to be included.
Review the effectiveness of the Management Plan in 5-10 years' time.	Retain	Undertake a review and refresh Management Plan. The Mathison Park Management Plan (2019) should be reviewed after 5 and 10 years to determine the effectiveness of the actions and how easily they could be implemented. A review can help determine whether the vision and goals of the Mathison Park Management Plan (2019) have altered from the vision and goals of the Committee.

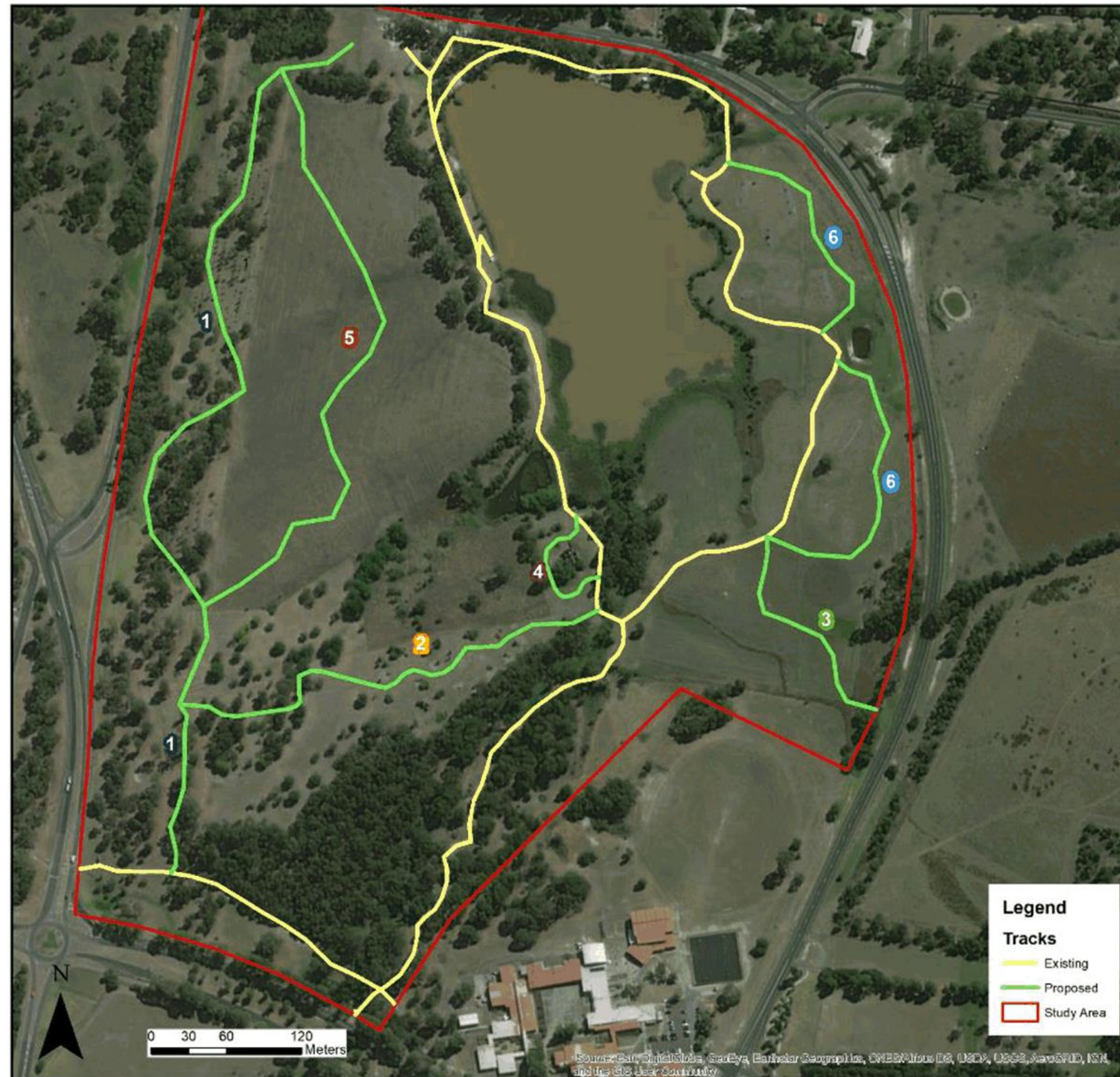
Appendix 2 - Reserve Management Zones



Appendix 3 - Arboretum Information



Appendix 4 - Reserve Path Network



Path Linkage Priorities

Priorities for funding and construction are as per the following, along with an estimate of path length.

- 1 Conifer Link - Hare Homestead to Tramway Road, through Conifer plantings - 385 metres
- 2 Tramway Road Path - Carpark/Playspace on Mackeys Road to Northways Road, completing the Park circuit - 790 metres
- 3 McDonald Way Link - connection to existing path network on eastern side of Lake Hyland & McDonald Way - 195 metres
- 4 Hare Homestead Circuit - Circuit around the homestead education zone - 110 metres
- 5 Western Parkland link - alternate path along western side of Park - 530 metres
- 6 Eastern Parkland Link - link existing path network along eastern side of Park - 460 metres

Appendix 5 - Mathison Park Fire Management Plan



General Site Management
 - Continue with current slashing regime within the Open Parkland and Recreation zones, twice annually (November and February).

Priority Area 1
 - Maintain mowed grass beneath planted trees to 100mm in height;
 - No additional shrub or tree planting is to be undertaken within this area;
 - Fallen logs and timber are to be collected and removed from this area; and
 - Minimum fuel loads are to be maintained ie bark and leaves.

Legend

- ⊕ Quick_Fill Location
- ▲ Tanker Access
- ▨ Priority Areas
- ▭ Park Boundary



Appendix 6 - Weed Treatment Calendar

Botanical Name	Common Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Treatment
<i>Acacia longifolia</i> #	Sallow Wattle													CP, H
<i>Agapanthus praecox subsp. orientalis</i>	Agapanthus													D
<i>Arctotheca calendula</i>	Cape Weed													K, M
<i>Aster subulatus</i>	Aster-weed													L, M
<i>Cirsium vulgare</i>	Spear Thistle													H, K, M
<i>Cortaderia selloana</i>	Pampas Grass													D, R
<i>Cotoneaster spp.</i>	Cotoneaster													CP, H
<i>Delairea odorata</i>	Cape Ivy													H, S
<i>Genista linifolia</i>	Flax-leaf Broom													CP, G
<i>Hedera helix</i>	English Ivy													H, S
<i>Oxalis pes-caprae</i>	Soursob													B
<i>Phytolacca octandra</i>	Red-ink Weed													H, G, K
<i>Pittosporum undulatum</i> #	Sweet Pittosporum													CP, H
<i>Ranunculus repens</i>	Creeping Buttercup													K, S, R
<i>Rosa rubiginosa</i>	Sweet Briar													CP, G
<i>Rubus fruticosus spp. agg.</i>	Blackberry													CP, G
<i>Rumex crispus</i>	Curled Dock													K, M
<i>Salix spp.</i>	Willow													CP

Botanical Name	Common Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Treatment
<i>Solanum nigrum s.s.</i>	Black Nightshade													H, K, M
<i>Sonchus oleraceus</i>	Common Sow-thistle													H, K
<i>Tradescantia fluminensis</i>	Wandering Jew													H, S
<i>Verbena bonariensis s.l.</i>	Purple-top Verbena													H, K, M
<i>Watsonia meriana var. bulbillifera</i>	Wild Watsonia													B, D
<i>Zantedeschia aethiopica</i>	White Arum-lily													B, D

Please note some works may be required to be undertaken by an appropriate experienced bushland manager that holds current herbicide application licenses. Herbicide application rates and recommended personal protective equipment worn must adhere to the specifications as designated in the relevant chemical label.

***Treatment Key**

Treatment	Technique and Herbicide
A	Spray with Asset
B	Spray with Brushoff
CP	Cut and paint, or drill/frill and fill large trees with concentrated Roundup Bi-active
D	Dig out
G	Spray with Garlon
H	Hand weed
K	Spray with Kamba
M	Spray with MCPA
R	Spray with Roundup
S	Spray with Staraine

Appendix 7 - Recommended Actions Assessment Matrix

Action Prioritisation Matrix																								
Mathison Park Management Plan																								
Action #	Action	2						3						1						Raw Score	Weighted Score	Ranking <30 Low 30-60 Medium >60 High		
		Activation						Maintenance						Development										
		Encouragement of use from other groups, small events and festivals to attract different users from the broader region						Work that must be completed						Works that may require additional funding or investigation										
		Events/Festivals/User Groups		Promotion of the park		Regional visitation		Reduction in risk to users		Legislative requirement		Prevent decline in assets		Probability of funding			Volunteer sustainability		Identified Priority by LCC / Community or Committee					
Increase (10)	No change (0)	Increase (10)	No change (0)	Increase (10)	No change (0)	Yes (10)	No (0)	Yes (10)	No (0)	Yes (10)	No (0)	0 - 30%+ (0)	30%-70% (5)	70%-100% (10)	Improve (5)	Decrease (-5)	High (10)	Medium (5)	Low (0)					
16	Do not plant known environmental weeds at the park. Seek horticulturalist advice from Council.									0	0			10						0	10	10	Low	
14	Continue storage of equipment within existing facilities at the secondary college if possible.									0	0			10				5				15	15	Low
15	Ensure protection of Plains Grassy Woodland remnant on Tramway Road by preventing slashing or other disturbance.									0	0			10				5				15	15	Low
30	Retain former dam in eastern open parkland							5		0			0							0	5	15	Low	
29	Seek funding to build on the farming history of the area through the installation of post and rail fencing and additional orchard plantings around the old homestead.													5				10				15	15	Low
27	Request Ausnet Services re-locate the power pole in the middle of the old car park off Mackeys Road.						5	0		0	0	0						5				10	20	Low
28	Continue to develop arboretum signage	10											0					5				15	25	Low
13	Remove internal fences from former grazing areas.		0		0		0			0	0			10				5				15	15	Low
12	Continue to place up to date information in the information shelters located at the park entrances.			10							0			10				5				25	35	Medium
20	Monitor car park usage and if excessive, submit a budget request to Council to fund the increase in size to the 21 spaces originally proposed	10						0		0	0		5				10				25	35	Medium	
34	Encourage groups such as Latrobe Valley Field Naturalists to survey fauna at the park and provide reports to committee	10			0		0		0	0	0		10				10				30	40	Medium	

37	Contact WGCMA and request re-activation of Waterwatch at the park.	10		10				0	0	0		5				10			35	55	Medium
25	Investigate re-branding Mathison Park, having consistent signage, furniture and online presence that builds on the natural features the park has to offer.			10	10							0					5		25	45	Medium
35	Investigate the registering of the arboretum collection with the Australian National Botanic Gardens.		0	10	10			0	0	0	0						5		25	45	Medium
23	Investigate funding opportunities through State and Federal government initiatives for the conservation and improvement of significant species and vegetation communities.	10		10								0					5		25	45	Medium
22	Install and maintain nest boxes - seek donations or support from woodworking groups or mens shed	10			10			0	0	0		5					5		30	50	Medium
9	Progressively upgrade tables and seats where required.	10						0	0	5			10				5		30	50	Medium
26	Develop direction signage to indicate distance and location of points of interest in the park.	10		10								5				10			35	55	Medium
10	Review the Management Plan in 5 years.								0	10			10	5		10			35	55	Medium
21	Install new infrastructure for seating or reflective spaces as required in agreed style ensuring a goal of consistent furniture throughout the park.	10			10			0	0	0		5				10			35	55	Medium
11	Continue with themed clump plantings within the open parkland areas. Seek assistance from Council horticulturalists regarding appropriate species.			10	10							0	5			10			35	55	Medium
24	Continue to revegetate along Eel Hole Creek and the eastern edge of Lake Hyland using species from the Swamp Scrub EVC.	10			10							5				10			35	55	Medium
36	Continue to develop the indigenous plantings in the Koori garden and surrounding the farm dam through weed control, additional plantings and plant signage to link to interpretive board.	10			10			0	0	0		5				10			35	55	Medium
2	Keep path clear of obstructions and weed free		0	0	0	10			0	10			10				0		30	70	High
8	Assess current signage and determine if it is to be maintained or replaced.			10						10			10			10			40	70	High

19	Investigate whether to relocate current exercise equipment to the south of playspace area or place in circuit around walking paths. Works to be carried out as part of play space project if funded.	10									10										40	70	High		
33	Investigate the parks use for festivals and events such as markets, music, etc.	10		10		10			0	0	0		5								10		45	75	High
17	Progressively extend the path network as depicted in Map 2.	10		10		10			0	0	0		5								10		45	75	High
5	Ensure any tree works undertaken on site are completed by qualified arborists - taking extra measures to retain Strzelecki and Snow Gums.							10		10			0			10					5		35	75	High
4	Undertake fire mitigation and fuel reduction works as per the Fire Management Plan.							0		0		10		10							10		40	80	High
6	Undertake arborist inspections adjacent to high usage areas every 2 years or as required to identify and address tree risk from limb fall.									10		10				0					10		40	80	High
31	Improve and keep the park's website up to date. Investigate social media training for those that maintain this aspect.	10		10		10				0	0	0				10					10		50	80	High
32	Support and encourage local groups and organisations to assist with revegetation, wildlife monitoring, maintenance and educational uses of the park.	10		10		10				0	0	0				10					10		50	80	High
7	Undertake annual control of CaLP listed weeds across all zones and environmental weeds within the conservation zone. Control Pest Animals as required.			10						5		10				0					10		45	85	High
1	Undertake yearly assessment of existing paths and boardwalks to identify and implement maintenance requirements.	10				0	5		10			0	10								10		55	110	High
3	Undertake yearly assessment of existing infrastructure such as shelters, toilets, bbqs, tables and platforms to determine maintenance requirements and undertake maintenance as identified.	10					5		10			0	10								10		55	110	High
18	Investigate funding opportunity for the construction of the play space as per the agreed concept design.	10		10		10							10								10		60	110	High



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Park Maintenance Program

Set out below is a yearly program that details timing for the actions identified as on-going maintenance, for activities such as monitoring of assets, revegetation, weed control, fire management, and general maintenance works for Years 1 - 5 of implementation of the Mathison Park Management Plan (2019).

- **Monitoring:** Details items to be monitored to determine maintenance requirements and reduce risk.
- **Pest Plant Management:** Details the period weed control should be undertaken across a yearly period. The three visits listed below (per year) should cover the timing required for the species identified for control in the park. Willow control is suggested to occur in August and Blackberry in December.
- **Pest Animal Management:** Allows for monitoring to determine if and when control by a suitably qualified contractor should be undertaken.
- **Revegetation:** The location and species selection should be determined early in the season in order to prepare and order plants. All plants should be staked and guarded and have maintenance which includes weed suppression.
- **Bushfire Vegetation Management:** To occur prior to the Fire Danger Period and includes slashing / mowing, removal of woody debris in the priority area; and maintaining emergency vehicle access and clearances. Grass slashing is also required as part of park aesthetics.
- **General Maintenance:** This includes ongoing maintenance of the path surface, removing fallen vegetation off paths; undertaking yearly repairs to existing infrastructure such as shelters, seating and BBQ's as issues are identified through monitoring.

Timing	Zone	Action #	Action Description	Approx. Cost	Timing											
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Monitoring																
Each Year	Recreation	1	Assess tracks and boardwalks to identify maintenance requirements	Nil												
	Recreation	3	Assess existing infrastructure such as shelters, toilets, BBQs, tables and platforms to identify maintenance requirements													
	All	8	Assess current signage to determine maintenance or replacement requirements													
	Conservation	15	Prevent slashing or other disturbance to Plains Grassy Woodland remnant on Tramway Road													
Years 2 & 4 (as required)	All	6	Undertake arborist inspections adjacent to high use areas to identify and address risk from limb fall													
Year 5	All	10	Review the Management Plan	tbd												
Pest Plant Management																
Each Year	All	7	Undertake CaLP woody weed control	\$4,000												
			Undertake herbaceous and grass CaLP weed control													
	Conservation		Undertake Environmental Weed Control													

Timing	Zone	Action #	Action Description	Approx. Cost	Timing												
					Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Pest Animal Management																	
Each Year	All	7	Identify active rabbit burrow / fox dens	Nil													
			Fumigate and collapse any active rabbit burrows / fox dens	tbd													
Revegetation																	
As Required	Open Parkland	11	Continue with themed clump plantings.	tbd													
		11 & 16	Seek assistance from LCC horticulturalists for species selection - Do not plant known environmental weeds within the park.	Nil													
		11	Order plants for next seasons planting														
			Planting preparation weed control														
			Undertake Planting	tbd													
			Revegetation Maintenance														
Bushfire Vegetation Management																	
Each Year	All	4	Undertake slashing of open grass areas	\$1,200													
	Open Parkland		Undertake fuel reduction works / tidy up	\$300													
	All		Ensure continued access for fire fighting vehicles / equipment	Nil													
General Maintenance																	
As Required	All	1 & 3	Undertake required maintenance of infrastructure, tracks and boardwalks	\$5,000													
		9	Upgrade / repair/ install tables and seats	\$500													
		8	Replace / upgrade signage	\$500													
Each Year	Recreation	2	Keep paths clear of obstructions and weed free	\$1,000													
	All	5	Qualified arborist to undertake required tree works	Nil													
Quarterly	All	12	Replace / upgrade information in shelters at park entrances														
Once	Open Parkland	13	Remove disused grazing fences														

Future Recommended Actions

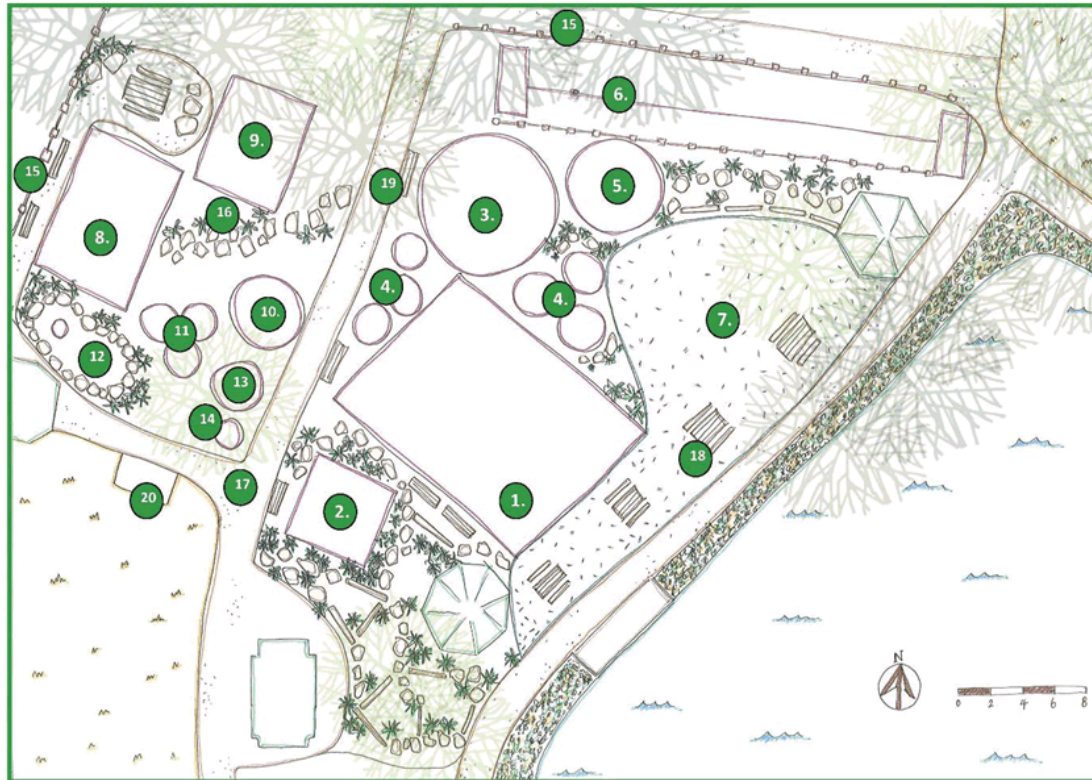
Development							
No.	Recommendation	Priority	Estimated Cost (\$)	Approvals or Consultation Required	Benefit	Responsibility for Implementation	Potential Funding Source
17	Progressively extend the pathway network as depicted in <i>Appendix 4</i> of Background report.	High	\$1,200 per 100 metres	VicHealth Council	Create a recreation circuit and opportunities for further recreational activity.	Committee	Council VicHealth Latrobe Valley Authority
18	Construct a regional level play space consistent with the agreed design within this plan.	High	\$781,000	Council	Improve and increase the play space at the park. Encourage activity in children.	Council	Council
19	Investigate whether to relocate current exercise equipment to the south of playground area or place in circuit around walking tracks. Works to be carried out as part of play space project if funded.	High	Unknown	Council	Provide additional space for play space. Create defined children's play area vs adult.	Committee	Council
20	Monitor car park usage and if increased demand is demonstrated, submit a budget request to Council to fund the increase in size to the 21 spaces originally proposed.	Medium	\$70,000	Council	Consolidate car parking for the park. Provide enough parking for visitors during peak use periods.	Council	Council
21	Install new seating or reflective spaces as required in agreed style ensuring a goal of consistent furniture throughout the park.	Medium	\$800 each (Dependent on type)	N/A	Designation of quiet space or resting areas around park.	Committee	tbd
22	Install and maintain nest boxes - seek donations or support from woodworking groups or Men's Shed.	Medium	\$100 each (Dependent on type)	LVFN	Provide additional nesting/breeding sites for native fauna.	Committee	Donations
23	Investigate funding opportunities through State and Federal Government to support initiatives for the conservation and improvement of significant species and vegetation communities.	Medium	Nil	Council DELWP	Resources to implement appropriate management of environmentally significant areas of the park.	Committee	DELWP WGCMA
24	Continue to revegetate along Eel Hole Creek and the eastern edge of Lake Hyland using species from the Swamp Scrub EVC.	Medium	\$3.50 per plant	WGCMA Council	Decrease erosion of Lake edge. Improve water quality within the Lake. Improve habitat diversity and improve habitat linkages.	Committee	Council WGCMA Landcare

Development							
No.	Recommendation	Priority	Estimated Cost (\$)	Approvals or Consultation Required	Benefit	Responsibility for Implementation	Potential Funding Source
25	Investigate re-branding Mathison Park, having consistent signage, furniture and online presence that builds on the natural features the park has to offer.	Medium	Unknown	Council	Continue to provide educational experiences for park users.	Committee	Council
26	Develop way finding signage to indicate distance and location of points of interest in the park.	Medium	\$15.00 (each per 100)	N/A	Provide information to park users.	Committee	VicHealth Council
27	Request Ausnet Services re-locate the power pole in the middle of the old carpark off Mackeys Road.	Low	Unknown	AusNet Services	Remove cause of numerous small accidents at the park. Accommodate larger vehicles in car park.	Council	tbd
28	Continue to develop arboretum signage.	Low	\$15.00 (each per 100)	N/A	Improve education potential of this park feature.	Committee	Landcare
29	Seek funding to build on the farming history of the area through the installation of post and rail fencing and additional orchard plantings around the old homestead.	Low	tbd	Council	Increase usage of the area and appreciation for the history of the park.	Committee	Local History Grants
30	Retain former dam in eastern Open Parkland.	Low	Unknown	Council	Rehabilitate the former dam.	Committee	Council

Activation							
No.	Recommendation	Priority	Estimated Cost (\$)	Approvals or Consultation Required	Benefit	Responsibility for Implementation	Potential Funding Source
31	Improve and keep the park's website up to date. Investigate social media training or support from local educational organisations.	High	Nil	Council	Maintain an online presence to raise awareness of the park as a regional attraction.	Committee Council	N/A
32	Support and encourage local groups and organisations to assist with revegetation, wildlife monitoring, maintenance and educational uses of the park.	High	Nil	Nil	Increase community participation and ownership of the park.	Committee	N/A
33	By 2020 develop a plan for the parks to be activated by significant local and regional events such as festivals, markets and music.	High	Nil	Council	Provide a possible source of funding. Increase and promote awareness of the park. Increase community involvement in the park.	Committee Council	N/A
34	Investigate event management training and/or support for the Committee to assist them with the development of the event plan as above.	High	Nil	Council	Increase and promote activation of the park. Provide possible funding source. Provides regional level events attraction.	Committee Council	N/A
35	Encourage groups such as Latrobe Valley Field Naturalists to survey fauna at the park and provide reports to committee	Medium	Nil	Nil	Improve the knowledge of fauna found within the park. Provide information for inclusion on the website or information shelters.	Committee	N/A
36	Investigate the registering of the arboretum collection with the Australian National Botanic Gardens.	Medium	Nil	Botanic Gardens	Increase the importance of the collection to the region.	Committee	N/A
37	Continue to develop the indigenous plantings in the Koori garden and surrounding the farm dam through weed control, additional plantings and plant signage to link to interpretive board.	Medium	\$3.50 per plant \$15.00 (each per 100)	GunaiKurnai	Increase awareness and significance of the plantings. Provide a stronger link with interpretive signage.	Committee	Council GunaiKurnai
38	Contact WGCMA and request re-activation of Water watch at the park.	Medium	Nil	WGCMA	Alleviate community concerns regarding the quality of water in Lake Hyland.	Committee	N/A

Play Space Design





Mathison Park Play Space

ELEMENT

- 1 Tree House
- 2 Big Timber Triple Swing
- 3 Pendulum Timber Post Swing
- 4 Timber Sculptures - Local Fauna
- 5 Multi Spinner
- 6 Big Timber Flying Fox
- 7 Artificial Turf Picnic Area
- 8 Kondadilla
- 9 Big Timber Triple Swing
- 10 4 Way Rocker
- 11 Frog, Spider & Bee Rockers
- 12 Sandpit and Turtle Table
- 13 Piper
- 14 Jungle Drum
- 15 Post and Rail Fencing
- 16 Talking Flowers
- 17 Path Renewal and Clean Up
- 18 Picnic Tables
- 19 Bench Seats
- 20 Info Shelter

Equipment Total Cost	\$ 223,779.00
Rubber Total Cost	\$ 335,316.60
Landscape Elements Total Cost	\$ 151,105.00
Contingency (10%)	\$ 71,020.06

TOTAL COST \$ 781,220.66



Agenda Item: 15.3

Agenda Item: Northern Reserve Newborough - Construction of a Netball Court by Newborough Football Netball Club

Sponsor: General Manager, Infrastructure and Recreation

Council Plan Objective: Improve the liveability and connectedness of Latrobe City.

Status: For Decision

MOTION

Moved: Cr Gibson

Seconded: Cr Law

That Council:

- 1. Endorses the construction of a compliant netball court by the Newborough Football Netball Club at Northern Reserve Northern Reserve Newborough; and**
- 2. Council enters into the Latrobe City Council Project Delivery Works Deed with the Newborough Football Netball Club once the project has approved external funding.**

CARRIED UNANIMOUSLY

Executive Summary:

- The Newborough Football Netball Club has approached Latrobe City Council with a proposal for the club to construct a second netball court at Northern Reserve in Newborough.
- A report was presented to Council at the 5 March 2018 Ordinary Council Meeting, of which Council resolved the following;
 1. *Endorses the amendment to the Recreation Infrastructure Funding Policy as detailed in attachment 1; and*
 2. *Provides in principle support to the Newborough Football Netball Club to proceed with the pre-planning phase for the construction of the second netball court at Northern Reserve Newborough, and*
 3. *Requests that a further report is provided to Council following the pre-planning phase to seek Council's formal endorsement of the project prior to entering into a formal works contract with the Newborough Football*

Netball Club for the construction of the second netball court at Northern Reserve Newborough.

- Following the above resolution, the club has since funded and undertaken the required pre-planning requirements as part of the Latrobe City Council Club Managed Project Process to a satisfactory standard.
- As part of the pre-planning requirements, tree protection zones have been determined and existing trees will not be affected as part of this project. One non-native bush/shrub along the existing fence line will be required to be removed as part of the project.
- The club has subsequently lodged an Expression of Interest application with the Latrobe Valley Authority (LVA) seeking funds for the project.
- The Expression of Interest has since been assessed by the Latrobe Valley Authority and the club's application has been invited to the Full Application stage.
- This report seeks Council's endorsement of the project and pending the outcome of the Latrobe Valley Authority's assessment of the project, enters into a Latrobe City Council Project Delivery Works Deed (Attached) with the club.

Background:

Latrobe City Council has been in discussion with a number of sporting clubs that are considering or will be requesting permission from Council to undertake recreation infrastructure projects at Council owned, managed or financed facilities.

Specifically, the Newborough Football Netball Club (the club) has approached Latrobe City Council with a proposal to construct a second netball court at Northern Reserve in Newborough. The second court was identified in the Moe Newborough Outdoor Recreation Plan (2015) but no specific funding was allocated.

Given the specialised technical knowledge required to deliver these types of projects, a report was presented at the Ordinary Council Meeting on March 5 2018, Council resolved the following;

1. *Endorses the amendment to the Recreation Infrastructure Funding Policy as detailed in attachment 1; and*
2. *Provides in principle support to the Newborough Football Netball Club to proceed with the pre-planning phase for the construction of the second netball court at Northern Reserve Newborough, and*
3. *Requests that a further report is provided to Council following the pre-planning phase to seek Council's formal endorsement of the project prior to entering into a formal works contract with the Newborough Football*

Netball Club for the construction of the second netball court at Northern Reserve Newborough.

Following this resolution, with assistance from Latrobe City Council, the club has now funded and undertaken the following pre-planning requirements in accordance with Latrobe City Councils Club Managed Projects Process:

- Soil Testing/Geotechnical investigations
- Site Survey
- Site Investigations
- Concept Design
- Detailed Costing

Following these investigations, the club has obtained an updated costing from various contractors to undertake components of the works. The estimate obtained by the club to construct a Netball Australia compliant asphalt netball court is \$137,563 Inc. GST.

The assessment of the project from this point forward is the responsibility of the Latrobe Valley Authority. Should the project not be supported by the Latrobe Valley Authority, Latrobe City Council will not be entering into the Project Delivery Works Deed with the club.

Should the Latrobe Valley Authority assess and make a determination to fund the project, the current level of planning that the club has undertaken will be sufficient for the club to enter into the Latrobe City Council Project Delivery Works Deed.

Should Council endorse the project and the project is funded by the Latrobe Valley Authority, the club will; be required to enter into the Latrobe City Council Project Delivery Works Deed.

Latrobe City Council Project Delivery Club Works Deed

The Latrobe City Council Project Delivery Works Deed (Attachment 1) clearly identifies the roles and responsibilities of Council and the club, financial responsibilities, design requirements, construction and compliance standards, insurance and confidentiality and communications.

The Latrobe City Council Project Delivery Works Deed and pre-planning requirements seek to mitigate the risk to Council where major projects are undertaken by clubs on Council owned and managed land.

The Latrobe City Council Project Delivery Works Deed outlines that both the club and Council will form a project management team consisting of:

- The Council representative
- The Club representative

In ensuring that the construction of the court meets the required standards, the Latrobe City Council Project Delivery Works Deed has been developed in conjunction with the Netball Australia – National Facilities Policy.

Issues:

Strategy Implications

The project will assist in achieving Council’s key objectives including improving the liveability, connectedness and amenity of Latrobe City through improved facilities and infrastructure to support the current and future community.

Communication

Officers have liaised with the club throughout the pre-planning of this project and have provided technical advice and assistance to the club in relation to the project.

Financial Implications

There are no up-front financial implications for Latrobe City Council with this proposal; however following successful completion of the project, the court will become a Council asset.

There is also likely to be further resource implications with the requirement for the Project Supervisor to be appointed to ensure that the construction of the courts is fully compliant.

The club and the Latrobe Valley Authority would be the primary funders of the project itself.

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
Construction not meeting required standards	3 (Possible)	<ul style="list-style-type: none"> • Club Managed Projects Process • Draft Project Delivery Works Deed • Supervision role by Council
Club runs out of funds and cannot complete the project	3 (Possible)	<ul style="list-style-type: none"> • Club Managed Projects Process • Draft Project Delivery Works Deed and Project Management Team formation

Identified risk	Risk likelihood*	Controls to manage risk
Club constructs the court to a substandard, becomes a Council asset and replacement/repair is required at the cost of Council	3 (Possible)	<ul style="list-style-type: none"> • Club Managed Projects Process • Draft Project Delivery Works Deed • Supervision role by Council

* For example, likelihood ratings: 1 (Rare); 2 (Unlikely); 3 (Possible); 4 (Likely); 5 (Almost Certain)

Legal and Compliance

If the project is funded by the Latrobe Valley Authority, Council will enter into a formal Project Delivery Works Deed with the Newborough Football Netball Club. The Latrobe City Council Project Delivery Works Deed clearly identifies the required standards for construction and the roles and responsibilities of both Council and the club in terms of financial responsibility and project manager responsibility, to ensure that the project is constructed to Council standards.

Community Implications

The amendment to the Recreation Infrastructure Funding Policy (2017) and the development of a clear process for the assessment of projects proposed to be completed by sporting clubs and organisations is a positive step forward.

With the funding opportunities currently available through the Latrobe Valley Authority, and Latrobe City Council's restricted capacity to deliver any further recreation projects, particularly in the next two to three years means this process will allow clubs, if they have the capacity, to make the most of funding opportunities to develop and construct their recreation priorities.

The process will help to ensure that projects are well planned, appropriately funded and constructed to an appropriate standard.

Environmental Implications

The project will be designed not to impact on existing vegetation. The tree protection zones have been determined and the final detailed design will reflect these. One non-native bush/shrub will be required to be removed as part of the project.

Consultation

Council Officers have provided significant information and advice to the club in relation to design, construction and planning requirements. Subsequently, the consultation outcomes include the club undertaking the following pre-planning requirements:

- Soil Testing/Geotechnical investigations
- Site Survey
- Site Investigations ie: Native Vegetation, Dial Before You Dig
- Concept Design
- Detailed Costing

Declaration of Interests:

Officers preparing this report have declared they do not have a conflict of interest in this matter under the provisions of the *Local Government Act 1989*.

Supporting Documents:

Moe Newborough Outdoor Recreation Plan (2015)

Latrobe City Council Recreation Infrastructure Funding Policy (2017)

Attachments

1 [↓](#). Draft Latrobe City Council Project Delivery Works Deed

15.3

Northern Reserve Newborough - Construction of a Netball Court by Newborough Football Netball Club

- 1 Draft Latrobe City Council Project Delivery Works Deed..... 330**



**Latrobe City Council
Project Delivery
Works Deed**

**Latrobe City Council
and
Newborough Bulldogs Football Netball Club**



Date: / /

Parties **Latrobe City Council** of 141 Commercial Rd, Morwell, Vic, 3840
(Council)

Newborough Bulldogs Football Netball Club of Northern Reserve,
 Newborough, Vic 3825
(Club)

Recitals Latrobe City Council has agreed to allow the Newborough Bulldogs Football Netball Club (NBFNC) to undertake *Works* to its assets as stipulated on the terms and conditions set out in this deed including, appendices and addendums to this deed. Latrobe City Council will act as the *Project Supervisor* for this *Project* and subsequently will be remunerated 5% of the total project cost as a fee.

Background

- A. The *Club* wishes to construct a new asphalt netball court adjacent to the existing netball court and has engaged [] to undertake the works.
- B. The new court construction is to be completed at Northern Reserve, Newborough.
- C. The parties agree, in consideration of, among other things, the mutual promises and requirements contained in this deed as follows:



1. Conditions Precedent to Works

Council agrees to let the Newborough Bulldogs Football Netball Club undertake *Works* to its assets, provided that the following planning conditions precedents are satisfied:

- (a) relevant site investigations are to undertaken and presented to *Council* prior to construction upon request. Items include, but not limited to;
 - (i) soil test/geotechnical report;
 - (ii) feature survey;
 - (iii) services investigation;
 - (iv) Service capacity testing (if required);
 - (v) Dial before you dig
- (b) a detailed design package is to be developed and include the following details to the satisfaction *Council*. Items include but are not limited to;
 - (i) locality plan & drawing index;
 - (ii) existing condition plan ; existing contours, spot level, features; and
 - (iii) design layout plan; include design contour, court set out and TBM table;
- (c) the concept designs and costings as per appendix one will be used as the scope of *Works* to form this deed, until such time as the detailed design and final costings become an addendum to this deed, thus superseding appendix one;
- (d) no alteration to the design or scope of works may occur between the signing of this deed and the adoption of addendum one without the expressed written consent of *Council*;
- (e) detailed construction drawings are to be provided to *Council* for assessment prior to construction beginning;
 - (i) once developed and approved, the construction drawings will become an addendum to this deed, thus superseding the concept designs *to* form the final scope of works document including *Item 10* of Reference Schedule One.
- (f) detailed costings are to be provided to *Council* in accordance with detailed design and requests of the *Project Supervisor*;
 - (i) once developed and approved, the costings will become an addendum to this deed, thus superseding the initial costings (*Appendix One*) *to* from the final scope of works document including *Item 10* of Reference Schedule One.



- (g) should the *Club* exceed or vary on the *Project* identified in *Item 10* of Reference Schedule One, Appendix One or Addendum One, without Council's written permission, *Council* as the *Project Supervisor* reserves the right to cease any further progression of the *Project* or imposes itself to take over and deliver the *Project*, at an additional monetary cost to the *Club*, to be paid to *Council*;
- (h) relevant permits identified and provided to *Council*;
- (i) should *Council* raise concern in regards to the quality of delivery and/or compliance requirements at any stage of the *Project*, *Council* reserves the right to replace the role of the *Club Representative* and impose itself as the *Project Manager* from that point forward until the *Practical Completion* of the *Project*, at an additional monetary cost to the *Club*, to be paid to the Council.

2. Compliance

Council agrees to let the Newborough Bulldogs Football Netball Club undertake *Works* to its assets, provided that the court detailed design and construction meets the following compliance requirements of Netball Australia (Appendix 6) and *Council*:

2.1. Court Construction and Ancillary Infrastructure Compliance

- (a) Court Construction;
 - (i) the findings from the geotechnical report are to be used guide the development of a suitable surface type;
 - (ii) the construction of the surface must meet the standards of Netball Australia's National Facilities Policy (Appendix 6);
 - (iii) the court must also include appropriate drainage including sub-surface drainage and/or court perimeter drainage ie: spoon drainage
 - (iv) tree root barriers (if necessary) need to be installed; and
 - (v) *Council* as the *Project Supervisor* may supervise and test the pouring of asphalt and or concrete to ensure that it meets the satisfactory standards.
- (b) Court Dimensions;
 - (i) court Length: 30.50 metres;
 - (ii) court Width: 15.25 metres;
 - (iii) court Thirds: 10.1677 metres;
 - (iv) goal Circle Radius: 4.9 metres;



- (v) centre Circle: 900 millimetres; and
 - (vi) gradient: 1% fall diagonally on one single constant plane or 1% cross fall in both directions;
- (c) Run-off dimensions;
- (i) minimum obstacle free space on all sidelines and baselines: 3.05 metres
 - (ii) minimum obstacle free space in between courts: 3.65 metres
- (d) Court Condition;
- (i) court must have a firm consistent surface on a constant plane without gradient change
 - (ii) have a consistent surface type over both the court and run-off zones
- (e) Goal Posts;
- (i) vertical Height: 3.05 metres
 - (ii) post diameter: White round post 60 millimetre minimum to 100 millimetre maximum
 - (iii) padding: 3 metre high to full length of post, no more than 50 millimetres thick.
 - (iv) concrete goal post footing to be a minimum of 460 millimetres x 460 millimetres x 610 millimetres deep
- (f) Goal Rings;
- (i) 380 millimetre internal diameter
 - (ii) 15 millimetre ring thickness
 - (iii) no arms from the ring to post to allow for the full post padding
 - (iv) netting to be white cotton mesh or chain mesh
- (g) Line Marking;
- (i) all line marking widths to be 50 millimetres;
 - (ii) all lines must be line marked with a paint approved for asphalt sports pavements, a textured water based acrylic (not oil based or road traffic paint), must be straight and have clean, crisp edges;
 - (iii) must be a finish that is the same texture and level as the surrounding court surface so that it is stable under foot;



- (iv) the asphalt surface need to cure for a minimum of 14 days before line marking can commence
- (v) all above measurements are to the outside edge of the lines. All lines for part of the court.

3. Funding Management

3.1. Club Contribution

The parties acknowledge and agree that:

- (a) *Council* is not responsible for any cost overruns that occur directly in relation to this *Project* and/or any costs associated with any indirect impacts on the surrounding site as a result of this *Project*.
- (b) the *Club* must source and fund 100% of the total overall cost of the *Project* including contingency and any GST components of the *Project*.
- (c) contributions from external funding bodies such as State Government, *Third Party Contributions* as per *Items 2, 6 and 7* of Reference Schedule One need to be identified and assessed by *Council*.
- (d) any additional sources of funding obtained by the *Club* will need to be identified and evidenced to *Council* for assessment and approval.
- (e) the *Club* must procure that the *Contractor* undertakes those *Works* described in this deed, attachments and addendums.
- (f) *Council* shall be remunerated the figure identified on *Item 15* of Reference Schedule One, for its involvement as the *Project Supervisor*. *Council* will invoice the *Club* for this amount.

3.2. Maximum Amount

The parties acknowledge and agree that:

- (a) the *Club* shall be responsible for and liable to meet and must fund, or procure that adequate funds are made available to meet any funding shortfall.
- (b) if the *Project* exceeds the *Maximum Amount* ;
 - (i) *Council* reserves the right to replace the role of the *Club Representative* and impose itself as the *Project Manager* from that point forward until *Practical Completion* of the *Project*, at an additional monetary cost to the *Club*, to be paid to the *Council*.



- (ii) the *Club* is liable, and *Council* will invoice the *Club*, for the *Additional Amount* should *Council* be required to finish the *Project*; and
- (iii) the *Club* must provide to *Council*, if requested by *Council*:
 - (A) A written commitment that the *Club* will source and provide funds to the amount that the total costs exceed the *Maximum Amount*, there is no commitment from *Council* to fund any components of the *Project*.

3.3. How payments are made

The parties acknowledge and agree that:

- (a) the *Club* is responsible for payments to contractors/builders, site investigations and for all services required to undertake the *Works*. *Council* may require proof of this, which will be acquitted through the progress reporting requirements of the agreement.
- (b) *Council* will not be responsible for making any payments to *Contractors*, sub-contractors or builders on behalf of the *Club*.
- (c) any cost inherited from *Works* not in accordance with the terms of this deed, will be the financial responsibility of the *Club*.

4. In-Kind Contributions by the Club

4.1. Application for approval

The *Club* may apply to *Council* to approve a proposed *In-Kind Contribution*, but must be prior to making any such contribution or work, by providing to *Council*:

- (a) the written approval of the *Contractor*/builder (who may provide such approval at the contractor's absolute discretion) to undertake the proposed *In-Kind Contribution*;
- (b) the value of such *Works* or contributions with reference to the schedule of rates (as a GST inclusive amount) is submitted to *Council* for approval, prior to construction;
- (c) any milestones and timeframes agreed with the *Contractor*, to the reasonable satisfaction of *Council*; and
- (d) arrangements for occupational health and safety compliance by the *Club* while undertaking the *In-Kind Contribution* must be in accordance with *Council's* policies and procedures.



4.2. Council's decision

Council must, acting reasonably, within 20 *Business Days* of receipt of an application under clause 3.2 either:

- (a) approve the *In-Kind Contribution* and its value (as a GST exclusive amount) (*Approved In-Kind Contribution*); or
- (b) refuse the *In-Kind Contribution*, giving reasons.

Council may refuse the in-kind application for reasons including but not limited to:

- (c) failure to identify and seek approval of *In-Kind Contribution* prior to entering this deed;
- (d) failure to identify and seek approval of *In-Kind Contribution* prior to beginning construction; or
- (e) *Council* deeming the *In-Kind Contribution* to be beyond the scope of a regular in-kind workers aptitude.

4.3. Failure to identify In-Kind Contribution

Should the *Club* wish to undertake in-kind works and fails to identify any *In-Kind Contribution* either wholly or in part, or fails to undertake any *Approved In-Kind Contribution* in accordance with any milestones and timeframes agreed, *Council* may inhibit any further construction or proceedings of the *Project* or impose itself as the *Project Manager* for the project at an additional cost to the *Club*.



5. Project Management

5.1. Contractor/Builder requirements

Upon appointment of a successful *Contractor(s)/builder(s)*, the *Club* must provide *Council* with the following documentation from the *Contractor/Builder* below, as per the template included within *Appendix Two*.

Documents	
OH&S Policies/Procedures	Insurances
<ul style="list-style-type: none"> - Copy of current OH&S Policy - Copy of OH&S management system - Evidence of any formal certification (ie. AS4801) 	<ul style="list-style-type: none"> - Public Liability Insurance - Professional Indemnity Insurance - Plant and Equipment Insurance - Work Cover Insurance - Products Liability

5.2. Project Management Team

- (a) *Council* and the *Club* shall form a *Project Management Team* consisting of:
- (i) the *Council Representative*; and
 - (ii) the *Club Representative*
- (b) The *Project Management Team* will be responsible for:
- (i) monitoring the progress of the *Works*;
 - (ii) identifying any items in relation to occupational health and safety issues; and
 - (iii) expenditure.
- (c) Despite any terms to the contrary in the *Building Contract*, *Council* has the ability to inspect construction at any point required, both during construction and during the *Defects Liability Period*.



5.3. Council's Roles and Responsibilities

Council as the Project Supervisor will be responsible for:

- (a) supervising the *Works* in its entirety;
- (b) assessing and certifying whether *Practical Completion* (however so described in the *Building Contract*) has been achieved in accordance with the terms of the *Building Contract*;
- (c) liaising with the *Club Representative* for the project;
- (d) monitoring the progress of the *Works*;
- (e) progress reporting assessment and meeting attendances; and
- (f) providing the *Club* with necessary information regarding *Council's* standards of construction.

Council as the Project Supervisor has the ability to:

- (g) direct the *Club* to undertake rectification remedies should *Council* deem the *Works* defective or not to the required standards, at the monetary cost of the *Club*;
- (h) demand further information if required;
- (i) delay *Practical Completion* certification upon assessment;
- (j) approve or disapprove variations to the original scope of *Works*; and
- (k) appoint an alternative *Council Representative* at any point *Council* deems appropriate.

5.4. Club's Roles and Responsibilities

The *Club Representative* will be responsible for:

- (a) acting as the *Project Manager* for the *Project*;
- (b) ensuring that the *Contractor* carry out the *Project* outlined in this deed;
- (c) accomplishing the project objectives;
- (d) ensuring that the *Contractor* keeps the work site clean, safe and free of unnecessary materials;
- (e) operating as the primary point of contact to *Council* with respect to matters arising out of this deed;



- (f) providing *Council* with minuted evidence or alternative documentation that the Committee has come to an agreement on the allocation of the *Project Manager*. The sign off needs to be completed by a *Club* member that isn't the nominated *Project Manager*;
- (g) making decisions that will bind the *Club*;
- (h) notifying the *Council* of a change in the *Club Representative*, in which *Council* may accept or reject in its absolute discretion;
- (i) making all payments to *Contractors* and builders;
- (j) inheriting all legal responsibilities after signing agreement until the end of the *Defects Liability Period*;
- (k) liable to fund any damages to Councils assets incurred as part of this project, at the absolute discretion of the *Project Supervisor's* assessment;
- (l) ensuring that the construction is in full compliance with the Building Code of Australia; and
- (m) notifying *Council* in writing, any rectification works that are required to be undertaken within the *Defects Liability Period* (howsoever described under the *Building Contract*).

5.5. Project Plan

- (a) The *Club Representative* must fill out the Project Management Framework (*Appendix Three*) in which the plan must clearly articulate:
 - (i) tasks to be undertaken;
 - (ii) timeframes for delivery; and
 - (iii) who's responsible for the task

5.6. Reports and Meetings

- (a) The *Club Representative* must ensure that they provide *Council* with the monthly Progress Reports using the template provided in *Appendix Five*.
- (b) The *Project Management Team* will meet when required to discuss any items necessary.



6. Obligations Following Practical Completion

On and from the works achieving 'Practical Completion' (howsoever described under the Building Contract):

- (a) the new court will become a *Council* asset

7. Confidentiality and Communication

- (a) The *Club Representative* must sign confidentiality agreements on behalf of the *Club* to protect information not in the public domain on such terms as required by *Council*. *Council* may require additional persons associated with the *Club* to sign Confidential Agreements.
- (b) The *Club* must not make any statement to the media relating to the project, on behalf of the *Council*.
- (c) The *Club* must, as soon as reasonably practicable, refer to *Council Representative* any enquiries from the media.
- (d) The *Club* must notify *Council* immediately of any event arising in the course of the deed which may receive media attention.
- (e) The *Club* must not canvass or attempt to canvass Councillors or persons engaged by *Council* under the deed, either directly or indirectly.
- (f) *Council* will have direct access the project site at any stage of the project including the *Defects Liability Period*, to undertake any necessary inspections and observations.
- (g) The *Club* will therefore be required to notify *Council* of any *Works* that are required during the *Defects Liability Period* (if necessary).

8. Insurance

The *Club* is responsible for insuring, to the reasonable satisfaction of the *Council*, any *Works* completed as part of the Project from *Practical Completion* and must provide a copy of the insurance certificate to *Council* within seven calendar days of receiving notice of *Practical Completion*.



9. Notices

9.1. Notice requirements

Any notice, demand, approval, consent or other communication under this deed (Notice) must be in writing and must be delivered:

- (a) personally;
- (b) by email; or
- (c) by prepaid registered post,

To a party at:

- (d) the address of the party set out in Item 15 of the Schedule; or
- (e) such other contact details as the party may from time to time notify to the other party for the purposes of, and in accordance with, this clause.

9.2. When Notices considered given and received

A Notice given in accordance with clause 7 takes effect when received (or such later time as specified in it), and is taken to be received:

- (a) if hand delivered, on delivery;
- (b) if sent by prepaid post, two *Business Days* after the date of posting (or five *Business Days* after the date of posting if posted to or from outside Australia); or
- (c) if sent by email to the email address set out in the Notified Contact Details, when the email (including any attachment) is sent to the receiving party at that email address, unless the sending party receives a notification of delivery failure within 24 hours of the email being sent,

but if the delivery, receipt or transmission is not on a *Business Day* or is after 5.00 pm on a *Business Day*, the Notice is taken to be received at 9.00 am on the *Business Day* after that delivery, receipt or transmission.



10. General

10.1. Variation

A variation of any term of this deed will be of no force or effect unless it is in writing and signed by each of the parties.

10.2. Costs and expenses

Each party must pay its own costs (including legal costs) and expenses in connection with the negotiation, preparation, execution and delivery of this deed.

10.3. Severance

If a provision in this deed is wholly or partly void, illegal or unenforceable in any relevant jurisdiction that provision or part must, to that extent, be treated as deleted from this deed for the purposes of that jurisdiction. This does not affect the validity or enforceability of the remainder of the provision or any other provision of this deed.

10.4. Governing law and jurisdiction

- (a) This deed is governed by and is to be construed under the laws in force in Victoria.
- (b) Each party submits to the non-exclusive jurisdiction of the courts exercising jurisdiction in Victoria and courts of appeal from them in respect of any proceedings arising out of or in connection with this deed. Each party irrevocably waives any objection to the venue of any legal process in these courts on the basis that the process has been brought in an inconvenient forum.

10.5. Further assurances

Each party must, at its own expense, do all things and execute all further documents necessary to give full effect to this deed and the transactions contemplated by it.

10.6. Entire agreement

This deed states all of the express terms of the agreement between the parties in respect of its subject matter. It supersedes all prior discussions, negotiations, understandings and agreements in respect of its subject matter.

10.7. Counterparts

This deed may be executed in any number of counterparts, each signed by one or more parties. Each counterpart when so executed is deemed to be an original and all such counterparts taken together constitute one document.

**10.8. Relationship of parties**

- (a) The parties are not and are not to be taken to be in a partnership, joint venture, employment or fiduciary relationship.
- (b) Nothing in this deed gives a party authority to bind any other party in any way.

10.9. Clauses that survive termination

Without limiting or impacting upon the continued operation of any clause which as a matter of construction is intended to survive the termination or expiry of this deed, clauses 6 and 8 survive the termination or expiry of this deed.

DRAFT



11. Definitions and interpretation clauses

11.1. Definitions

In this deed:

Additional Amount	has the meaning given in clause 3.2, subclause (b) (iii) (A).
Approved In-Kind Contribution	has the meaning given in clause 4.2, subclause (a).
Building Contract	means the contract between the Club and the Contractor that is entered to undertake these works.
Business Day	means a day on which banks are open for business in Melbourne excluding a Saturday, Sunday or public holiday in that city.
Club	refers to the Newborough Bulldogs Football Netball Club and includes its employees, members, representatives (including the Project Manager), volunteers, agents, or sub-contractors.
Club Contribution	means the amount specified in Item 6 of the Schedule, being the amount of the Clubs contribution to the Project.
Club Representative	means the person outlined in Item 12 of the Schedule and for the purpose of this deed, will be the Project Manager for the project with the roles and responsibilities outlined in clause 5.4, subclause (a) - (m).
Contractor	means the contractor or builder that is contracted by the Club to undertake, carry out and complete the Works Under Contract which is the project under the agreements stipulated within Item 10 of this deed and its attachments and addendums.
Council	refers to Latrobe City Council as an organisation and as the role of Project Supervisor for this project including the Council Representative as identified in Item 11 and 14 of the Schedule.
Council Representative	means the person specified in Item 11 of the Schedule, with the roles responsibilities and abilities outlined in clause 5.3, subclause (a) -(k).



Defects Liability Period	after construction of the project has been completed, the Contractor can be required to return to the site to remedy defects. This commences from the date noted on the Certificate of Practical Completion, this will be given meaning in the building contract, typically 12 months from construction.
Funding Amount	means the amount specified in Item 5 of the Schedule, being the amount of Council's contribution to the Project.
In-Kind Contribution	means work or contribution to the Project by or on behalf of the Club, specified in Item 13 of the schedule
Maximum Amount	means the amount specified in Item 9 of the Schedule total, being the maximum amount of the Project.
Practical Completion	means practical completion howsoever described under the building contract, however is subject to Project Supervisor assessment.
Project	means the scope of works described in Item 10 of the Schedule, appendix one and addendums.
Project Management Team	has the meaning given in clause 5.2, subclause (a).
Project Manager	means the person identified in Item 12 of the Schedule, being the Club Representative.
Project Savings	means the difference between the Maximum Amount and the actual total costs of the Project.
Project Supervisor	means the person or entity described in Item 14 of the Schedule and will carry the responsibilities and abilities as outlined under clause 5.3, subclause (a) – (k).
Third Party Contribution	means the amount to be contributed by a third party as specified in Item 8 of the Schedule.
Works	Any task associated with achieving the project scope outlined in Item 10 of the Schedule and its subsequent attachments and/or addendums.



11.2. Interpretation

In this deed unless a contrary intention is expressed:

- (a) headings and italicised, highlighted or bold type do not affect the interpretation of this deed;
- (b) the singular includes the plural and the plural includes the singular;
- (c) a gender includes all other genders;
- (d) other parts of speech and grammatical forms of a word or phrase defined in this deed have a corresponding meaning;
- (e) a reference to a 'person' includes any individual, firm, company, partnership, joint venture, an unincorporated body or association, trust, corporation or other body corporate and any government agency (whether or not having a separate legal personality);
- (f) a reference to anything (including any right) includes a part of that thing, but nothing in this clause 11.2(f) implies that performance of part of an obligation constitutes performance of the obligation;
- (g) a reference to a clause, party, annexure, exhibit or schedule is a reference to a clause of, and a party, annexure, exhibit and schedule to, this deed and a reference to this deed includes any clause, annexure, exhibit and schedule;
- (h) a reference to a document (including this deed) includes all amendments or supplements to, or replacements or novation's of, that document;
- (i) a reference to a party to any document includes that party's successors and permitted assigns;
- (j) in this deed a reference to any legislation includes all delegated legislation made under it and includes all amendments, consolidations, replacements or re-enactments of any of them, from time to time;
- (k) a reference to an agreement other than this deed includes an undertaking, deed, agreement or legally enforceable arrangement or understanding whether or not in writing;
- (l) a reference to a document includes any agreement or contract in writing, or any certificate, notice, deed, instrument or other document of any kind;
- (m) a promise, agreement, representation or warranty by two or more persons binds them jointly and severally;
- (n) a reference to a body, other than a party to this deed (including an institute, association or authority), whether statutory or not, which ceases to exist or whose



powers or functions are transferred to another body, is a reference to the body which replaces it or which substantially succeeds to its powers or functions;

- (o) if a period of time is specified and dates from a day or the day of an act, event or circumstance, that period is to be determined exclusive of that day;
- (p) if an act or event must occur or be performed on or by a specified day and occurs or is performed after 5.00 pm on that day, it is taken to have occurred or been done on the next day; and
- (q) a reference to '\$', 'A\$', 'AUD', 'dollars' or 'Dollars' is a reference to the lawful currency of the Commonwealth of Australia.

11.3. Business Day

If anything under this deed is required to be done by or on a day that is not a *Business Day* that thing must be done by or on the next *Business Day*.



Reference Schedule One

Item 1	Club	<i>[Insert name of Club]</i>
Item 2	Federal and/or State Government funded	<i>[Name either Federal or State Government]</i>
Item 3	Federal and/or State Government contribution	<i>[\$] [Insert amount of required Federal or State Government contribution]</i>
Item 4	Department Contribution	N/A
Item 5	Latrobe City Council Funding Amount	\$0 - NIL
Item 6	Club Contribution	<i>[\$] [Insert amount of required Club contribution.]</i>
Item 7	Third Party funding	<i>[\$] [Insert name of approved Third Party Contributor]</i>
Item 8	Third Party Contribution	<i>[\$] [Insert amount of approved Third Party Contribution]</i>
Item 9	Maximum	<i>[\$] [insert total cost of the project, including contingency amounts]</i>



Amount		<i>[make GST inclusive]</i>
Item 10	Project	Construct one new Netball Australia compliant netball court and infrastructure as per scope provided in appendix one.
Item 11	Council Representative	<i>[Insert name of Council representative who will act as liaison with the Club Representative]</i>
Item 12	Club Representative	<i>[Insert name of Club's representative who will act as liaison with the Council. Ensure that this person has authority to bind the Grantee]</i>
Item 13	In Kind Contribution	<i>[\$] [Insert amount of Approved In-Kind Cost Value]</i>
Item 14	Project Supervisor	Latrobe City Council
Item 15	Project Management Costs (5% project value)	<i>[\$] [Insert amount of Project Management Cost Value]</i>



Item 16 Nominated
Contact Details

Council Representative details

Name: [insert name]

Address: [insert address]

Contact name: [insert name]

Telephone: [insert number]

Email: [insert email]

Club Representative details

Name: [insert name]

Address: [insert address]

Contact name: [insert name]

Telephone: [insert number]

Email: [insert email]



Signing page

Executed as a deed

Note: Council execution clause to be confirmed

SIGNED for and on behalf of)

LATROBE CITY COUNCIL by)

Steven Piasente pursuant to Instrument)

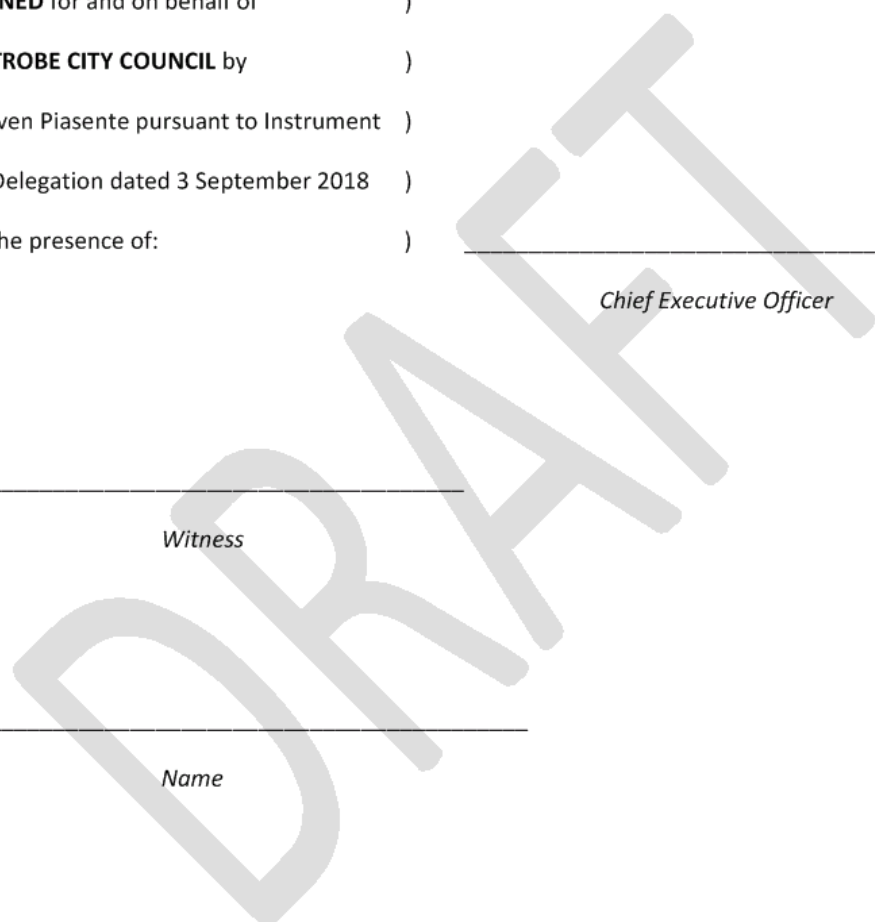
of Delegation dated 3 September 2018)

in the presence of:)

Chief Executive Officer

Witness

Name





Executed by Newborough Bulldogs Football Netball Club

Signature of Project Manager

Signature of Committee member/President

Full name (print)

Full name (print)

DRAFT



Appendices

Appendix One: Project Scope, Costings and Designs

Appendix Two: Occupational Health and Safety Questionnaire

Appendix Three: Project Management Framework

Appendix Four: Latrobe City Council Sporting Reserves and Pavilion License

Appendix Five: Progress Report Template

Appendix Six: Netball Australia National Facilities Policy

Addendums

Addendum One: Detailed Construction Drawings and Costings

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Agenda Item: 15.4

Agenda Item: 2018/19 Outdoor Pool Season Review

Sponsor: General Manager, Infrastructure and Recreation

Council Plan Objective: Provide a connected, engaged and safe community environment, which is improving the well-being of all Latrobe City citizens.

Status: For Decision

MOTION

Moved: Cr Harriman

Seconded: Cr Howe

That Council

- 1. Open all Outdoor Pools 12 pm – 7 pm, on days forecast 25 degree or above.**
- 2. Open all Outdoor Pools 10 am – 7 pm, on days forecast 32 degrees or above.**
- 3. On days forecast 24.9 degrees or below all Outdoor Pools remain closed.**
- 4. Retain free general entry for the Yallourn North Outdoor Pool during the 2019/20 outdoor pool season.**
- 5. Operate the Outdoor Pool Season from 30 November 2019 to 9 March 2020.**
- 6. Officers provide a report to Council after the end of the outdoor pool season regarding the trial including an evaluation of the operating expenses, visitation and community feedback throughout the trial.**

CARRIED UNANIMOUSLY

Executive Summary:

- The purpose of this report is to provide Council with an overview of the 2018/19 Outdoor Pool season, and seek feedback on the preferred operating model for the 2019/20 season.
- At the Council Meeting on 4 June 2018, Council adopted revised operating hours and trigger temperatures for all outdoor pool facilities.

- The key outcomes from the 2018/19 Outdoor Pool season were:
 - Total Outdoor Pool attendance increased by 3,688 compared to the previous season.
 - The average temperature increased by 1 degree (28.6 in 2018/19) compared to the previous season (27.6 in 2017/18). The rise in average temperature also resulted in 5 more days between 25-32 degrees, and 10 more days above 32 degrees.
 - Despite both increased temperature and attendances, the overall net operating loss increased by \$83,289 in 2018/19.
 - This increase in net operating loss was contributed to by:
 - Increased operating hours by approximately 123 hours across the season – as a result of increased temperatures. The additional 123 operating hours, equates to an addition 1,107 staffing hours to operate the facilities.
 - Increased number of free entries provided to the community, including 7,679 free entries at Yallourn North, and 1,253 free entries as part of the Traralgon End of an Era event.
- Although there was an increase in overall attendances, it is plausible that the increased attendances at Yallourn North Outdoor Pool contributed to the declining attendances experienced at the other facilities.
- Whilst the free entry at Yallourn North Outdoor Pool has impacted the behaviour of the community in attending the outdoor pools, it is understood that based on the statistical data contained within this report, the temperature profile of the season has a substantial impact on overall attendance.
- Officers have developed four potential options regarding the outdoor pool operations and operating hours for 2019/20.

Background:

Across the 2018/19 summer season, Latrobe City Council operated three outdoor pools located in Moe, Yallourn North and Traralgon. The *season ran from 24 November 2018 to 11 March 2019.*

At the Council Meeting on 4 June 2018, Council resolved the following;

That Council:

1. *Open all Outdoor Pools 12 pm - 7 pm, on days forecast 25 degree or above.*
2. *Open all Outdoor Pools 10 am – 7 pm, on days forecast 32 degrees or above.*
3. *Remove all general entry fees for the Yallourn North Outdoor Pool for the 2018/19 outdoor pool season.*
4. *Operate the Outdoor Pool Season from 24 November 2018 to 11 March 2019.*

5. *Retain Lap Swimming at the Traralgon Outdoor Pool, Monday, Wednesday and Friday at 6 am to 8 am (excluding Public Holidays) for the duration of the season.*
6. *On days forecast 24 degrees or below all Outdoor Pools remain closed.*
7. *Officers provide a report to Council after the end of the outdoor pool season regarding the trial including an evaluation of the operating expenses, operating, visitation and community feedback throughout the trial.*

These changes, in conjunction with variables such as weather, had an effect on all aspects of the outdoor pool season, including; total patronage, income and expenditure.

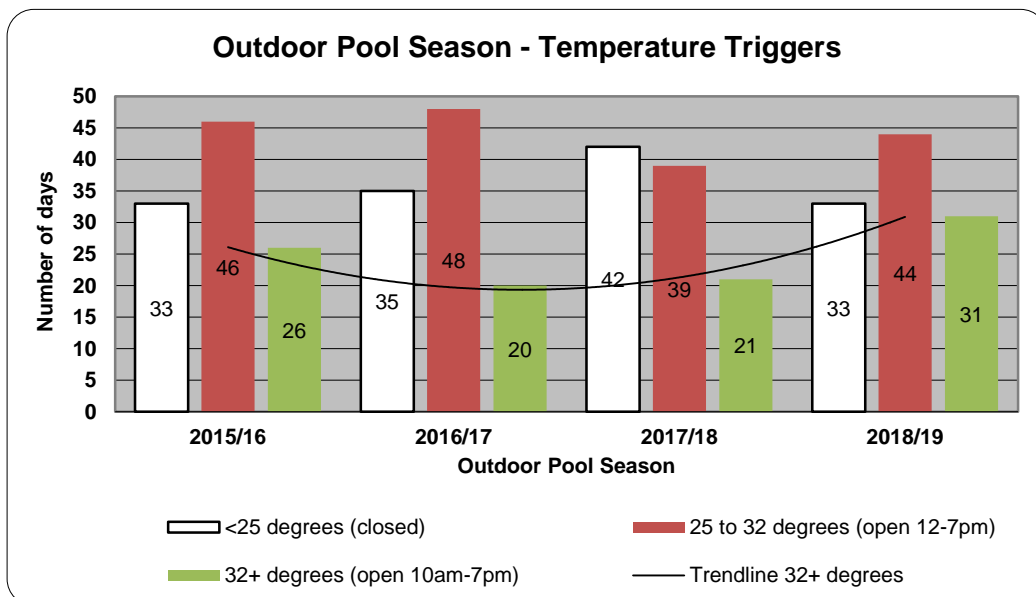
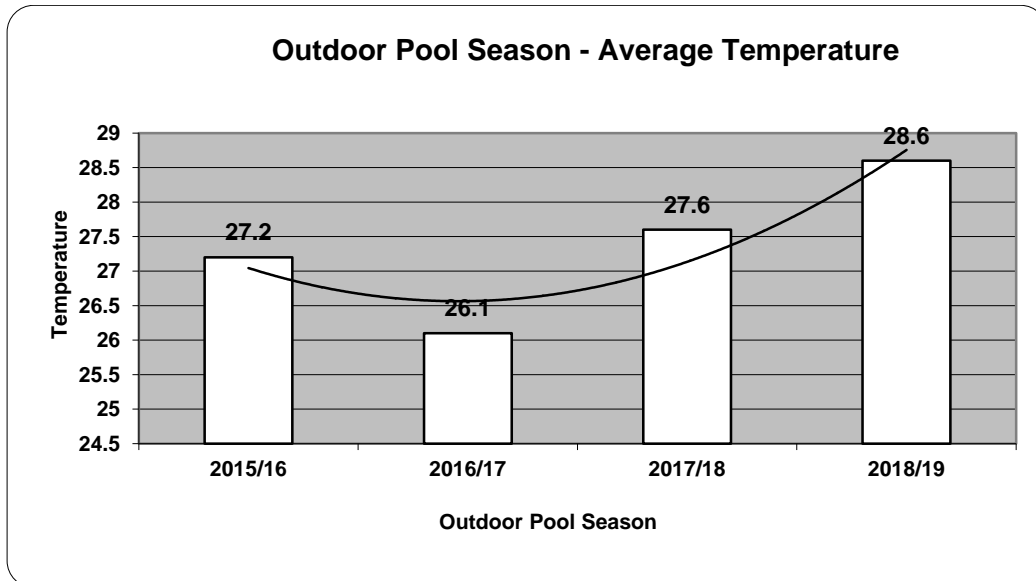
Prior to 2018/19, Council's operating hours and trigger temperatures for outdoor pool facilities in 2017/18 were as follows:

- Traralgon and Moe Outdoor Pools were open from 10am to 8pm during 'Peak' Season, and 'Off Peak' guaranteed hours 3pm to 5pm – with extended hours from 3pm to 7pm when the temperature was above 26 degrees.
- Yallourn North Outdoor Pool was open with guaranteed hours from 3 pm to 5pm all season – with extended hours when the temperature was above 26 degrees.

SEASON COMPARISONS

The following tables outline a range of season comparisons across the past four outdoor pool seasons. These comparisons include;

- Average temperature,
- Total number of days in each of the following temperature triggers;
 - under 25 degrees (facilities closed),
 - between 25 and 32 degrees (open 12pm to 7pm), and
 - above 32 degrees (open 10am to 7pm).



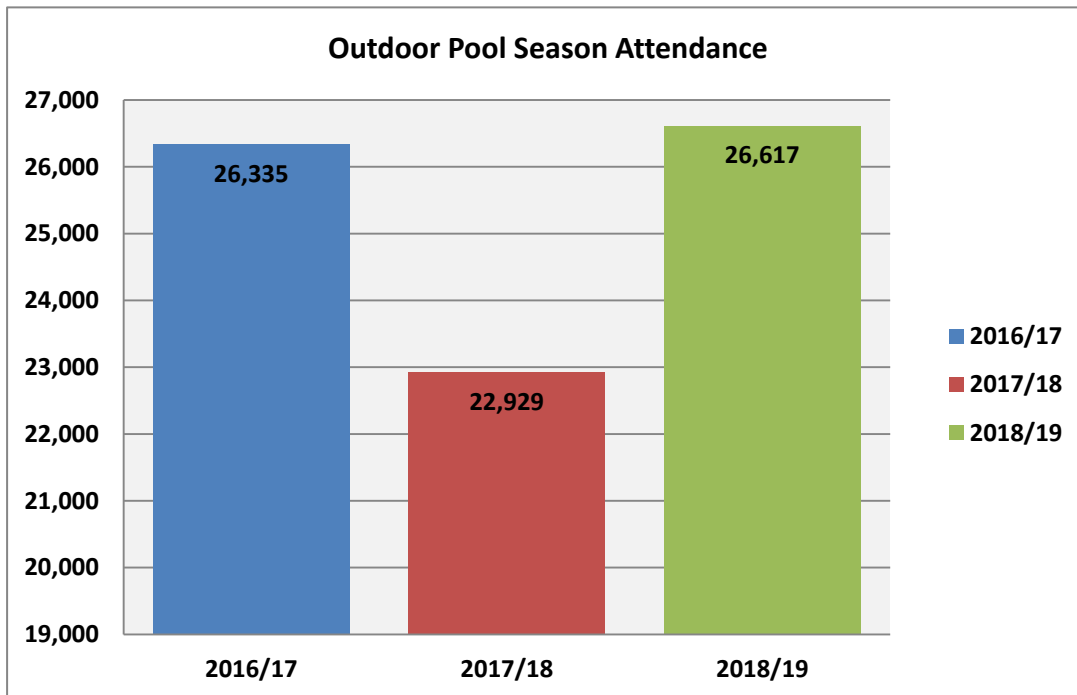
The average temperature for the 2018/19 season was 28.6 degrees, which represented a 1 degree increase from the 2017/18 summer (27.6 degrees). The rise in mean temperature was also reflected in the rise of total days over both temperature-based triggers (i.e. days above both 25 and 32 degrees). In summary;

- There were 9 fewer days under 25 degrees compared to 2017/18
- There were 5 more days between 25-32 degrees compared to 2017/18
- There were 10 more days above 32 degrees compared to 2017/18

This increase in temperature subsequently resulted in an increase in operating hours by approximately 123 hours in 2018/19 (1,775 hours), compared to the previous season (1,612).

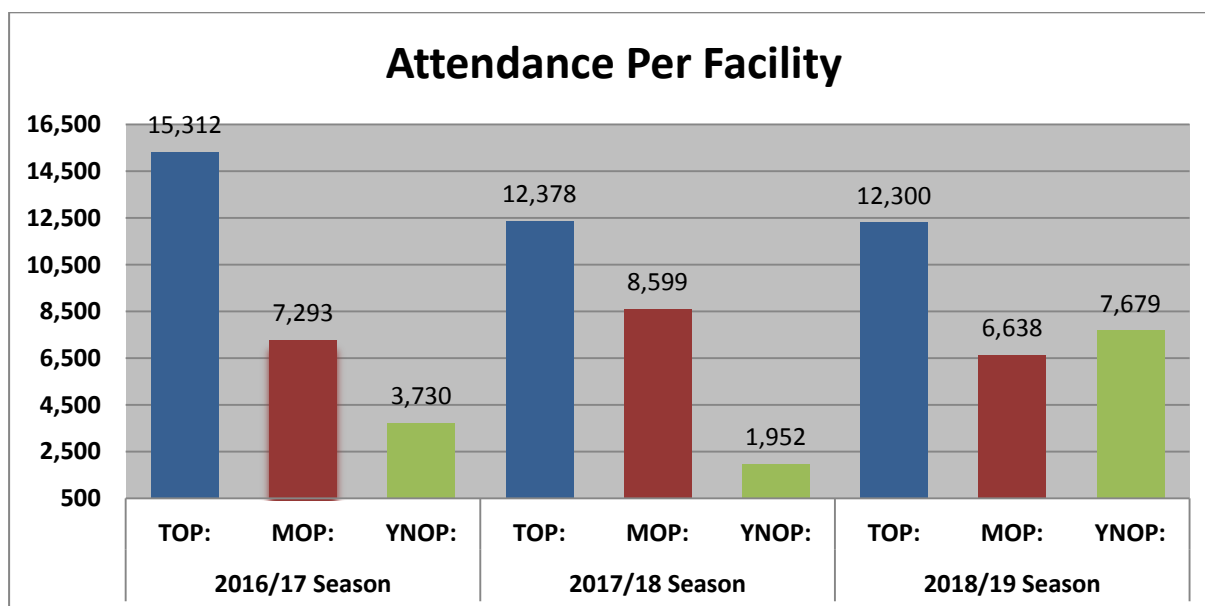
ATTENDANCE

The overall attendance figure for the 2018/19 outdoor pool season was 26,617. Total attendance is comprised of adults, children, families and school visits. The following graph outlines the attendance figures of the outdoor pools over the last four seasons:



Whilst the attendance figures above show an increase in overall attendances at the outdoor pools; it’s important to note that both Traralgon and Moe actually declined relative to the previous season – despite 2018/19 being a considerably warmer summer.

The following table outlines an attendance comparison over the last four years, and highlights the rapid increase that the Yallourn North Outdoor Pool received this season – on the back of Council’s decision to remove all general entry fees at that facility in 2018/19.



Attendance Summary (per facility)			
Facility	2017/18	2018/19	Variance
Moe Outdoor Pool	8,599	6,638	(1,961)
Traralgon Outdoor Pool	12,378	12,300	(78)
Yallourn North Outdoor Pool	1,952	7,679	5,727
Overall Impact	22,929	26,617	3,688

YALLOURN NORTH OUTDOOR POOL 2018/19 ANALYSIS

Following on from Council's decision to waive general entry fees at the Yallourn North Outdoor Pool in 2018/19, the facility experienced a significant increase in total attendances relative to previous financial years – 5,727 more than 2017/18, and 3,949 more than 2016/17.

A positive correlation exists between the increase in Yallourn North Outdoor Pool attendances in 2018/19, and the declining attendance figures experienced at both the Moe Outdoor Pool (-1,961) and Traralgon Outdoor Pool (-78).

It is plausible that the increased attendances at Yallourn North Outdoor Pool contributed to the declining attendances experienced at the other facilities.

Whilst the raw data for Traralgon Outdoor Pool reflects only 78 less attendances for compared to 2017/18, it's important to note that the 'End of an Era' long weekend event in March 2019 contributed 1,253 free visits – accounting for approximately 10%

of the total season attendances at the facility across the last 3 days of operation. In the absence of this community event, the facility's total attendance would have been approximately 1,000 less than 2017/18, and 4,000 less than 2016/17 – highlighting a steep decline.

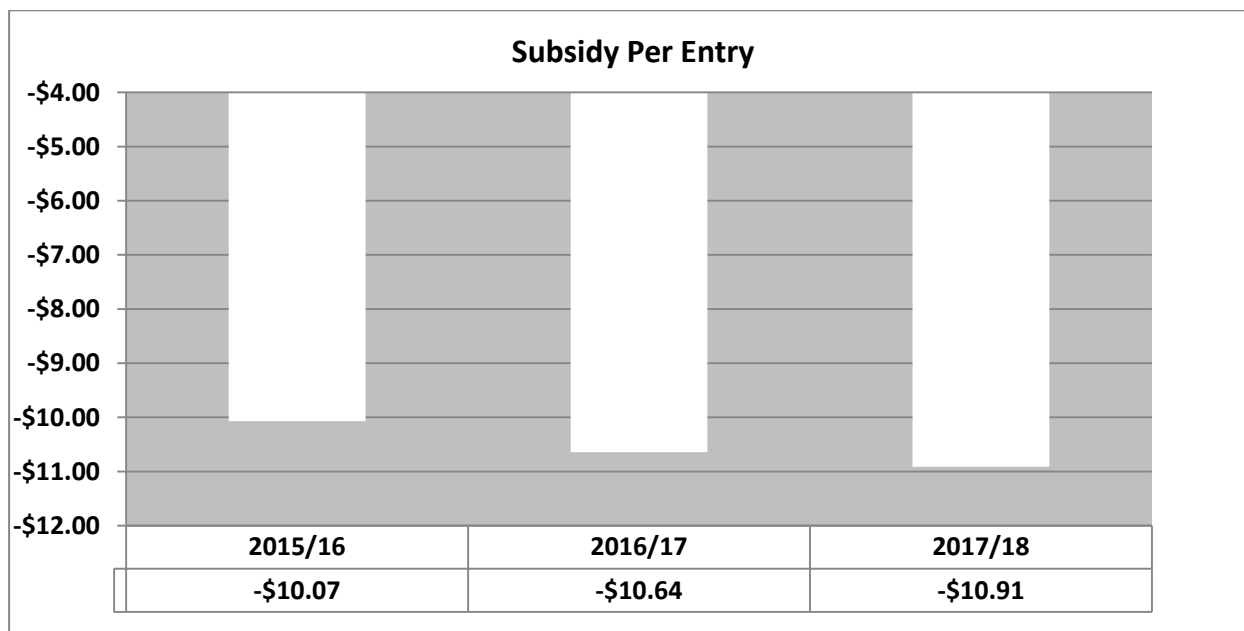
Anecdotal feedback from the Yallourn North Action Group meeting held in April 2019 suggests that there was a high level of community appreciation for the free entry. It was suggested that more local families attended the facility in 2018/19, which resulted in more Latrobe City residents engaging in active living opportunities within the municipality, and increased social and community connectedness.

FINANCIAL AND RESOURCE IMPLICATIONS

<u>2018/19</u>	Moe Outdoor Pool	Traralgon Outdoor Pool	Yallourn North Outdoor Pool	All Outdoor Pools
Net Operating Loss	\$134,974	\$120,246	\$78,263	\$333,483
Attendances	6,638	12,300	7,679	26,617
Operating Subsidy (per visit)	\$20.33	\$9.77	\$10.19	\$12.53

Overall, the average operating subsidy per attendee increased from \$10.91 in 2017/18, to \$12.53 per attendee in 2018/19 – representing a \$1.62 increase per outdoor pool attendance. However it's worth noting that 2018/19 also saw a disproportionate amount of free entrances relative to previous outdoor pools seasons, which contributed to the increased subsidy per user. These include;

- 1,253 free entries at Traralgon Outdoor Pool as part of the 'End of an Era' celebration held across the Labour Day long weekend March 9-11, 2019.
- 7,679 free entries at Yallourn North Outdoor Pool across the 2018/19 outdoor pool season.



In assessing the increased the net operating subsidy per user, it's also important to consider that the total hours of operation increased by approximately 123 hours, from 1,612 in 2017/18, to 1,775 in 2018/19.

This increase was largely impacted by the increase in average temperature across the outdoor pool season, and most notably, the significantly increased number of days over 32 degrees (10 more), compared to 2017/18.

The increased operating hours, coupled with the volume of free swims provided across the summer season, positively correlated with the \$1.62 increase to subsidy per entry.

Forecast Temperature & Attendance Breakdown (Excluding School Bookings & Traralgon End of an Era event)				
Forecast Temperature	Attendances	Total Days in Operation	Average Attendances (Per site)	Average Attendance %
25-25.9 Degrees	586	11	17.8	5.5%
26-26.9 Degrees	215	3	23.9	7.4%
27-27.9 Degrees	952	6	52.9	16.3%

28-31.9 Degrees	3,419	19	60	18.5%
32 Degrees and above	15,766	31	169.5	52.3%

FUTURE PLANNING

The 2018/19 outdoor pool season marked the end of an era for the Traralgon Outdoor Pool, through the construction phase of the Gippsland Regional Aquatic Centre. As such, Council will only be operating two outdoor pool facilities in 2019/20; Moe Outdoor Pool, and Yallourn North Outdoor Pool.

OPTIONS

Officers have developed four potential options regarding the future of the outdoor pool operations and operating hours. The four options take into consideration the current temperature trigger points, attendance figures at temperature levels, community demand, and additional costs/savings.

Please note: The current allocated budget for the 2019/20 outdoor pool season is \$197,714.

The four options are as follows;

OPTIONS TABLE			
	OPTION	IMPACT	FINANCIAL IMPACT (Estimate)
Option 1:	<p>Retain 2018/19 fee model including free entry at Yallourn North Outdoor Pool only)</p> <p>Close the Outdoor Pools on days forecast below 25 degrees.</p> <p>On days forecast 25 degrees or above, Open all Outdoor</p>	<p>This option involves repeating the same operating model and temperature triggers as per 2018/19.</p> <p>Using 2018/19 temperature and attendance data as a benchmark, this option would incur additional \$20,429 on top of the current 2019/20 budget.</p>	<p>Estimated cost to operate \$217,855</p> <p>Additional budget cost (above the 2019/20 allocated budget): \$20,429</p>

OPTIONS TABLE			
	OPTION	IMPACT	FINANCIAL IMPACT (Estimate)
	<p>Pools 12 pm - 7 pm.</p> <p>On days forecast 32 degrees or above, open all Outdoor Pools 10 am – 7 pm.</p>		
Option 2:	<p>Apply free entry at both Yallourn North and Moe Outdoor Pools.</p> <p>Close the Outdoor Pools on days forecast below 25 degrees.</p> <p>On days forecast 25 degrees or above, Open all Outdoor Pools 12 pm - 7 pm.</p> <p>On days forecast 32 degrees or above, open all Outdoor Pools 10 am – 7 pm.</p>	<p>A budget allocation will need to be made out of the 2018/19 surplus funds to operate under these parameters.</p> <p>The current operating budget for 2019/20 is \$197,714; however this does not consider the loss of income associated with free entry at Moe Outdoor Pool.</p> <p>The likelihood of reinstating entry fees at outdoor pool in the future would be compromised due to increased community expectation.</p>	<p>\$262,700</p> <p>Additional Budget Cost: \$65,275</p>
Option 3:	<p>Retain 2018/19 fee model (including free entry at Yallourn North Outdoor Pool only)</p> <p>Increase temperature triggers to reflect;</p> <p>Close the Outdoor Pools on days forecast below 26</p>	<p>This option involves repeating the same operating model (paid entry and Moe Outdoor Pool, and free entry at Yallourn North Outdoor Pool).</p> <p>However the minimum temperature trigger would be increased from 25 degrees, to 26 degrees.</p> <p>By not operating pools when the forecast is below 26 degrees, would lose 586 entries (which represents 5.5% of total attendance), but would</p>	<p>Estimated cost to operate \$205,855</p> <p>Additional budget cost: \$8,430</p>

OPTIONS TABLE			
	OPTION	IMPACT	FINANCIAL IMPACT (Estimate)
	<p>degrees.</p> <p>On days forecast 26 degrees or above, Open all Outdoor Pools 12 pm - 7 pm.</p> <p>On days forecast 32 degrees or above, open all Outdoor Pools 10 am – 7 pm.</p>	<p>potentially save approximately \$12,000 operationally.</p>	
Option 4:	<p>Apply free entry at both Yallourn North and Moe Outdoor Pools.</p> <p>Increase temperature triggers to reflect;</p> <p>Close the Outdoor Pools on days forecast below 26 degrees.</p> <p>On days forecast 26 degrees or above, Open all Outdoor Pools 12 pm - 7 pm.</p> <p>On days forecast 32 degrees or above, open all Outdoor Pools 10 am – 7 pm.</p>	<p>The Outdoor Pools open during hours are where the pools are utilised the most.</p> <p>The current operating budget for 2019/20 is \$197,714; however this does not consider the loss of income associated with free entry at Moe Outdoor Pool.</p> <p>By not operating pools when the forecast is below 26 degrees, would lose 586 entries (which represents 5.5% of total attendance), but would potentially save approximately \$12,000 operationally.</p> <p>Removing fees for attendance at both Yallourn North and Moe Outdoor Pools will encourage greater community access to Council's outdoor pool facilities.</p> <p>The likelihood of reinstating entry fees at outdoor pool in the future would be compromised due to increased community expectation.</p>	<p>Estimated cost to \$250,7000</p> <p>Additional budget cost: \$53,275</p>

Issues:

The 2018/19 outdoor pool season marked the end of an era for the Traralgon Outdoor Pool, through the construction phase of the Gippsland Regional Aquatic Centre. As such, Council will only be operating two outdoor pool facilities in 2019/20; Moe Outdoor Pool, and Yallourn North Outdoor Pool.

Communication

Latrobe City Council will utilise radio, print and social media advertising the changes to the operating hours prior to and during the outdoor pool season to ensure the community are well informed of any changes.

Financial Implications

All options have a financial implication on the 2019/20 Council budget – these include:

Option 1 – Additional budget cost of \$20,429

Option 2 – Additional budget cost of \$65,275

Option 3 – Additional budget cost of \$8,430

Option 4 – Additional budget cost of \$53,275

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
Reputation risk. Having an inconsistent fee model between the two Outdoor Pool facilities that will be operating in 2019/20 (i.e. Moe Outdoor Pool and Yallourn/North Outdoor Pool), could generate a negative public perception that Council's decision is not fair and equitable.	Possible.	Develop and implement a clear communication plan outlining the reasons behind Council's original resolution in June 2018, regarding free entry at Yallourn North Outdoor Pool.
Reduced attendance. Increasing the minimum	Almost Certain	Losing attendances on days from 25 to 25.9 degrees would be

temperature trigger to 26 degrees would result in a 5.5% reduction in attendance across the season - loss based on 2018/19 data.		unavoidable should Council resolve to increase the minimum temperature trigger to 26 degrees.
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Declaration of Interests:

Officers preparing this report have declared they do not have a conflict of interest in this matter under the provisions of the *Local Government Act 1989*.

Supporting Documents:

Nil

Attachments

Nil

COMMUNITY SERVICES

16. COMMUNITY SERVICES

Agenda Item: 16.1

Agenda Item: Release of Draft Cultural Diversity Action Plan 2019-2023 for Public Consultation

Sponsor: General Manager, Community Services

Council Plan Objective: Improve the liveability and connectedness of Latrobe City.

Status: For Decision

MOTION

Moved: Cr Clancey

Seconded: Cr White

That Council approve the release of the draft Cultural Diversity Action Plan (CDAP) 2019-2023 for public consultation for a six week period, commencing Tuesday 6 August to Tuesday 17 September 2019.

CARRIED UNANIMOUSLY

Executive Summary:

To further demonstrate Council's commitment to building an inclusive community that acknowledges diversity, a draft Cultural Diversity Action Plan (CDAP) 2019 – 2023 has recently been developed following consultation with the Cultural Diversity Advisory Committee, Latrobe City staff and key organisations who represent and work with culturally diverse groups.

The draft CDAP 2019 – 2023 incorporates three crucial focus areas for cultural diversity over the next four years, being:

1. Access and Equity
2. Responsiveness, and
3. Leadership

A distinct change from previous editions, the new plan involves a stronger focus on fewer, more strategic actions that go beyond celebrating and raising awareness to creating meaningful change. It incorporates best practice principles from a range of sources and highlights where we can have the most impact.

Following endorsement of the draft Plan by the Cultural Diversity Advisory Committee, the document is now being presented to Council for consideration and release for a six week public consultation period.

Background:

Since 2004, Latrobe City Council has implemented three CDAP's to demonstrate its ongoing commitment to building an inclusive community that acknowledges diversity. Following the successful implementation of the last CDAP 2014-2018, Latrobe City has engaged with a range of stakeholders over the last six months to develop a fourth plan.

The development of the draft CDAP 2019 – 2023 has been led by a consultant working in close consultation with the Cultural Diversity Advisory Committee, Latrobe City Council staff, key organisations within Gippsland and other relevant bodies who work with culturally diverse groups. The Plan has also been informed by research of best practice principles, including from human rights and anti-discrimination legislation and national and state commitments to inclusion, multiculturalism and equality.

The key purpose of this plan is to provide a focus for Council to deliver services and information that is inclusive of people from diverse backgrounds. Additionally, it affirms Council's commitment to building a cohesive and inclusive community and details meaningful actions that work towards improving the lived experiences of culturally diverse people and communities in Latrobe City.

Compared with previous plans, the CDAP 2019 - 2023 concentrates on fewer, more strategic actions that go beyond celebrating and raising awareness to creating meaningful change. It also includes three main focus areas for activities, being:

1. Access and Equity
2. Responsiveness, and
3. Leadership

Some key actions from the draft Plan include:

- Development of ongoing targeted and tailored cultural competency training to ensure Council services and processes are responsive to the needs of people from culturally diverse backgrounds
- Advocacy for further community leadership development and training opportunities
- Auditing of current Council processes and practices against the Human Rights Workplace Cultural Diversity Tool to demonstrate organisational leadership and capacity
- Reviewing Council Advisory Committees and staff profiles to establish base line data of cultural backgrounds and languages spoken

- Building stronger intercultural connections within the community and genuine embracing of cultural diversity by facilitating and participating in events and forums

The draft CDAP 2019 – 2023 has been reviewed and endorsed by the Cultural Diversity Advisory Committee and is now proposed to be released for public consultation for a six week period. Feedback obtained during this consultation period will be reviewed by the Cultural Diversity Advisory Committee and as appropriate incorporated within the final draft Plan before submitting to Council for consideration and adoption.

Issues:

Strategy Implications

The development of the draft CDAP 2019 – 2023 most closely aligns to Objective 3 of the Council Plan, to ‘improve the liveability and connectedness of Latrobe City’.

Communication

The draft CDAP 2019 – 2023 has been reviewed and endorsed by the Cultural Diversity Advisory Committee, following a range of workshops and individual meetings directly with Committee members. Consultation has also been carried out with a number of relevant peak body organisations within Latrobe, Gippsland and beyond to develop the draft.

It is proposed that wider communication and consultation be carried out through releasing the draft document for public comment for a six week period before it is finalised and endorsed by Council.

Financial Implications

There are no financial implications in releasing the draft Plan for community comment. Once the Plan is adopted, the actions will fall within the general operating budgets of the various teams and departments who have responsibility for deliverables.

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
Limited feedback received from community.	3	The draft Plan will be made available in hardcopy at a number of Latrobe City venues. It will be made available electronically and in alternative languages upon request. The draft Plan will also be directly circulated to a range of

		community groups including culturally specific groups, Community Development networks and to the Coordinators Network for circulation to their networks.
Negative feedback received from the community.	2	The draft Plan has been endorsed by the Cultural Diversity Advisory Committee and input provided by a number of key organisations within Gippsland. To date, the draft Plan has been well received, indicating the likelihood of negative feedback being low. Feedback will be considered and any proposed changes will be reviewed by the Advisory Committee and Council.

* For example, likelihood ratings: 1 (Rare); 2 (Unlikely); 3 (Possible); 4 (Likely); 5 (Almost Certain)

Legal and Compliance

Nil.

Community Implications

The actions identified in the Plan aim to produce improved outcomes for the organisation and the community. It is anticipated that the Plan will be received positively by the community based on consultations with the Cultural Diversity Advisory Committee and other key stakeholders.

Environmental Implications

Nil.

Consultation

It is proposed that additional community engagement commences immediately upon adoption of this report's recommendation for a six week period, commencing Tuesday 6 August 2019 to Tuesday 17 September 2019.

Engagement processes will include:

- Providing hard copies at all Latrobe City Council's Libraries and Service centres
- Posting of information on Latrobe City's website (including 'Have Your Say' page) and Facebook page
- Publication of a media release
- Direct mail out to various local ethnic social groups, agencies and organisations who work with culturally diverse groups
- Direct email distribution to local community groups, Community Development networks and Latrobe City's Coordinators networks
- Posting of information on Latrobe City's internal intranet page

Other

Nil.

Declaration of Interests:

Officers preparing this report have declared they do not have a conflict of interest in this matter under the provisions of the *Local Government Act 1989*.

Supporting Documents:

Nil.

Attachments

1 [↓](#). Draft Cultural Diversity Action Plan 2019 - 2023

16.1

Release of Draft Cultural Diversity Action Plan 2019-2023 for Public Consultation

1	Draft Cultural Diversity Action Plan 2019 - 2023.....	376
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Cultural Diversity

ACTION PLAN 2019-2023





Welcome

Latrobe City recognises the Gunai Kurnai indigenous people as the traditional custodians of the land and values their ongoing cultural and community contribution. The City also celebrates and appreciates the considerable contributions made by successive generations of migrants and refugees who have chosen to call Latrobe City home. These migrants and refugees have brought a broad range of skills, experiences, language and cultures to our municipality.

Cultural diversity is the term used to describe many different cultures co-existing within one larger culture. The UNESCO Universal Declaration on Cultural Diversity states that “This diversity is embodied in the uniqueness and plurality of the identities of the groups and societies making up humankind. As a source of exchange, innovation and creativity, cultural diversity is as necessary for humankind as biodiversity is for nature. In this sense, it is the common heritage of humanity and should be recognized and affirmed for the benefit of present and future generations”.

This Cultural Diversity Action Plan (CDAP) builds on the 2014-18 CDAP, which saw the successful implementation of twenty actions. Our aspirations for the next three years go beyond simply raising awareness and celebrating the diverse cultures that make up Latrobe City. Through our actions, we will focus on improving access and equity, being more responsive as an organisation and strengthening our own leadership, and culturally diverse leadership in the community.

Latrobe's Multicultural Past and Present

Latrobe City has a proud history of welcoming people from diverse backgrounds and cultures into the community. Their arrival has enriched our culture, strengthened our industry, added a diverse range of businesses, and made Latrobe City a more exciting and vibrant place to live. More than 30% of our community has one or both of their parents born overseas.

Since the largely European post-war migration wave, the profile of more recent arrivals to Latrobe City is changing. See our community profile at Appendix One.

Many businesses within Latrobe City have international links as a direct result of our diverse and highly skilled workforce. There has also been considerable economic investment by large-scale international industry within the municipality.

Our Sister City relationships with Takasago in Japan and Taizhou in China are key drivers for economic, educational and cultural exchange. Our cultural diversity is also evident in regular annual high-profile cultural celebrations such as our Sister Cities Festival.

Latrobe City is now a Refugee Welcome Zone. A Refugee Welcome Zone is a Local Government Area which has made a symbolic commitment to welcoming refugees into the community, upholding their human rights, demonstrating compassion and embracing cultural and religious diversity in the community.

It signifies our commitment to support people who have been forced to leave their country to escape war or persecution.

The State and Federal governments are considering new policies to manage issues such as congestion and housing prices in the major cities by creating incentives for migrants to study, live and work in regional areas. Latrobe is well placed to benefit socially and economically from these policy approaches. We can't forget that our success depends upon community cohesion and harmony and this requires effort and commitment from all of us.

About this plan

The 2019-23 Cultural Diversity Action Plan (CDAP) will guide our activities in three crucial focus areas for cultural diversity over the next four years::



Developed in consultation with the Council's Cultural Diversity Advisory Committee (CDAC), the aim of this action plan is to have a meaningful impact on improving the lived experience of culturally diverse communities in Latrobe City. This plan affirms the organisation's commitment to meet the challenges and opportunities of genuinely embracing cultural diversity in our municipality.

Our 2014-18 Cultural Diversity Action Plan focused on raising awareness, celebrating diverse cultures and acknowledging the valuable contribution made by a growing culturally diverse population.

As a leader, service deliverer and policymaker, there is scope for us to move beyond just celebrating and raising awareness of diverse cultures. We know that people in our community experience discrimination because of their cultural backgrounds or racial or religious differences. Racial discrimination and bias are barriers to social cohesion and harmony. It also has negative impacts on individual members of our community. This plan seeks to mitigate racial discrimination so that diverse cultures are embraced and enjoy full and equal participation in all aspects of community life.

By focusing on fewer, more meaningful actions during the life of this plan and measuring our progress, we hope to build understanding and empathy in our organisation and the community.

The actions we will take to address the three themes are contained in the table beginning on page 4.

The benefits of cultural diversity

Embracing cultural diversity has significant social and economic benefits. It creates an environment where all individuals, regardless of their cultural background, can positively contribute to society and play a constructive role in building a resilient, harmonious and vibrant community. We believe that a free, diverse and open society, where the law and human rights of all people are respected, makes for a stronger, safer, more prosperous and harmonious community.

In the 2014 Victorian Population Health Survey, the proportion of the Gippsland community who think multiculturalism makes life better is low (40%), compared to Victoria (55%); especially in Wellington (31%), Latrobe (32%) and East Gippsland (37%). The many benefits of cultural diversity may not always be plain to people in the community, however, through this action plan we hope to make those benefits more visible and valued by more people.

Policy context

Human rights and anti-discrimination legislation along with national and state commitments to inclusion, multiculturalism and equality have informed the development of the CDAP. The policy context, from the international to the local level, is summarised in Appendix 2.

Action Plan

The actions outlined in the following pages are not intended to represent all the services and activities we deliver to and support across culturally diverse communities. This plan represents a shift away from documenting the 'routine' or 'business as usual' actions of Council's services and programs. Those things are important and we will keep doing them. We'll still celebrate cultural diversity through local events, and we'll still improve, for example, how we publish materials in multiple languages. However, the purpose of this plan is to focus on fewer actions that go beyond 'food and festivals' and will help achieve meaningful change.

Accountability

We will monitor our progress using the measures and targets contained in this plan. In some cases, we will need to gather data in certain areas for the first time so that we can better understand how we are currently doing. In principle, our approach is to collect this new 'baseline' data during the first year of the Plan and then to use that information to review and update our measures and targets at the mid-way point. This review should result in new measures and targets being set for the remaining period of the plan and reflects our commitment to continuous improvement.

Latrobe City's Cultural Diversity Advisory Committee

Latrobe City is grateful for the input and advice provided by the Cultural Diversity Advisory Committee during the preparation of the CDAP.

The members of the CDAC are:

- **Dr Michael Spisto**
- **Mr Praveen Chandra**
- **Mrs Julie Fenley**
- **Ms Lisa Sinha**
Gippsland Multicultural Service
- **Dr Christine Lee**
Gippsland Ethnic Communities Council
- **Ms Soula Kanellopoulos**
International Women's Group
- **Ms Christalla Marcou**
Greek Community
- **Mr Ameruddin Khan Mohammed**
Gippsland Australian Muslim Community Inc.
- **Ms Anne Camier**
Latrobe Community Health Service
- **Councillor Darrell White OAM**
Latrobe City Council
- **Councillor Dan Clancey**
Latrobe City Council

Ex-officio members include Steve Tong, Manager Community Development; Heather Farley, Coordinator Community Strengthening; and Community Development Officer, Latrobe City Council.

2019-2023

Cultural Diversity Action Plan



THEME: Access and equity

OUR GOAL	ACTIONS	MEASURES/TARGETS
Residents from culturally, linguistically and religiously diverse backgrounds have equal opportunities to access culturally appropriate services and participate fully in the Latrobe City community.	Report annually on how principles contained in the Community Access and Inclusion Policy have been applied in respect to cultural diversity. <i>(See Appendix 3 for the principles)</i>	A report is provided to CDAC once during each year of this plan.
To support the provision of programs (in Economic Development) that help facilitate economic and entrepreneurial activity within the multicultural community	Support the multicultural Coffee cart initiative across Latrobe City Support the Young Change Agents Social Entrepreneurs program and other similar programs which focus on building entrepreneurial skills with diverse young people	Sustainability and potential expansion of the program to other locations Target two programs to be offered



THEME: Responsiveness

OUR GOAL	ACTIONS	MEASURES/TARGETS
<p>Council services and processes are responsive to the needs of people from culturally diverse backgrounds.</p>	<p>Develop, implement and embed an ongoing program of cultural competency training tailored for specific staff groups as follows:</p> <p>Year 1 (2019-20):</p> <ul style="list-style-type: none"> Establish a list of target staff groups and prepare a training schedule. Implement training for target staff groups with frequent, high volume contact with the public (E.g. Contact Centre staff, key frontline staff in leisure and recreation, libraries, preschools, rates, planning, local laws, and aged and disability services). <p>Year 2 (2020-21):</p> <ul style="list-style-type: none"> Implement training for other targeted staff groups who deal with the public, E.g. HR staff, recruiters (managers team leaders), economic development, community development, engineering and infrastructure. <p>Year 3 (2021-2022)</p> <ul style="list-style-type: none"> Remaining staff who deal with the public, however infrequently. <p>Embed cultural competency training as part of the induction process for all new staff and volunteers.</p>	<ul style="list-style-type: none"> List of target staff groups and a training schedule developed by December 2019. 80% of target staff are trained by the end of 2021-22 Maintain training at 80% or above beyond 2022. Report on the customer experience of people from culturally diverse backgrounds annually. <p>Induction process for staff and volunteers adjusted to include tailored cultural competency training by the end of 2020.</p>



THEME: Community and Organisational Leadership

OUR GOAL	ACTIONS	MEASURES/TARGETS
Leadership in both our long standing and more recent migrant communities is encouraged and nurtured.	Advocate to the Office of Multicultural Affairs for ongoing funding for the New and Emerging Communities Leadership Program conducted by Leadership Victoria. If funded, support training with venues and speakers.	Representations are made to the Office of Multicultural Affairs in 2019-2020.
Demonstrate leadership as an organisation.	Assign a small group to jointly complete the Human Rights Workplace Cultural Diversity Tool and report results to the Executive Management Team and the CDAC. Host a cultural diversity forum between the Council, the Multicultural Advisory Committee, and key organisations (such as police and government departments) twice during the life of this plan to report on progress on actions in this plan and discuss community issues.	Assessment tool completed and results reported by December 2019. Forums are delivered in 2020 and 2023.
Establish a baseline of data to better understand and deal with cultural diversity.	Conduct a voluntary online survey of members of all council advisory committees to establish baseline data of the cultural backgrounds of advisory committee members	Survey completed in 2020-2021.
	Conduct a biennial online survey of all council staff and registered volunteers to establish baseline data for cultural backgrounds and languages spoken.	Survey completed in 2020-2021
Stronger intercultural connections within the community and genuine embracing of cultural diversity.	Facilitate opportunities and support festivals, events and activities to help build trust and understanding and nurture intercultural connections.	The proportion of the community who think multiculturalism makes life better increases in Latrobe above 32% to at least the Gippsland average of 44%.

APPENDIX 1

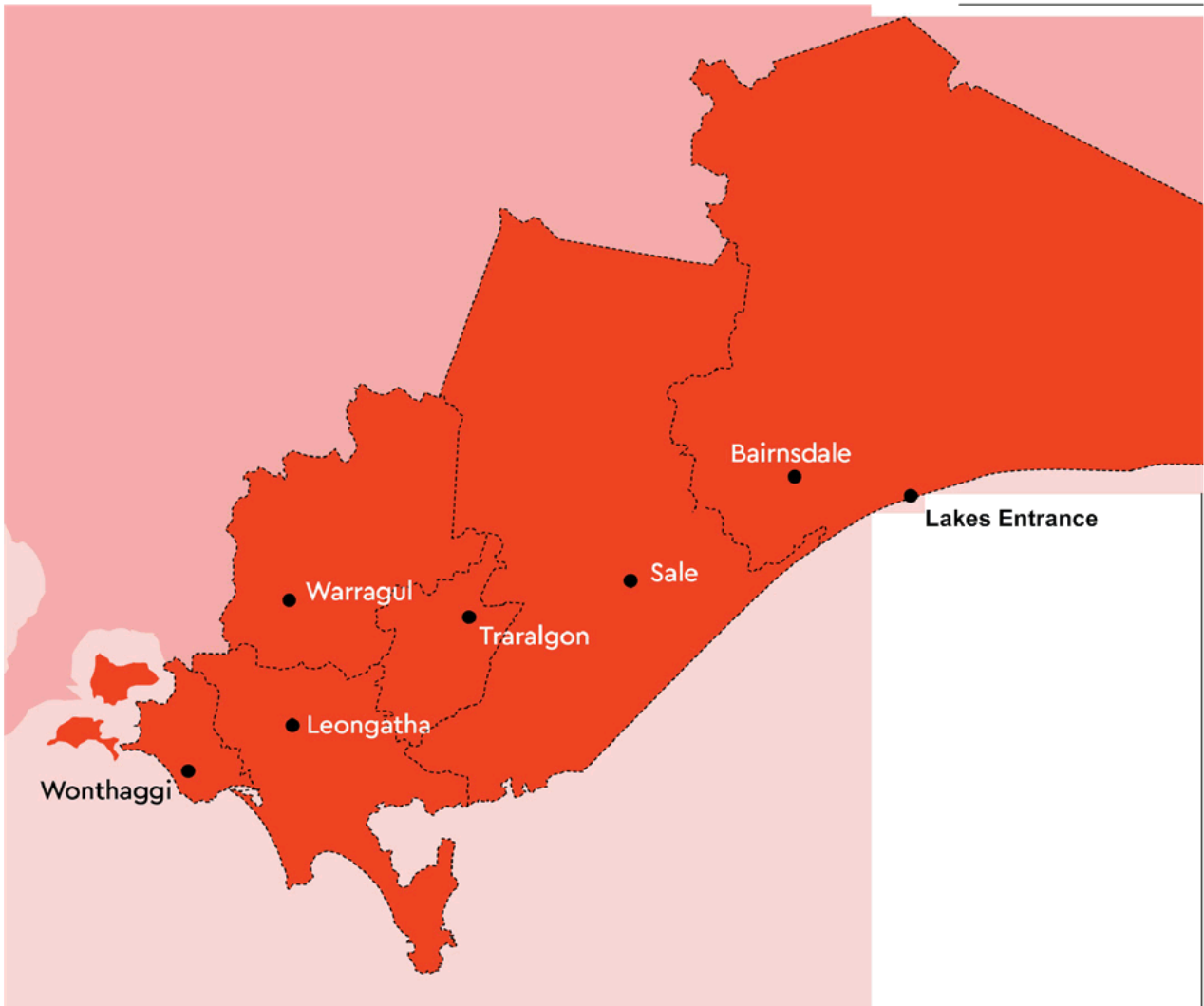
Latrobe City Community Profile

The community profile is from the Gippsland Multicultural Strategic Plan, funded through the Victorian Government under the Office of Multicultural Affairs and Citizenship (OMAC).

Latrobe City is the most populated of all the Gippsland local Government areas. It also has the multicultural settlement within Gippsland. Latrobe is home to many following the post war migration and continues to experience significant population growth from multicultural communities in the form of skilled migrants, family settlement as well as humanitarian settlement.



MAP OF GIPPSLAND

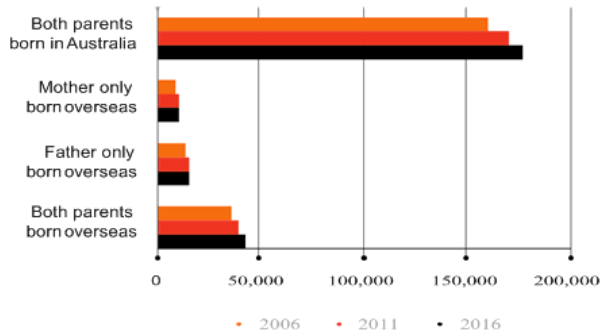


Map of Gippsland

POPULATION 271,416



BIRTHPLACE OF PARENTS



COMMON COUNTRIES OF BIRTH

2016

Country	No. of People
England	9,430
New Zealand	3,006
Netherlands	2,185
Scotland	1,540
Germany	1,506

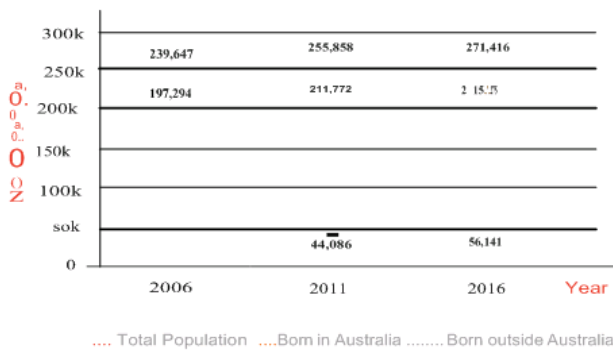
2011

Country	No. of People
England	9,356
New Zealand	2,714
Netherlands	2,316
Scotland	1,801
Italy	1,694

2006

Country	No. of People
England	8,988
Netherlands	2,418
New Zealand	2,113
Scotland	1,812
Italy	1,794

COUNTRY OF BIRTH COMPARED TO TOTAL POPULATION



*Note: The numbers may include people who did not state their country of origin. Interpret with caution.

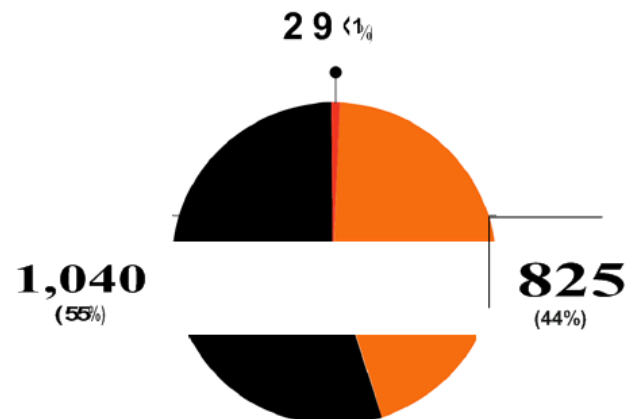
COMMON COUNTRIES OF MIGRANTS

JAN 2012 TO DEC 2016

Country	Humanitarian	Family	Skilled	Total
India	0	37	242	279
Philippines	0	159	58	217
UK	0	82	106	188
China	0	70	73	143
Thailand	5	90	8	103

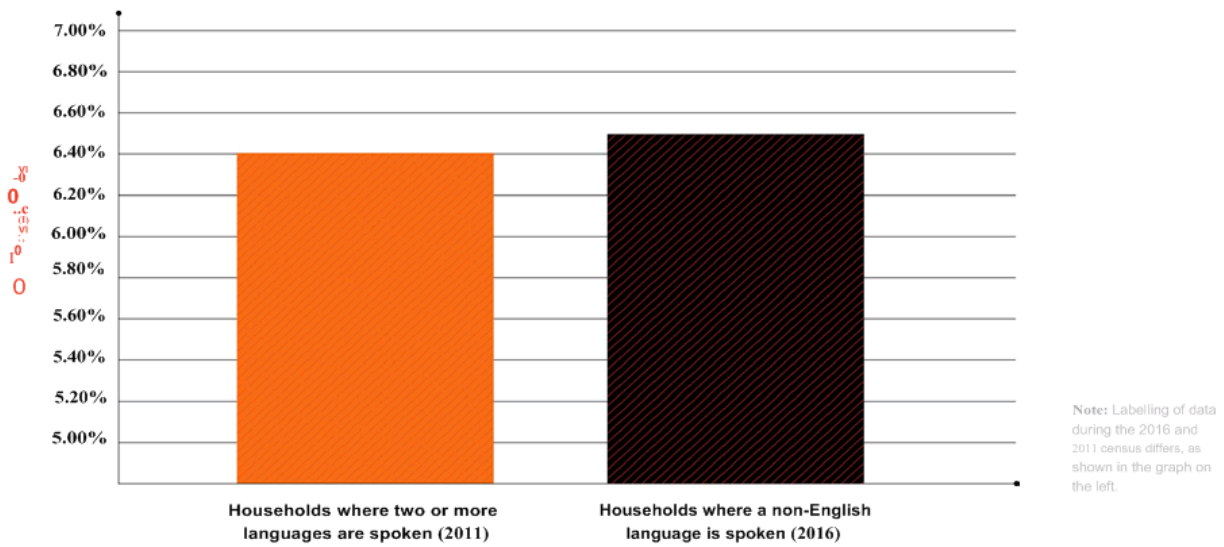
MIGRATION STREAM

JAN 2012 TO DEC 2016



e Skilled e Family e Humanitarian

HOUSEHOLDS WHERE A NON-ENGLISH LANGUAGE IS SPOKEN



COMMON LANGUAGES OTHER THAN ENGLISH

Year	Other Common Languages	Number of People	% Compared to Total Population
2016	Italian	1,983	0.70%
	Mandarin	839	0.30%
	German	750	0.30%
	Dutch	696	0.30%
	Greek	674	0.20%
2011	Italian	2,263	0.90%
	German	886	0.30%
	Dutch	806	0.30%
	Greek	667	0.30%
	Mandarin	492	0.20%
2006	Italian	2,275	0.90%
	German	876	0.40%
	Dutch	841	0.40%
	Greek	674	0.30%
	Maltese	374	0.20%

APPENDIX 2

Policy Context - Additional Information

A comprehensive policy framework informs the CDAP, including human rights and anti-discrimination legislation and national and state commitments to inclusion, multiculturalism and equality. Documented below are the details of the international, Australian, Victorian and local context.

International

As a member of the United Nations and a member of the United Nations Economic and Scientific Cooperation Organisation, the Commonwealth of Australia is a signatory to:

- *The Universal Declaration of Human Rights*
- *UNESCO Universal Declaration on Cultural Diversity*

Australia is also a party to The International Convention on the Elimination of All Forms of Racial Discrimination.

Australia

- *Racial Discrimination Act 1975*
- *Human Rights and Equal Opportunity Act 1986*
- *Access and Equity Strategy and Policy Framework*
- Australian Human Rights Framework 201
- *The People of Australia – Australia’s Multicultural Policy (2013)*, Commonwealth of Australia

Victoria

Victoria’s Charter of Human Rights and Responsibilities (2006) requires public authorities, including local councils to act compatibly with human rights, and to consider human rights when developing policies, making laws, delivering services and making decisions.

The following four categories of human rights in the Charter are pertinent to the Cultural Diversity Action Plan:

- Freedom: of thought, consciousness, peaceful assembly, movement, expression;
- Respect: of culture including religion, language, and background;
- Equality: before the law and opportunity to participate in public life; and

- Dignity: of privacy and reputation

In addition to the Charter, we considered the following documents in the development of the Cultural Diversity Action Plan:

- *Multicultural Victoria Act (2011)*
- *Victoria’s Advantage - Unity, Diversity, Opportunity (2014)*
- *Racial and Religious Tolerance Act (2001)*
- *Victorian Equal Opportunity Act (2010)*

- *MAV Statement of Commitment to Cultural Diversity*
- *Accessible Government Services for all, a revised framework for access and equity reporting*
- *Local Government Act (1989)*

Latrobe City

The *2019-23 Cultural Diversity Action Plan* is informed at a local level by the *Gippsland Multicultural Strategic Plan 2017-20 (GMSP)*, the *2017-2021 Council Plan and Municipal Public Health and Wellbeing Plan*. The *2019-23 Cultural Diversity Action Plan* is also aligned with *Latrobe City Council's Access and Inclusion policy*.

Gippsland Multicultural Strategy

Latrobe City Council supported the development of the GMSP, which contains the demographic profile of Latrobe's culturally diverse community and the priorities identified through broad based consultation during the development of the GMSP.

The GMSP has four objectives:

1. Education and Employment
2. Access to information services
3. Social Cohesion and Leadership
4. Health

While the reach of the GMSP is Gippsland

wide, Latrobe City will support local endeavours in each of these areas. Latrobe City will place increased emphasis on education and employment, which was cited as the highest priority issue for culturally diverse communities in the region. In part, this will be achieved by the CDAP and in part by two significant internal policies and plans that are under development at the time of preparing this draft CDAP.

Latrobe City Council Plan 2017-21

The *Council Plan 2017-21* outlines Council's strategic direction. The CDAP aims to achieve the Council's desired outcomes under Objective 5 'Provide a connected, engaged and safe community environment, which is improving the well-being of all Latrobe City citizens.'

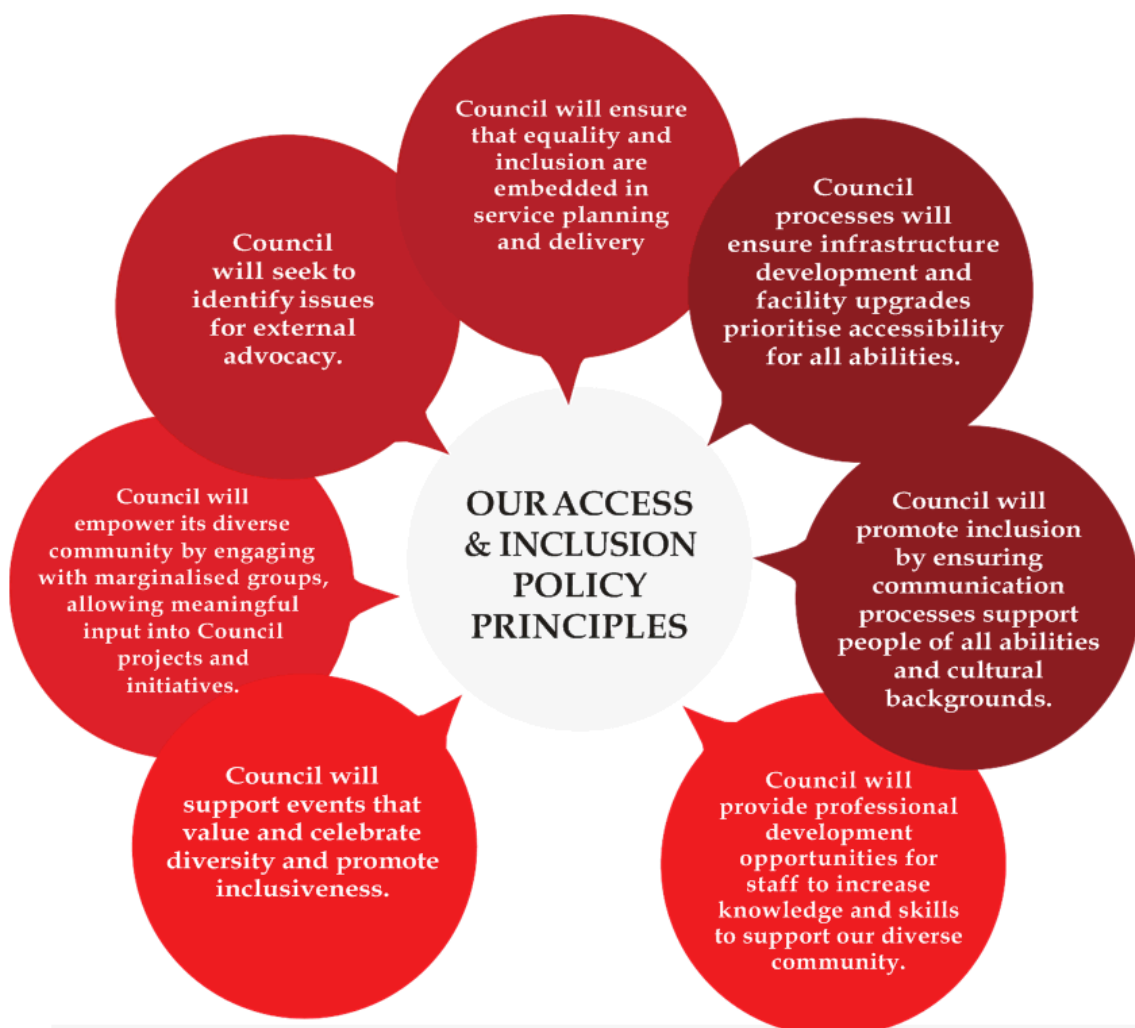
Living Well Latrobe Municipal Public Health and Wellbeing Plan 2017-21

The MPHWP aims to build positive health and wellbeing outcomes for all residents who live, learn, work and play in Latrobe City. The key strategic direction of 'Staying Connected' encourages an active, diverse and connected community within Latrobe by ensuring access and equity for all.

APPENDIX 3

The Principles of Latrobe City Council's Community Access and Inclusion Policy

The Latrobe City Council's Community Access and Inclusion Policy contains a series of principles, reproduced in the table below. Each year, the CDAC will receive a report showing how these principles have been applied as they relate to cultural diversity.



The Latrobe City Disability Action Plan, Cultural Diversity Action Plan and Reconciliation Action Plan's will provide guidance and direction on how the objective of this Policy will be managed. These Plans will be reviewed every four years and the outcomes reported to Council annually.



The Cultural Diversity Action Plan has been produced by Latrobe City Council.

**For more information contact
Latrobe City Council:**

Community Development Unit

Phone: 1300 367 700

Email: latrobe@latrobe.vic.gov.au

Printed July 2019

PROUDLY PRINTED IN
LatrobeCity



CORPORATE SERVICES

17. CORPORATE SERVICES

Agenda Item: 17.1

Agenda Item: Contract Variations and Contracts Awarded by the Chief Executive Officer Report for the period 1 April 2019 to 30 June 2019.

Sponsor: General Manager, Corporate Services

Council Plan Objective: Ensure Council operates openly, transparently and responsibly.

Status: For Information

MOTION

Moved: Cr White

Seconded: Cr Gibson

That Council receives and notes this report on contract variations and contracts awarded by the Chief Executive Officer (CEO) during the period 1 April 2019 to 30 June 2019.

CARRIED UNANIMOUSLY

Executive Summary:

In accordance with Latrobe City Council's *Procurement Policy 19-POL-11* section 2.12 Contract Management, there is a requirement for contract variations to be reported to Council on a quarterly basis.

The contract variations and contracts awarded by the CEO for this period are:

- 12 contracts awarded by the CEO
- 48 contract variations over 21 contracts

Background:

A detailed list of the contract variations and contracts awarded by the CEO has been provided in the attachment.

In accordance with Latrobe City Council's *Procurement Policy 19-POL-11* section 2.4.2 Delegations, there is a requirement that a briefing note must be submitted to Council when the cumulative value of variations for a contract exceeds \$500,000.

Contract LCC-428 Latrobe Creative Precinct Design and Detailed Documentation has exceeded the cumulative value of \$500,000 in variations.

The architectural team (Daryl Jackson Pty Ltd T/as Jackson Architecture) has been involved in the value management savings task, which has been a complex exercise. The latest submission received by the preferred Early Contractor Involvement contractor is over budget, so the architectural team have been engaged to document the value management task which has involved some substantial design changes. Some of the design changes include the basement car park, reduction of the roof height over the back of house areas, and deleting the double-height foyer.

Declaration of Interest:

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

Attachments

1 [↓](#). CEO Awarded Contracts and Variations - List

17.1

Contract Variations and Contracts Awarded by the Chief Executive Officer Report for the period 1 April 2019 to 30 June 2019.

- 1 CEO Awarded Contracts and Variations - List 398**

**CONTRACTS AWARDED BY THE CEO UNDER DELEGATION
FROM 1 APRIL 2019 TO 30 JUNE 2019**

Contract Number and Title:	Contractor:	Date Awarded:	Contract Amount or SOR
LCC-549 Provision of Electrical Test and Tagging Services	ETCS Electrical and Fire	4/04/2019	SOR
LCC-573 Construction and Sealing of Shoulders at Flynn's Creek Road	QR Construction Gippsland	23/04/2019	\$285,361.95
LCC-571 Provision of service to undertake Archaeological Salvage Works at Gippsland Logistics Precinct, Morwell	Archaeology at Tardis	3/05/2019	\$136,011.22
LCC-564 Construction of a Toilet Block at the Traralgon Bridge Club	BDB Builders Pty Ltd	3/05/2019	\$133,033.33
LCC-572 Latrobe Regional Hospital Footpath Works *	MC Civil and Landscaping Pty Ltd	16/05/2019	\$575,500.00
LCC-563 Provision of Veterinary Services	Moe Veterinary Centre	16/05/2019	SOR
LCC-568 Drilling and Construction of Geothermal Bores **	Drilltec Pty Ltd	7/06/2019	\$1,633,954.00
LCC-569 Hydrogeological Engineering Supervision of Geothermal Bore Construction **	Rockwater Pty Ltd	7/06/2019	\$252,170.00
LCC-545 Redevelopment of the Keegan Street Reserve, Morwell ***	A1 Civil Pty Ltd	4/06/2019	\$438,531.05
LCC-581 Latrobe Creative Precinct Project Management Consultancy	Ontoit Global Pty Ltd	21/06/2019	\$146,000.00
LCC-577 Design and Construct - Multi-Use Change Room Facility at Ronald Reserve, Morwell ****	Langden Constructions Pty Ltd	7/06/2019	\$531,720.00
LCC-578 Construction of Sports Lighting at Apex Park, Traralgon	Contracting Kings Pty Ltd	25/06/2019	\$241,040.00
* CEO Delegated authority at 18 March 2019 Ordinary Council Meeting			
** CEO Delegated authority at 3 December 2018 Ordinary Council Meeting			
*** CEO Delegated authority at 4 February 2019 Ordinary Council Meeting			
**** CEO Delegated authority at 2 July 2018 Ordinary Council Meeting			

Contract No. and Title:		LCC-334 Provision of an OHS Management Software Solution							
Contractor:		Netsight AFT AM Trust & FM Trust							
Date Contract Awarded:		17/03/2017	Contract Awarded by:		CEO		Original Contract Value:		\$163,608.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
13	15.75 hours @ \$199 per hour (Excl GST) for changes to MyOsh system. These are additional customisation changes to the injury management module to align with our existing injury management system.	24/05/2019	General Manager	\$3,134.25	1.92%	\$25,526.25	\$28,660.50	17.52%	\$192,268.50

Contract No. and Title:		LCC-428 Latrobe Creative Precinct Design and Detailed Documentation							
Contractor:		Daryl Jackson Pty Ltd T/As Jackson Architecture							
Date Contract Awarded:		4/12/2017	Contract Awarded by:		Council		Original Contract Value:		\$1,944,280.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
15	Value manage workshop held 25 March 2019. Consultant hours are calculated on the variation request sheet	2/04/2019	CEO	\$16,111.50	0.83%	\$255,770.90	\$271,882.40	13.98%	\$2,216,162.40
16	Variation request 10A for design of the basement car park has been split into several parts to be paid as the work is completed. This is the second part of the payment.	10/04/2019	CEO	\$90,464.00	4.65%	\$271,882.40	\$362,346.40	18.64%	\$2,306,626.40
17	Client requested design alterations to achieve value management savings	29/05/2019	CEO	\$188,758.50	9.71%	\$362,346.40	\$551,104.90	28.34%	\$2,495,384.90
18	Redesign work to implement value management changes - still in negotiation with Architect over the amount		CEO		0.00%	\$551,104.90	\$551,104.90	28.34%	\$2,495,384.90
19	Basement carpark - Dual structural certification	18/06/2019	CEO	\$20,700.00	1.06%	\$551,104.90	\$571,804.90	29.41%	\$2,516,084.90
20	Disbursement for Building Surveyor to prepare staged building permit	25/06/2019	CEO	\$887.92	0.05%	\$571,804.90	\$572,692.82	29.46%	\$2,516,972.82
21	Client requested item from value management - reduction of the roof height over the back-of-house areas and delete the double-height foyer / ceiling space	25/06/2019	CEO	\$92,012.00	4.73%	\$572,692.82	\$664,704.82	34.19%	\$2,608,984.82

Contract No. and Title:		LCC-456 Design and Construction of Morwell Recreation Reserve Sports Pavilion							
Contractor:		Langden Constructions Pty Ltd							
Date Contract Awarded:		19/02/2018	Contract Awarded by:		CEO		Original Contract Value:		\$1,046,100.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
9	Supply and install exhaust fan to servery to alleviate heat from the commercial fridge	22/05/2019	CEO	\$1,848.00	0.18%	\$198,453.30	\$200,301.30	19.15%	\$1,246,401.30

Contract No. and Title:		LCC-494 Reconstruction of Roundabout at Cross's Road, Traralgon							
Contractor:		ACE Earthmoving Pty Ltd							
Date Contract Awarded:		23/07/2018	Contract Awarded by:		CEO		Original Contract Value:		\$459,781.30
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
V1	NV1 Excavation to spoil as per Clause 200.02 (b) of the Specification. NV1 Provisional Sum for the replacement of unsuitable material below subgrade level with 40 mm Class 4 crushed rock as per Clause 200.02 (c) of the Specification. NV1 Provisional Sum for the supply and placement of Tensar TX-G or equivalent proprietary product as per Clause 200.02 (d) of the Specification. NV1 Construct 100 mm 5% cement treated 20 mm Class 3 crush rock pavement as per Clauses 300.01 (a) (i) and 300.01 (b) of the Specification. NV1 Adjust 1000 mm by 750 mm junction pit with Type A2 cover as per Clause 700.04 of the Specification and Standard Drawing Numbers LCC202 and LCC208. V1 signage upgrades to meet AS1743.	21/06/2019	Coordinator	-\$30,184.86	-6.57%	\$0.00	-\$30,184.86	-6.57%	\$429,596.44

Contract No. and Title:		LCC-501 Construction of Traralgon Croquet Club							
Contractor:		R J Low Pty Ltd							
Date Contract Awarded:		6/08/2018	Contract Awarded by:		Council		Original Contract Value:		\$1,411,321.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
8	Supply and installation of Solar PV system at Traralgon Croquet Club	1/05/2019	General Manager	\$7,392.00	0.52%	\$54,234.16	\$61,626.16	4.37%	\$1,472,947.16

Contract No. and Title:		LCC-502 Gippsland Regional Aquatic Centre							
Contractor:		ADCO Constructions Pty Ltd							
Date Contract Awarded:		22/10/2018	Contract Awarded by:		Council		Original Contract Value:		\$45,088,000.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
1	Extension to the wet café area.	23/04/2019	GM	\$24,853.00	0.06%	\$0.00	\$24,853.00	0.06%	\$45,112,853.00
2	Additional asbestos removal not identified in the initial contract.	29/04/2019	GM	\$100,000.00	0.22%	\$24,853.00	\$124,853.00	0.28%	\$45,212,853.00
3	Further asbestos removal required as it has been uncovered during pool pipework demolition.	27/05/2019	GM	\$100,000.00	0.22%	\$124,853.00	\$224,853.00	0.50%	\$45,312,853.00
4	Undocumented hazardous building material has been identified on the GRAC construction site, specifically at the croquet club. Additional material removal that was excluded from ADCO's tender submission.	4/06/2019	CEO	\$2,574.00	0.01%	\$224,853.00	\$227,427.00	0.50%	\$45,315,427.00
5	This variation is only for the tipping fees, Marin Consulting to undertake sampling, air monitoring and clearance of asbestos works and Cutting Force to saw cut and core concrete to allow sampling and removal of asbestos. There will be further costs to be submitted for asbestos removal associated with labour and machine hire and continuation until all asbestos is removed from site.	25/06/2019	CEO	\$32,934.66	0.07%	\$227,427.00	\$260,361.66	0.58%	\$45,348,361.66

Contract No. and Title:		LCC-506 Construction of a Synthetic Oval and LED Sports Lighting at Morwell Recreation Reserve							
Contractor:		Tuff Turf N Co Pty Ltd							
Date Contract Awarded:		16/11/2018	Contract Awarded by:		CEO		Original Contract Value:		\$2,541,122.10
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
9	Supply of electrical spotter as per Asset Location Ausnet Permit - required to work and operate machinery near overhead powerlines 'no go zone'.	1/05/2019	CEO	\$2,250.05	0.09%	\$232,500.10	\$234,750.15	9.24%	\$2,775,872.25
10	Install Gippsland Water required maintenance shaft, and additional telstra service works	3/05/2019	CEO	\$4,556.80	0.18%	\$234,750.15	\$239,306.95	9.42%	\$2,780,429.05
11	Replace topsoil grassed area with synthetic grass	3/05/2019	CEO	\$20,125.60	0.79%	\$239,306.95	\$259,432.55	10.21%	\$2,800,554.65
12	Remove and dispose of 140 lineal metres of asbestos pipe from the synthetic oval footprint	6/05/2019	CEO	\$16,714.90	0.66%	\$259,432.55	\$276,147.45	10.87%	\$2,817,269.55
13	To include 2 x hand installed 120 mm thick white line marking to show 39 metres from the goal line. This was a design omission and is now required to be added	6/05/2019	CEO	\$7,973.30	0.31%	\$276,147.45	\$284,120.75	11.18%	\$2,825,242.85
14	To supply and install 240V Power circuit with RCD switches at the new switchboard location with 20 metres of spare cable to be left at the lightpole for CCTV connection by others as requested by Latrobe City Council's IT department	29/05/2019	CEO	\$2,358.30	0.09%	\$284,120.75	\$286,479.05	11.27%	\$2,827,601.15

Contract No. and Title:		LCC-506 Construction of a Synthetic Oval and LED Sports Lighting at Morwell Recreation Reserve							
Contractor:		Tuff Turf N Co Pty Ltd							
Date Contract Awarded:		16/11/2018	Contract Awarded by:		CEO		Original Contract Value:		\$2,541,122.10
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
15	This VQ is for the large stormwater pit at the back of the grand stand, which was unknown prior to works commencing on site. Works include the removal of the existing concrete headwall, supply and install of 600 mm x 600 mm junction pit and make good all existing connections.	11/06/2019	CEO	\$2,587.80	0.10%	\$286,479.05	\$289,066.85	11.38%	\$2,830,188.95

Contract No. and Title:		LCC-507 Design and Construction of Traralgon Sports Stadium							
Contractor:		Becon Constructions (Australia) Pty Ltd							
Date Contract Awarded:		1/10/2018	Contract Awarded by:		Council		Original Contract Value:		\$15,980,890.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
6	Exterior servicing cladding to current court one will need to be removed to allow for works to join older areas of TSS to the new foyer area. Instead of replacing some areas with solid walls, we will utilise three large windows to allow for patrons to view the old area from the new waiting area and help integrate the older parts of the TSS with the new.	15/05/2019	General Manager	\$14,076.70	0.09%	\$69,695.40	\$83,772.10	0.52%	\$16,064,662.10
7	Inclusion of electronic security system including access control and full coverage CCTV throughout the car park, the existing facility and new facilities. Includes hardware and software commissioning that will allow for offsite control from headquarters or remotely.	24/06/2019	General Manager	\$126,388.77	0.79%	\$83,772.10	\$210,160.87	1.32%	\$16,191,050.87

Contract No. and Title:		LCC-508 Design and Construct of a Synthetic Soccer Pitch and Sports Lighting at Latrobe City Sports and Entertainment Stadium							
Contractor:		Turf One Pty Ltd							
Date Contract Awarded:		17/10/2018	Contract Awarded by:		CEO		Original Contract Value:		\$1,743,558.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
6	This variation is requested as this is a requirement of AusNet Services to enable a power upgrade to be undertaken.	16/05/2019	General Manager	\$5,643.75	0.32%	\$154,249.07	\$159,892.82	9.17%	\$1,903,450.82
7	Supply and install power to all four light towers at the soccer pitch as requested by LCC's IT department for the later install of CCTV and satellite internet	22/05/2019	General Manager	\$1,501.50	0.09%	\$159,892.82	\$161,394.32	9.26%	\$1,904,952.32
8	Supply and install crushed rock footpath between pedestrian path and existing roadway	24/06/2019	General Manager	\$3,561.60	0.20%	\$161,394.32	\$164,955.92	9.46%	\$1,908,513.92

Contract No. and Title:		LCC-521 Glengarry AFL/Cricket Pavilion Refurbishment							
Contractor:		Turf One Pty Ltd							
Date Contract Awarded:		23/10/2018	Contract Awarded by:		CEO		Original Contract Value:		\$369,000.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
10	Design Variation Supply and fitting of coat hooks to Rooms 16 and 17. Coat hooks for these rooms were not included on the drawings or specifications and are required.	8/04/2019	Coordinator	\$162.10	0.04%	\$20,243.03	\$20,405.13	5.53%	\$389,405.13
11	Design Variation Supply and installation of a baby change table. No baby change table was specified on the plans for this facility and is required.	8/04/2019	Coordinator	\$599.82	0.16%	\$20,405.13	\$21,004.95	5.69%	\$390,004.95
12	Client Variation Variation to provisional sum for temporary toilet hire. Extensions of time have been approved for this work, requiring an extension to the hire of the temporary toilet facilities servicing the club rooms whilst work was underway.	8/04/2019	Coordinator	\$1,607.25	0.44%	\$21,004.95	\$22,612.20	6.13%	\$391,612.20

Contract No. and Title:		LCC-532-A Design and Construct - Multiple Cricket Net Training Facilities (Maryvale)							
Contractor:		Langden Constructions Pty Ltd							
Date Contract Awarded:		26/02/2019	Contract Awarded by:		CEO		Original Contract Value:		\$155,570.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
1	Connection of power to the cricket nets and installation of a weather proof GPO.	24/05/2019	Coordinator	\$2,497.00	1.61%	\$0.00	\$2,497.00	1.61%	\$158,067.00
2	Powder coating of the cricket net fence poles in black as requested by Council	24/05/2019	Coordinator	\$6,336.00	4.07%	\$2,497.00	\$8,833.00	5.68%	\$164,403.00

Contract No. and Title:		LCC-532-B Design and Construct - Multiple Cricket Net Training Facilities (Glengarry)							
Contractor:		Langden Constructions Pty Ltd							
Date Contract Awarded:		26/02/2019	Contract Awarded by:		CEO		Original Contract Value:		\$157,120.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
1	Connection of power to the cricket nets and installation of a weather proof GPO.	24/05/2019	Coordinator	\$2,904.00	1.85%	\$0.00	\$2,904.00	1.85%	\$160,024.00
2	Powder coating of the cricket net fence poles in black as requested by Council	24/05/2019	Coordinator	\$6,336.00	4.03%	\$2,904.00	\$9,240.00	5.88%	\$166,360.00

Contract No. and Title:		LCC-532-C Design and Construct - Multiple Cricket Net Training Facilities Project 3 - Morwell Recreation Reserve (Keegan Street Oval)							
Contractor:		Langden Constructions Pty Ltd							
Date Contract Awarded:		26/02/2019	Contract Awarded by:		CEO		Original Contract Value:		\$151,480.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
1	Powder coating of the cricket net fence poles in black as requested by Council	22/05/2029	General Manager	\$6,336.00	4.18%	\$0.00	\$6,336.00	4.18%	\$157,816.00
2	Extend slab, fencing, new shed & relocate water tank as requested by Project Manager	24/05/2019	General Manager	\$32,359.80	21.36%	\$6,336.00	\$38,695.80	25.55%	\$190,175.80

Contract No. and Title:		LCC-535 Preparation of Works Approval Application for Hyland Highway Landfill Extension							
Contractor:		GHD Pty Ltd							
Date Contract Awarded:		9/11/2018	Contract Awarded by:		CEO		Original Contract Value:		\$68,365.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
1	* Review objection letters to landfill extension and provide a letter of advice to Council * Update landfill environment improvement plan	7/05/2019	General Manager	\$7,110.00	10.40%	\$0.00	\$7,110.00	10.40%	\$75,475.00
2	Address issues arisen from landfill odour assessment, Gippsland Regional Waste Management Plan requirements and landfill capacity.	11/06/2019	General Manager	\$5,292.50	7.74%	\$7,110.00	\$12,402.50	18.14%	\$80,767.50

Contract No. and Title:		LCC-538 Maryvale and Traralgon Recreation Reserves - Upgrade Change Facilities							
Contractor:		BDB Builders Pty Ltd							
Date Contract Awarded:		14/03/2019	Contract Awarded by:		CEO		Original Contract Value:		\$367,800.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
1	Materials and labour to batten out the back of the shower walls by 35 mm, covering the window in one of the shower areas and allowing for the plumbing to be installed. Maryvale Recreation Reserve.	23/04/2019	Manager	\$249.50	0.07%	\$0.00	\$249.50	0.07%	\$368,049.50

Contract No. and Title:		LCC-541 Traralgon Tennis Club LED Court Lighting Upgrade							
Contractor:		Langden Constructions Pty Ltd							
Date Contract Awarded:		4/01/2019	Contract Awarded by:		CEO		Original Contract Value:		\$280,230.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
2	Weld 4 no. of 65mm x 10mm bars on 4 light poles poles to strengthen (as per Eng. Detail)	24/05/2019	Coordinator	\$2,985.00	1.07%	\$20,395.00	\$23,380.00	8.34%	\$303,610.00

Contract No. and Title:		LCC-543 Design and Construct - Multi-Use Pavilion at Monash Reserve, Newborough							
Contractor:		Langden Constructions Pty Ltd							
Date Contract Awarded:		7/01/2019	Contract Awarded by:		CEO		Original Contract Value:		\$1,135,040.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
1	Raise ceiling height, install soundcheck plasterboard and acoustic insulation to the social room.	12/06/2019	Coordinator	\$4,719.00	0.42%	\$0.00	\$4,719.00	0.42%	\$1,139,759.00
2	Social room walls - addition of ply wood behind plaster to allow honour boards to be hung on this wall.	12/06/2019	Coordinator	\$1,903.00	0.17%	\$4,719.00	\$6,622.00	0.58%	\$1,141,662.00
3	Supply and install additional joinery throughout the pavilion for additional storage space.	12/06/2019	Coordinator	\$10,967.00	0.97%	\$6,622.00	\$17,589.00	1.55%	\$1,152,629.00

Contract No. and Title:		LCC-558 Traralgon West Sporting Complex Fit Out and Platform Structure							
Contractor:		System Building Pty Ltd T/as Rick Doultree Builders							
Date Contract Awarded:		22/03/2019	Contract Awarded by:		CEO		Original Contract Value:		\$410,500.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
1	Supply and installation of: 2 no. additional GPO's to function area 2 no. additional GPO's to room RU1 2 no. taps for waste water (Kitchen and female toilets) Man hole and cover Model change to specified toilets The kitchen and female toilet has no waste water supply to provide a continuous airlock. Regulations state that taps must be provided The drawings did not specify a man hole for access to the hot water service which is required for maintenance The specified toilet has a floor waste trapo however the facility requires a rear waste trap due to the current configuration. Therefore a different model of toilet is required at additional cost	30/05/2019	Coordinator	\$1,353.20	0.33%	\$0.00	\$1,353.20	0.33%	\$411,853.20

Contract No. and Title:		LCC-558 Traralgon West Sporting Complex Fit Out and Platform Structure							
Contractor:		System Building Pty Ltd T/as Rick Doultree Builders							
Date Contract Awarded:		22/03/2019	Contract Awarded by:		CEO		Original Contract Value:		\$410,500.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
2	Change to wall cladding thickness. Change from: 13 mm plasterboard to 10 mm plasterboard 9 mm villaboard to 6 mm villarboard The architect has confirmed that thinner cladding can be used as this part of the facility is used for functions rather than change rooms / warm up area where high impacts may occur.	31/05/2019	Coordinator	-\$1,495.00	-0.36%	\$1,353.20	-\$141.80	-0.03%	\$410,358.20

Contract No. and Title:		LCC-571 Provision of Service to Undertake Archaeological Salvage Works at Gippsland Logistics Precinct, Morwell							
Contractor:		Archaeology at Tardis							
Date Contract Awarded:		3/05/2019	Contract Awarded by:		CEO		Original Contract Value:		\$136,011.22
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
1	Five days additional fieldwork and extension of due date for final report.	27/06/2019	General Manager	\$36,634.00	26.93%	\$0.00	\$36,634.00	26.93%	\$172,645.22

Contract No. and Title:		LCC-572 Latrobe Regional Hospital Footpath Works							
Contractor:		MC Civil and Landscaping Pty Ltd							
Date Contract Awarded:		16/05/2019	Contract Awarded by:		CEO		Original Contract Value:		\$575,500.00
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
1	Landscaping works at Century Inn Traralgon Landscaping works approved by Century Inn. These works need to be undertaken due to the new footpath that will travel through existing garden beds.	21/06/2019	Manager	\$12,204.55	2.12%	\$0.00	\$12,204.55	2.12%	\$587,704.55

Contract No. and Title:		LCC-573 Construction and Sealing of Shoulders at Flynn's Creek Road							
Contractor:		QR Construction Gippsland							
Date Contract Awarded:		23/04/2019	Contract Awarded by:		CEO		Original Contract Value:		\$285,361.95
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
1	Increased length of shoulder construction and change or construction method:	26/06/2019	CEO	-\$2,500.00	-0.88%	\$0.00	-\$2,500.00	-0.88%	\$282,861.95
	Remove item 2.1 (a) Remove existing bitumen surface								
	Remove item 2.2 (a) Excavate to subgrade	26/06/2019	CEO	-\$28,698.61	-10.06%	-\$2,500.00	-\$31,198.61	-10.93%	\$254,163.34
	Increase quantity of open drain reprofiling by 418 m	26/06/2019	CEO	\$4,180.00	1.46%	-\$31,198.61	-\$27,018.61	-9.47%	\$258,343.34
	Remove item 2.2 c) provisional for replacement of unsuitable material	26/06/2019	CEO	-\$6,200.00	-2.17%	-\$27,018.61	-\$33,218.61	-11.64%	\$252,143.34
	Remove item 3.1 (b) provisional supply and place 100mm compacted depth 20mm class 2 crushed rock	26/06/2019	CEO	-\$118,490.00	-41.52%	-\$33,218.61	-\$151,708.61	-53.16%	\$133,653.34
	Additional area to prepare pavement for sealing 1357m2	26/06/2019	CEO	\$2,781.85	0.97%	-\$151,708.61	-\$148,926.76	-52.19%	\$136,435.19
	Reduce quantity of supply and place 100mm compacted depth 20mm class 3 crushed rock for driveways	26/06/2019	CEO	-\$10,434.65	-3.66%	-\$148,926.76	-\$159,361.41	-55.85%	\$126,000.54
	Additional area to seal 3987m2	26/06/2019	CEO	\$25,915.50	9.08%	-\$159,361.41	-\$133,445.91	-46.76%	\$151,916.04
	Increase quantity of guide posts by 14 posts	26/06/2019	CEO	\$468.22	0.16%	-\$133,445.91	-\$132,977.69	-46.60%	\$152,384.26
	Reduce quantity of sign W1-3B(R) by 2	26/06/2019	CEO	-\$390.00	-0.14%	-\$132,977.69	-\$133,367.69	-46.74%	\$151,994.26
	Reduce quantity of sign W1-3B(L) by 2	26/06/2019	CEO	-\$390.00	-0.14%	-\$133,367.69	-\$133,757.69	-46.87%	\$151,604.26
	Remove supply and install W8-V11 3B	26/06/2019	CEO	-\$450.00	-0.16%	-\$133,757.69	-\$134,207.69	-47.03%	\$151,154.26
	Remove supply and install W8-V10 6B	26/06/2019	CEO	-\$445.46	-0.16%	-\$134,207.69	-\$134,653.15	-47.19%	\$150,708.80

Contract No. and Title:		LCC-573 Construction and Sealing of Shoulders at Flynn's Creek Road							
Contractor:		QR Construction Gippsland							
Date Contract Awarded:		23/04/2019	Contract Awarded by:		CEO		Original Contract Value:		\$285,361.95
Contract variation no.	Variation description	Date variation approved	Variation approved by	Variation amount	Individual variation % of original contract value	Previous value of variations to date	Total value of variations	Cumulative total variation % of original contract value	Revised contract value
	Increase quantity of sign D4-6B by 7	26/06/2019	CEO	\$1,420.37	0.50%	-\$134,653.15	-\$133,232.78	-46.69%	\$152,129.17
	Remove supply and install R1-V6 Type 1	26/06/2019	CEO	-\$1,185.85	-0.42%	-\$133,232.78	-\$134,418.63	-47.10%	\$150,943.32
	Reduce quantity of sign T1-19A by 5	26/06/2019	CEO	-\$1,100.30	-0.39%	-\$134,418.63	-\$135,518.93	-47.49%	\$149,843.02
	Remove item 5.2 (a)i 100mm wide centre line (two-lane two-way)	26/06/2019	CEO	-\$1,316.88	-0.46%	-\$135,518.93	-\$136,835.81	-47.95%	\$148,526.14
	Increase in item 5.2 (a)ii 100mm wide centre line (double two-way)	26/06/2019	CEO	\$586.40	0.21%	-\$136,835.81	-\$136,249.41	-47.75%	\$149,112.54
	Additional works	26/06/2019	CEO		0.00%	-\$136,249.41	-\$136,249.41	-47.75%	\$149,112.54
	Clean and trim for widening and shoulders, 6900m at \$1.25/m	26/06/2019	CEO	\$8,625.00	3.02%	-\$136,249.41	-\$127,624.41	-44.72%	\$157,737.54
	Supply and place 20mm class 3 crushed rock, 1309 tonne at \$50/tonne	26/06/2019	CEO	\$65,450.00	22.94%	-\$127,624.41	-\$62,174.41	-21.79%	\$223,187.54
	Stabilise 250mm deep with cement to achieve a min CBR of 30, 10602m2 at \$20.79/m2	26/06/2019	CEO	\$220,415.58	77.24%	-\$62,174.41	\$158,241.17	55.45%	\$443,603.12
	Tree trimming	26/06/2019	CEO	\$2,470.00	0.87%	\$158,241.17	\$160,711.17	56.32%	\$446,073.12
	Crushed rock at existing culverts where stabilisation was not an option, 8 culvert crossings at \$1362.50 per crossing	26/06/2019	CEO	\$10,900.00	3.82%	\$160,711.17	\$171,611.17	60.14%	\$456,973.12
	Type A fill for bulking of shoulders before stabilising, 600 tonne at \$30/tonne	26/06/2019	CEO	\$18,000.00	6.31%	\$171,611.17	\$189,611.17	66.45%	\$474,973.12

Agenda Item: 17.2

Agenda Item: Consideration of Gifts, Benefits and Hospitality Policy

Sponsor: General Manager, Corporate Services

Council Plan Objective: Ensure Council operates openly, transparently and responsibly.

Status: For Decision

MOTION

Moved: Cr Howe

Seconded: Cr Gibson

That Council:

- 1. Adopts the Gifts, Benefits and Hospitality Policy with an effective date of 5 August 2019;**
- 2. Rescinds the previous version of the policy; and**
- 3. Makes the policy available on Council's website.**

CARRIED UNANIMOUSLY

Executive Summary:

- The existing Gifts, Benefits and Hospitality Policy was adopted in 2016 and the policy is now scheduled for review.
- The principal change in the proposed Gifts, Benefits and Hospitality Policy is the inclusion of a low value (\$30) threshold below which disclosure of a gift or series of gifts from a single donor is not required. A General Manager may impose a lower limit in relation to a specific area of operation.
- The low value threshold takes into account gifts that are unlikely to be truly influential and the effort to maintain compliance (especially in relation to gifts from carers to teachers) exceeds the benefit.
- The proposed low value threshold is in line with similar local government and state government entities, being less than that (\$50) of the other regional cities of Geelong, Bendigo and Ballarat with the City of Greater Shepparton requiring all gifts to be disclosed. The Victorian Department of Education has a low value gift threshold of \$50 or, for 'gifts of appreciation' from carers or children to teachers, \$100.

- The proposed Gifts, Benefits and Hospitality Policy has been considered and endorsed by the Audit and Risk Committee.

Background:

The current Gifts, Benefits and Hospitality Policy was adopted by Council in 2016 and is scheduled for review.

The Policy applies to all employees, contractor employees within council and Councillors.

The proposed Gifts, Benefits and Hospitality Policy was considered by the Audit and Risk Committee at its meeting on 30 May 2019 and was endorsed by the Committee for adoption by Council.

There are a number of changes in the proposed Policy to simplify the language and content of the Policy. The principal substantive change is to introduce a general “Low Value” threshold (\$30) below which a gift does not need to be disclosed. A lower threshold may be imposed by a General Manager in relation to a specific service (for example, the Planning Department may have a \$0 threshold to ensure no suggestion of partiality can arise).

While the proposed Policy provides (Section 4) a number of circumstances where a gift of any value may not be accepted (for example, where the recipient has a power of decision or the gift is cash), in the general course acceptance of a Low Value gift is discretionary and does not need to be disclosed, unless in aggregate a number of Low Value gifts from the same donor exceeds the Low Value threshold.

The principal reasons for not, in general, requiring disclosure of Low Value gifts are:

- a gift (or series of gifts) below \$30 is unlikely ever to be truly influential. Across local government there seems to be a growing consensus not to require disclosure of low value gifts;
- most gifts of Low Value tend to be food or drink which while they may be later disclosed cannot be returned;
- requiring disclosure of low value gifts undercuts the main focus of this Policy, which is to curtail gifts that could be influential; and
- especially in relation to our child care centres (and child care centres generally), it is common for carers or children to offer a small gift of appreciation. Refusing the gift can cause offence but the requirement to disclose each such gift is an unnecessary administrative burden.

As examples of the approach of other comparable councils, the City of Greater Geelong, the City of Greater Bendigo and the City of Ballarat only require gifts of \$50 or more to be declared. The City of Greater Shepparton requires all gifts to be disclosed.

The Victorian Education Department does not require anyone to declare a ‘gift of appreciation’ of less than \$100, being a gift from a parent, carer or student to a

teacher intended to express appreciation of the teacher's contribution to the education of the student. In all other cases, a gift below \$50 does not need to be declared.

Issues:

Strategy Implications

An effective Policy supports the objective of ensuring Council operates openly, transparently and responsibly.

Communication

The Policy would be advised to staff and published on the Council website.

Financial Implications

There are no financial implications beyond the cost of administering the Policy, which is unquantified.

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
Council is compromised by the acceptance of a gift	3	The Policy framework, in particular paragraphs 4 and 5

Likelihood ratings: 1 (Rare); 2 (Unlikely); 3 (Possible); 4 (Likely); 5 (Almost Certain)

Legal and Compliance

The Policy is an important part of the overall fraud and corruption control framework

Community Implications

The Policy must be in line with community expectations.

Environmental Implications

Nil

Consultation

The Policy, if adopted, will be posted on the Council website.

Declaration of Interests:

Officers preparing this report have declared they do not have a conflict of interest in this matter under the provisions of the *Local Government Act 1989*.

Supporting Documents:

Nil

Attachments

1 [↓](#). Gifts, Benefits and Hospitality Policy

17.2

Consideration of Gifts, Benefits and Hospitality Policy

1	Gifts, Benefits and Hospitality Policy	428
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Gifts, Benefits and Hospitality Policy

Version 3.0

Approval Date: Draft

Reviewed Date: July 2019



Draft Gifts, Benefits and Hospitality Policy

DOCUMENT CONTROL

Responsible GM	Greg Drumm, General Manager Corporate Services	
Division	Corporate Services	
Last Updated (who & when)	Coordinator Governance, Amy Phillips	2019
DOCUMENT HISTORY		
Authority	Date	Description of change
Council	DRAFT	Revision of existing policy against internal audit findings and better practice requirements.
Administration Update	July 2016	Revision of existing policy against the Victorian Public Sector Commission applicable Framework, new template structure, renaming of Policy
Council	22 August 2016	Adopted
References	Refer to Section 8 and 9 of this policy	
Next Review Date	July 2023	
Published on website	Yes	
Document Reference No	TBA	

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Draft Gifts, Benefits and Hospitality Policy

1. Background

Individuals have a duty to place the community's interest above their private interests when carrying out their role.

The *Local Government Act 1989* (Act) (Section 95) stipulates that council staff in the course of their employment must act impartially; act with integrity including avoiding real or apparent conflicts of interest; and accept accountability for results.

It is also a primary principle of Councillor conduct (Section 76B) for any Councillor in the performance of that role to act with integrity; to impartially exercise his or her responsibilities in the interests of the local community; and not improperly seek to confer an advantage (or disadvantage) on any person.

2. Objectives

The purpose and objective of this policy is:

- 2.1. To state the position of Latrobe City Council on responding to offers of gifts, benefits and hospitality;
- 2.2. Intended to support individuals and Latrobe City Council avoid conflicts of interest; and
- 2.3. To maintain high levels of integrity, transparency, accountability and public confidence in Council.

3. Scope

- 3.1. This Policy applies to all Councillors and employees of Latrobe City Council as well as all contractors acting in place of an employee of Latrobe City Council.
- 3.2. All Councillors and employees of Latrobe City Council are accountable for compliance with this policy.

4. Principles of Management

The following principles underline the application of this policy:

- 4.1. You must not seek or accept a bribe or other improper inducement;
- 4.2. You must not accept any gift, benefit or hospitality that could raise a perception of or actual bias or preferential treatment;
- 4.3. If you are unsure that acceptance of a gift, benefit or hospitality could give rise to the perception of actual bias or preferential treatment, the best course is to refuse the gift, benefit or hospitality;
- 4.4. You are not to accept gifts, benefits or hospitality from those where you exercise rights of decision or influence;

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Draft Gifts, Benefits and Hospitality Policy

- 4.5. You must not seek or accept a gift, benefit, or hospitality from any actual or potential supplier or contractor during or approaching a Procurement activity and all such offers must be declared regardless of whether it is a Low Value Offer or an offer of Value.
- 4.6. You must refuse bribes and report any attempts to the Chief Executive Officer immediately. The Chief Executive Officer has a mandatory requirement to report these attempts to the *Independent Broad-based Anti-Corruption Commission*.

5. Management of Offers of Gifts, Benefits and Hospitality

Prohibited Gifts, Benefits and Hospitality

- 5.1. You must not accept any offer of a gift, benefit or hospitality (regardless of amount) in the following circumstances:
- from a person or organisation where you make a decision or exercise influence within Council in relation to that person or organisation (examples include – but not limited to – procurement activities, contracts, grants, sponsorship, regulation, enforcement or licencing);
 - it is likely to be or is likely to be perceived to be a bribe or inducement to make a decision or act in a particular way;
 - it is cash, money, or a financial payment card (including a gift card);
 - acceptance is or could be perceived to be an endorsement of a product or service, or acceptance would unfairly advantage the person/organisation in future decisions (particularly procurement decisions); or
 - the primary purpose of the gift, benefit or hospitality is, or could be perceived to be, to lobby Council.

Low Value Offers

- 5.2. Subject to clause 5.1, acceptance of a Low Value Offer is at your discretion.
- 5.3. Disclosure of a Low Value Offer or a gift, benefit or hospitality of Low Value is not required unless:
- 5.3.1. the total value of all Low Value Offers from the same source over a 12 month period exceeds Low Value; or
- 5.3.2. the offer is from any actual or potential supplier or contractor during or approaching a Procurement activity
- 5.4. If disclosure is required, all Low Value Offers and all gifts, benefits or hospitality of Low Value from that source must be disclosed and approved in

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Draft Gifts, Benefits and Hospitality Policy

accordance with the requirements applying to gifts, benefits and hospitality of Value.

Accepting Offers of Value

- 5.5. You must not seek gifts, benefits or hospitality of Value.
- 5.6. You must decline any Offer of Value if it could undermine or reasonably be perceived as undermining the integrity and impartiality of the Council or yourself.
- 5.7. You must take all reasonable steps to ensure that your immediate family members do not receive gifts, benefits or hospitality of Value that could undermine or reasonably be perceived as undermining the integrity and impartiality of the Council or yourself.
- 5.8. Individuals should consider the GIFT test (appendix 2) and the following requirements prior to accepting a non-token offer.

Disclosure of all Offers of Value

- 5.9. You must disclose all Offers of Value, whether or not the offer is actually accepted.
- 5.10. The business reason for accepting an Offer of Value must be recorded in the register and provide sufficient detail to link the acceptance to the individual's work functions and benefit to Council.

Requirements following acceptance

- 5.11. You must submit for approval and fully disclose all accepted Offers of Value using an applicable Gift Disclosure Form within five business days of receiving the offer (or in the case of invitations, prior to the event) to your General Manager or to the Chief Executive Officer, and your disclosure must be consistent with the following requirements:
 - It does not raise a conflict of interest (real or perceived) or have the potential to bring you or Council into disrepute (refer to clause 5.6);
 - There is a legitimate business reason for acceptance; and
 - It is offered in the course of your official duties, relates to your responsibilities and has a benefit to Council.
- 5.12. Where an Offer of Value is made to a Councillor or Mayor, it must be disclosed in writing to the Chief Executive Officer on an applicable Gift Disclosure Form within five business days of receiving the offer.

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- 5.13.** Where an Offer of Value is made to the Chief Executive Officer, it must be disclosed in writing to the Mayor on an applicable Gift Disclosure Form within five business days of receiving the offer.

Decisions in relation to gifts, benefits or hospitality of Value

- 5.14.** All accepted gifts, benefits or hospitality of Value are deemed to be property of the Council until a decision is made by the General Manager, Chief Executive Officer or Mayor as the case may be.
- 5.15.** The decision options following the acceptance of an Offer of Value are:
- Approve acceptance and allow the retention of the gift, benefit or hospitality by the individual or other individual as determined by the decision-maker;
 - Approve acceptance and retain by Council (may also be required to be listed on Councils asset register)
 - Approve acceptance and dispose (e.g. donate to a local charity, reward/recognition programs, sold/auctioned in accordance with any applicable procedures/policies)
 - Decline and return.
- 5.16.** The decision as well as a reason for the decision must be recorded on the gift disclosure form by the decision maker.

The following examples show acceptable and unacceptable levels of detail to be included when recording the business reason:

Unacceptable:

- Networking
- Maintaining stakeholder relationships

Acceptable:

- Individual is responsible for evaluating and reporting outcomes of Latrobe City Councils sponsorship of Event A. Individual attended Event A in an official capacity and reported back to the Executive Management Team on the event.
- Individual made a presentation to a visiting international delegation. The delegation presented the Individual with a gift. Declining the gift would have caused offence. The gift was accepted, written approval

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was subsequently obtained for the gift which became Council's property.

Acceptance of invitations and tickets to sporting, entertainment and cultural events

- 5.17.** Where an individual is required to attend a sporting, entertainment or cultural event for the purpose of official duties (e.g. speech), and is therefore able to attend at no or reduced cost, the attendance is not considered to be a gift, however approval must be sought from the individual's General Manager or from the Chief Executive Officer and documented in the gift register. Applicable Code of Conduct whilst in attendance applies.
- 5.18.** All other invitations and complimentary tickets that are of Value are treated as an Offer of Value and must be dealt with in accordance with this policy.

Acceptance of Hospitality

- 5.19.** Individuals must balance the need for developing effective working relationships with contacts and community members with the requirements of this policy.
- 5.20.** The following examples are not considered to be a gift of Value for the purposes of this policy:
- Functions where the individual has been invited to attend in an official capacity as a representative of Council;
 - Hospitality has been included as part of a conference for which Council has paid a fee for attendance;
 - Catered briefings or meetings where invitees from a range of external organisations are present or is hosted by Latrobe City Council; or
 - Occasional working lunches where the hospitality is incidental and of low value – e.g. sandwiches and coffee.
- 5.21.** The following examples are considered to be a gift of Value and must be approved in accordance with this policy:
- Restaurant meals (except where meets the definition above at clause 5.20);
 - Invitations to corporate boxes or marquees;
 - Discounted prices for goods or services of personal use;
 - Invitations to functions held in private homes; and

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- Invitations which extend to family members, relations, friends and associates.

6. Accountability and Responsibility

Accountability and responsibility for this policy is outlined below.

6.1. Individuals:

- You must declare and disclose all Offers of Low Value where the cumulative value of all such offers made or accepted over a twelve month period exceeds the amount of Value;
- You must declare and disclose all Offers of Value

6.2. The Chief Executive Officer and General Managers:

- Make the decision in relation to accepted Offers of Value.
- Publicise and establish awareness and compliance with this policy from all members of the organisation.
- Reinforce to all members that a breach of this policy could constitute a breach of the Code of Conduct and result in disciplinary action.

6.3. Governance:

- Maintain the Gifts Register.
- Establish and regularly review processes, guidelines and training information to support compliance requirements of this policy.
- Undertake reporting requirements as specified in this policy.

7. Register, Evaluation and Review

7.1. Gifts Register

Governance will maintain a Gifts Register for all gifts, benefits and hospitality. The Register is to contain:

- the person or organisation offering the gift, benefit or hospitality;
- the employee or group to whom the offer was made;
- the date of (and time – if available) on which the offer was made;
- the date of disclosure;

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- what was offered;
- its face value or estimated retail value;
- date of approval or non-acceptance;
- who approved the acceptance;
- any comment or disclosure relevant to acceptance or non-acceptance, the approval process, gift return or disposal.

The Gifts Register may be made available for public inspection upon request. However, consideration will be given to maintaining reasonable confidentiality in situations where public disclosure will prejudice a proposed development or proposed business venture, legal advice or legal proceedings.

7.2. Evaluation

Ongoing evaluation and regular reporting against the objectives as outlined in this policy will occur as follows:

- Quarterly reports will be provided to the Executive Management team to ensure that unacceptable cultures do not develop within sections of the Council.
- A report will be provided every 6 months to the Audit and Risk Committee to ensure that there is transparent reporting of accepted gifts, benefits and hospitality, and that there is no evidence of attempts to improperly influence the decisions or actions of Councillors, Council employees or Council contractors.
- Councillors and Council employees are able to request an extract of their own gift disclosures from the Gift Register via a written request to the Governance team via the egovernance@latrobe.vic.gov.au email address.

7.3. Review

This policy will be reviewed and updated at least once every four years, unless one of the following occurs first:

- Significant changes to legislation applicable to the subject matter of the policy
- Upon request of the Council or Chief Executive Officer

Unless otherwise indicated, this policy will still remain applicable beyond the proposed review date until that review has been finalised by the Council.

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7.4. Administrative Updates

It is recognised that from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, such a change may be made administratively. Examples include updating to the latest style/template for policy, a change to the name of a Council department, a change to the name of an applicable responsible position, a change to the name of a Federal or State Government department, and a minor update to legislation which does not have a material impact.

However, any change or update which materially alters this document must be by decision of Council.

8. Breaches

- Where an employee fails to comply with this policy, the issue shall be dealt with in accordance with Latrobe City Council's *Employee Code of Conduct*, and the *Managing Misconduct and Serious Misconduct Procedure*.
- Where a Councillor fails to comply with this policy, the issue shall be dealt with in accordance with the *Councillor Code of Conduct* and *Local Government Act 1989* requirements.

9. Definitions

In this policy –

Asset Register	Is the register of assets held or managed by Council. Significant gifts accepted on behalf of Council should be recorded on the asset register.
Audit & Risk Committee	Means the Committee appointed under the <i>Local Government Act 1989</i> by Council providing surety of the adequacy of the Council's risk management framework and integrity of management reporting.
Benefit	Includes preferential treatment, privileged access, favours or other advantage offered (e.g. invitation to sporting, cultural or social events; access to discounts and loyalty programs; promises of further contracts or a new job) to an individual. The value may be difficult to define in dollars, but as they are valued to the individual, they may be used to influence the individual's behaviour.

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Bribes	Are money or other inducements given to individuals to corruptly influence the performance of their role.
Conflict(s) of Interest	<p>As described within Sections 77A-80 of the <i>Local Government Act 1989</i>.</p> <p>Conflict of Interest occur when a Councillor's or Council Officer's private interests conflict with their public duty. A Councillor and Council Officer have a duty to always resolve a conflict in the public interest, not their own.</p>
Gift(s)	<p>Is defined as free or discounted items, intangible benefits or hospitality exceeding common courtesy that are offered to employees in association with their work.</p> <p>Gifts may also be provided by organisations to, for example, a visiting delegation from another jurisdiction. They may be enduring such as a work of art or consumables such as a box of chocolates.</p>
Gifts Declaration	Is the form used to declare reportable gifts. Information on the form is transferred to the gifts register.
Gift, benefit and hospitality register	<p>Is the register of gifts, benefits and hospitality declared.</p> <p>It records the date a gift was offered, information about the donor and recipient, the nature of the gift, its estimated value and how it was handled.</p>
Hospitality	Is the friendly reception and treatment of guests, ranging from offers of light refreshment at a business meeting to restaurant meals and sponsored travel and accommodation.
Low Value	Is the estimated or actual value of \$30 Australian dollars or less.
Low Value Offer	Is an offer of a gift, benefit or hospitality where the reasonably estimated or actual value of the gift, benefit or hospitality is \$30 Australian dollars or less.
Value	Is the estimated or actual value of \$30 Australian dollars

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Draft Gifts, Benefits and Hospitality Policy

or more.

10. Related Documents

- Councillor Code of Conduct
- Latrobe City Staff Code of Conduct
- Latrobe City Procurement Policy

11. Reference Resources

- *Local Government Act 1989*
- Victorian Public Sector Commission, '*Gifts, Benefits and Hospitality Policy Framework*'

12. Appendices

- Appendix 1: Examples of Policy Application
- Appendix 2: Take the GIFT test

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Appendix 1: Examples of Policy Application

A coordinator attends a seminar related to his work duties. Latrobe City Council has paid a fee for the attendance. At the seminar, the coordinator is given a corporate satchel from the sponsor with an estimated value of \$25.00.

The estimated value of the corporate satchel equates to a low value gift so is not required to be reported. In addition, it was received as part of attending the seminar, for which a fee was paid, so is not considered a gift.

The same coordinator wins the door prize whilst at the seminar. The prize is valued at \$60.00.

Because the prize is not considered part of the fee paid for the seminar, it must be disclosed. Because the prize is valued at \$30.00 or above, the prize has been accepted on behalf of Latrobe City Council and the coordinator must seek permission from their manager.

A manager meets with a developer at a local restaurant at lunchtime. The developer offers to pay for the manager's lunch, which cost \$35.00. The manager declines the offer and pays for it themselves.

Even though the manager did not accept the offer of a gift of value, the manager must still disclose the hospitality.

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Appendix 2: Take the GIFT Test

The GIFT test is a good reminder of what to think about when deciding whether to accept or decline a gift, benefit or hospitality. Take the GIFT test and when in doubt, ask your manager.

Giver

Who is providing the gift, benefit or hospitality, and what is their relationship to me?

Does my role require me to select contractors, award grants, regulate industries or determine Council policies?

Could the person or organisation benefit from a decision I make?

Influence

Are they seeking to influence my decisions or actions?

Has the gift, benefit or hospitality been offered to me publicly or privately?

Is it a courtesy, a token of appreciation or highly valuable?

Does its timing coincide with a decision I'm about to make?

Favour

Are they seeking a favour in return for the gift, benefit or hospitality?

Has the gift, benefit or hospitality been offered honestly?

Has the person or organisation made several offers over the last 12 months?

Would accepting it create an obligation to return a favour?

Trust

Would accepting the gift, benefit or hospitality diminish public trust?

How would I feel if the gift, benefit or hospitality became public knowledge?

What would my colleagues, family, friends or associates think?

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Agenda Item: 17.3

Agenda Item: CEO Delegation to approve the allocation of additional funding to Contract LCC-545 Redevelopment of Keegan Street Reserve, Morwell

Sponsor: General Manager, Corporate Services

Council Plan Objective: Improve the liveability and connectedness of Latrobe City.

Status: For Decision

MOTION

Moved: Cr McFarlane

Seconded: Cr White

That Council:

- 1. Subject to reallocation of funding being approved by the Federal Government, increases the current Chief Executive Officer (CEO) approved delegation of \$600,000 (incl. GST) for the redevelopment of the Keegan Street Reserve, Morwell to \$750,000 (incl. GST).**
- 2. Receives a report at an Ordinary Council Meeting detailing the contract awarded by the CEO, and the successful contractor.**

CARRIED UNANIMOUSLY

Executive Summary:

- Latrobe City Council received \$5,000,000 of Federal funding for capital projects at the Morwell Recreation Reserve which include; new netball courts, a synthetic oval, LED lighting system, netball/cricket pavilion, change room upgrades and Keegan Street Reserve upgrades.
- Council delegated the CEO authority to award contract works for the Kegan Street Reserve of up to \$600,000 (incl. GST) at the 4 February 2019 Ordinary Council Meeting.
- The CEO has awarded a contract for the redevelopment of the Keegan Street Reserve under his delegation for an amount of \$483,484.16 (incl. GST).
- Savings of \$236,000 associated with the construction of the netball courts and

pavilion have been realised.

- A formal request has been made to the Federal Government for the realised savings to be reallocated to the Keegan Street Reserve redevelopment contract so as to include additional tender options excluded from the original contract.
- An increase in the CEO delegation is being sought in order to extend the existing contract, should the Federal Government approve the reallocation of funding.

Background:

Funding of \$5,000,000 was received from the Federal Government through its Community Development Grants for the Morwell Recreation Reserve. Projects associated with the grant include the construction of new netball courts, netball/cricket pavilion, change room upgrades, upgrades to the Keegan Street Reserve, and joint funding with the State Government for the construction of a synthetic oval with LED lighting system.

The Keegan Street Reserve Redevelopment project involves reshaping of the reserve, installation of an irrigation system and the improvement of surface drainage for the oval.

An amount of \$236,000 has been realised as savings after the completion of the netball courts and netball/cricket pavilion upgrade projects. A formal request has been made to the Federal Government for the saving amount to be reallocated to the Keegan Street Oval Redevelopment contract to include infield drainage at a cost of \$239,299 excl GST. The additional drainage is an important piece of infrastructure that would improve the overall outcome of the project and the longevity of the oval.

At the Ordinary Council Meeting held on the 4 February 2019, council resolved:

That Council:

1. *Subject to the recommended tenders being within the funding agreements of the Latrobe Valley Sports and Community Initiative and the Federal Government's Community Development Grants, and compliance with Council's Procurement Policy, delegates to the Chief Executive Officer (CEO) the authority to award the following contracts which exceed the CEO's financial delegation of \$500,000 (incl. GST):*
 - a. *Redevelopment of the Keegan Street Reserve, Morwell (\$600,000 incl GST, wholly funded by Federal Government)*
2. *Authorises the CEO to sign and seal associated documents to effect the awarding of that contract;*
3. *Releases the decision to award the contract to the public once the contract is awarded; and*

4. *Receives a report at an Ordinary Council Meeting detailing the contract awarded by the CEO, and the successful contractor.*

The CEO has awarded a contract for the redevelopment of the Keegan Street Reserve under his delegation for an amount of \$483,484.16 (incl. GST). As part of this tender process, there were a number of tender options, including the infield drainage, that were excluded from the contract due to insufficient budget funds.

Subject to the approval of the reallocation of the funding by the Federal Government, the CEO delegation previously approved at \$600,000 will need to be increased to \$750,000 to allow a variation to the existing contract to include the additional works.

Issues:

Strategy Implications

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2017-2021:

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives – Built Environment

In 2026 Latrobe Valley benefits from a well-planned built environment that is complimentary to its surroundings, and which provides for a connected and inclusive community.

Latrobe City Council Plan 2017-2021

Indicators

Objective 3: Improve the liveability and connectedness of Latrobe City

Communication

In accordance with Council's Procurement Policy, Latrobe City Council's website will be updated to provide summary information relating to contracts entered into with an estimated expenditure which exceed the compulsory tender threshold.

All contracts awarded by the CEO will be reported to Council on a quarterly basis detailing the successful contractor.

Financial Implications

The Latrobe Valley Sports and Community Initiative Federal Government's Community Development Grants funding agreements have provided \$500,000 to Council for Redevelopment of the Keegan Street Reserve, Morwell. The proposed additional works will be fully funded by realised savings of grant funding from the construction of the Morwell Recreation Reserve netball courts and netball/cricket pavilion. Works will only proceed if approval is granted from the Federal Government to utilise the surplus funds for the redevelopment of the Keegan Street Reserve.

There is no allocation of council funding associated with this proposal.

Risk Analysis

Increasing the delegation to the CEO the authority to approve the tender options would improve the overall outcome of the project and the longevity of the oval.

Legal and Compliance

All processes will comply with legal and compliance guidelines

Community Implications

The proposed recommendation will have a positive impact on the community as it will provide state of the art facilities suited to community through to elite use and major events where appropriate.

Environmental Implications

There are not considered to be any environmental implications associated with this report.

Consultation

In preparing this report, internal consultation has been held with the Procurement team. The development of the scope of work has also had input from the community as well as the key stakeholders and user groups.

Declaration of Interests:

Officers preparing this report have declared they do not have a conflict of interest in this matter under the provisions of the *Local Government Act 1989*.

Supporting Documents:

Nil

Attachments
Nil

Agenda Item: 17.4

Agenda Item: Tabling of 'Assembly of Councillors' Records

Sponsor: General Manager, Corporate Services

Council Plan Objective: Ensure Council operates openly, transparently and responsibly.

Status: For Information

MOTION

Moved: Cr Gibson

Seconded: Cr Howe

That Council receives and notes the Assembly of Councillors records tabled for the period 02 April 2019 to 16 July 2019.

CARRIED UNANIMOUSLY

Executive Summary:

The following Assembly of Councillor records have been submitted for tabling since the last ordinary Council meeting:

Date	Assembly Details	In Attendance	Confidential	Declarations of Interest
02 April 2019	Hyland Highway Landfill Consultative Committee	Councillors Cr Howe Officers Martin Teplik Chandana Vidanaarachchi George Lambos Leanne Norwood	No	Nil
02 May 2019	Future Morwell Steering Committee	Councillors Cr Middlemiss Officers Sara Rhodes-Ward Stuart Simmie	No	Nil

Date	Assembly Details	In Attendance	Confidential	Declarations of Interest
02 May 2019	Morwell & Districts Community Recovery Committee	Councillors Cr Middlemiss Officers Sara Rhodes-Ward Stuart Simmie Lance King Linda Snell	No	Nil
13 May 2019	Latrobe Regional Gallery Advisory Committee Meeting	Councillors Cr White OAM Officers Mark Themann David O'Halloran	Yes - Section 89(2)(c) Industrial matters	Nil
05 June 2019	Tourism and Major Events Advisory Committee Meeting	Councillors Cr McFarlane Cr White OAM Officers Jo DeJong Clint Hong Imelda Dover	No	Nil
06 June 2019	Economic Development Advisory Committee	Councillors Cr Middlemiss Cr Howe Officers Steven Piasente Gail Gatt Bruce Connolly Eliza Bayley	Yes - Section 89(2)(e) Proposed developments	Nil
06 June 2019	Morwell Recreation Reserve Project Reference Group Meeting 11	Councillors Cr McFarlane Cr Middlemiss Officers Larry Sengstock Geoff Derham Lauren Dinsdale	Yes - Section 89(2)(e) Proposed developments	Nil

Date	Assembly Details	In Attendance	Confidential	Declarations of Interest
06 June 2019	Morwell & Districts Community Recovery Committee	Councillors Cr Middlemiss Officers Stuart Simmie Kate Kerslake	No	Nil
11 June 2019	Churchill & District Community Hub Advisory Committee Meeting	Councillors Cr White OAM Officers Paul Holton Carole Ayres Nicky Lappin Beckea Jones Victoria Whelan	No	Nil
17 June 2019	Councillor Briefing	Councillors Cr McFarlane Cr Middlemiss Cr White OAM Cr Harriman Cr O'Callaghan Cr Howe Cr Clancey Cr Law Cr Gibson Officers Steven Piasente Gail Gatt Ronda Bruerton Larry Sengstock Kate Kerslake Greg Drumm Hanna Steevens Daniel Kelabora Stuart Simmie	Yes – Section 89(2)(e) Proposed developments Section 89(2)(h) Prejudicial matters	Yes – Cr O'Callaghan Cr Harriman Cr Clancey
19 June 2019	Traralgon Recreation Reserve and Showgrounds Advisory Committee	Councillors Cr Harriman Cr Howe Officers Simon Clark	No	Nil

Date	Assembly Details	In Attendance	Confidential	Declarations of Interest
19 June 2019	Victory Park Precinct Advisory Committee	Councillors Cr Harriman Cr Clancey Officers Simon Clark	No	Nil
24 June 2019	Councillor Briefing	Councillors Cr McFarlane Cr Middlemiss Cr White OAM Cr Harriman Cr O'Callaghan Cr Howe Cr Clancey Cr Law Cr Gibson Officers Steven Piasente Ronda Bruerton Larry Sengstock Kate Kerslake Greg Drumm Hanna Steevens	Yes – Section 89(2)(e) Proposed developments Section 89(2)(h) Prejudicial matters Section 89(2)(d) Contractual matters Section 89(2)(f) Legal advice	Yes - Cr Harriman Cr White OAM Cr Law Cr Clancey Cr O'Callaghan
24 June 2019	Out of Session Councillor Briefing - Marinus Link Presentation	Councillors Cr McFarlane Cr Middlemiss Cr White OAM Cr Harriman Cr O'Callaghan Cr Howe Cr Law Cr Gibson Officers Steven Piasente Greg Drumm Larry Sengstock Kate Kerslake Ronda Bruerton Hanna Burgess	No	Nil

Date	Assembly Details	In Attendance	Confidential	Declarations of Interest
27 June 2019	Gippsland Regional Aquatic Centre Project Reference Group	Councillors Cr Harriman Cr Howe Cr Law Officers Steven Piasente Larry Sengstock Luke McGrath Tania Eleftheriou	No	Yes – Cr Law
03 July 2019	Tourism and Major Events Advisory Committee Meeting	Councillors Cr McFarlane Cr White OAM Cr Howe Cr Gibson Officers Jo DeJong Clint Hong Imelda Dover	No	Nil
09 July 2019	Churchill & District Community Hub Advisory Committee Meeting	Councillors Cr White OAM Officers Paul Holton Victoria Whelan Gina Zammit	No	Nil
09 July 2019	Traralgon Sports Stadium Redevelopment Project Reference Group	Councillors Cr Harriman Cr Howe Cr Clancey Officers Larry Sengstock Brian Feltham Bianca James	Yes - Section 89(2)(e) Proposed developments Section 89(2)(h) Prejudicial matters	Nil
10 July 2019	Morwell Recreation Reserve Project Reference Group Meeting 12	Councillors Cr McFarlane Officers Larry Sengstock Geoff Derham Lauren Dinsdale Brian Box	Yes - Section 89(2)(e) Proposed developments	Nil

Date	Assembly Details	In Attendance	Confidential	Declarations of Interest
15 July 2019	Out of Session Councillor Briefing - Delburn Wind Farm Presentation	Councillors Cr McFarlane Cr Middlemiss Cr White OAM Cr Harriman Cr O'Callaghan Cr Howe Cr Law Cr Gibson Officers Kate Kerslake Jody Riordan Larry Sengstock Greg Drumm Steven Piasente	Yes – Section 89(2)(e) Proposed developments	Nil
16 July 2019	Traralgon CBD Safety Committee	Councillors Cr Howe Officers Audrey Matthews	No	Nil

Declaration of Interests:

Officers preparing this report have declared they do not have a conflict of interest in this matter under the provisions of the *Local Government Act 1989*.

Reasons for Proposed Resolution:

The attached *Assembly of Councillors* records have been submitted for tabling.

Section 80(A)2 of the *Local Government Act 1989* states '*The Chief Executive Officer must ensure that the written record of an assembly of Councillors is, as soon as is practicable - (a) reported at an ordinary meeting of the Council; and (b) incorporated in the minutes of that Council meeting*'.

Attachments

- 1 [↓](#). Highland Highway Landfill Consultative Committee
- 2 [↓](#). Future Morwell Steering Committee meeting
- 3 [↓](#). Morwell and Districts Community Recovery Committee
- 4 [↓](#). Latrobe Regional Gallery Advisory Committee Meeting
- 5 [↓](#). Tourism and Major Events Advisory Committee Meeting
- 6 [↓](#). Economic Development Advisory Committee
- 7 [↓](#). Morwell Recreation Reserve Project Reference Group
- 8 [↓](#). Morwell & Districts Community Recovery Committee

- 9↓. Churchill & District Community Hub Advisory Committee
- 10↓. Councillor Briefing
- 11↓. Traralgon Recreation Reserve & Showgrounds Advisory Committee
- 12↓. Victory Park Precinct Advisory Committee
- 13↓. Councillor Briefing
- 14↓. Out of Sessions Briefing - Marinus Link Presentation
- 15↓. Gippsland Regional Aquatic Centre Project Reference Group
- 16↓. Tourism and Major Events Advisory Committee Meeting
- 17↓. Churchill & District Community Hub Advisory Committee
- 18↓. Traralgon Sports Stadium Redevelopment Project Reference Group
- 19↓. Morwell Recreation Reserve Project Reference Group
- 20↓. Out of Sessions Briefing - Delburn Wind Farm Presentation
- 21↓. Traralgon CBD Safety Committee

17.4

Tabling of 'Assembly of Councillors' Records

1	Highland Highway Landfill Consultative Committee	454
2	Future Morwell Steering Committee meeting	455
3	Morwell and Districts Community Recovery Committee	456
4	Latrobe Regional Gallery Advisory Committee Meeting	458
5	Tourism and Major Events Advisory Committee Meeting	459
6	Economic Development Advisory Committee	460
7	Morwell Recreation Reserve Project Reference Group	462
8	Morwell & Districts Community Recovery Committee	463
9	Churchill & District Community Hub Advisory Committee	465
10	Councillor Briefing	467
11	Traralgon Recreation Reserve & Showgrounds Advisory Committee	469
12	Victory Park Precinct Advisory Committee	471
13	Councillor Briefing	472
14	Out of Sessions Briefing - Marinus Link Presentation	474
15	Gippsland Regional Aquatic Centre Project Reference Group	475
16	Tourism and Major Events Advisory Committee Meeting	476
17	Churchill & District Community Hub Advisory Committee	477
18	Traralgon Sports Stadium Redevelopment Project Reference Group	478
19	Morwell Recreation Reserve Project Reference Group	480
20	Out of Sessions Briefing - Delburn Wind Farm Presentation	481
21	Traralgon CBD Safety Committee	482



Assembly of Councillors Record

Assembly details:	Hyland Highway Landfill Consultative Committee Meeting
Date:	2 April 2019
Time:	5.15 pm
Assembly Location:	McFarlane Burnett Room, Traralgon

In Attendance

Councillors:	<input type="checkbox"/> Cr McFarlane	<input type="checkbox"/> Cr Middlemiss	<input type="checkbox"/> Cr White OAM
Arrival / Departure Time:	<input type="checkbox"/> Cr Harriman	<input type="checkbox"/> Cr O'Callaghan	<input checked="" type="checkbox"/> Cr Howe 5.00/5.45 pm
	<input type="checkbox"/> Cr Clancey	<input type="checkbox"/> Cr Law	<input type="checkbox"/> Cr Gibson
Officer/s:	Martin Teplik, Chandana Vidanaarachchi, George Lambos, Leanne Norwood		
Matters discussed:	Landfill Construction & Operation over last 3 months Landfill odour Stormwater management Landfill works approval process		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
N/A	

Record Completed by: Chandana Vidanaarachchi

(Please use the **Quick Add Profile No - 563** when registering this form on ECM)



Assembly of Councillors Record

Assembly details:	Future Morwell Steering Committee
Date:	2 May 2019
Time:	6.00pm - 7.30pm
Assembly Location:	Meeting Room 3, Latrobe City Headquarters 141 Commercial Road Morwell

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr McFarlane	<input checked="" type="checkbox"/> Cr Middlemiss 6.00pm - 7.30pm	<input type="checkbox"/> Cr White OAM
	<input type="checkbox"/> Cr Harriman	<input type="checkbox"/> Cr O'Callaghan	<input type="checkbox"/> Cr Howe
	<input type="checkbox"/> Cr Clancey	<input type="checkbox"/> Cr Law	<input type="checkbox"/> Cr Gibson
Officer/s:	Sara Rhodes-Ward (GM Community Services) Stuart Simmie (Coordinator Community Resilience)		
Matters discussed:	<ul style="list-style-type: none"> - Morwell Communication and Branding Project - Future Morwell Project – Budget Report - Princes Drive temporary bus stop 		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No

Record Completed by: Shelley Ditterich, Administration Officer Community Resilience
(Please use the **Quick Add Profile No - 563** when registering this form on ECM)



Assembly of Councillors Record

Assembly details:	Morwell & Districts Community Recovery Committee
Date:	2 May 2019
Time:	4.30pm - 6.00pm
Assembly Location:	Nambur Wariga Room Latrobe City Morwell Offices Meeting Room 3

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr McFarlane	<input checked="" type="checkbox"/> Cr Middlemiss 5.00pm - 6.00pm	<input type="checkbox"/> Cr White OAM
	<input type="checkbox"/> Cr Harriman	<input type="checkbox"/> Cr O'Callaghan	<input type="checkbox"/> Cr Howe
	<input type="checkbox"/> Cr Clancey	<input type="checkbox"/> Cr Law	<input type="checkbox"/> Cr Gibson
Officer/s:	Sara Rhodes-Ward (GM Community Services) Stuart Simmie (Coordinator Community Resilience) Lance King (Coordinator Emergency Management) Linda Snell (Community Resilience Officer)		
Matters discussed:	<ul style="list-style-type: none"> - Review of Previous Meeting Minutes & Actions - Projects Update: Future Morwell Project & Health Study - Future Guests - Civic Reception re Hazelwood mine fire five-year anniversary 		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
Nil	



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Record Completed by: Shelley Ditterich, Administration Officer Community Resilience
*(Please use the **Quick Add Profile No - 563** when registering this form on ECM)*





Assembly of Councillors Record

Assembly details:	Latrobe Regional Gallery Advisory Committee Meeting
Date:	13 th May 2019
Time:	4.00 pm to 4.45 pm
Assembly Location:	Meeting Room/LRG

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr McFarlane	<input type="checkbox"/> Cr Middlemiss	<input checked="" type="checkbox"/> Cr White OAM
	<input type="checkbox"/> Cr Harriman	<input type="checkbox"/> Cr O'Callaghan	<input type="checkbox"/> Cr Howe
	<input type="checkbox"/> Cr Clancey	<input type="checkbox"/> Cr Law	<input type="checkbox"/> Cr Gibson
Officer/s:	Mark Themann, David O'Halloran		
Matters discussed:	1. Cultural Gifts to LRG /Art work acquisitions - Confidential under Section 89(2)(c) Industrial matters 2. Budgets and External Funding Applications - Confidential under Section 89(2)(c) Industrial matters 3. Staff changes at LRG - Confidential under Section 89(2)(c) Industrial matters		
Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
N/A	N/A

Record Completed by: Mark Themann

(Please use the **Quick Add Profile No - 563** when registering this form on ECM)



Assembly of Councillors Record

Assembly details:	Tourism and Major Events Advisory Committee meeting
Date:	5 June 2019
Time:	5.45 - 7.15
Assembly Location:	Nambur Wariga meeting room, First floor, Latrobe City Council Head Quarters, Commercial Road, Morwell

In Attendance

Councillors: Arrival / Departure Time:	<input checked="" type="checkbox"/> Cr McFarlane	<input type="checkbox"/> Cr Middlemiss	<input checked="" type="checkbox"/> Cr White OAM
	<input type="checkbox"/> Cr Harriman	<input type="checkbox"/> Cr O'Callaghan	<input type="checkbox"/> Cr Howe
	<input type="checkbox"/> Cr Clancey	<input type="checkbox"/> Cr Law	<input type="checkbox"/> Cr Gibson
Officer/s:	Jo DeJong; Clint Hong; Imelda Dover		
Matters discussed:	Inaugural meeting for TAMEAC: introduction of members, events overview, tourism overview		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
No conflicts were declared	NA

Record Completed by: Imelda Dover

(Please use the **Quick Add Profile No - 563** when registering this form on ECM)



Assembly of Councillors Record

Assembly details:	Economic Development Advisory Committee
Date:	6 June 2019
Time:	10:00am - 2:00pm
Assembly Location:	Moe Service Centre & Library

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr McFarlane	<input checked="" type="checkbox"/> Cr Middlemiss	<input type="checkbox"/> Cr White OAM
	<input type="checkbox"/> Cr Harriman	<input type="checkbox"/> Cr O'Callaghan	<input checked="" type="checkbox"/> Cr Howe
	<input type="checkbox"/> Cr Clancey	<input type="checkbox"/> Cr Law	<input type="checkbox"/> Cr Gibson
Officer/s:	Steven Piasente, CEO Gail Gatt, General Manager, City Development Bruce Connolly, Manager Economic Development Eliza Bayley, Economic Development Officer		
Matters discussed:	<ul style="list-style-type: none"> - Welcome & Introduction, Apologies, Declaration of Interest & Confirmation of Minutes - Industry Updates from Attendees (CONFIDENTIAL - PROPOSED DEVELOPMENTS) - Economic Development Projections for Latrobe City Presentation of scenarios report from Dr Peter Brain. - Items for Discussion Discussion on economic development scenarios - General Business 		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			

Conflict Of Interest Disclosures:



Councillor / Officer making disclosure	Left Meeting: Yes / No
NA	NA

Record Completed by: Eliza Bayley

*(Please use the **Quick Add Profile No - 563** when registering this form on ECM)*



Assembly of Councillors Record

Assembly details:	Morwell Recreation Reserve Project Reference Group Meeting 11
Date:	Thursday 6 June 2019
Time:	5.30 pm – 6.39 pm
Assembly Location:	Function Room, Shared Sports Pavilion, Morwell Recreation Reserve – Travers Street, Morwell 3840

In Attendance

Councillors: Arrival / Departure Time:	<input checked="" type="checkbox"/> Cr McFarlane 5.30 - 6.40 pm	<input checked="" type="checkbox"/> Cr Middlemiss 5.30 - 6.40 pm	<input type="checkbox"/> Cr White OAM
	<input type="checkbox"/> Cr Harriman	<input type="checkbox"/> Cr O'Callaghan	<input type="checkbox"/> Cr Howe
	<input type="checkbox"/> Cr Clancey	<input type="checkbox"/> Cr Law	<input type="checkbox"/> Cr Gibson
Officer/s:	Larry Sengstock, Geoff Derham, Lauren Dinsdale		
Matters discussed:	1. Project Status update 2. Updates on construction of new shared sports pavilion, new synthetic oval development, Keegan Street design detail and concept designs of Morwell Football Netball Club facilities upgrades for consideration and feedback - Confidential under section 89(2)(e) proposed developments.		
Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No

Record Completed by: Lauren Dinsdale

(Please use the **Quick Add Profile No - 563** when registering this form on ECM)



Assembly of Councillors Record

Assembly details:	Morwell & Districts Community Recovery Committee
Date:	6 June 2019
Time:	4.30pm - 6.00pm
Assembly Location:	Nambur Wariga Room Latrobe City Morwell Offices Meeting Room 3

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr McFarlane	<input checked="" type="checkbox"/> Cr Middlemiss 4.30pm - 6.00pm	<input type="checkbox"/> Cr White OAM
	<input type="checkbox"/> Cr Harriman	<input type="checkbox"/> Cr O'Callaghan	<input type="checkbox"/> Cr Howe
	<input type="checkbox"/> Cr Clancey	<input type="checkbox"/> Cr Law	<input type="checkbox"/> Cr Gibson
Officer/s:	Stuart Simmie (Coordinator Community Resilience) Kate Kerslake (General Manager Community Services)		
Matters discussed:	<ul style="list-style-type: none"> - Review of Previous Meeting Minutes & Actions - Projects Update: Future Morwell Project & Health Study - Future Guests - Correspondence - Air quality from planned and private burns 		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No



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Record Completed by: Shelley Ditterich, Administration Officer Community Resilience
*(Please use the **Quick Add Profile No - 563** when registering this form on ECM)*





Assembly of Councillors Record

Assembly details:	Churchill & District Community Hub Advisory Committee
Date:	Tuesday 11 June, 2019
Time:	4.34pm to 5.46pm
Assembly Location:	CNC Meeting Room, Churchill Hub, 9-11 Philip Parade Churchill

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr McFarlane	<input type="checkbox"/> Cr Middlemiss	<input checked="" type="checkbox"/> Cr White OAM 4.34pm to 5.46pm
	<input type="checkbox"/> Cr Harriman	<input type="checkbox"/> Cr O'Callaghan	<input type="checkbox"/> Cr Howe
	<input type="checkbox"/> Cr Clancey	<input type="checkbox"/> Cr Law	<input type="checkbox"/> Cr Gibson
Officer/s:	Paul Holton (Executive Officer) Carole Ayres (Secretariat Support) Nicky Lappin (a/g Mgr Family Services) Beckea Jones (a/g Coordinator Family Health & Childhood Development) Victoria Whelan (Coordinator Customer Relations & Libraries)		
Matters discussed:	User group members attended and provided update of services (with exception of Pooch Corner Childcare Centre). Air lock door update - fitting to take place in July school holidays. Pooch Corner/Federation expansion plans. MUGSU Honour Board Placement Churchill Parkrun request for signage		
Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
Nil	



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Record Completed by: Carole Ayres, Executive Assistant Community Services
*(Please use the **Quick Add Profile No - 563** when registering this form on ECM)*





Assembly of Councillors Record

Assembly details:	Councillor Briefing
Date:	17 June 2019
Time:	5.00 PM - 11.00PM
Assembly Location:	Nambur Wariga Room , Latrobe City Council

In Attendance

Councillors: Arrival / Departure Time:	<input checked="" type="checkbox"/> Cr McFarlane	<input checked="" type="checkbox"/> Cr Middlemiss	<input checked="" type="checkbox"/> Cr White OAM
	<input checked="" type="checkbox"/> Cr Harriman	<input checked="" type="checkbox"/> Cr O'Callaghan	<input checked="" type="checkbox"/> Cr Howe
	<input checked="" type="checkbox"/> Cr Clancey	<input checked="" type="checkbox"/> Cr Law	<input checked="" type="checkbox"/> Cr Gibson Via teleconference for Items 9.7 and 9.8 between 9.25pm and 9.58pm.
Officer/s:	Steven Piasente From 6.00PM - Gail Gatt, Ronda Bruerton, Larry Sengstock, Kate Kerslake, Greg Drumm, Hanna Steevens Between 6.00PM and 6.30PM Daniel Kelabora and Stuart Simmie		
Matters discussed:	Tonight's Presentations Future Presentations Mayor's Update General Update Transition Briefing - Confidential under Section 89(2) (e) Organisational Report LCC Strength Led Transition Advocacy Update - Confidential under Section 89(2) (h) Major Project Reference Group Update Consideration of Submissions for Ellavale East Development Plan Township Liaison Program Latrobe Valley Authority Sport and Community Initiative: Major Events focus Road Naming Policy Place Naming Policy Morwell Pound Outdoor Exercise Yards project update		



	<p>Mayoral Taskforce for the Prevention of Family Violence</p> <p>Swimming Lessons for Muslim Women and their children</p> <p>Location of Maternal & Child Health Services in Morwell</p> <p>Annual Maintenance Grant Program</p> <p>Selection of members for the Animal Advisory Committee - Confidential under Section 89(2) (h)</p>
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>	

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
Cr Kellie O'Callaghan	Yes
Cr Dale Harriman	No
Cr Dan Clancey	Yes

Record Completed by: Hanna Stevens, Coordinator Governance

*(Please use the **Quick Add Profile No - 563** when registering this form on ECM)*



Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Traralgon Recreation Reserve and Showgrounds Advisory Committee
Date:	19 June 2019
Time:	7:00pm
Assembly Location:	Traralgon Recreation Reserve and Showgrounds - Traralgon Urban Fire Brigade Building

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr Alan McFarlane	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Darrell White
	<input checked="" type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input checked="" type="checkbox"/> Cr Darren Howe
	<input type="checkbox"/> Cr Dan Clancey	<input type="checkbox"/> Cr Bradley Law	<input type="checkbox"/> Cr Sharon Gibson
Officer/s:	Simon Clark		
Matters discussed:	<ol style="list-style-type: none"> 1. Proposed Oktoberfest Event. 2. Recreation Reserve Draft Master Plan. 3. Proposed Old Trafford Oval fence. 4. 2019 Tree planting program. 		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			

Conflict Of Interest Disclosures: Nil

Councillor / Officer making disclosure	Left Meeting: Yes / No



Record Completed by: Simon Clark



Assembly of Councillors Record

Assembly details:	Victory Park Precinct Advisory Committee
Date:	19 June 2019
Time:	5:30pm
Assembly Location:	MacFarlane Burnett Room, Traralgon Service Centre

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr McFarlane	<input type="checkbox"/> Cr Middlemiss	<input type="checkbox"/> Cr White OAM
	<input checked="" type="checkbox"/> Cr Harriman	<input type="checkbox"/> Cr O'Callaghan	<input type="checkbox"/> Cr Howe
	<input checked="" type="checkbox"/> Cr Clancey	<input type="checkbox"/> Cr Law	<input type="checkbox"/> Cr Gibson
Officer/s:	Simon Clark		
Matters discussed:	Anti Social Behaviour in Newman Park. Monomeath Senior Citizens Centre car parking. Soundshell Infrastructure. Issues with power supply to Gippsland Model Engineering Society.		
Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
Nil	No

Record Completed by: Simon Clark

*(Please use the **Quick Add Profile No - 563** when registering this form on ECM)*



Assembly of Councillors Record

Assembly details:	Councillor Briefing
Date:	24 June 2019
Time:	6:05 PM - 11:05 PM
Assembly Location:	Nambur Wariga Room , Latrobe City Council

In Attendance

Councillors: Arrival / Departure Time:	<input checked="" type="checkbox"/> Cr McFarlane	<input checked="" type="checkbox"/> Cr Middlemiss	<input checked="" type="checkbox"/> Cr White OAM
	<input checked="" type="checkbox"/> Cr Harriman	<input checked="" type="checkbox"/> Cr O'Callaghan	<input checked="" type="checkbox"/> Cr Howe
	<input checked="" type="checkbox"/> Cr Clancey	<input checked="" type="checkbox"/> Cr Law	<input checked="" type="checkbox"/> Cr Gibson Left at 7:53pm
Officer/s:	Steven Piasente Between 6.05pm and 9.42pm - Ronda Bruerton, Larry Sengstock, Kate Kerslake, Greg Drumm, Hanna Steevens		
Matters discussed:	<p>Tonight's Presentations - Confidential under Section 89(2)(e)</p> <p>Future Presentations</p> <p>Mayor's Update</p> <p>General Update</p> <p>Transition Briefing - Confidential under Section 89(2)(e)</p> <p>Organisational Report</p> <p>Alliance for Gambling Reform Request for Financial Support</p> <p>Traralgon Sports Stadium, Court 5 – Future Activation Proposal - Confidential under Section 89(2)(h)</p> <p>Gifts, Benefits and Hospitality Policy</p> <p>Moe Gardens Caravan Park - Consideration of Options - Confidential under Section 89(2)(d)</p> <p>Latrobe Valley Asbestos Taskforce Update</p> <p>Family Day Care Service Review</p> <p>Analysis of Lot And Dwelling Density In Greenfield Areas</p> <p>Management of Dilapidated Buildings - Confidential under Section 89(2)(f)</p> <p>Road Safety Strategy - Consultation and Draft Strategy for Review</p> <p>Trial Fenced Off Leash Dog Park - Initial Report</p> <p>Outstanding Issues - Considered confidential under Section 89(2)(h)</p>		



	Strategic Issues for Future Briefings)
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>	

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
Cr Dale Harriman declared an interest with the CEO update on TAFE Gippsland.	Yes
Cr Darrell White declared an interest for Item 11.1.	Yes
Cr Brad Law and interest for Item 11.1.	Yes
Cr Dan Clancey declared an interest that is not a conflict with Item 11.2.	No
Cr Dale Harriman declared an interest that is not a conflict with Item 11.2.	No
Cr Dale Harriman declared an interest that is not a conflict with Item 14.1.	No
Cr Kellie O'Callaghan declared a conflict with Item 14.1.	Yes
Cr Dale Harriman declared a conflict with Item 15.1.	Yes

Record Completed by: Hanna Steevens, Coordinator Governance

*(Please use the **Quick Add Profile No - 563** when registering this form on ECM)*



Assembly of Councillors Record

Assembly details:	Marinus Link - Presentation to Latrobe City Council
Date:	24/6/2019
Time:	5:00 PM to 5:41PM (including questions)
Assembly Location:	Nambur Wariga Room, Latrobe City Council Morwell Headquarters

In Attendance

Councillors: Arrival / Departure Time:	<input checked="" type="checkbox"/> Cr McFarlane	<input checked="" type="checkbox"/> Cr Middlemiss	<input checked="" type="checkbox"/> Cr White OAM
	<input checked="" type="checkbox"/> Cr Harriman	<input checked="" type="checkbox"/> Cr O'Callaghan	<input checked="" type="checkbox"/> Cr Howe
	<input type="checkbox"/> Cr Clancey	<input checked="" type="checkbox"/> Cr Law	<input checked="" type="checkbox"/> Cr Gibson
Officer/s:	Steven Piasente, Greg Drumm, Larry Sengstock, Kate Kerlake, Ronda Bruerton, Hanna Burgess		
Matters discussed:	Marinus Link - Presentation to Latrobe City Council		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No

Record Completed by: Hanna Burgess - Coordinator Advocacy & Transition

(Please use the **Quick Add Profile No - 563** when registering this form on ECM)



Assembly of Councillors Record

Assembly details:	Gippsland Regional Aquatic Centre Project Reference Group
Date:	27 June 2019
Time:	5.30pm
Assembly Location:	Macfarlane Burnet Room, Traralgon

In Attendance

Councillors:	<input type="checkbox"/> Cr McFarlane	<input type="checkbox"/> Cr Middlemiss	<input type="checkbox"/> Cr White OAM
Arrival / Departure Time:	<input checked="" type="checkbox"/> Cr Harriman 5.20pm - 7.25pm	<input type="checkbox"/> Cr O'Callaghan	<input checked="" type="checkbox"/> Cr Howe 5.15pm - 7.25pm
	<input type="checkbox"/> Cr Clancey	<input checked="" type="checkbox"/> Cr Law 5.10pm - 7.25pm	<input type="checkbox"/> Cr Gibson
Officer/s:	Steven Piasente, Larry Sengstock, Luke McGrath, Tania Eleftheriou		
Matters discussed:	Project Manager update Design Presentation - Peddle Thorp Architects Project Update - ADCO Constructions General Update - Coffey Projects		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
Cr Law	No

Record Completed by: Tania Eleftheriou, Project Officer Major Recreation Projects
(Please use the **Quick Add Profile No - 563** when registering this form on ECM)



Assembly of Councillors Record

Assembly details:	Tourism and major events advisory committee meeting
Date:	3 July 2019
Time:	5.50pm - 7.22 pm
Assembly Location:	Nambur Wariga meeting room, First floor, Latrobe City Council Head Quarters, Commercial Road, Morwell

In Attendance

Councillors: Arrival / Departure Time:	<input checked="" type="checkbox"/> Cr McFarlane	<input type="checkbox"/> Cr Middlemiss	<input checked="" type="checkbox"/> Cr White OAM
	<input type="checkbox"/> Cr Harriman	<input type="checkbox"/> Cr O'Callaghan	<input checked="" type="checkbox"/> Cr Howe
	<input type="checkbox"/> Cr Clancey	<input type="checkbox"/> Cr Law	<input checked="" type="checkbox"/> Cr Gibson
Officer/s:	Jo DeJong; Clint Hong; Imelda Dover		
Matters discussed:	Recreational vehicle trial; Major Events Selection and Funding Framework; Naming of Morwell international rose garden festival; LCBTA update; Maltese community restaurant; meetings of the committee - day of the week and regularity		
Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
Nil	NA

Record Completed by: Imelda Dover

(Please use the **Quick Add Profile No - 563** when registering this form on ECM)



Assembly of Councillors Record

Assembly details:	Churchill & District Community Hub Advisory Committee Meeting
Date:	Tuesday 9 July 2019
Time:	4.35pm to 6.15pm
Assembly Location:	CNC Meeting Room, Churchill Hub, 9-11 Phillip Parade, Churchill

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr McFarlane	<input type="checkbox"/> Cr Middlemiss	<input checked="" type="checkbox"/> Cr White OAM
	<input type="checkbox"/> Cr Harriman	<input type="checkbox"/> Cr O'Callaghan	<input type="checkbox"/> Cr Howe
	<input type="checkbox"/> Cr Clancey	<input type="checkbox"/> Cr Law	<input type="checkbox"/> Cr Gibson

Officer/s:	Paul Holton - a/g Mgr Customer Relations & Libraries Victoria Whelan - Coordinator Customer Relations & Libraries Gina Zammit - Team Leader Preschools
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Matters discussed:	Planning workshop to discuss the Churchill & District Community Hub Four Year Strategic Plan.
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Are any of the matters discussed, considered confidential under the *Local Government Act 1989*?

Yes No

Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No

Record Completed by: Carole Ayres, EA Community Services
(Please use the **Quick Add Profile No - 563** when registering this form on ECM)





Assembly of Councillors Record

Assembly details:	Traralgon Sports Stadium Redevelopment Project Reference Group
Date:	9 July 2019
Time:	5.30 - 6.30
Assembly Location:	Macfarlane Burnett Room- Traralgon Service Centre 34-38 Kay Street, Traralgon

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr McFarlane	<input type="checkbox"/> Cr Middlemiss	<input type="checkbox"/> Cr White OAM
	<input checked="" type="checkbox"/> Cr Harriman	<input type="checkbox"/> Cr O'Callaghan	<input checked="" type="checkbox"/> Cr Howe
	<input checked="" type="checkbox"/> Cr Clancey	<input type="checkbox"/> Cr Law	<input type="checkbox"/> Cr Gibson
Officer/s:	Bianca James, Larry Sengstock, Brian Feltham		
Matters discussed:	<p>Catterick Crescent Sports Pavilion - Confidential under Section 89(2)(e) Proposed Developments; & (h) any other matter which the Council or Special Committee considers would prejudice Council or any other person</p> <p>Project Management Update - Confidential under Section 89(2)(e) Proposed Developments; & (h) any other matter which the Council or Special Committee considers would prejudice Council or any other person</p> <p>Proposed project works at Kosciuszko Street Primary School - Confidential under Section 89(2)(e) Proposed Developments; & (h) any other matter which the Council or Special Committee considers would prejudice Council or any other person</p>		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No



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Record Completed by: Bianca James

*(Please use the **Quick Add Profile No - 563** when registering this form on ECM)*





Assembly of Councillors Record

Assembly details:	Morwell Recreation Reserve Project Reference Group Meeting 12
Date:	Wednesday 10 July 2019
Time:	5.30 pm – 6.30 pm
Assembly Location:	Nambur Wariga - Large Meeting Room - Latrobe City Council HQ, 141 Commercial Road Morwell 3840

In Attendance

Councillors: Arrival / Departure Time:	<input checked="" type="checkbox"/> Cr McFarlane 5.30 - 6.30 pm	<input type="checkbox"/> Cr Middlemiss	<input type="checkbox"/> Cr White OAM
	<input type="checkbox"/> Cr Harriman	<input type="checkbox"/> Cr O'Callaghan	<input type="checkbox"/> Cr Howe
	<input type="checkbox"/> Cr Clancey	<input type="checkbox"/> Cr Law	<input type="checkbox"/> Cr Gibson
Officer/s:	Larry Sengstock, Geoff Derham, Lauren Dinsdale, Brian Box		
Matters discussed:	1. Project Status update 2. Updates on construction of new shared sports pavilion, new synthetic oval development, Keegan Street design detail and concept designs of Morwell Football Netball Club facilities upgrades for consideration and feedback - Confidential under section 89(2)(e) proposed developments.		
Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No

Record Completed by: Lauren Dinsdale

(Please use the **Quick Add Profile No - 563** when registering this form on ECM)



Assembly of Councillors Record

Assembly details:	Delburn Wind Farm
Date:	15/07/2019
Time:	5.00pm
Assembly Location:	Morwell HQ Nambur Warriga Room

In Attendance

Councillors:	<input checked="" type="checkbox"/> Cr McFarlane	<input checked="" type="checkbox"/> Cr Middlemiss	<input checked="" type="checkbox"/> Cr White OAM
Arrival / Departure Time:	<input checked="" type="checkbox"/> Cr Harriman	<input checked="" type="checkbox"/> Cr O'Callaghan	<input checked="" type="checkbox"/> Cr Howe
	<input type="checkbox"/> Cr Clancey	<input checked="" type="checkbox"/> Cr Law	<input checked="" type="checkbox"/> Cr Gibson
Officer/s:	Kate Kerslake, Jody Riordan, Larry Sengstock, Greg Drumm, Steve Piasente		
Matters discussed:	Delburn Wind Farm, confidential due to the proposed developments however the proposal is currently at preplanning stage stage and feedback is being requested from the public		
Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No

Record Completed by: Jody Riordan

(Please use the **Quick Add Profile No - 563** when registering this form on ECM)



Assembly of Councillors Record

Assembly details:	Traralgon CBD Safety Committee
Date:	16/7/19
Time:	7.30-9am
Assembly Location:	Latrobe City Council Service Centre Traralgon, Latrobe Room

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr McFarlane	<input type="checkbox"/> Cr Middlemiss	<input type="checkbox"/> Cr White OAM
	<input type="checkbox"/> Cr Harriman	<input type="checkbox"/> Cr O'Callaghan	<input checked="" type="checkbox"/> Cr Howe 7.20-9.15am
	<input type="checkbox"/> Cr Clancey	<input type="checkbox"/> Cr Law	<input type="checkbox"/> Cr Gibson
Officer/s:	Audrey Matthews		
Matters discussed:	Public safety matters relating to the CBD of Traralgon as per agenda.		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No

Record Completed by: Audrey Matthews

(Please use the **Quick Add Profile No - 563** when registering this form on ECM)

URGENT BUSINESS

18. URGENT BUSINESS

Business may be admitted to the meeting as urgent business in accordance with clause 19 of the Meeting Procedure Local Law by resolution of the Council, if it relates to a matter which has arisen since distribution of the agenda and cannot safely or conveniently be deferred until the next Ordinary meeting.

MEETING CLOSED TO THE PUBLIC

19. MEETING CLOSED TO THE PUBLIC

Section 89(2) of the *Local Government Act 1989* enables the Council to close the meeting to the public if the meeting is discussing any of the following:

- (a) Personnel matters;
- (b) The personal hardship of any resident or ratepayer;
- (c) Industrial matters;
- (d) Contractual matters;
- (e) Proposed developments;
- (f) Legal advice;
- (g) Matters affecting the security of Council property;
- (h) Any other matter which the Council or Special Committee considers would prejudice the Council or any person;
- (i) A resolution to close the meeting to members of the public.

MOTION

Moved: Cr Gibson

Seconded: Cr Law

That Council closes this Ordinary Meeting of Council to the public to consider the following items which are of a confidential nature, pursuant to section 89(2) of the *Local Government Act 1989* for the reasons indicated

- 19.1 LCC-584 Hyland Highway Landfill - Management of Gas Extraction System**
Agenda item 19.1 *LCC-584 Hyland Highway Landfill - Management of Gas Extraction System* is designated as confidential as it relates to contractual matters (s89 2d)
- 19.2 Family Day Care Service Review**
Agenda item 19.2 *Family Day Care Service Review* is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)
- 19.3 Admitting an Item of Confidential Urgent Business -**
Agenda item 19.3 *Admitting an Item of Confidential Urgent Business* is designated as confidential as it relates to contractual matters (s89 2d)
- 19.4 Opportunity to host In Season Big Bash League match at Moe**
Agenda item 19.4 *Opportunity to host In Season Big Bash League match at Moe* is designated as confidential as it relates to contractual matters (s89 2d).

CARRIED UNANIMOUSLY

The Meeting closed to the public at 07:10pm.

The meeting re-opened to the public at 07:43pm.

There being no further business the meeting was declared closed at 07:43pm.

I certify that these minutes have been confirmed.

Mayor: _____

Date: _____