



LATROBE CITY COUNCIL

AGENDA FOR THE COUNCIL MEETING

**TO BE HELD VIA AUDIO-VISUAL LINK
AT 6.00PM ON
07 MARCH 2022**

CM575

Please note:

Pursuant to s395 of the Local Government Act 2020, this Council Meeting will not be open to the public to attend in person. Instead participation may occur by video link and the Meeting may be viewed live on the internet from Council's website or Facebook page.

Opinions expressed or statements made by participants are the opinions or statements of those individuals and do not imply any form of endorsement by Council.

By attending a Council Meeting via audio-visual link those present will be recorded or their image captured. When participating in the meeting, consent is automatically given for those participating to be recorded and have images captured

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COUNCILLOR AND PUBLIC ATTENDANCE

PLEASE NOTE

TO ENSURE LOCAL GOVERNMENT DECISION-MAKING CAN CONTINUE DURING THE CORONAVIRUS PANDEMIC, MECHANISMS FOR VIRTUAL COUNCIL MEETINGS HAVE BEEN INTRODUCED INTO THE *LOCAL GOVERNMENT ACT 2020*.

PURSUANT TO SECTION 394 OF THE *LOCAL GOVERNMENT ACT 2020*, A COUNCILLOR MAY ATTEND THIS COUNCIL MEETING REMOTELY BY ELECTRONIC MEANS OF COMMUNICATION; AND

PURSUANT TO SECTION 395 OF THE *LOCAL GOVERNMENT ACT 2020* THIS COUNCIL MEETING MAY BE CLOSED TO IN PERSON ATTENDANCE BY MEMBERS OF THE PUBLIC PROVIDED THE MEETING IS AVAILABLE THROUGH LIVE STREAM ON COUNCIL'S INTERNET SITE.

1. ACKNOWLEDGEMENT OF THE TRADITIONAL OWNERS OF THE LAND

I would like to acknowledge that we are meeting here today on the traditional land of the Braiakaulung people of the Gunaikurnai nation and I pay respect to their elders past and present.

If there are other Elders present I would also like to acknowledge them.

2. THE PRAYER

Our Father who art in Heaven, hallowed be thy name. Thy kingdom come, thy will be done on earth as it is in Heaven. Give us this day our daily bread, and forgive us our trespasses, as we forgive those who trespass against us, and lead us not into temptation but deliver us from evil. For the kingdom, the power, and the glory are yours now and forever. Amen.

3. APOLOGIES AND LEAVE OF ABSENCE

4. DECLARATION OF INTERESTS

5. ADOPTION OF MINUTES

Proposed Resolution:

That Council confirm the minutes of the Council Meeting held on 7 February 2022.

6. ACKNOWLEDGEMENTS

Councillors may raise any formal acknowledgements that need to be made at this time, including congratulatory or condolences.

7. PUBLIC PARTICIPATION TIME

Attend as an observer

The *Local Government Act 2020* currently contains mechanisms that allow for virtual Council Meetings and for Council Meetings to be closed to the public attending in person.

The safety of Councillors, Council staff and our community is at the forefront of our decisions therefore this Meeting will be closed to physical participation by members of the public. To meet our legislated obligations and in the spirit of open, accessible and transparent governance, this Council Meeting is livestreamed and can be viewed by using the link on Council's website or Facebook page.

Public Questions on Notice

In accordance with the Council Meeting Policy, members of the public can lodge a question on notice before 12noon on the day of the Council meeting in order for the question to be answered at the meeting.

Public Speakers

An opportunity for members of the public to speak to an item on the agenda will be made available by necessary means. To participate, members of the public must have registered before 12noon on the day of the Council meeting.

8. QUESTIONS ON NOTICE

Nil reports

NOTICES OF MOTION

9. NOTICES OF MOTION

Notices of Motion may be lodged by Councillors with the Chief Executive Officer up until Tuesday 1 March 2022, 10am.

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

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

Agenda Item: 10.1

**Agenda Item: Consultants Quotation to Investigate a Monitoring
System of Airborne and Soil Lead Levels**

Sponsor: General Manager, Community Health and Wellbeing

Council Plan Objective: HEALTHY

Status: For Decision

Proposed Resolution:

That Council:

- 1. Delegate to the Chief Executive Officer to engage Monarc Environmental to undertake further work, funded from the adopted 2021-2022 budget and provide a report regarding options available to implement a system in Latrobe City to monitor airborne and soil lead levels; and**
- 2. Request a further report be presented to Council on the matter once the report has been received from Monarc Environmental.**

Executive Summary:

- At the 3 May 2021 Council meeting, a Notice of Motion (NOM) was endorsed requesting investigations into a monitoring system for airborne and soil lead levels following Council's decision to refuse a planning application for the development of a Used Lead and Acid Battery (ULAB) recycling facility at the 17 September 2020 Council Meeting and the subsequent approval of the application by the Minister for Planning.
- Due to the specific technical nature of the work and given Monarc Environmental's understanding of the project, Officers have requested a quotation from Monarc Environmental, which has been received totalling \$12,000, +GST. (*Attachment 1*).
- If the proposed resolution is adopted, Officers will work with Monarc Environmental and report their findings at a future Council Meeting.

Background:

At the Ordinary Council Meeting on 3 May 2021, Council endorsed the following resolution:

That Council:

1. *Requests a report exploring options and avenues available to implement, including through the Latrobe Valley Information Network (LVIN), a system in Latrobe City to monitor airborne and soil lead levels in order to provide Latrobe Valley residents with an Independent relevant, real-time, local environmental information to create community resilience and awareness of conditions that impact their daily lives;*
2. *Requests the report is to include consideration of the following:*
 - a) *financial implications and funding options for example, the Victorian Government;*
 - b) *options for interaction and information sharing between the chosen system operator, the Environment Protection Authority and both local and state government taking place in relation to monitoring results;*
 - c) *identification of the airborne and soil lead level standard that would be used in this circumstance and a comparison of national and international examples of airborne and soil lead level standards and sources;*
 - d) *a high-level review of breakthrough technology and best practice approaches in this field and whether this provides a platform to further advocate for funding; and*
 - e) *options to facilitate publicly available written reports (prepared by the chosen system operator) in relation to monitoring results.*

Further work was required to be undertaken so that an additional report could be presented to Council, that identified the types of equipment needed for effective lead monitoring and the costs of such a system, as well as providing recommendations that could be used to advocate to the state government.

The cost to undertake such work by an environmental consultant (Monarc Environmental) has been quoted at \$12,000, +GST.

Officers have prepared a report for Council consideration, if Council were to consider the work as necessary, but not significant expenditure, the work could then proceed following adoption of the proposed Council resolution.

Issues:

Strategy Implications

A sophisticated approach to monitoring and managing exposure to lead would address:

Healthy: *Our vision is that Latrobe has a culture and environment that promotes and supports health and wellbeing for all. We will work together to significantly improve health and wellbeing outcomes and reduce inequalities*

Communication

There is community concern about lead in relation to the current ULAB development, and communications about the capacity to monitor and manage lead exposure requires a clear communication plan that encompasses multiple issues including:

- The capacity to measure lead and actions required if it is detected
- Clarification about measuring lead levels as opposed to actual exposure to lead and the medical interventions that can be used
- Individual responsibility for minimising exposure
- A broader understanding of lead in the environment not related to ULAB.

Financial Implications

The cost of engaging the contractor to undertake this piece of work has been estimated at \$12,000. This could be sourced within current adopted budgets.

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
<p>Financial Risk</p> <p>Cost of monitoring falls on Council</p>	<p>Possible</p>	<p>Leveraging off the EPA as the regulator authority</p>

Identified risk	Risk likelihood*	Controls to manage risk
<p>Reputational Risk</p> <p>Community distress if monitoring is not well designed and communicated</p>	<p>Likely</p>	<p>Establishing a partnership of key agencies including industry to design a system of auditing and monitoring reports publicly available through EPA and seek funding for its implementation</p>
<p>Legal/Regulatory Risk</p> <p>That Council is not the authorising agency to call for action by the owners of the recycling plant should lead levels exceed safe emission levels</p> <p>EPA not discharging their authority to take action</p>	<p>Possible</p>	<p>Council have established an ongoing meeting framework with EPA to attempt to ensure that the proposal operates in accordance with the works approval or any operating licence issued by the EPA.</p>

Legal and Compliance

The EPA is the agency responsible for monitoring air emissions. Council's role is to ensure compliance to the conditions of the incorporated document. Council have established an ongoing meeting framework with EPA to attempt to ensure that the proposal operates in accordance with the works approval or any operating licence issued by the EPA.

Community Implications

Community is concerned about the company's ability to comply with the works approval and that the lead emissions allowed will have a negative impact on their health.

Environmental Implications

Understanding the impact of lead on the environment informs actions.

Consultation

This report has been prepared through internal consultations only and was discussed at a meeting between the community group "ALiVE" and Council Officers on Thursday 23 December 2021 when the group sought an update on the NOM.

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 2020*.

Supporting Documents:

Nil

Attachments

1   Proposal - Option for Monitoring Background Lead

10.1

Consultants Quotation to Investigate a Monitoring System of Airborne and Soil Lead Levels

- 1 Proposal - Option for Monitoring Background Lead 16**

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Fyfe Pty Ltd
ABN 57 008 116 130



10 December 2021

Gail Gatt
General Manager Community Health & Wellbeing
Latrobe City Council
PO Box 264
Morwell VIC 3840

Dear Gail,

PROPOSAL TO IDENTIFY AND ADVISE ON OPTIONS TO MONITOR AIRBORNE LEAD LEVELS

1 Introduction

Latrobe City Council (LCC) has requested that Monarc Environmental (a division of Fyfe Pty. Ltd.) provide a proposal to undertake a desktop review and identification of options for monitoring airborne lead levels in the Latrobe Valley.

The request is in response to the following motion raised by a Councillor:

That Council:

- 1. Requests a report exploring options and avenues available to implement, including through the Latrobe Valley Information Network (LVIN), a system in Latrobe City to monitor airborne and soil lead levels in order to provide Latrobe Valley residents with an Independent relevant, real-time, local environmental information to create community resilience and awareness of conditions that impact their daily lives;*
- 2. Requests the report is to include consideration of the following:*
 - a) financial implications and funding options for example, the Victorian Government;*
 - b) options for interaction and information sharing between the chosen system operator, the Environment Protection Authority and both local and state government taking place in relation to monitoring results;*
 - c) identification of the airborne and soil lead level standard that would be used in this circumstance and a comparison of national and international examples of airborne and soil lead level standards and sources;*
 - d) a high-level review of breakthrough technology and best practice approaches in this field and whether this provides a platform to further advocate for funding; and*
 - e) options to facilitate publicly available written reports (prepared by the chosen system operator) in relation to monitoring results.*

This Notice of Motion followed the Planning Ministers announcement of the approval of the Chunxing Lead Battery Recycling Plant in Tramway Rd Morwell, Latrobe City.

2 Our proposal

Monarc has investigated a range of options in preparing this proposal, and subsequently proposes to prepare a document along the following lines:

- Airborne lead is significantly different to other contaminants such as particulates, visibility and carbon monoxide, in that continuous measurement offers no advantages over periodic sampling and analysis. The options to be offered will these be measurements made at discrete points in time.
- Lead in surface waters will not be considered, as it is not normally a medium of concern (unless a risk is identified).
- The Latrobe Valley Information Network (LVIN) is a world leading air monitoring network that is respected in the community and can be adapted/upgraded to incorporate lead monitoring data.
- The VegeSafe and DustSafe programs run by Macquarie University will be investigated – either for inclusion in the program, or for possible replication.
- The Victorian EPA operates a Citizen Science Program. This will be investigated – for possible inclusion in the program.
- The Victorian EPA operates an ambient air monitoring network in the Latrobe Valley. Whilst we are not optimistic about integrating with this system, we will discuss options with the EPA.
- Several Victorian universities have active environmental programs and are always receptive for community projects that they could involve their students with. Monarc will explore this prospect to the extent it may contribute to options worth considering for the program.

Based on our understanding of the objectives for the program, we propose an approach that focuses on community involvement and greater volume of data collection but of a quality that may not be fully compliant with published standards, rather than a more traditional but more limited monitoring program undertaken by qualified professionals. Important attributes of any dataset will be the diversity of locations able to be sampled and the length of time over which baseline data can be collected prior to the commencement of any potential new source of lead emissions. Limitations of data quality would be overcome by presenting a process of screening or further investigation of datapoints that may flag contaminant concentrations of concern.

The approach suggested above recognises that financial implications will also be a factor to be considered by LCC, and we will address likely order of magnitude costs and any funding sources identified.

At this time we envisage the information sharing to be achieved via the LVIN website, supplemented by periodic (i.e. annual) program reporting by a supervising consultant.

Local/Australian and key international airborne and soil lead level standards would be assembled and briefly presented.



At this time the technology of the LVIN appears to be world leading. We will seek to confirm this status. It is also our understanding that real-time monitoring of lead levels is not a commercially available technology. We will investigate if any such technologies are becoming available, or what opportunities might exist to seek funding for such advances.

In addition to the on-line provision of data via the LVIN we will also outline a concept of written annual reports.

We would also be happy to hold discussions with any applicable local community groups (schools, volunteer groups/Landcare or similar) that LCC may identify as being potentially applicable.

3 Resources

Mr Glenn Thiele of Monarc Environmental will undertake the works described above. Glenn has over 35 years of experience that has included working in zinc and lead smelters, air dispersion modelling, preparation of works approval applications and advise to proponents and responsible authorities on the use and applicability of buffer distances around proposed industrial and agricultural developments.

In addition, Monarc can call on its Principal Environmental Consultant, Dr Brent Davey, who has personal experience with airshed and other pollution dispersion pathways from major facilities in the Latrobe Valley, including APM Maryvale, the Hazelwood and Yallourn ABC power stations and various council landfills.

3 Timing

Monarc would work to a report submission deadline of mid-February, assuming an instruction to commence is received prior to 20 December 2021.

4 Our Price

Our fee to undertake the works detailed above is **\$12,000 (plus GST)**. This is based on the tasks an estimate of effort as listed in the table following. This assumes that all meetings are conducted remotely.

If any additional works or time is required, it would (on the approval of council) be charged at our standard consulting rate of \$250 per hour for Mr Thiele or Dr Davey.

4 Closing

Monarc appreciates the opportunity to be considered for this most interesting project. Do not hesitate to contact me on 0409 127 553 or glenn.thiele@fyfe.com.au should you have any questions or need further information.

Table 1: Fee Estimate

Item	Tasks	Hours	Cost
LVIN	Discussions with Attentis, development of options and co-operation. Development and presentation of findings.	6	\$1500
VegeSafe & DustSafe	Discussions with Mark Taylor, former Professor of Environmental Scientist at Macquarie University and former head of VegeSafe/DustSafe programs regarding opportunities for co-operation. Development and presentation of findings.	6	\$1500
Vic EPA	Discussions with Mark Taylor EPA Chief Environmental Scientist and/or Air Monitoring Branch regarding opportunities for support and integration with existing EPA monitoring programs. Development and presentation of findings.	4	\$1000
Vic EPA	Discussions with EPA Citizen Science Unit regarding opportunities for establishing an EPA monitoring program. Development and presentation of findings.	4	\$1000
Universities	Discussions with local universities regarding opportunities for collaboration. Development and presentation of findings.	4	\$1000
Standards	Identification and presentation of local, national, and international standards.	4	\$1000
Best Practice	Identification and presentation of best practice, emerging technologies, and opportunities to advocate for funding.	8	\$2000
Reporting and System Overview	Development and presentation of a recommended integrated system, including safeguards, check processes for outlier data and annual reporting	12	\$3000
Total (excluding GST)		48	\$12,000

Yours sincerely,


Glenn Thiele
Principal Environmental Consultant

CORRESPONDENCE

11. CORRESPONDENCE

Nil reports

PRESENTATION OF PETITIONS

12. PRESENTATION OF PETITIONS

Nil reports

REGIONAL CITY STRATEGY AND TRANSITION

13. REGIONAL CITY STRATEGY AND TRANSITION

Agenda Item: 13.1

Agenda Item: Authorisation of Council Officers under the Planning & Environment Act 1987

Sponsor: General Manager, Regional City Strategy & Transition

Council Plan Objective: SMART

Status: For Decision

Proposed Resolution:

That Council in the exercise of the powers conferred by section 147(4) of the *Planning and Environment Act 1987* resolves that:

- 1. Aaron Burness be appointed and authorised as set out in the instrument;**
- 2. The instrument comes into force either immediately the common seal of Council is affixed to the instrument and remains in force until Council determines to vary or revoke it; and**
- 3. The instrument be sealed.**

Executive Summary:

This report seeks to authorise Aaron Burness, Student Planner Strategic Planning under section 147(4) of the *Planning and Environment Act 1987* and section 313 of the *Local Government Act 2020*.

Council utilises Instruments of Appointment and Authorisation to identify specific officer's incumbent in roles and, in turn, appoint the officer to be authorised officers for the administration and enforcement of legislation under applicable Acts.

By authorising Aaron Burness, the officer will be able to perform their duties with respect to the planning powers and functions of the Council.

Background:

This report seeks to authorise Aaron Burness under section 147(4) of the *Planning and Environment Act 1987* and section 313 of the *Local Government Act 2020*.

Council utilises Instruments of Appointment and Authorisation to identify specific officer's incumbent in roles and, in turn, appoint the officer to be an authorised officer for the administration and enforcement of legislation under applicable Acts.

Only a handful of Acts and Regulations require specific roles within an organisation to be identified to undertake a specific function. There are often clauses within Acts or Regulations that state an "authorised officer" can undertake a specific function. This is why Council needs to identify the authorised officer by role and officer name.

Section 147(4) of the *Planning and Environment Act 1987* provides for the following:

Any reference in this Act to an Authorised officer of a responsible authority or of the Department is a reference to an officer or employee of the authority or employee of the Department whom the authority or the Secretary to the Department (as the case requires) authorises in writing generally or in a particular case to carry out the duty or function or to exercise the power in connection with which the expression is used.

Section 313 of the *Local Government Act 2020* provides for the following:

- (1) *The Secretary, a Council or a person authorised by the Council either generally or in a particular case may institute proceedings in the corporate name of the Council for—*
 - (a) *the recovery of any municipal rates, service charges, special purpose charges, fees or other money due to the Council under any Act, regulation or local law; or*
 - (b) *the enforcement of any provision of any Act, regulation or local law for which the Council is responsible; or*
 - (c) *the recovery of any penalty or surcharge in relation to any offence under any Act, regulation or local law the enforcement of which is the responsibility of the Council; or*
 - (d) *any other purpose specified by the Council.*
- (2) *A Chief Executive Officer or person authorised by the Council either generally or in a particular case may represent the Council in all respects as though the Chief Executive Officer or person authorised by the Council was the party concerned in any proceedings in which the Council is a party or has an interest.*
- (3) *Proceedings for a summary offence under this Act may be commenced within the period of 3 years after the commission of the alleged offence.*

Section 147(4) of the *Planning and Environment Act 1987* and section 313 of the *Local Government Act 2020* specifically require that the appointment of an authorised officer must come from Council.

Issues:

Strategy Implications

Council endorsing this authorisation will support the Smart theme in the Council Plan 2021 – 2025 by supporting a skilled and appropriate qualified workforce.

Communication

Not Applicable.

Financial Implications

There are no financial or resource implications. However, if Council decides not to authorise the nominated officer, it will impede their ability to fully execute their duties

Risk Analysis

If an officer is not authorised by Council, the officer will be unable to adequately perform their duties. Further implications to this are as follows:

- Delays in processing decisions on planning applications.
- Development and subdivision projects within the Latrobe City Council having time delays.
- Risk that developers will become frustrated with delays and appeal to the Victorian Civil and Administrative Tribunal.
- Planning officers that do not have the appropriate authorisation and delegation are unable to determine planning applications.

Appointments of authorised officers is also a risk management practice in that it clearly identifies which officer can act on a particular authorisation

Legal and Compliance

Section 147(4) of the *Planning and Environment Act 1987* and section 313 of the *Local Government Act 2020* specifically require that the appointment of an authorised officer must come from Council.

By authorising the nominated officer, they will be able to perform and fulfil their role as described in their position description.

Community Implications

No community impact.

Environmental Implications

No environmental impact.

Community Engagement

There is no engagement required as part of this process.

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 2020*.

Supporting Documents:

Nil

Attachments

1↓.  S11A Instrument of Authorisation - Aaron Burness

13.1

Authorisation of Council Officers under the Planning & Environment Act 1987

- 1 S11A Instrument of Authorisation - Aaron Burness..... 30**

Maddocks Delegations and Authorisations

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



Latrobe City Council

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

Aaron Burness

Student Planner - Statutory Planning

March 2022

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

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

Aaron Burness

By this instrument of appointment and authorisation Latrobe City Council -

1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. under section 313 of the *Local Government Act 2020* authorises the officer either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument -

- (a) comes into force immediately upon its execution;
- (b) remains in force until varied or revoked;
- (c) is automatically revoked upon the officer referred to in this instrument ceasing employment with the Council.

This instrument is authorised by a resolution of the Council on the third of May 2021.

The Common Seal of **LATROBE CITY COUNCIL**
was affixed in accordance with Local Law No. 1
this day of 2021 in the presence of:

Steven Piasente – Chief Executive Officer

Agenda Item: 13.2

Agenda Item: Audit and Risk Committee Remuneration and Commencement of Advertising for New Independent Members

Sponsor: Chief Executive Office

Council Plan Objective: CONNECTED

Status: For Decision

Proposed Resolution:

That Council:

- 1. Thank the independent members of the Audit and Risk Committee Mr Terry Richards and Ms Joanne Booth for their dedicated service of six and eight years respectively noting their maximum terms under the Charter have been reached;**
- 2. Endorse the commencement of advertising for two new independent members of the Audit and Risk Committee for terms of two and three years to allow staggered renewal in membership;**
- 3. Authorise the CEO to put in place annual modest incremental increases in independent member fees from the current base in line with values not exceeding determinations relating to the public sector made by Victorian Independent Remuneration Tribunal; and**
- 4. Amend the remuneration provisions in the Audit and Risk Committee Charter accordingly.**

Executive Summary:

- This report proposes seeking two new members of the Audit and Risk Committee noting that two of the current members have expired their maximum terms under the Charter.
- The intention would be to determine terms of appointment allowing for future gradual ongoing renewal of membership noting that the current Chair's term will also expire in August 2023.
- The committee member remuneration has not been updated since 2014 and this report recommends a gradual increase be applied by the CEO in line with the increment determinations set for state public sector employees.

Background:

Membership

- Membership of the Audit and Risk Committee (the Committee) comprises three independent members.
- Two of the three independent members terms expire in 2022 as follows:
 - Mr Terry Richards, term expires on 02 June 2022. Mr Richards has been a member of the Committee since 2016, being a total of six years which is the maximum under the Charter; and
 - Ms Joanne Booth, term expires on 11 August 2022. Ms Booth has been a member of the Committee since 2014, being a total of eight years which is longer than allowable under the current Charter.
- The current Chair Bev Excell's term expires in August 2023.
- Members may be reappointed for multiple terms at Council's discretion but may not exceed a membership of more than six years in total. Staggering future terms of two and three year appointments will allow for staged renewal noting council may reappointment members for further terms subject to maximum term adopted in the charter.

Remuneration

- Currently under the audit and risk charter remuneration is set at \$1,500 per meeting for the Chair and \$1,000 per meeting for the other external members.
- It is proposed that the fee payable be increased by the CEO on a gradual basis in line with determinations of the Victorian Independent Remuneration Tribunal which set increments for public sector employees. This requires remuneration provisions be excised from the Audit and Risk Committee Charter.

Issues:

Strategy Implications

The proposed approach to renewing membership of the audit and risk committee aligns with the Council's commitment to good governance and legislative compliance.

Communication

The independent member positions would be advertised through relevant sector channels and on the open market.

Financial Implications

The proposed increase in members fees has been anticipated in the upcoming budget.

Legal and Compliance

The proposed approach is consistent with our legislative, policy and charter obligations.

Consultation

Discussions have occurred with the Audit and Risk Committee Chair.

Financial Implications

The likely impact on budget is marginal and is already built into future budgets.

Legal and Compliance

This proposal will bring the membership arrangements of Audit and Risk Committee into alignment with the current Charter.

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
Service Delivery Risk	1	The market for independent members of audit committee is strong and the organisation will ensure the positions are widely advertised.
Occupational Health and Safety Risk	Nil	
Financial Risk	Nil	
Reputational Risk	1	The current members are fully aware their terms are expiring and this approach will be communicated to them before the next committee meeting.
Legal/Regulatory Risk	2	The proposed approach aligns with our legislative obligations.

Identified risk	Risk likelihood*	Controls to manage risk
Strategic Risk	1	The retention of the current chair will assist in minimising any minor risk of losing corporate knowledge with the turnover. The extensive agendas minutes and programming in the audit and risk function also assists in minimising to a negligible level this risk.

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

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 2020*.

Supporting Documents:

Nil

Attachments

Nil

REGIONAL CITY PLANNING AND ASSETS

14. REGIONAL CITY PLANNING AND ASSETS

Agenda Item: 14.1

Agenda Item: Regional Car Parks Fund - Endorsement of Stage 2 Works

Sponsor: General Manager, Regional City Planning and Assets

Council Plan Objective: CONNECTED

Status: For Decision

Proposed Resolution:

That Council:

- 1. Subject to funding being confirmed by Regional Development Victoria (RDV) to deliver the remainder of the Regional Car Park Fund (RCPF) program in Latrobe City, delegates the authority to the Chief Executive Officer (CEO) to enter into a funding agreement with RDV under the RCPF to construct parking at the following sites (Attachment 1);**
 - a. Site 2 – VicTrack Lot 18 Queens Parade, Traralgon;**
 - b. Site 7 – 2 Kay Street, Traralgon being Council’s current car park;**
 - c. Site 8 – 141 Commercial Road, Morwell (western car park); and**
- 2. Delegates to the Chief Executive Officer (CEO) the power to award contracts for construction of car parking at the abovementioned sites that are expected to exceed the CEO’s financial delegation of \$1,000,000 including GST, subject to the process complying with Council’s Procurement Policy and funding being confirmed by Regional Development Victoria.**

Executive Summary:

- The Regional Car Parks Fund (RCPF) arose from an election promise to provide car parking spaces in Gippsland and Ballarat. The program seeks to fund up to 900 car spaces across Latrobe City, nominally Traralgon (500), Morwell (300) and Moe (100).**

- Regional Development Victoria (RDV) led a consultation process with Council officers, stakeholders and the community that led to identification and endorsement in principle by Council to take over care and control of eight potential sites for construction. A Project Control Group (PCG) was established, including Council Officers to help guide the process.
- An Early Works Package was subsequently funded in 2021 to the value of \$675,000 to undertake various planning activities for all 8 sites. This included site investigations, concept designs and consultant cost estimates. These estimates were used to form the basis for amount of funding received under Main Works Package Stage 1. The Early Works Package is being acquitted and has an estimated \$250,000 saving. The saving will be redirected to Main Works Package Stage 2.
- At the 7 June 2021 Ordinary Council, Council endorsed delivery of Main Works Package 1 which included the following sites:
 - Site 1 – George Street Moe. At Grade Car Park extension
 - Site 3 – Princes Drive Morwell. Ex Petrol Station. At grade car park
 - Site 5a – Princes Drive Morwell. Road Reserve Opposite Hopetoun Avenue. At Grade car park
 - Site 6 – Seymour/Hotham Street Traralgon Multi level car park. Additional deck.
 - Total \$4.358 million
- Following the delivery of the Main Works Package Stage 1, Latrobe City Council has been approached by RDV to consider delivering the following remaining sites, to be funded under the Stage 2 Main Works Package;
 - Site 7 – Kay Street Traralgon Multi Level car park
 - Site 8 – Commercial Road car park (HQ) Multi Level Car park and;
 - Site 2 – Queens Parade Traralgon (VicTrack Lot 18)
- For the purposes of providing comfort and surety around potential cost exposure, RDV will meet the construction cost of car parks delivered at site 7 (Kay Street) and site 8 (Commercial Road HQ), which remain in scope.
- Following Councillor feedback, Site 2 (Queens Parade Traralgon) is now included in Main Works Package 2 proposal, following a yield loss at sites 3 and 5 in Main Works Package 1. This will also be funded by RDV under Main Works Stage 2.

Background:

The Regional Car Parks Fund (RCPF) arose from a \$30 million election promise to provide car parking spaces in Ballarat and Gippsland primarily on VicTrack and Regional Roads Victoria land.

The program seeks to fund up to 900 car spaces across Latrobe City, nominally Traralgon (500), Morwell (300) and Moe (100).

Regional Development Victoria (RDV) led a consultation process with Council officers, stakeholders and the community which had led to identification of eight potential sites for construction as identified in Table 1 below. A Project Control Group (PCG) was established, including Council officers and other stakeholders (VicTrack, Regional Roads Victoria, and other Department of Transport agencies).

Table 1 - Initial RCPF site locations, land ownership and construction type

Site	Town	Location	Owner	Proposed Construction Type
1	Moe	George Street Moe, west of Moe Service Centre	VicTrack; Lot 93	At Grade (ground level)
2	Traralgon	Queens Parade	VicTrack; Lot 18	At Grade (ground level)
3	Morwell	Princes Drive, opposite Collins Street	VicTrack; Lot 96	At Grade (ground level)
4	Morwell	Commercial Road, west of Jane Street overpass	Regional Roads Victoria road reserve	At Grade (ground level)
5	Morwell	Princes Drive opposite Hopetoun Avenue	Regional Roads Victoria road reserve	At Grade (ground level)
6	Traralgon	23 Seymour Street, Seymour Hotham carpark	Latrobe City Council	An additional floor of car parking on the existing carpark
7	Traralgon	2 Kay Street	Latrobe City Council	A multi-level carpark

Site	Town	Location	Owner	Proposed Construction Type
8	Morwell	Latrobe City Council Headquarters at 141 Commercial Road	Latrobe City Council	A multi-level car park

Main Works Package 1

At the 7 June 2021 Ordinary Council Meeting, Council endorsed delivery of Main Works Package Stage 1, which includes the sites identified in Table 2. The yield was based on concept designs and during detailed design phase some of the yields have now been revised.

Table 2: Main Works Package Stage 1

Site	Town	Location	Funding Agreement Amount	Funding Agreement Yield	Revised Yield
1	Moe	George Street Moe, west of Moe Service Centre	\$753,000	90-105	101
3	Morwell	Princes Drive, opposite Collins Street	\$223,000	25-35	18
5a	Morwell	Princes Drive Opposite Hopetoun Avenue	\$764,000	60-65	30-40
6	Traralgon	23 Seymour Street, Seymour Hotham carpark	\$2,468,000	115	120
Total			\$4,358,000	290 - 320	269-279

Proposed Main Works Stage 2

Following Councillor feedback, it is the preference that Site 2 at Queens Parade Traralgon (VicTrack Lot 18) be included in the Main Works Stage 2 Package. This will be proposed as the last remaining site to be delivered in order of precedence from Site 7 and following conclusion of GLU works in Morwell for Site 8. Site 4 (Jane Street overpass) remains as a further back-up site if required.

Site 2 (Queens Parade) and Site 8 (Commercial Road) have both been professionally and independently costed as part of the Early Works Package, whilst Site 7 has limited planning until the Expressions of Interest (EOI) and Request for Proposals (RFP's) had taken place. As such an estimate of \$30,000 per space is being used in conjunction with the concept design which was undertaken in 2017 as part of the Gippsland Performing Arts Centre (GPAC) planning. Further discussions still to occur in relation to co-development as well as updated costings to reflect the current market.

Delivery of the Main Works Package Stage 2 is contingent upon confirmation of RDV fully funding the program including suitable project management costs. This also includes confirmation and extent of the co-development opportunities at 2 Kay Street Traralgon.

Table 3 below outlines the proposed Main Works Stage 2 sites.

Table 3: Proposed Main Works Stage 2 Sites

Site	Town	Location	Estimated Cost	Estimated Yield (net)
Main Works Package Stage 2 Sites				
2	Traralgon	Queens Parade VicTrack Lot 18	\$600,000	**49
7	Traralgon	2 Kay Street Traralgon (existing car park area)	*\$12,000,000 - *\$15,000,000	**360-375
8	Morwell	Commercial Road Morwell (HQ car park)	\$5,155,000	**173
Total			\$17,755,000 - \$20,755,000	582-597

*Estimate based off \$30,000 per space for net and gross spaces

**Based off concept design

Issues:

Strategy Implications

Connected - Facilitate appropriate urban growth, industry diversification, liveability and connectivity throughout Latrobe City

Communication

Communications relating to delivery will be project specific however it is expected that there will be some form of ministerial announcement following Council endorsement. A communication plan for each project will need to be carefully developed and consider other projects going on in the areas.

Financial Implications

RDV will fund the capital to deliver on the State government's commitment. As such there is no upfront cost to Council.

Sites 1 and 3 require a VicTrack Lease. This is \$1,500 per annum for 10 years for each site and was previously endorsed at the 7 June Council meeting.

Council has a current long term lease over Site 2 (VicTrack Lot 18). There may be a requirement to alter the current lease once a car park is constructed, however the expectation is that the fee would be the same as Sites 1 and 3 (if required to be altered).

Once constructed, Council is obligated under the Funding Agreement to retain and maintain the sites, including infrastructure for a minimum of 5 years. This primarily applies to VicTrack and RRV sites.

Further consideration should be given to the ongoing and additional costs associated with construction of parking at Council owned land facilities once constructed. Whilst the life span of the construction will be significant, maintenance and upkeep of items such as lighting, line marking, fire services, lifts and other infrastructure will need to be added to contracts.

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
Service Delivery Risk Insufficient funds to deliver entire program	(3) Possible	Obtain funding agreement from State Government confirming commitment to deliver, fully costed and budgeted for works considered 'in scope'
Financial Risk Insufficient funds to deliver entire program	(3) Possible	Obtain funding agreement from State Government confirming commitment to deliver, fully costed and budgeted for works considered 'in scope'

Identified risk	Risk likelihood*	Controls to manage risk
<p>Reputational Risk</p> <p>Not delivering on the election commitment yield per town (100 Moe, 300 Morwell, 500 Traralgon)</p>	(3) Possible	Obtain funding agreement from State Government confirming commitment to deliver, fully costed and budgeted for works considered 'in scope'
<p>Legal/Regulatory Risk</p> <p>Amending the lease for site 2 (Queens Parade, Traralgon) if required</p> <p>Entering funding agreement</p>	(3) Possible	<p>Ensure any amended lease is reviewed by our legal team</p> <p>An agreement will not be entered until the program is fully costed and funded and the agreement is reviewed by our legal team</p>
<p>Strategic Risk</p> <p>Not delivering on the election commitment yield per town (100 Moe, 300 Morwell, 500 Traralgon)</p>	(3) Possible	Deliver Sites 7 and 8 first with Site 2 to be delivered last

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

Legal and Compliance

The legal and compliance implications relate to normal contracting generally but given the scale of the project, extreme care will be taken to ensure that Council is not compromised and that all agreements are professional and sound.

Community Implications

Negative impacts will be closure of parking whilst construction is underway

Environmental Implications

Design and construction will consider environmental impacts as required including geotechnical and soil testing to identify any contamination issues, whilst any existing vegetation will also be investigated and addressed accordingly.

Consultation

1. Engagement to commence upon adoption of the reports recommendation; and
Communications and consultation relating to delivery will be project specific however it is expected that there will be some form of ministerial announcement following Council endorsement. A communication plan for each project will need to be carefully developed and consider other projects going on in the areas.

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 2020*.

Supporting Documents:

Nil

Attachments

1.   Regional Car Park Fund Site Locations

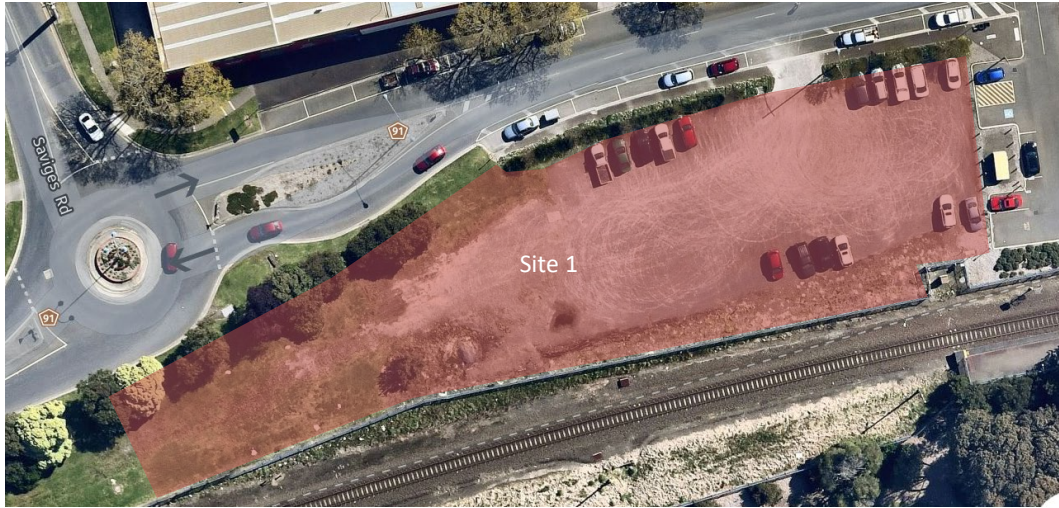
14.1

Regional Car Parks Fund - Endorsement of Stage 2 Works

1	Regional Car Park Fund Site Locations.....	46
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Site 1 – George Street, Moe

LOCATION



Site 2 – Queens Parade, Traralgon

LOCATION



Site 3 – Princes Drive, Morwell (Princes Drive)

LOCATION



Site 4 – Commercial Road, Morwell – Jane Street Overpass

LOCATION



Site 5A – Princes Drive, Morwell (Hopetoun Avenue)

LOCATION



Site 6 – Seymour Street – Hotham Street, Traralgon

LOCATION



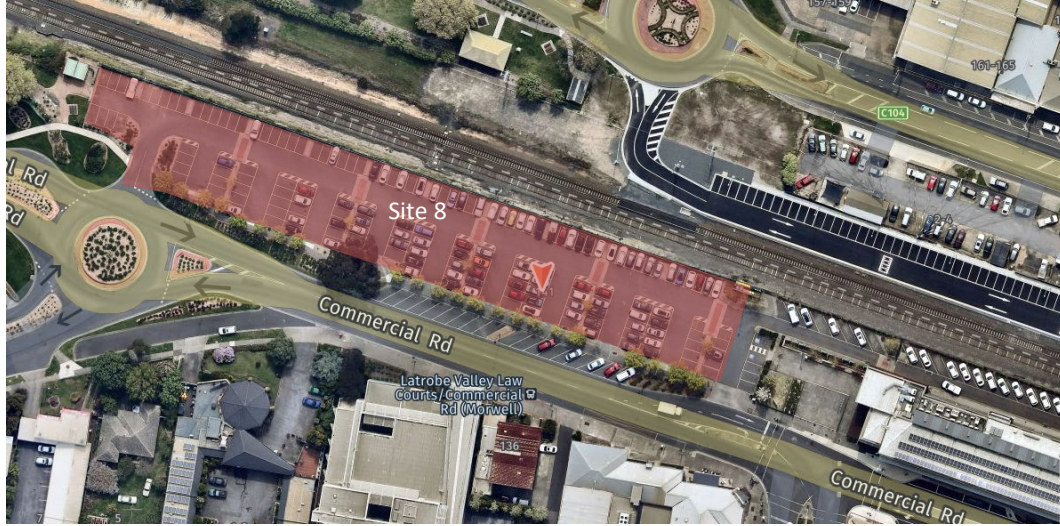
Site 7 – Kay/Grey Street, Traralgon

LOCATION



Site 8 – Commercial Road (Headquarters), Morwell

LOCATION



Site 9 – Cnr Franklin and Grey Street Traralgon

LOCATION



Agenda Item: 14.2

Agenda Item: Twin City Archery - Increase in Cost

Sponsor: General Manager, Regional City Planning and Assets

Council Plan Objective: HEALTHY

Status: For Decision

Proposed Resolution:

That Council allocate an additional \$500,000 from the unallocated cash reserve for the Twin City Archery extension at the Toners Lane Reserve.

The Twin City Archery facility is located at Toners Lane Reserve in Morwell. In 2021 \$400,000 was provided as part of the Federal Government's Local Roads Community Infrastructure Program (LRCIP) Phase 2 funding, for the construction of an extension to the existing indoor shooting range.

In addition to LRCIP (Phase 2) funding, Council has also contributed a further \$100,000 from the 2021/22 Building Renewal Program and an additional \$50,000 from the 2021/22 Building Demolition Program.

The extension to the indoor shooting range that houses the social area, including kitchen, bathroom and storage areas is in poor condition, as outlined in a briefing paper presented to Councillors on 21 February 2022. It has been determined that this extension to the indoor shooting range be demolished and replaced with a modern building that meets the needs of the user group.

To this end, Council engaged an architect to assist with the development of a concept plan through to detailed design and construction drawings for a replacement extension. The first concept plan (C1) was developed, and the club endorsed the plan. To progress the design an independent cost plan was sought to confirm costs. This cost plan came back at \$1.8 million.

Officers then sought a revision of the original concept plan (C1) and have now obtained a second concept plan (C2) which has slightly reduced the size of the toilet area and moved the pro-shop within the social room area. This plan (C2) was presented to the Twin City Archery Club on 27 January 2022. The club has now endorsed this modified plan. The architect has provided advice that the expected cost to construct this design is approximately \$1 million.

A further \$500,000 is being sought as part of the Mid-Year Budget Surplus Process to ensure that all essential elements of the project can be completed, including the upgrading of the septic system, stormwater and power supply.

Background:

Toners Lane Reserve is situated is a Council owned reserve situated in Toners Lane in Morwell. The reserve has a number of user groups, managed predominantly through individual leases or licenses. The user groups include:

- Twin City Archery Club
- Us & Them Tourers
- Gippsland Historical Automobile Club
- Morwell Pony Club
- Morwell Baseball Club
- Gippsland Dog Obedience Club

Each user group or club has their own lease or license arrangement with Council and operates their individual facility separately from each other.

The Twin City Archery Club has occupied their site at Toners Lane Reserve for over twenty years through a series of leases. Over this period, the club has funded and constructed several buildings and structures. This includes:

- A large indoor shooting range shed
- A social area, with kitchen and bathrooms (toilets)
- Various sheds and outbuildings



Figure 1- Toners Lane Reserve Morwell – Twin City Archery facility

The Twin City Archery facility is home to a thriving sporting club which hosts local, regional, state and international archery competitions at their indoor shooting range and outdoor field range.

The events that the club host attract significant visitor numbers from across the region, state and from interstate to compete in a range of high-level elite archery competitions. The club hosted the Victorian Championships in 2020 and has hosted the Australian Championships (both senior and junior) on three separate occasions during the past five years. Latrobe City Council's Events Team has assisted the club on many occasions with these events.

These events bring significant economic benefit to the local region with participants and their families visiting from intra and interstate, staying with local accommodation providers during the events and spending money at local cafes, restaurants and shops.

In the event that the Victorian Government agrees to host the 2026 Commonwealth Games, the facility will be a front runner to host the archery events as there are no facilities of this kind anywhere else in Victoria.

As detailed to Councillors in a briefing report presented on the 21 February 2022, the existing extension to the indoor range which houses the social area, kitchen and bathrooms is in poor condition and requires replacement. It is intended to demolish this existing extension and rebuild an extension that will provide a social space, modern kitchen, bathrooms and storage area.

In 2021, Latrobe City Council received funding from the Local Roads Community Infrastructure Program (Phase 2) and \$400,000 of this funding was allocated towards the reconstruction of the social rooms, kitchen, bathroom and storage areas.

In addition to this funding, funding from Latrobe City Council's Building Renewal Program (\$100,000) and Building Demolition Program (\$50,000) was also allocated to the project. Including the remaining \$14,000 from the LVA, a total of \$564,000 funding is available for the project. There is approximately \$490,000 remaining following expenditure for the development of the concept and detailed design for the project.

In September 2021, an architect was engaged to assist Council with the development of a concept plan and detailed design for a new extension at the facility.

In November 2021, a concept plan (C1) was developed and presented to the Twin City Archery Club seeking their endorsement. The club endorsed the plan (Attachment 1).

A cost plan (Attachment 2) was then sought to determine the cost of construction. The cost plan estimated the cost of construction, including upgrading of the septic system and upgrade of the power supply to be approximately \$1.8 million.

As detailed below there is approximately \$250,000 (estimate) involved in services upgrades and additional costs due to the complex nature of this site. The site is not serviced by sewer and will need a significant power supply upgrade by SP Ausnet. Stormwater infrastructure is also required. Council will liaise with the services consultant and relevant authorities during the detail design phase to determine the extent of works required. The following is what we know to date:

Electrical services

- Existing incoming power supply found to be 100-amp single phase. Investigation of the potential to upgrade incoming power supply to 3 phase is yet to be completed. Ausnet Services to be contacted.
- The main switchboard is set up for 3 phase already, along with incoming cable.
- Internal switchboards of the main building to be abolished and replaced with new.
- All lighting and power associated with the main building to be abolished and re-installed to suit new building layout and meet code requirements.
- Existing security system and public announcement systems onsite. Possibly retain equipment for re-installation in the new building to save costs.

- Council requires all heating, hot water and cooking equipment to be converted from gas to electrical. Potential power load of site to be calculated to determine feasibility.
- Cost estimate: \$50,000

Hydraulic Services

- Existing building is serviced with a septic tank and absorption field distribution.
- Consultant advised that a standard septic tank is generally considered non-compliant. A small-scale water treatment plant will be required.
- In order to design the wastewater system, Council will need to engage a consultant to carry out a Land Capability Assessment (LCA).
- The consultant has allowed to provide a new grease interceptor trap, assuming this is required for the anticipated use of the facility.
- Design documentation of a new fire service system as prepared by SPD Consulting (drawing dated Dec 2020) has been completed. Installation works to be completed as part of the scope.
- The guttering and stormwater system on the indoor shooting range requires replacement.
- Cost estimate: \$130,000

Mechanical Services

- Currently there is an LPG tank on site to serve cooking appliances and hot water. Council preference is to remove LPG due to safety concerns and associated risks.
- Air conditioning to social room, split system.
- Ventilation / canopy to kitchen.
- Mechanical ventilation to indoor shooting range using industrial size ventilators.
- Mechanical ventilation to amenities.
- Cost estimate: \$20,000

Site & Civil Works

- Demolition of existing structures.
- Earthworks.
- External footpaths / paved areas.
- Cost estimate: \$50,000

Latrobe City Council sought a revision of the original concept plan (C1) and has now developed a second concept plan (C2) (Attachment 3) which has slightly reduced the size of the toilet area and moved the pro-shop within the social room area. This plan (C2) was presented to the Twin City Archery Club on 27 January 2022. The club has now endorsed this modified plan.

The architect has provided advice that the estimate to construct this version (C2) would be approximately \$1 million, which includes the upgrade to the septic and power supply.

With the original project budget of \$564,000, to progress this project, an additional \$500,000 of funding will be required.

Issues:

Strategy Implications

This aligns with the following themes, strategies and indicated of the Council Plan 2021 – 2025:

Smart

- Prioritise the delivery of infrastructure that will support new industry and businesses establish themselves and grow in Latrobe City

Creative

- Prioritise a range of public space improvements across the municipality

Healthy

- Provide spaces and services that support the community's physical health and mental wellbeing for the benefit of all
- Ensure a holistic approach to community safety in the planning and development of infrastructure, and the delivery of service to our community

Communication

Significant communication is occurring on a regular basis with a number of funding bodies, including the Department of Sports & Recreation and Federal department of Infrastructure in relation to the funding secured for this project. Regular project updates have been provided to ensure that each funding body is appraised as to the progress of the project.

Regular meeting and emails are being provided to the Twin City Archery Club.

Financial Implications

As presented within the background of this report, there are considerable financial implications for Council.

The project is currently funded with the following contributions:

Identified risk	Risk likelihood*	Controls to manage risk
<p>Reputational Risk</p> <p>Not being able to complete the project (if Council provides additional funds requested)</p>	Possible	Adequate funding to ensure the delivery and construction of the key elements of the building. Further value management and a reduction of scope could be undertaken; however the club may not agree.
<p>Legal/Regulatory Risk</p> <p>Having to reallocate funds from the LRCIP Phase 2 funding to another project</p>	Possible	Seek additional funding to ensure the delivery and construction of the original project.

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

Legal and Compliance

Some of the buildings at the Twin City Archery facility at Toners Lane Reserve have a number of outstanding compliance matters that remain unresolved. As detailed in the background section of this report, the Municipal Building Surveyor has identified several serious compliance matters relating to a lack of Certificates of Occupancy and outstanding and unfinalized building permits.

If these buildings are not demolished and remain on the site, a decision will need to be made about the legality of these buildings continuing to be occupied and used.

Community Implications

There is a potential risk of negative community impacts relating to this project. If additional funding cannot be found to complete the project, there will be certain disappointment by the Twin City Archery Club.

Environmental Implications

There are no environmental implications with this report.

Consultation

Significant community engagement activities have been undertaken during the past 3 years. Latrobe City Council has engaged with the Twin City Archery club on a regular basis in an attempt to resolve a number of complicated issues at the site.

Regular meetings are held with the club, Councillors and project team to ensure that the club is fully appraised and engaged in the design for the new building.

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 2020*.

Supporting Documents:

Councillor Briefing paper – 21 February 2022

Attachments

1.   Concept Plan (C1)
2.   Cost Plan for Concept Plan (C1)
3.   Revised Concept Plan (C2)

14.2

Twin City Archery - Increase in Cost

1	Concept Plan (C1).....	65
2	Cost Plan for Concept Plan (C1).....	71
3	Revised Concept Plan (C2)	85

DESIGN DEVELOPMENT

drawing register

architectural drawings - peter wright & associates p/l	
4798-SK 01	SURVEY / EXISTING CONDITIONS PLAN
4798-SK 02	PROPOSED FLOOR LAYOUT PLAN
4798-SK 03	PROPOSED SECTION
4798-SK 04	PROPOSED NORTH AND WEST ELEVATIONS

survey drawings - bortoli wellington p/l	
2666-FL	PLAN OF SURVEY

submissions and revisions

code	amendment	date
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proposed alterations & additions

at: TWIN CITY ARCHERS
 TONERS LANE, MORWELL 3840

for: LATROBE CITY COUNCIL

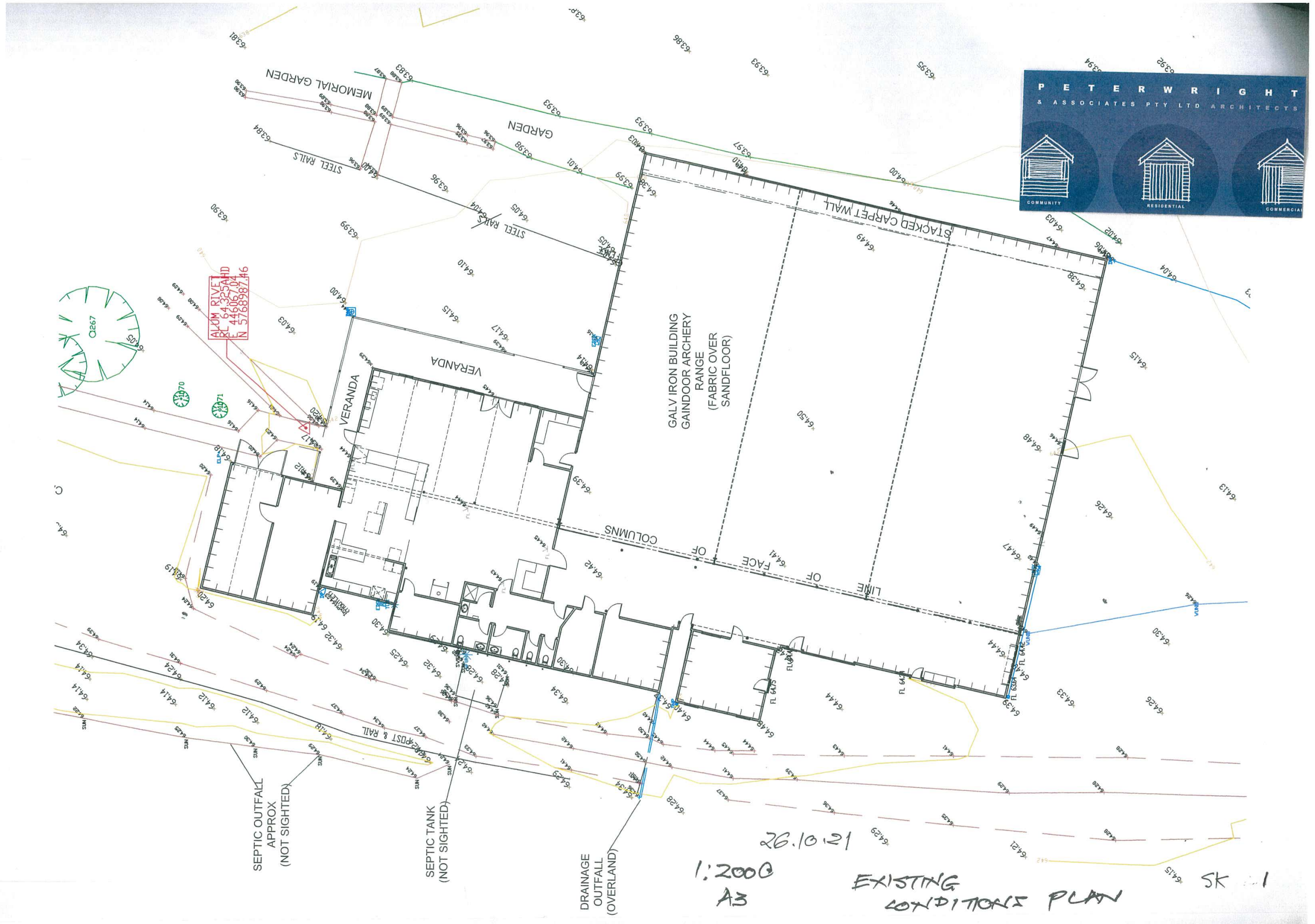
P E T E R W R I G H T
 & ASSOCIATES PTY LTD ARCHITECTS

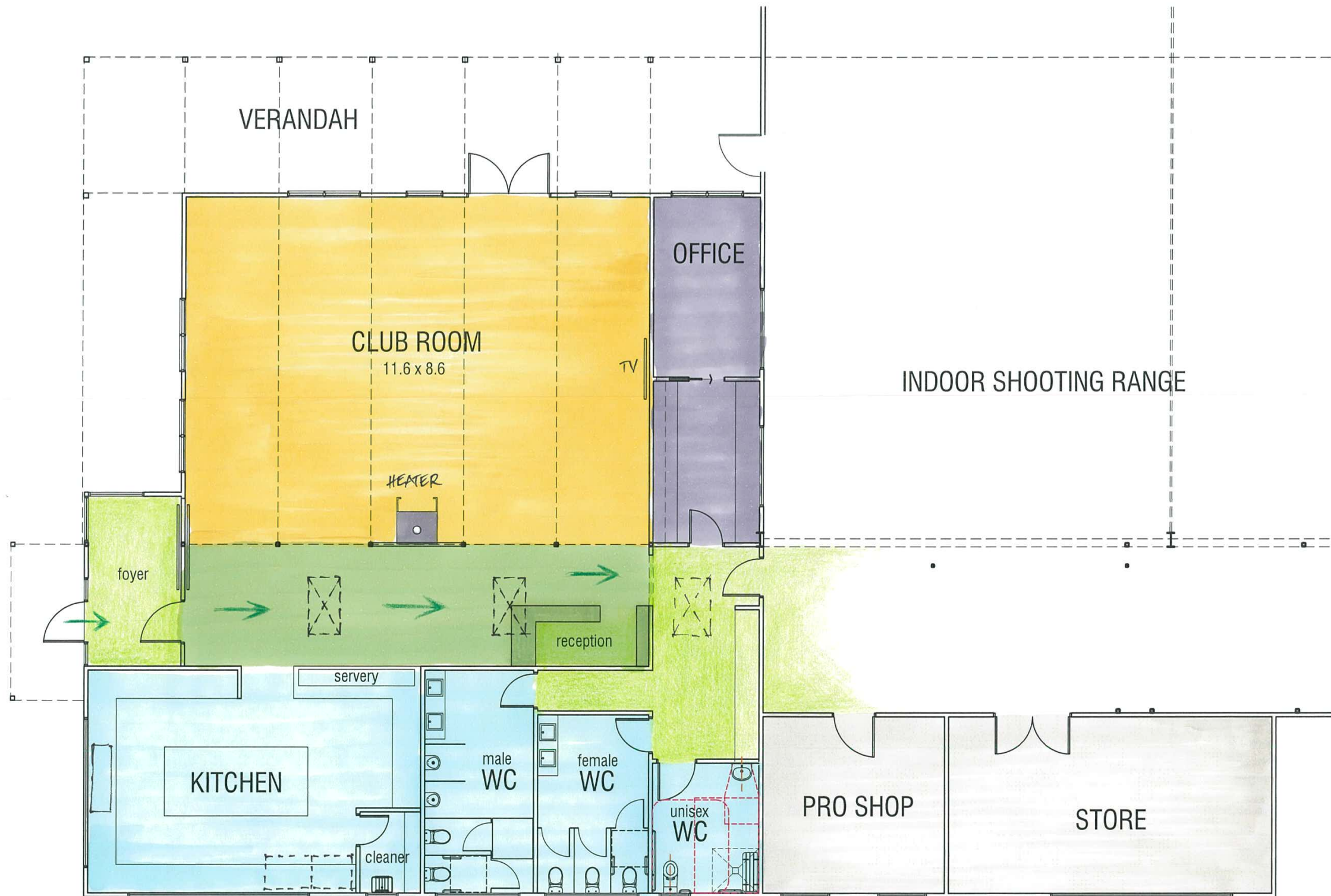
NOVEMBER 2021

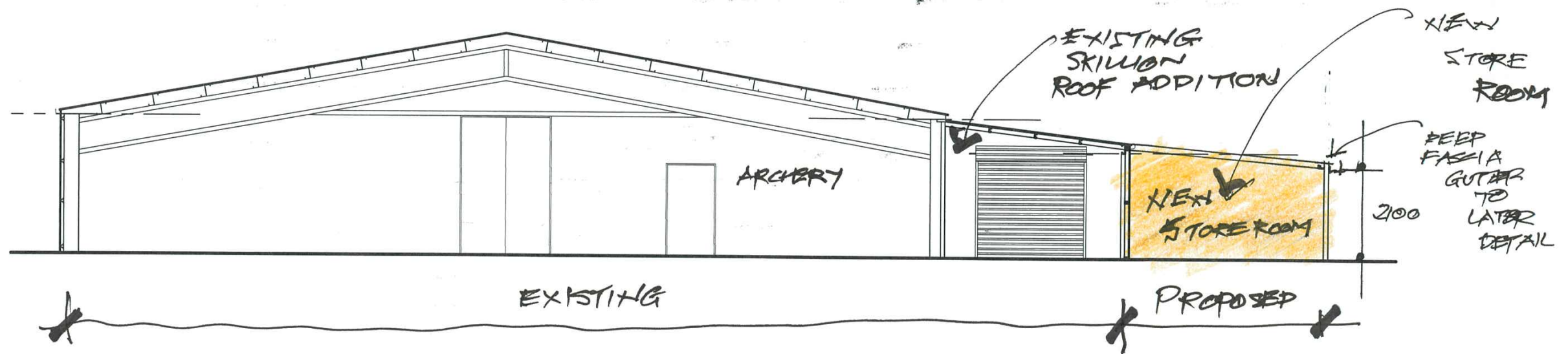
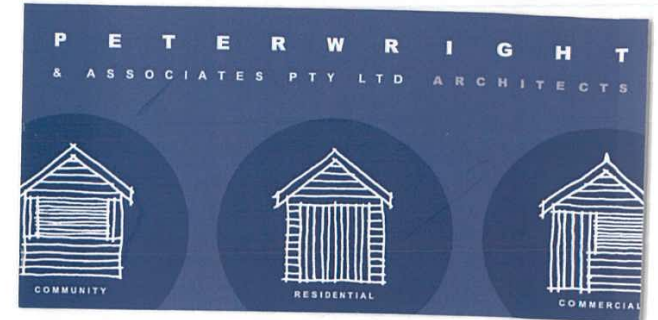
JOB NO: 4798

5-60 BAY ROAD SANDRINGHAM VIC 3191
 T 03 9521 92 93 F 03 9521 92 94
 ABN 52 007 207 730





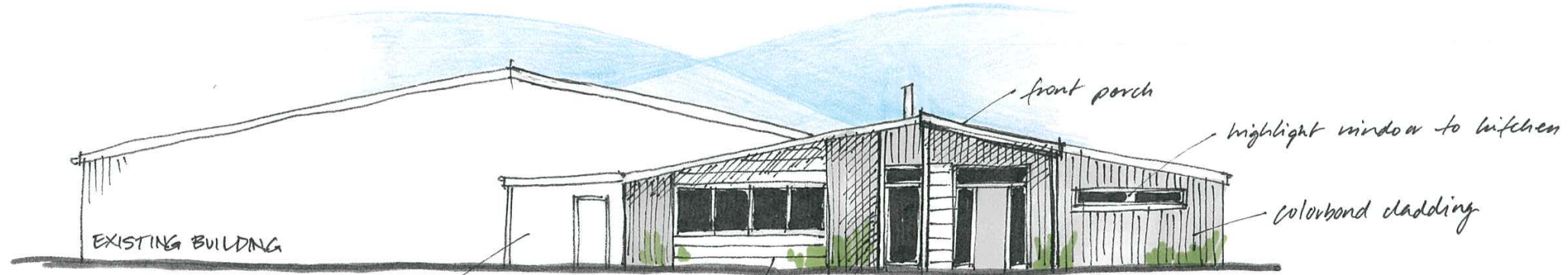




SECTION THRU
ARCHERY CENTRE

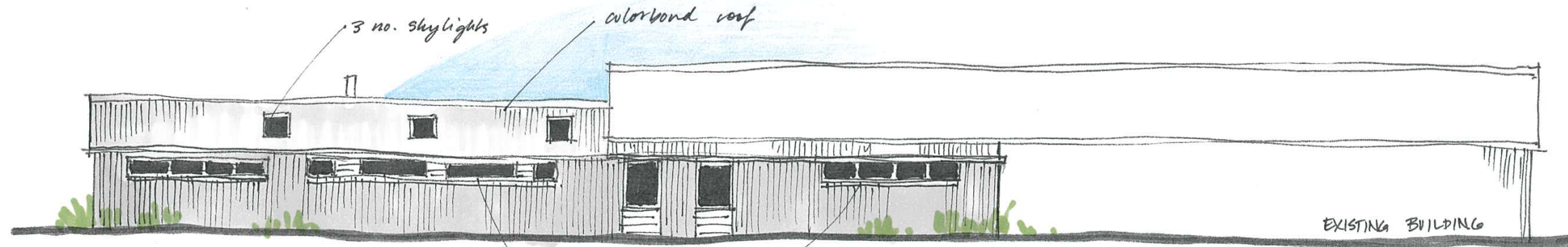
26.10.21

SK. 3



NORTH ELEVATION

NOT TO SCALE



WEST ELEVATION

NOT TO SCALE

PETER WRIGHT ASSOCIATES PTY LTD ARCHITECTS

8-10 BAY ROAD SANDRINGHAM VIC 3111
T 03 9521 9292 F 03 9521 9294
ABN 52 007 207 720



code amendment date

title
proposed alterations and additions
of TWIN CITY ARCHERS
LONERS LANE, MORWELL
for LATROBE CITY COUNCIL



elevations

drawing no. 4798-SK 0. 4
stage DESIGN DEVELOPMENT
scale
drawn
date OCTOBER 2021
job no. 21-4798



LEGEND

- ▲ TBM
- ✕ FLOOR LEVEL
- POLE & LIGHT
- TREE
- DOWNPIPE
- ELECTRICITY BOX
- DRAINAGE PIT
- UNCLASSIFIED TELECOM
- UNCLASSIFIED SEWERAGE
- SEWERAGE VENT
- STOP VALVE
- UNDEFINED WATER FEATURE
- ◇ WATER METER

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 PO Box 776, Mount Waverley VIC 3188
 E: survey@bortoliwellington.com.au T: (03) 9543 9955

OTHER NOTATIONS

The plan is for information only and does not constitute a contract. It is subject to the terms and conditions of the contract. The plan is based on the information provided to the surveyors and is not a guarantee of accuracy. The surveyors do not accept liability for any errors or omissions. The plan is not to be used for any purpose other than that for which it was prepared. The plan is not to be used for any purpose other than that for which it was prepared.

SURVEY DATUM

Datum GDA2020 (Zone55) wide GNSS (PM 276 - 15/10/21)
 Level Datum PM 276 - 15/10/21 (RL 49.668 - 14/10/21)

Levels shown thus "+^{0.0}" are in metres and to approx AHD (GNSS).
 Major contour interval 1 metre
 External boundaries and contours derived from Vicmap Digital.

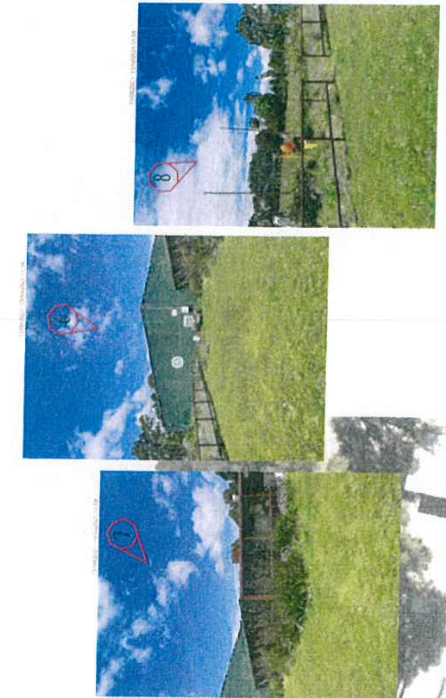
PARCEL PARTICULARS

Certificate of Title:
 Vol/Flot N/A
 Last Plan Ref: N/A
 LAND SUBJECT TO EASEMENT
 N/A

PLAN OF SURVEY

REF NO	2666-FL	VERSION	1
DATE OF SURVEY	05-2014	SCALE	1:400
ORIGINAL SHEET SIZE	A3	LENGTHS ARE IN METRES	4 8 12
SHEET 1 OF 1			
2021-10-24 2666-FL			10/25/21

**LATROBE CITY ARCHERY PARK
 TONERS LANE MORWELL 3840**





Latrobe City Council

Toners Lane Reserve Archery Facility
Morwell

Cost Report Rev.2

08 Dec 2021

 **Currie & Brown**

Document History and Status

Client	Latrobe City Council
Project Name	Toners Lane Reserve Archery Facility
Property Address	Toners Ln, Morwell VIC 3840
Date	08/12/2021
Client Representative	Warrick Stevens

Consultant	Currie & Brown
ABN	97 128 823 843
Address	Level 4, 10 Queen Street Melbourne VIC 3000 Australia
Consultants Representative	Michael Cox, National Director - Cost Management Services T +61 3 9691 0000 F +61 3 9670 7055 E mike.cox@curriebrown.com

Revision	Date issued	Author/s	Reviewed by	Approved by
Revision 00	06/12/2021	KM	TR	MC
Revision 01	08/12/2021	KM	TR	MC
Revision 02	08/12/2021	KM	TR	MC

Distribution of copies

Revision	Date Issued	Quantity	Issued to
Revision 02	08/12/2021	1 PDF copy	Warrick Stevens
Revision 02	08/12/2021	1 PDF copy	Kylie Stockdale

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X:\500784 - CM Toners Lane Archery\4.0 Cost Plans and Report\4.3 Schematic Design CPC1

COST PLAN SUMMARY

The cost plan for Toners Lane Reserve Archery Facility includes for the following:

- Allowance for new grease interceptor trap
- Allowance for new switchboard
- Allowance for new water treatment tank
- Allowance for new hot water system
- Allowance for mechanical ventilation to indoor shooting range
- Allowance for new fire hydrants
- Authority Charges
- Preliminaries at 10%
- Construction Contingency at 10%

And the cost plan excludes the following:

- Client Management Costs
- ICT/AV Allowance
- Temporary Hire Facility
- Security Services
- Design Contingency
- Loose FF&E Allowance
- Consultant Fees
- Escalation
- Asbestos Removal

Latrobe City Council
Toners Lane Reserve Archery Facility



COST PLAN DETAILS



Summary

Project: CM Toners Lane Archery	Details: 20211130 Cost Plan C - Rev 2
Building: CM Toners Lane Archery	

	Description	Quantity	Unit	Rate	Total
	BUILDING AREA				
1	FECA	350	m2		
2	UCA	75	m2		
	GFA	425	m2		
3	INDOOR FACILITIES	425	m2	2,664.94	1,132,602
4	PRELIMINARIES	10.0	%	1,132,602	113,260
	NET CONSTRUCTION COST [NCC]	435	m2	2,864.05	1,245,862
5	DESIGN CONTINGENCY	0.0	%	1,245,862	Excluded
6	ESCALATION	0.0	%	1,245,862	Excluded
	ESTIMATED CONSTRUCTION COST	435	m2	2,864.05	1,245,862
7	CONSTRUCTION CONTINGENCY	10.0	%	1,245,862	124,138
	TOTAL CONSTRUCTION COST [TCC]	435	m2	3,149.43	1,370,000
	<u>Other Project Costs</u>				
8	ICT		Item		Excluded
9	TEMPORARY HIRE FACILITIES		Item		Excluded
10	CLIENT MANAGEMENT COSTS		Item		Excluded
11	FFE & LOOSE EQUIPMENT	0.0	%	1,370,000	Excluded
12	CONSULTANT FEES	0.0	%	1,370,000	Excluded
13	HEADWORKS AND BUILDING PERMITS		Fixed		10,000
	TOTAL PROJECT END COSTS	435	m2	3,172.41	1,380,000



Elemental Details

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Auto code	Description	Quantity	Unit	Rate	Total
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1 INDOOR FACILITIES

Auto code	Description	Quantity	Unit	Rate	Total
	SHELL				
1	SUBSTRUCTURE	425	m2	374.89	159,327
2	COLUMNS	425	m2	89.94	38,225
3	UPPER FLOORS		Note		N/A
4	STAIRCASE		Note		N/A
5	ROOF	436	m2	373.44	162,818
6	EXTERNAL WALLS	425	m2	165.10	70,166
7	WINDOWS	350	m2	115.57	40,450
8	EXTERNAL DOORS	3	No	4,399.82	13,199
	FITOUT				
9	INTERNAL WALLS	350	m2	178.06	62,320
10	INTERNAL SCREENS AND WINDOWS	350	m2	47.43	16,600
11	INTERNAL DOORS	12	No	2,658.33	31,900
12	WALL FINISHES	350	m2	78.91	27,620
13	FLOOR FINISHES	350	m2	152.04	53,216
14	CEILING FINISHES	350	m2	179.90	62,965
15	FITMENTS	350	m2	249.64	87,375
	SERVICES				
16	HYDRAULICS SERVICES	350	m2	303.14	106,100
17	MECHANICAL SERVICES	350	m2	42.86	15,000
18	ELECTRICAL SERVICES	350	m2	303.57	106,250
19	FIRE PROTECTION	350	m2	75.71	26,500
	ALTERATIONS				
20	DEMOLITION	350	m2	150.20	52,570

1,132,602



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Auto code	Description	Quantity	Unit	Rate	Total
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1 INDOOR FACILITIES

1.1 SUBSTRUCTURE

Auto code	Description	Quantity	Unit	Rate	Total
	Site Clearing				
1	Site clearance	425	m2	10	4,250
2	Allowance for fill, sub-grade and compaction		PSum		10,000
	Substructure				
3	Allowance for bored piers		Note		Excluded
4	Allowance for RC substructure: pad footing & ground beams etc	425	m2	150	63,750
	Concrete Slab on Ground				
5	Allow for 150 thk RC slab on ground including thickening	425	m2	150	63,750
6	Allow for set-down	39	m2	60	2,340
7	Allow for termite control	170	m	20	3,400
8	Allow for construction joint	425	m2	10	4,250
	Sundry				
9	Allow for sundry items		Item		7,587

159,327

1.2 COLUMNS

Auto code	Description	Quantity	Unit	Rate	Total
	Columns				
1	Allow for structural steel columns	350	m2	85	29,750
2	Allow for base plates, chemical anchor and surface treatment		Item		5,000
3	Allowance for sundry undocumented items		Item		3,475

38,225

1.3 ROOF

Auto code	Description	Quantity	Unit	Rate	Total
	Roof Frame				
1	Allow for timber truss roof frame	1	Item		30,000
	Sheet Metal Roofing				
2	Sheet metal roofing including insulation and safety mesh to main roof	355	m2	125	44,375
	Canopy				
3	Sheet metal roofing including insulation and safety mesh to canopy to verandah	75	m2	125	9,375
4	Sheet metal roofing including insulation and safety mesh to canopy at main entry	7	m2	125	875
5	Allow for timber post support including footings	1	Item		10,000
6	Allow for flashing / capping etc	436	m2	25	10,900
	Roof Plumbing				
7	Allow for roof plumbing	436	m2	60	26,160

To Collection: 329,237



Elemental Details

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Auto code	Description	Quantity	Unit	Rate	Total
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1 INDOOR FACILITIES *(Continued)*

1.3 ROOF *(Continued)*

	Eaves / Soffit Linings				
8	Allow for soffit lining to underside of canopy over main entry and verandah	82	m2	90	7,380
	Skylights				
9	Allow for 800 x 1500 skylights to roof including finishes	3	No	2,000	6,000
	Roof Plant Platform				
10	Allow for roof plant platform and safety access system		Item		10,000
	Sundry				
11	Allow for undocumented sundry items		Item		7,753

162,818

1.4 EXTERNAL WALLS

	External Walls				
1	External wall consisting; - Colorbond Cladding externally - 150 Stud (Assumed) - Insulation (Assumed) - 13 Plasterboard internally (Assumed)	185	m2	325	60,125
2	External wall consisting; - Weatherboard Cladding externally - 150 Stud (Assumed) - Insulation (Assumed) - 13 Plasterboard internally (Assumed)	14	m2	300	4,200
3	Allow for colorbond cladding to fascia of canopy	1	Item		2,500
	Sundry				
4	Allow for undocumented sundry items	1	Item		3,341

70,166

1.5 WINDOWS

	Windows				
1	Allow for windows	43	m2	650	27,950
2	Allow for decals		Item		2,500
	Sundry				
3	Allowance for sundry ie. security mesh, special hardware etc		Item		10,000

40,450

1.6 EXTERNAL DOORS

	External Doors				
	Allow for following doors:				
	Glazed doors				

To Collection: 141,750



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Auto code	Description	Quantity	Unit	Rate	Total
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1 INDOOR FACILITIES (Continued)

1.6 EXTERNAL DOORS (Continued)

1	1000 x 2350 High - Foyer single door	1	No	3,500	3,500
2	2000 x 2350 High - Club room double door	1	No	5,000	5,000
	<u>Roller Shutter</u>				
3	2700 x 2100 High - Store 2	1	No	3,500	3,500
	Sundry				
4	Allowance for sundry items		Item		1,200

13,199

1.7 INTERNAL WALLS

	Internal Walls				
1	Stud framed partition walls	282	m2	160	45,120
2	E/O for wet plasterboard	110	m2	20	2,200
	Sundry				
3	Allowance for sundry items ie nogging, acoustic and fire separation requirements etc		Item		15,000

62,320

1.8 INTERNAL SCREENS AND WINDOWS

	Internal Glazed Screens				
1	Allow for glazed screens	10	m2	750	7,500
	Toilet Partitions				
2	Allow for toilet partition and doors	5	No	1,500	7,500
3	Allow for urinal partition	2	No	800	1,600

16,600

1.9 INTERNAL DOORS

	Internal Doors				
	<u>Allow for following doors:</u>				
	<u>Solid core doors</u>				
1	Single door	9	No	2,000	18,000
	<u>Glazed doors</u>				
2	Single door	2	No	3,000	6,000
3	Sliding door	1	No	5,000	5,000
	Sundry				
4	Allowance for sundry items		Item		2,900

31,900

To Collection: 124,019



Elemental Details

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1 INDOOR FACILITIES

(Continued)

1.10 WALL FINISHES

	Wall Tiles				
1	Allow for waterproofing to wet areas	110	m2	60	6,600
2	Allow for wall splashback to kitchen / kitchenette	1	Item		1,500
3	Wall tiles to wet area	98	m2	120	11,760
	Paint				
4	Allow for wall paint	184	m2	15	2,760
	Sundry				
5	Allow for sundry items		Item		5,000

27,620

1.11 FLOOR FINISHES

	Waterproofing				
1	Allow for waterproofing to wet areas	38	m2	60	2,296
	Floor Finishes				
	<u>Allow for floor finishes:</u>				
2	Carpet; to Clubroom/Reception/Office/DOS Room/Circulation	170	m2	120	20,400
3	Vinyl; to Pro Shop/Kitchen & Servery	63	m2	130	8,190
4	Tile; to Toilets/Amenities	39	m2	130	5,070
5	Entrance Matting; Foyer	10	m2	300	3,000
6	Concrete Sealer; Verandah/Store 1 & 2	128	m2	45	5,760
	Skirting				
7	Allow for skirting		Item		3,500
	Sundry				
8	Allow for sundry items		Item		5,000

53,216

1.12 CEILING FINISHES

	Ceiling Finishes				
1	Allow for moisture resistant plasterboard ceiling to wet area	39	m2	150	5,850
2	Allow for plasterboard ceiling to all other areas	242	m2	145	35,090
	Feature Ceilings				
3	Allow for feature ceiling to clubroom/reception/foyer	1	Item		5,000
	No Ceiling				
4	No ceiling to store rooms (Assumed)		Note		Excluded
	Paint				
5	Paint to plasterboard ceiling	281	m2	25	7,025

To Collection: 133,801



Elemental Details

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1 INDOOR FACILITIES *(Continued)*

1.12 CEILING FINISHES *(Continued)*

	Sundry				
6	Allowance for sundry items - Bulkheads, access panels etc		Item		10,000

62,965

1.13 FITMENTS

	Fitments				
	<u>Kitchen</u>				
1	700 wide underbench storage including benchtop and finishes	14	m	1,500	21,000
	<u>Servery</u>				
2	800 wide underbench storage including benchtop and finishes	6	m	1,600	9,600
	<u>Club Room</u>				
3	500 wide log tall storage	2	m	1,200	2,400
4	Allow for storage joineries	1	Item		5,000
5	TV/AV Units	2	No		Excluded
6	Wood-Fired Heater (Assumed Existing) (Refer to Demolition)	1	No		Excluded
	<u>Cleaner</u>				
7	400 wide overhead cupboard/shelf	2	m	600	1,200
	<u>Reception</u>				
8	300 wide underbench storage including finishes	2	m	600	1,200
9	400 wide underbench storage including finishes	2	m	700	1,400
10	700 wide underbench storage including finishes	2	m	1,000	2,000
	<u>Foyer</u>				
11	TV/AV Units	1	No		Excluded
	<u>Circulation</u>				
12	600 wide underbench storage including finishes	4	m	900	3,600
	<u>DOS Room</u>				
13	600 wide bench including finishes	6	m	600	3,600
	<u>Office</u>				
14	600 wide bench including finishes	6	m	600	3,600
	<u>Pro Shop</u>				
15	Allow for joineries	1	Item		7,500
	<u>Store 1</u>				
16	Allow for storage joinery	1	Item		3,500
	<u>Store 2 - Tech & Bow Room</u>				
17	Allow for storage joinery	1	Item		3,500

To Collection: 79,100



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Auto code	Description	Quantity	Unit	Rate	Total
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1 INDOOR FACILITIES

(Continued)

1.13 FITMENTS

(Continued)

Sanitary Fitments					
18	Mirror	5	m2	100	500
19	Coat hook	4	No	50	200
20	Fold down shower seat	1	No	350	350
21	Grab Rails - Ambulant	4	No	150	600
22	Grab Rails - ACC	3	No	175	525
23	Hand dryer	3	No	1,500	4,500
24	Soap dispenser	6	No	150	900
25	Tissue paper holder	2	No	150	300
26	Toilet paper holder	6	No	150	900
27	500 wide Vanity bench	4	m	500	2,000
Appliances					
28	Allow for appliances	1	No	6,500	6,500
Signage					
29	Allow for signages		Item		1,000

87,375

1.14 HYDRAULICS SERVICES

Sanitary Fixtures					
1	Handwash Basin - Basic wall hung	4	No	1,200	4,800
2	Handwash Basin - ACC wall hung	1	No	1,300	1,300
3	Shower set	1	No	800	800
4	Kitchen Sink	1	No	1,500	1,500
5	Cleaners Sink	1	No	1,300	1,300
6	WC	3	No	2,000	6,000
7	WC - Ambulant	2	No	2,500	5,000
8	WC - ACC	1	No	3,000	3,000
9	Urinal	2	No	600	1,200
10	Floor Waste	4	No	500	2,000
11	Allow for boiling water unit	1	No	1,000	1,000
Sanitary Plumbing					
12	Allow for sanitary plumbing	21	No	1,300	27,300
Water Supplies					
13	Allow for hot water supply	7	No	1,600	11,200
14	Allow for cold water supply	16	No	1,200	19,200

To Collection: 103,875



Elemental Details

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Auto code	Description	Quantity	Unit	Rate	Total
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1 INDOOR FACILITIES (Continued)

1.14 HYDRAULICS SERVICES (Continued)

Auto code	Description	Quantity	Unit	Rate	Total
	Water Treatment Tank				
15	Allow for water treatment plan	1	Item	10,000	10,000
	Grease Interceptor Trap				
16	Allow for grease interceptor trap	1	Item	8,000	8,000
	Hot Water System				
17	Allow for hot water system	1	Item	2,500	2,500
					<u>106,100</u>

1.15 MECHANICAL SERVICES

1	Allow for mechanical services (Split System Only)	1	Item		10,000
2	Allow for mechanical ventilation to indoor shooting range	1	Item		5,000
					<u>15,000</u>

1.16 ELECTRICAL SERVICES

1	Allow for electrical services	350	m2	275	96,250
2	Allow for new internal switchboard	1	Item	10,000	10,000
3	Allow for security/PA systems	1	Item		Excluded
					<u>106,250</u>

1.17 FIRE PROTECTION

1	Allow for fire services	350	m2	30	10,500
2	Allow for internal fire hydrants	1	No	3,500	3,500
3	Allow for external fire hydrants	1	No	5,000	5,000
4	Allow for trenching and piping and connections	1	Item	7,500	7,500
					<u>26,500</u>

1.18 DEMOLITION

Auto code	Description	Quantity	Unit	Rate	Total
	DEMOLITION/ALTERATION				
1	Allow to demolish existing doors	15	No	100	1,500
2	Allow to demolish existing doors to shooting range (Assumed)	2	No	100	200
3	Allow to demolish existing flooring	278	m2	30	8,340
4	Allow to demolish existing ceiling finish	278	m2	30	8,340
5	Allow to demolish existing joineries	3	No	150	450
6	Allow to demolish existing kitchen joineries	1	No	150	150
7	Allow to demolish existing joineries/seating to shooting range	1	No	150	150
8	Allow to demolish existing shed including floor and ceiling finish	27	m2	80	2,160
9	Allow to demolish walls to shooting range	37	m2	30	1,110
10	Allow to demolish walls	360	m2	30	10,800

To Collection: 201,450



Elemental Details

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Auto code	Description	Quantity	Unit	Rate	Total
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1 INDOOR FACILITIES

(Continued)

1.18 DEMOLITION

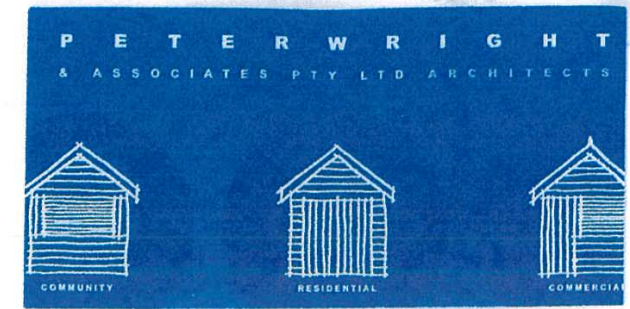
(Continued)

11	Allow to demolish existing verandah and metal roof	350	m2	40	14,000
12	Allow to demolish existing verandah walls	29	m2	30	870
13	Allow to demolish existing sanitary fixtures and fitments	1	No	500	500
14	Allow to relocate wood fire heater, relevant accessories and reconnect	1	No	2,500	2,500
15	Allow to seal off services	1	Item		Included
16	Allow for asbestos removal	1	PS Sum		Excluded
17	Allow for new eaves gutter to indoor shooting range	1	Item	500	500
18	Allow to remove existing LPG tank	1	Item	1,000	1,000

52,570

1,132,602

To Collection: 19,370



- BUILDING 248M²
- VERANDA (INCREASED TO 64M²)
- STORE ROOMS 48M²



TWIN CITY
ARCHERY
21.1.22
1:100 @ A3
SKI REVISED.

COMMUNITY HEALTH AND WELLBEING

15. COMMUNITY HEALTH AND WELLBEING

Agenda Item: 15.1

Agenda Item: Municipal Public Health and Wellbeing Plan 2021-2025

Sponsor: General Manager, Community Health and Wellbeing

Council Plan Objective: HEALTHY

Status: For Decision

Proposed Resolution:

That Council adopts the '2022-25 Living Well Latrobe, Our Communities Municipal Public Health & Wellbeing Plan' as per attachment 1, for public release.

Executive Summary:

- The Plan has been developed in consultation with a number of key participants.
- The Plan describes how Latrobe City Council will work with the community, external service providers, advocacy agencies and internal teams, by maintaining and improve the community's overall health and wellbeing, over the life of the plan.
- The process to develop the Plan has involved a series of partners, both internal and external which is being overseen by the Internal Governance Group.
- Officers have reviewed evidence, data, community feedback, engaged with key community organisations, groups and members. These groups worked together to formulate a plan that seeks to improve and support good health and wellbeing for everyone in Latrobe City.
- The Plan has also been developed according to legislative requirements for Municipal Public Health and Wellbeing Plans (MPHWP) including the *Public Health and Wellbeing Act 2008* and *Climate Change Act (2010)*. Further to this, the Plan responds to the priorities of the State Public Health and Wellbeing Plan as per Departmental guidelines.
- A briefing will presented to Council in May 2022 detailing internal teams planned direction for the following 12 months, with detail on how teams will monitor and evaluate this. A full report will be presented to Council every 12

months to track and advise on progress. This will provide Council with further detail and information on what to expect from the application of the plan within the organisation.

Supporting Information:

Inputs – How the Plan was developed

Figure 1. Inputs into the Plan

The figure below outlines the major inputs into the draft Plan, developed in 2021-2022.

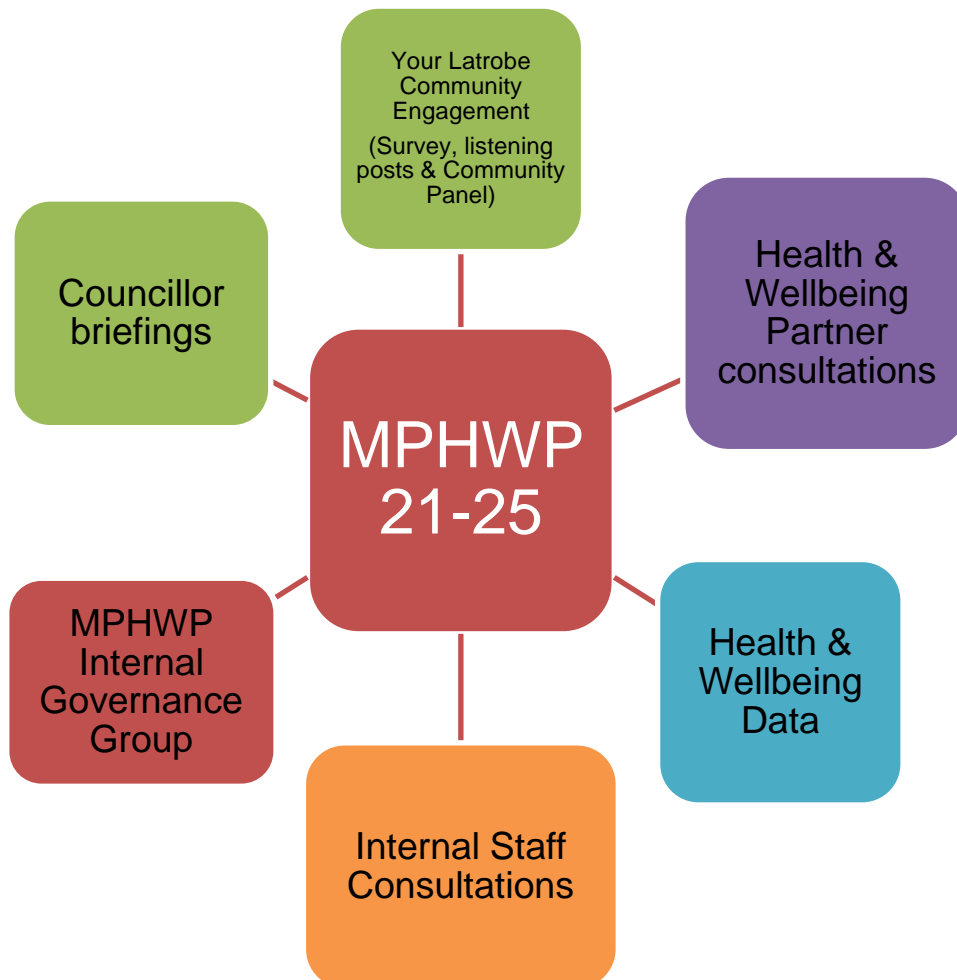


Table 1. Input sources and information

The following table expands on the sources consulted for the development of the Plan and summarises the input received.

No.	Source	Summary of information
1	MPHWP Internal Governance Group	<p>Council delegated five Councillors to form a Governance Group with officers to guide the development of the Plan:</p> <ul style="list-style-type: none"> • Cr O’Callaghan (Chair) • Cr Gibson • Cr Clancey • Cr Ferguson (exited group in 2022) • Cr Lund. <p>The officer membership of the group includes:</p> <ul style="list-style-type: none"> • General Manager Community Health and Wellbeing • Manager Active Communities and Partnerships • Coordinator Active and Liveable Communities • Senior Social Planner. <p>The Manager Regional City Planning was added to the Governance Group and continued involvement as the Acting General Manager Assets and Presentation.</p> <p>A guest as required also included the Executive Manager – Office of the CEO.</p>
2	Councillor Briefings	Feedback and comment was be offered at two briefings.

No.	Source	Summary of information
3	Internal Staff Consultations	<p>Internal engagement was undertaken with:</p> <ul style="list-style-type: none"> • Executive and Senior Leadership Teams • Coordinators Network • All staff sessions. <p>This engagement included an introduction to the Social Determinates of Health and local health and wellbeing data. An overview of State Health and Wellbeing priorities were presented and then discussion to determine local needs and direction for the development of the draft Plan.</p> <p>Further internal engagement was undertaken with specific teams to finalise strategic objectives for inclusion in the draft Plan.</p>
4	Health and Wellbeing Data	<p>Officers prepared a demographic and health profile background document, previously circulated to Councillors, to identify key health and wellbeing statistics for Latrobe City. A desktop review was undertaken of the State Health and Wellbeing Plan as well as health profiles and other strategic documents developed by partner agencies.</p> <p>Consideration was also given to the Latrobe Health and Wellbeing Charter and the work of the Latrobe Health Innovation Zone.</p>
5	Health and Wellbeing Partner Consultations	<p>Officers met with health and wellbeing partner agencies in two stages. Initial meetings were held with individual partners on a one-on-one basis, to identify key themes and current community needs.</p> <p>After initial draft themes and priorities were developed, group workshops were held to allow partner agencies to provide feedback into the draft priority areas to allow Council to form strategic objectives.</p>

No.	Source	Summary of information
6	Your Latrobe Community Engagement	<p>The Your Latrobe engagement process provided a source of input for the draft Plan. Your Latrobe consisted of a wide-ranging community survey, completed by over 1,450 community members.</p> <p>Officers spent time engaging directly with young people, older people, people with disabilities and people from diverse communities with the Your Latrobe survey. Examples of some of the activities included:</p> <ul style="list-style-type: none"> • Attending Youth Space with iPads • Contacting local community groups who support culturally diverse people • Attending local community group meetings • Attending morning teas to provide hardcopy surveys and support those community groups filling them out. <p>A series of listening posts were also carried out throughout Latrobe City, which included the seven small towns and their associations.</p> <p>While more work on engaging diverse groups within our community could occur, we are confident that the engagement that has been done, does cover a number of these diverse groups as noted above.</p> <p>The second stage of Your Latrobe was the convening of a Community Panel which deliberated on the development of a 10 Year Community Vision. The draft Plan includes a table of how the key suggestions of the Your Latrobe process have been incorporated into the objectives of the draft Plan.</p> <p>Further information about the Your Latrobe results, including demographics, can be found on the following website: https://www.latrobe.vic.gov.au/Haveyoursay/Your_Latrobe_Community_Conversation</p>

Plan Structure:

Guiding Principles

The Plan includes six (6) guiding principles, intended to be applied throughout the plan. These are:

1. We are committed to evidence-based practice, which is informed by community input and evaluation.
2. We build on what we already have by celebrating our community and utilising our built and natural assets to enhance health and wellbeing.
3. We integrate health and wellbeing objectives across all aspects of Council planning and policy.
4. We ensure that our actions have a focus on affordability, accessibility and inclusivity.
5. We focus on prevention.
6. We acknowledge that some people will experience poorer health outcomes depending on their physical and social environments.

Priority areas

The plan includes four priority areas that guide the strategic objectives. The overall aim of all the strategic objectives is to improve health equity, supported by connections and partnerships while strengthening the communities resilience and ability to recover.

Figure 2. Priority areas and description

<p>Healthy and Active</p> <p>Supporting everyone to achieve their best physical and mental health.</p>	<p>Safe</p> <p>Identifying and responding to key community safety priorities and needs.</p>
<p>Connections and Partnerships</p>	
<p>Improving Health Equity</p>	
<p>Resilience and Recovery</p>	
<p>Natural and Built Environments</p> <p>Considering the connection between health and our physical environments.</p>	<p>Inclusive and Supported</p> <p>Working together to build a resilient, connected and adaptive community.</p>

Strategic Objectives

The plan includes strategic objectives under all four priority areas, which will be broken down further by teams internally working on achieving these goals. The strategic objectives specify where Council will deliver (lead or be a main player), partner (work with external organisations, groups and individuals) or advocate (provide evidence and support to try to enact change).

Finally, consideration when developing actions from the objectives should be made by all teams regarding the needs of some groups within our community as we know they experience poorer health outcomes. These groups are:

- People with a disability
- Aboriginal and Torres Strait Islander people
- People experiencing or at risk of homelessness
- People who are lesbian, gay, bisexual, trans and gender diverse, intersex, and queer and/or questioning (LGBTIQ)
- People from culturally diverse communities
- People from socio-economically disadvantaged backgrounds
- Children and younger people
- Older people

A review and evaluation plan is included in the plan, which will guide the reporting due to Council at 12 month intervals.

Monitoring and Evaluation

Each year, planned direction from internal teams will be reported to Council. This will involve detail about:

- Directions that will be taken by teams and the organisation to meet the objectives of the plan
- What partnerships will be explored and utilised to carry out the objectives
- How these activities will be monitored
- How these activities will be evaluated

The Plan has key indicators to be measured, which will be reported on and added to as the plan is worked on.

A number of methods will be used to plan, measure and evaluate the activities completed as part of the plan, these include (but are not limited to):

- Program Logic Models which show shared relationships among the resources, activities, outputs, outcomes and impacts
- Most Significant Change (MSC) - typically used to collect stories of change from final beneficiaries of a project (whom it is often difficult to predict or measure how a particular intervention has enacted a change)
- Outcome mapping

Reporting

Officers will prepare reports for Council every 12 months throughout the life of the plan, starting May 2022. The table below details planned reporting scheduled.

Table 2. Planned Reporting Schedule to Council for MPHWP

Date	Detail
May 2022	Briefing Report – internal teams planned direction to meet the requirements of the plan and how this will be evaluated over year 1.
2022-2023 (Report July)	Briefing Report – Monitoring and Evaluation of Year 1 activities. Internal teams planned direction to meet the requirements of the plan and how this will be evaluated in Year 2.
2023-2024 (Report July)	Briefing Report – Monitoring and Evaluation of Year 2 activities. Internal teams planned direction to meet the requirements of the plan and how this will be evaluated in Year 3.
2024-2025 (Report July)	Briefing Report – Monitoring and Evaluation of Year 3 activities. Internal teams planned direction to meet the requirements of the plan and how this will be evaluated in Year 4.
2025-2026 (Report July)	Briefing Report - Monitoring and Evaluation of Year 4 activities.

Issues:

Strategy Implications

The MPHWP is a key strategic document for Council. The Plan has been developed in-line with the draft Council Plan. If endorsed by Council, the Plan will set the strategic direction for Council's Health and Wellbeing work for the next four years.

Health Implications

The Plan outlines how Council will work to improve the health and wellbeing of everyone in Latrobe City.

Communication

As outlined in the report, communication has been undertaken with a range of partner agencies and the wider community. Officers have also been in regular contact with the Department of Families, Fairness and Housing and the Department of Health regarding the development of the Plan.

Financial Implications

The Plan outlines strategic objectives for Council. It is intended that these objectives provide strategic guidance to Council's work for the life of the Plan. As such they should be considered in the delivery of Council's BAU budget and services and inform future financial planning.

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
<p>Service Delivery Risk</p> <p>Council is unable to deliver on the strategic objectives outlined in the draft Plan.</p>	3	<p>Objectives developed in consultation with internal stakeholders to ensure they are realistic and achievable.</p>
<p>Financial Risk</p> <p>Council is unable to finance strategic objectives outlined in the Plan.</p>	3	<p>Objectives developed to provide strategic direction rather than specific actions. Business Units to identify actions to be completed in-line with strategic direction and BAU budgets.</p> <p>Current BAU budgets are expected to be used to carry out the objectives of the plan. Actions do not require additional funding.</p>

Identified risk	Risk likelihood*	Controls to manage risk
<p>Reputational Risk</p> <p>The Plan does not meet the expectations of partner agencies or the community.</p>	3	<p>Plan developed with extensive input from partner agencies and community.</p> <p>Plan developed in-line with regulatory requirements and with reference to State Government and partner agency priorities.</p>
<p>Legal/Regulatory Risk</p> <p>The Plan is not endorsed within the statutory requirement deadline.</p>	3	<p>Latrobe City Council has sought guidance around submission date and advised appropriate governing bodies.</p> <p>The Department of Health has been informed of endorsement in March 2022.</p>
<p>Strategic Risk</p> <p>Misalignment between the 10 Year Community Vision, Council Plan, MPHWP and other strategic documents.</p>	2	<p>Statutory required strategic plans developed with reference to each other utilising Your Latrobe engagement data.</p> <p>Internal communication around plan development has been carefully considered.</p>

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

Legal and Compliance

The development of a Municipal Public Health and Wellbeing Plan meets Council's statutory requirements.

Community Implications

The Plan describes how Council will work with the community and external agencies to maintain and improve everyone's health and wellbeing in our community.

Environmental Implications

The Plan outlines Council's intention to mitigate and adapt to the effects of climate change. It reiterates Council's commitment to maintaining healthy built and natural environments.

Consultation

The report outlines consultation undertaken to develop the Plan.



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 2020*.

Supporting Documents

Living Well Latrobe Our Communities MPHWP 2021-2025

Attachments

1.   2022-25 Living Well Latrobe, Our Communities Municipal Public Health & Wellbeing Plan

15.1

Municipal Public Health and Wellbeing Plan 2021-2025

- 1 2022-25 Living Well Latrobe, Our Communities Municipal Public Health & Wellbeing Plan 99**



2022-25
**LIVING WELL
LATROBE**
Our Community's Municipal
Public Health & Wellbeing Plan

Latrobe City Council acknowledges that we live, work and play on the traditional land of the Braiakaulung people of the Gunaikurnai nation and pays respect to their Elders past and present





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Thank you

Latrobe City Council would like to acknowledge the valuable input of our community and health partners in developing this plan. This plan demonstrates our ongoing collaboration to ensure that Latrobe City is a healthy and safe place for everyone.



Mayor's Message

Living Well Latrobe represents our community's desire to live healthy lives in a safe, diverse and resilient community.

In developing this plan, we have listened to the aspirations of our community, reviewed what the health and wellbeing data tells us and engaged with our partner agencies and stakeholders. This plan is a culmination of that engagement, as well as a continuation of the ongoing work of our community to improve our health and wellbeing.

Our community has many strengths. We are rightfully proud of our strong and connected community and natural and build assets. This plan seeks to highlight how we can build on our strengths and the great work that is already happening to enhance health and wellbeing. We do not start this work from a blank canvas. We have existing programs, partnerships and participation that build on the work of this plan.

We acknowledge the role of our partners in supporting our community's health and wellbeing. Community groups, service providers, community organisations and all levels of government play an important part in our community.

What we have heard loud and clear is that our community wants and deserves programs and services that are affordable, accessible and inclusive. Affordable because cost should not be a barrier to good health and wellbeing. Accessible

because we each have individual needs that impact our access to programs and services. Inclusive because we are a diverse community that is stronger together.

The plan highlights that some groups in our diverse community face particular challenges to good health and wellbeing. As we deliver on this plan, we are committed to focusing on health equity and inclusion. We also acknowledge the impacts of the COVID-19 pandemic and the effects of storms, floods and fires on our community.

By listening to each other and working together, I am confident that through this plan we will improve the health and wellbeing of our community. I encourage you to join us on this journey.

Cr Kellie O'Callaghan
Mayor, Latrobe City Council



Cr Kellie O'Callaghan
Mayor of Latrobe City

About this plan

Latrobe City Council develops the Municipal Public Health and Wellbeing Plan, *Living Well Latrobe* to meet Council's statutory requirement, under the *Public Health and Wellbeing Act 2008*, *Gender Equality Act 2020*, and *Local Government Act 2020*.

Living Well Latrobe describes how Latrobe City Council will work with the community and our partners to maintain and improve everyone's health and wellbeing in our community.

This plan has four priority areas identified as important to the needs of Latrobe City. These were identified and developed together with the Latrobe City Community through our Your Latrobe Community Engagement activities, discussions with external health partners and by reviewing health data relevant to our community.

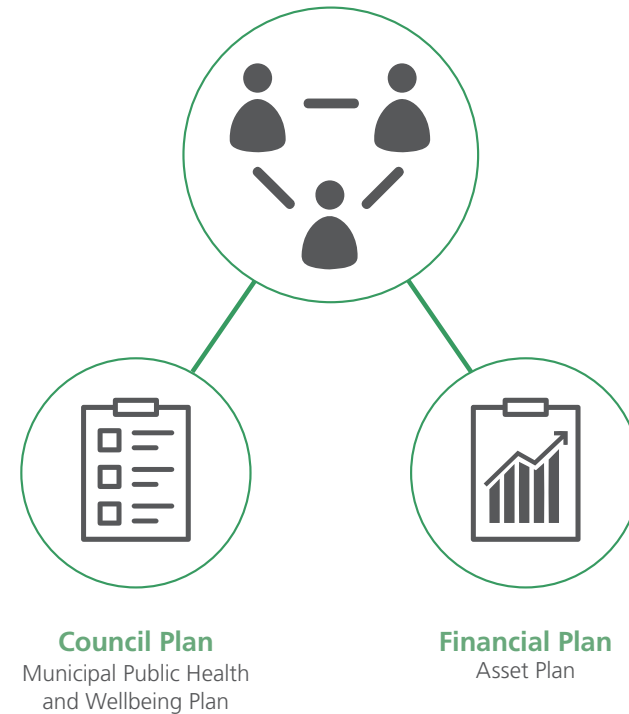
Council plays an important role in promoting and improving public health and wellbeing. Council delivers a range of programs, services and initiatives as well as partnering with the community and our health partners to achieve this. *Living Well Latrobe* identifies a range of strategic objectives and Council's role in working with the community and our partners, which may include delivering, partnering, advocating or a combination of these. The plan demonstrates our shared work and provides a framework for evaluating its impact. Latrobe City Council will report annually against the objectives, which will detail the actions and activities undertaken and how they have been evaluated. This plan aims to address the broader influences on health and empower the community to improve health and wellbeing.

Living Well Latrobe will be a guide for the work of other plans, strategies and actions developed by Council and supports the application of health and wellbeing principles in all the work we do.





10 year Community Vision



Our Community's Municipal Public Health & Wellbeing Plan

Your Latrobe Engagement

Community and health partner engagement has informed the development of Living Well Latrobe. The plan incorporates the aspirations of our community identified through the Your Latrobe engagement in 2021, as well as the priorities identified by our health partners.

As part of the engagement process we asked a Community Panel of Latrobe City residents to share their vision for a healthy Latrobe. Their vision included an aspiration to create a collaborative plan that advocates for our community's health and wellbeing by focusing on affordability, accessibility and inclusivity.

An in-depth survey was completed by 1463 community members.

The following are key community recommendations from the survey. The table indicates where these have been incorporated into this plan.

KEY SUGGESTION	HEALTH AND WELLBEING PLAN OBJECTIVES
Ongoing community engagement activities	2.4
Generate new and innovative employment opportunities	3.9 (and Council Plan)
Focus on improving safety and reducing crime in Latrobe	2.1
Ensure all sporting facilities and entertainment venues are of the same high quality and equally as accessible	1.3, 2.2, 3.11
Foster a positive cultural change in Latrobe City	3.6, 3.11, 4.4





Our Community's Municipal Public Health & Wellbeing Plan



1

We are committed to evidence-based practice, which is informed by community input and evaluation.

2

We build on what we already have by celebrating our community and utilising our built and natural assets to enhance health and wellbeing.

3

We integrate health and wellbeing objectives across all aspects of Council planning and policy.

4

We ensure that our actions have a focus on affordability, accessibility and inclusivity.

5

We focus on prevention.

6

We acknowledge that some people will experience poorer health outcomes depending on their physical and social environments.

Guiding principles to deliver this plan

Six principles for action support the objectives in this plan and should be front of mind when implementing any actions associated with this plan.

Our diverse community

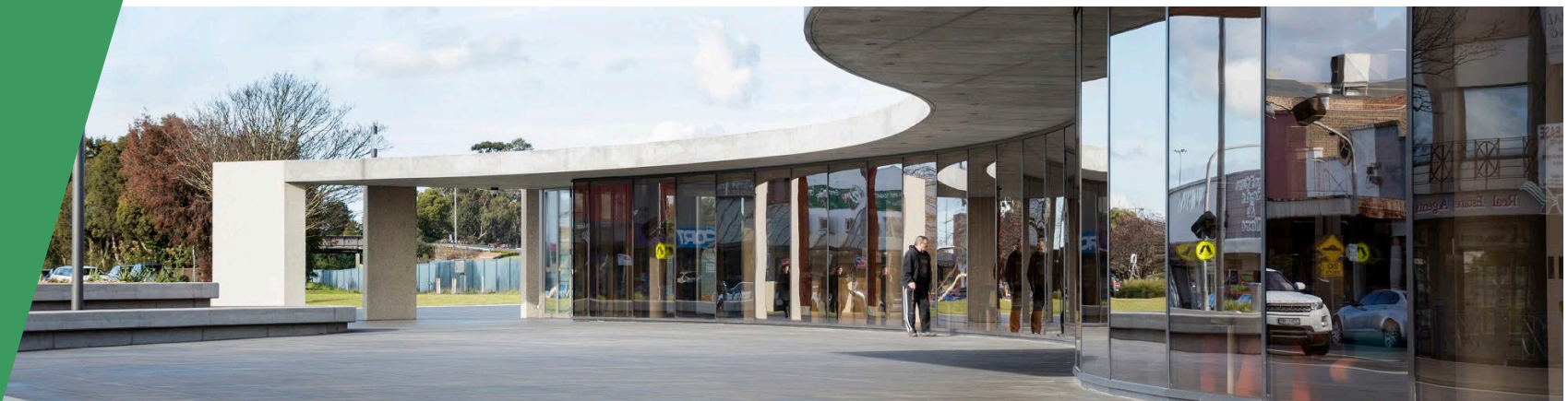
Latrobe City has a diverse community. While health and wellbeing matters affect everyone, for some individuals or groups in our community there are particular challenges. Some groups in our community experience significantly poorer health outcomes and overall health than the

general population. This plan includes 'priority population groups' to consider within this plan. When carrying out actions in the plan we will consider the needs of priority groups closely and focus efforts on equity and inclusion.

Priority groups include:

- ✓ People with a disability
- ✓ Aboriginal and Torres Strait Islander people
- ✓ People experiencing or at risk of homelessness
- ✓ People who are lesbian, gay, bisexual, trans and gender diverse, intersex, and queer and/or questioning (LGBTIQ)
- ✓ People from culturally diverse communities
- ✓ People from socio-economically disadvantaged backgrounds
- ✓ Children and younger people
- ✓ Older people

Note: We acknowledge the significant impact the COVID-19 pandemic and natural disasters have had on the health and wellbeing of our community. The data used in this plan, while it is the most current available, was gathered prior to the COVID-19 pandemic and should not be considered a full or current picture of health and wellbeing.





Priority areas

Improving Health Equity

- ✓ Connections and partnerships
- ✓ Resilience and recovery



Safe

Identifying and responding to key community safety priorities and needs



Healthy and active

Supporting everyone to achieve their best physical and mental health



Resilient and supported

Working together to build a resilient, connected and adaptive community



Natural and built environments

Considering the connection between health and our physical environments



Safe



What the data says

80.7% Are willing to help each other in the community¹⁴

Around **25.7%** of people have a disability and **13.9%** of people are carers in Latrobe¹⁵

13.41% in our community live alone compared to **9.74%** in Victoria¹². Of the larger towns, Traralgon has the highest amount of people living alone at **33.06%**; and for the smaller towns, Yallourn North has the highest with **1.94%**. More women live alone than men¹

67% of people own their home¹. **28.9%** of households experience rental stress, while mortgage stress is low⁹. Rental in Moe Newborough has increased **56%** since 2010 and ranks second in the state for largest rental increases³

What we are working on

The data shows our community has challenges in some areas, working together we are looking to:

Support more people to feel safe in our community, currently only **27.4%** of women and **67.4%** of men feel safe when walking alone at night²

Decrease the harm from gambling in our community. Over **\$26** million was lost on electronic gaming in 20/21, the most within the Gippsland Local Government areas¹⁴

Lower the rates of family violence in our community, **246.53** women and **87.50** men - per **10,000** people reported family violence incidents which were attended by police in 2019 (Vic **115.6** women, **38.1** men)¹⁰

Decrease the harm from alcohol and illicit drug use. Ambulance and hospital attendance and treatment related to alcohol and illicit drug use is high when compared to the State¹⁶

What our community said

"Better funded community programs aimed at tackling antisocial behaviour, crime and substance abuse"

"...addressing family violence more seriously..."

"Feel safer in our community"

"Street lighting, improved accessibility with footpaths"

"Community engagement to lessen the reliance on social financial supports an encourage employment"

"To face the fact that gambling is a very big problem in Latrobe Valley..."

"Gender equality and reducing rates of family violence, work needs to be done to challenge past views that are still ever present in rural areas"

"Increased community involvement in community development projects [as this] equals greater pride equals greater activism equals greater resilience"

"Latrobe City has multiple current and future challenges"

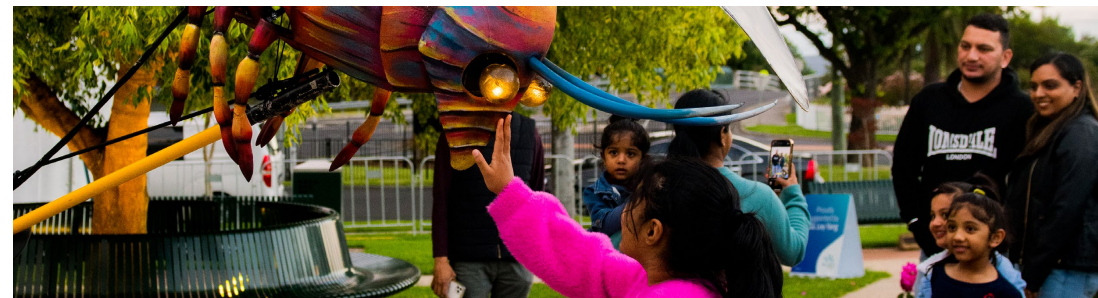
"There needs to be more support and engagement to stop the cycle of inter-generational trauma across our communities..."



STRATEGIC OBJECTIVES	COUNCIL'S ROLE			FOCUS FOR PRIORITY POPULATION GROUPS
	DELIVER	PARTNER	ADVOCACY	
1.1 Promote, support and develop place-based programs and partnerships that support community safety, resilience and inclusion	✓	✓	✓	① ② ③ ④ ⑤ ⑥ ⑦ ⑧
1.2 Strengthen environments, cultures, and capacity among individuals, organisations and communities to promote gender equity	✓	✓		① ② ③ ④ ⑤ ⑥ ⑦ ⑧
1.3 Deliver on Council's Disability Action Plan and further embed access, inclusion and equity principles across service delivery and the community	✓	✓	✓	①
1.4 Take a preventative and whole of community approach to reduce harm from gambling, tobacco, alcohol and other drugs	✓	✓	✓	① ② ③ ④ ⑤ ⑥ ⑦ ⑧
1.5 Work with the community and stakeholders to reduce the incidence of family violence, men's violence against women, elder abuse and all forms of violence and abuse	✓	✓	✓	① ② ③ ④ ⑤ ⑥ ⑧
1.6 Work to increase child safety within Council services and external partnerships	✓			② ④ ⑤ ⑦
1.7 Ensure the cultural safety of Aboriginal and Torres Strait Islander people in the organisation, programs and services. Recognise the impact of inter-generational trauma and the ongoing impacts of colonisation	✓	✓	✓	②
1.8 Work to increase the safety of all road users by utilising a safe system approach and promoting active transport	✓	✓	✓	① ⑦ ⑧

Our Diverse Community Legend

- ① People with a disability
- ② Aboriginal and Torres Strait Islander people
- ③ People experiencing or at risk of homelessness
- ④ People from socio-economically disadvantaged backgrounds
- ⑤ Children and younger people
- ⑥ Older people
- ⑦ People who are lesbian, gay, bisexual, trans and gender diverse, intersex, and queer and/or questioning (LGBTIQ)
- ⑧ People from culturally diverse communities



Our Community's Municipal Public Health & Wellbeing Plan



Healthy and active



What the data says

People in Latrobe participate in organised sport at higher rates than in Metropolitan Melbourne¹³

Life expectancy in Gippsland is **79.3** years for men and **84** for women¹²

33.5% of people in Latrobe are living with two or more chronic illnesses compared to **25.5%** in Victoria²

What we are working on

Working together we are looking to:

Increase fruit and vegetable consumption in Latrobe. Currently **6.7%** Latrobe adults met vegetable consumption guidelines, compared with the Victorian average of **9%**²

Decrease the consumption of sugar sweetened soft drinks. Currently **13.9%** of adults in Latrobe City consume sugar sweetened soft drinks each day². Obesity is higher among our community and in other rural areas¹⁸.

Increase access to healthy affordable food. Around **6.1%** of people experienced food insecurity in the Inner Gippsland region in the past year and were either unable to source the right food, running out of food or being unable to buy more¹³

Improve our mental health. **17.5%** of people had high or very high levels of psychological distress, with **36%** of adults reporting they have ever been diagnosed with anxiety or depression²

Increase physical activity. **51%** of women and **59%** of men meet the physical activity guidelines. This compares with Victoria at **49%** for women and **52.8%** for men²

Increase the rate of breastfeeding. Breastfeeding rates are significantly lower in Latrobe when compared to the rest of the Gippsland region¹⁷

What our community said

"Continue advocating for the communities' voice to be heard"

"...more events and culture...walkable entertainment, retail and hospitality"

"...Diverse sporting activity"

"Direction for all of us to be part of the decisions made here and a purpose... [and] strong leadership"

"Encourage people to walk and ride around the towns where possible to help encourage a healthy lifestyle..."

"More housing availability, better mental health services..."

"We need more investment in parks and natural play spaces, outdoor gyms, pump track skate parks"

"...I want to see kids....engaged in something"



STRATEGIC OBJECTIVES	COUNCIL'S ROLE			FOCUS FOR PRIORITY POPULATION GROUPS
	DELIVER	PARTNER	ADVOCACY	
2.1 Enhance food security by: <ul style="list-style-type: none"> • supporting local sustainable food systems • improving access to healthy affordable food • Supporting people to access food relief when required 	✓	✓	✓	① ② ③ ⑤ ⑥ ⑧
2.2 Support a diverse range of opportunities for people to engage in sport, leisure, and recreation with a focus on affordability and accessibility. Strengthen partnerships between organised clubs/groups and Council to support delivery of programs related to physical activity and positive mental health	✓	✓		① ② ③ ④ ⑤ ⑥ ⑦ ⑧
2.3 Increase and promote incidental physical activity opportunities, active play and transport (for recreation and transport)	✓	✓		① ② ③ ④ ⑤ ⑥ ⑦ ⑧
2.4 Support a diverse range of opportunities for people to engage in creative arts programs and events, with a focus on affordability and accessibility Promote engagement with creative arts as a way to improve social inclusion and positive mental health	✓	✓		① ② ③ ④ ⑤ ⑥ ⑦ ⑧
2.5 Support and promote safe sexual and reproductive health	✓		✓	① ② ③ ④ ⑥ ⑦
2.6 Increase opportunities for a diverse range of community members to participate in the co-design of Council services, events or programs.	✓	✓		① ② ④ ⑤ ⑥ ⑦ ⑧
2.7 Build understanding of the key factors that influence a person's mental wellbeing, and promote prevention initiatives that support positive mental health and wellbeing	✓	✓		① ② ③ ④ ⑤ ⑥ ⑦ ⑧
2.8 Support community health and disease prevention initiatives and consider policy changes at Council that focus on: <ul style="list-style-type: none"> • Reducing obesity • Making healthy food choices easier • Encouraging increased water consumption • Advertising and promoting healthy food 	✓	✓	✓	① ② ③ ④ ⑤ ⑥ ⑦ ⑧
2.9 Develop a policy around health promotion messages and campaigns supported by Council.	✓			

Our Diverse Community

- ① People with a disability
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- ④ People from socio-economically disadvantaged backgrounds
- ⑤ Children and younger people
- ⑥ Older people
- ⑦ People who are lesbian, gay, bisexual, trans and gender diverse, intersex, and queer and/or questioning (LGBTIQ)
- ⑧ People from culturally diverse communities



Resilient and supported



What the data says

Latrobe City Council provides grants for an average of **42** local community events each year⁷

21.63% of our community were born overseas¹

Younger people (under the age of 25) make up **31.21%** of our community¹

17.97% of our community are over the age of 65¹

What we are working on

Working together we are looking to:

Increase support for those at most risk of poor health effects due to climate change and working towards carbon 'net zero' across Council operations. It is predicted in Latrobe the average number of days over 35 degrees per year are likely to increase by **50%** by 2030⁴.

Increase volunteering across Latrobe. **21.47%** people in Latrobe volunteer⁵

Increase the completion rates of Secondary, Vocational and University education. **21.3%** of people in Latrobe have an education below year 11¹. **45%** of Latrobe students obtained a certificate III as their highest level of education, compared to a state average of **24%**¹

Increase digital connectivity, including free public internet access. Around **19.5%** of households in Latrobe don't have access to the internet¹⁴

Increase employment opportunities across Latrobe. As at March 2019, Latrobe had more than double the amount of 22-to-64-year-olds receiving the Australian Government's Newstart Allowance when compared to Victoria. (Latrobe **9.54%**, Vic **4.57%**)⁸

Support younger to have greater involvement in study and work. **15.44%** of younger people in our community are disconnected from both¹

What our community said

"Future-proofing urban areas against heat impact by planting more shade trees would be wonderful"

"Create pride in the area...for the locals and then tourists will notice"

"Climate change whether man made or environmental should be one of Council's priorities now"

"I love Latrobe City and how it is continuously changing. I hope for the betterment of our towns that it will continue to grow"

"The young people need work, if they have work, they are more likely to stay around"

"Health, specifically the health of those who've been impacted in the long term, whether by natural disaster"

"Building and maintaining community areas..."

"Upgrade sporting facilities in smaller towns to encourage kids to stay involved in the town as well as upgrade park and recreational facilities"

"...champion and celebrate the differences with a sense of pride!"

"Create a long-term plan for the Valley and include whole community"

STRATEGIC OBJECTIVES Our Diverse Community Legend	COUNCIL'S ROLE			FOCUS FOR PRIORITY POPULATION GROUPS			
	1 People with a disability 2 Aboriginal and Torres Strait Islander people 3 People experiencing or at risk of homelessness	4 People from socio-economically disadvantaged backgrounds 5 Children and younger people 6 Older people	7 People who are lesbian, gay, bisexual, trans and gender diverse, intersex, and queer and/or questioning (LGBTIQ) 8 People from culturally diverse communities		DELIVER	PARTNER	ADVOCACY
3.1 Engage with and support our communities to prepare for and be resilient to the challenges of emergencies and disasters.				✓	✓	✓	① ② ③ ④ ⑤ ⑥ ⑦ ⑧
3.2 Support the Latrobe community to mitigate and adapt to the impacts of climate change, including, but not limited to:							
<ul style="list-style-type: none"> Working in partnership with Indigenous custodians to deliver projects and programs to preserve and restore our natural environment for a changing climate. Work with partners to support community and business to reduce their energy footprint Work towards achieving 'net zero' carbon emissions across Latrobe City Council operations through the delivery of new energy initiatives Offset Council's fleet emissions Explore options to extend the utilisation of geothermal technology across community, business and Council facilities. Deliver actions to improve the sustainability and efficiency of Latrobe City Council buildings and infrastructure. Continue to work with partners to create linking vegetation corridors Work in partnership to progress opportunities as part of the Gippsland Climate Change Network (GCCN) Progress actions to ensure environmentally sustainable subdivision principles are applied Increase urban greening across new and existing neighbourhoods to reduce impacts of urban heat, improve amenity and biodiversity 				✓	✓	✓	① ② ③ ④ ⑤ ⑥ ⑦ ⑧
3.3 Encourage community-led initiatives, programs and events through the community grants program. The grants program supports groups and organisations to be inclusive, welcoming, encourage physical activity and positive mental health and wellbeing and support the principles within this plan				✓			① ② ③ ④ ⑤ ⑥ ⑦ ⑧
3.4 Encourage utilisation of free public Wi-Fi to increase digital connectivity, literacy and inclusion				✓			① ⑤ ⑥ ⑧
3.5 Work on tracking health and wellbeing trends and identify emerging issues. Review programs and services delivered by Council against outcomes, with a focus on identifying prevention activity				✓		✓	
3.6 Support and deliver initiatives that promote understanding, awareness and celebrate cultural diversity within Latrobe City				✓	✓		⑤
3.7 Identify the barriers to social inclusion, including working within Council, with partners and in collaboration with the communities that are most affected				✓	✓		① ② ③ ④ ⑤ ⑥ ⑦ ⑧
3.8 Ensure Council recognises and values the rights and social needs of the LGBTIQ+ community, which also aims to address discrimination and access to Council services and events				✓	✓		④
3.9 Support initiatives that create positive employment opportunities for people of all ages and abilities				✓	✓	✓	① ② ③ ④ ⑤ ⑥ ⑦ ⑧
3.10 Prioritise the needs of young people by:							
<ul style="list-style-type: none"> Seeking to actively involve young people in decision-making processes at Council in the development of programs and initiatives Increasing social and physical infrastructure that is designed to meet the needs of younger people Continuing the Victorian Local Government Partnership work 				✓	✓	✓	⑦
3.11 Ensure Council services and events remain affordable, welcoming and accessible for all				✓			① ② ③ ④ ⑤ ⑥ ⑦ ⑧
3.12 Develop a Positive Ageing Plan to guide Council's work with older community members as it transitions from the provision of Aged Care services				✓		✓	⑧



Natural and built environments



What the data says

Latrobe has a diverse array of festivals and events initiated both by Council and community groups. It is estimated that close to **50,000** people attend an arts and cultural festival or event in Latrobe every year⁶

Latrobe City Council manages **79** sporting reserves for recreation, **626** hectares of public open space parks

Latrobe City Council manages **1447** kms of sealed roads

What we are working on

Working together we are looking to:

Increase walking and cycling for health, **73%** of people drive to work compared to **62%** in Victoria¹.

Increase connection to the natural and built environments to foster better social connection and mental health, data shows rates of poorer mental health in rural areas and among younger people. Overall in our community rates of poor mental health is growing¹⁸

Increase liveability of our community by ensuring our built and natural environments are places where people enjoy living and being

What our community said

"A focus on community, bringing people together. Innovation, industry that employs people and addresses our current and future problems without impacting the environment, again, innovative forward thinkers!"

"Experiences to exploit our natural assets"

"...better quality open spaces, this relates to CBD's, parks, nature strip planting, median strips, fencing, pavements, public toilets, playgrounds, skateparks..."

"Need to prioritise the environment (as opposed to the economy always being the first consideration) ..."

"Accepting we are a variety of country towns and highlighting that is good..."

"Continue to improve infrastructure, major projects such as the Aquatic Centre and Arts Centre will bring people to the area, state of the art sports facilities, shopping centres, family activities"

"Continuing to develop infrastructure that allows people to remain in the area for life..."

"Attracting and retaining skilled professionals as well as creative and passionate young people"

"The ability to provide a healthy environment for our community, while supporting meaningful employment opportunities"



STRATEGIC OBJECTIVES	COUNCIL'S ROLE			FOCUS FOR PRIORITY POPULATION GROUPS
	DELIVER	PARTNER	ADVOCACY	
4.1 Council programs and events value and promote engagement with walking, cycling, nature and open space	✓	✓		① ② ④ ⑤ ⑥ ⑦ ⑧
4.2 Apply where possible Healthy Active by Design principles when planning open space and neighbourhoods	✓			① ② ④ ⑤ ⑥ ⑦ ⑧
4.3 Utilise universal design in the development and upgrade of community assets and open space	✓	✓		① ② ④ ⑤ ⑥ ⑦ ⑧
4.4 Develop campaigns to improve community pride in our built and natural assets	✓	✓		① ② ④ ⑤ ⑥ ⑦ ⑧
4.5 Encourage individuals and communities to plan for, create and maintain a healthy environment that fosters community connectedness	✓	✓	✓	① ② ④ ⑤ ⑥ ⑦ ⑧
4.6 Ensure that health and wellbeing outcomes for the community are considered, where appropriate, in land use planning.	✓	✓	✓	

Our Diverse Community Legend

- ① People with a disability
- ② Aboriginal and Torres Strait Islander people
- ③ People experiencing or at risk of homelessness
- ④ People from socio-economically disadvantaged backgrounds
- ⑤ Children and younger people
- ⑥ Older people
- ⑦ People who are lesbian, gay, bisexual, trans and gender diverse, intersex, and queer and/or questioning (LGBTIQ)
- ⑧ People from culturally diverse communities



Our Community's Municipal Public Health & Wellbeing Plan

Measurement and evaluation plan

Table 1. Overview of Review and Evaluation of Living Well Latrobe

Relevant Action Plans

- Developed by the organisation yearly, to include outputs, measurements and actions in line with the strategic objectives of this plan

Review & report

- Report on actions and outputs completed
- Report on changes in key indicators
- Feedback to community and partners on annual impact

Evaluation

- Undertake process and impact evaluations
- Review actions and outputs against key indicators
- Identify changes for inclusion in next Annual Action Plan

KEY INDICATORS WE WILL MEASURE	WHAT OUR ACTION PLAN WILL INCLUDE
<ul style="list-style-type: none"> • Service reviews include measures of affordability, flexibility, and inclusion • Volunteering rates in Latrobe • Self-rating of preparedness of community members increases following support to plan in emergencies • Recorded progress towards achieving 'net zero' carbon emissions across Latrobe City Council operations • Free public Wi-Fi is rolled out in all activity centres • Number of programs and services at Councils incorporating co-design with community increases, with outcomes added to annual action plans • Number of people visiting and using Latrobe Leisure facilities, Libraries and Creative Arts (both usual programs and events) • Number of sporting clubs or community organisations engaged and supported to achieve objectives in this plan • Increase in people from all of Latrobe selecting the natural environment as a response to the Your Latrobe Community Survey question – “What makes Latrobe City a good place?” • Increased usage of public open space • Health data in Latrobe 	<ul style="list-style-type: none"> • Actions that meet the strategic objectives in this plan • Outputs and specific measures for evaluation • Teams responsible identified in carrying out actions • A Commitment to partnerships and collaboration • A timeframe for actions • How we will work with priority population groups to achieve greater healthy equity • A commitment to working with our community to improve health outcomes



“You need to feel safe where you live... it’s the priority”

Appendix A

Kids Co-designing Healthy Places

The Kids Co-designing Healthy Places toolkit developed by Monash University was used to co-design actions with children and young people for the inclusion in this plan. The work with Youth Council is included below and have been integrated into the main objectives of this plan.

Youth Council Co-Design Workshop

Top priorities:

1. Community safety in general
2. Safety from bullying
3. Access - having access and the ability to join in
4. Healthy food advertising and reducing fast food advertising

Ideas for actions:

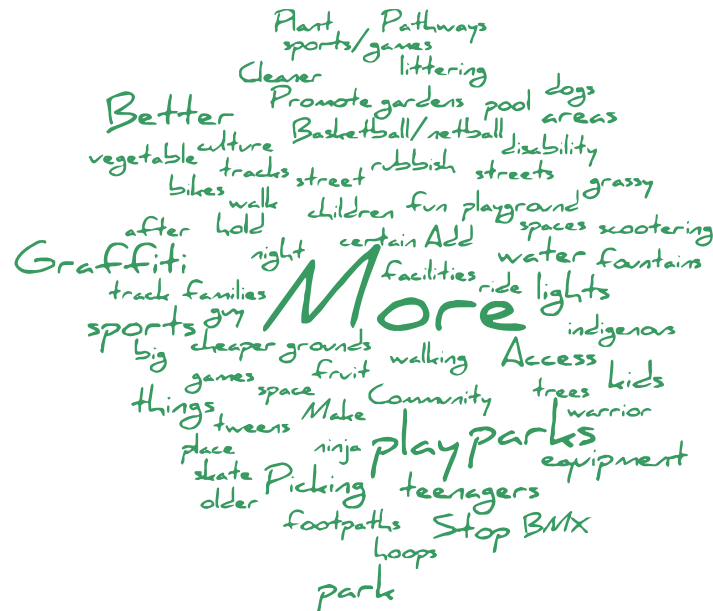
- Better lighting in areas where needed
- Fixing potholes and improving footpaths for people in wheelchairs, parents with prams, and for the vulnerable or general community
- Focusing on safety from others and the environment
- Consider ways to limit fast food ads
- Campaigns like ‘Food for Mood’ that support good food choices for mental and physical health
- Education about bullying, speaking up and building resilience to keep safe from harm
- Make changes to the physical environment to generate community pride and increase perception of safety
- In the interest of access and equity, establish mailboxes around town centres and other places to receive community ideas about making the neighbourhoods safer

Appendix B

Selected Survey results

'Kids Co-Designing Healthy Places' work

Word Cloud from the survey results:
 "How could we make your neighbourhood a healthier place?"



The survey results showed overall children and younger people reported:

- Around 21% felt they sometimes felt it was difficult to buy healthy, food drinks and snacks in their neighbourhood
- Approximately 50% reported they were able to get free drinking water in their neighbourhood
- Unhealthy food advertising was sometimes seen by 35% of respondents in their neighbourhood
- Most respondents said there are lots of good places for games and sports in their neighbourhood (70%) and have lots of places to play outdoors (60%)
- Most feel safe when walking or cycling in their neighbourhood (62%) and they are well lit (54%). Safety around public toilets was noted as a concern to 28%
- Bullying was a concern for 17% of respondents (never feel safe from being bullied by other children in my neighbourhood)

Further work with children and younger people is set to be completed in 2022 where Council will work with small groups of primary school aged children to design solutions and actions from the survey results.

Appendix C

Supporting information

Demographics and Health Profile Municipal Public Health and Wellbeing Plan 2021-25

References

1. Australian Bureau of Statistics as displayed in Remplan 2016
2. Department of Health Victorian Health Population Survey 2017
3. Council to Homeless Persons 2020
4. The State of Victoria Department of Environment, Land, Water & Planning 2017 Climate Change Risks to Local Government
5. Regional Development Victoria 2016
6. Latrobe Creative Arts 2019
7. Latrobe City Council Grants and Sponsorship program 2020
8. Department of Social Services 2020
9. Department of Health and Human Services Health Population Survey 2014
10. Women's Health Atlas 2020
11. Central West Gippsland Primary Care Partnership Catchment Health & Wellbeing Profile 2019
12. Australian Bureau of Statistics 2016
13. Department of Health Victoria, Victorian Population Health Survey 2019
14. The Social Health Atlas of Australia 2014
15. Australian Bureau of Statistics 2018
16. Turning Point 2020, population Health. Retrieved from www.turningpoint.org.au/research/population-health
17. Maternal and Child Health Services Annual Report, Department of Health and Human Services 2017-2018
18. Department of Health Victorian Health Population Survey 2020





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To obtain this information in languages other than English, or in other formats, please contact Latrobe City Council on 1300 367 700.

Service Centres & Libraries

Morwell

Corporate Headquarters
141 Commercial Road, Morwell

Morwell Library

63-65 Elgin Street, Morwell

Moe

Moe Service Centre and Library
1-29 George Street, Moe

Traralgon

Traralgon Service Centre and Library
34-38 Kay Street, Traralgon

Churchill

Churchill Community Hub
9-11 Philip Parade, Churchill

ORGANISATIONAL PERFORMANCE

16. ORGANISATIONAL PERFORMANCE

Agenda Item: 16.1

Agenda Item: Proposed Sale of Land - Mates Street, Traralgon

Sponsor: General Manager, Organisational Performance

Council Plan Objective: SUSTAINABLE

Status: For Decision

Proposed Resolution:

That Council:

- 1. Gives public notice of the proposed sale of part of the discontinued road adjoining 2 Mates Street, Traralgon, being Lot 1 on Title Plan 965918U and the land contained in Certificate of Title Volume 12010 Folio 405 (together “the land”) by private treaty, and invites public comment on the proposal; and**
- 2. Considers any submissions received that are opposed to the proposed sale of the land at a future Council Meeting; or**
- 3. If no submissions opposed to the sale of the land are received, authorises the Chief Executive Officer to sell the land at no less than the current market value as assessed by independent valuation and to sign and seal any documents required to facilitate the transfer of the land.**

Executive Summary:

- The former City of Traralgon discontinued a road reserve (laneway) between Mates Street and Hyde Park Road via a notice published in the Victoria Government Gazette on 1 February 1978.
- Part of the discontinued road reserve, measuring 138 square metres (“the land”), has been fenced into 2 Mates Street, Traralgon since around 1978 and has been maintained by the property owners.
- In or about 1978, the land had been offered to the owners of 2 Mates Street to purchase. The owners were under the impression that the land had been transferred to them however this was never completed and no payment was made.
- Should Council decide to sell the land it will be necessary for public notice to be given inviting comment on the proposal in accordance with the *Local Government Act 2020*.

Background:

Council has received an application from the owners of 2 Mates Street, Traralgon, to acquire part of a discontinued road reserve (laneway) that is currently fenced into their property (attachment one).

The land, measuring 138 square metres, was originally part of a laneway between Mates Street and Hyde Park Road that was discontinued by the former City of Traralgon via a notice published in the Victoria Government Gazette on 1 February 1978 (attachment two).

The land is now described as Lot 1 on Title Plan 965918U being the land contained in Certificate of Title Volume 12010 Folio 405 (attachment three).

As stated in the Government Gazette notice, the intention of the former City of Traralgon was to sell the land by agreement to the adjoining property owners subject to any rights of the Traralgon Sewerage Authority or Council being retained.

While most of the former laneway was subsequently sold to the adjoining owners, for reasons that are not now clear, the sale of the land was not completed and completion should now occur.

Issues:

Strategy Implications

Ensure Council operates openly, transparently and responsibly.

Communication

Should Council proceed with the process to sell this land it will be necessary for public notice to be given inviting comment on the proposal in accordance with the *Local Government Act 2020*.

As part of the application process all abutting and adjacent owners of the proposal have been notified and the owners of 2 Mates Street, Traralgon have provided a statutory declaration as part of their application confirming that this has been done.

Financial Implications

In accordance with section 114 of the *Local Government Act 2020* the land would be sold based upon an independent valuation that would be obtained by Council.

The applicant has agreed to meet all reasonable costs associated with the proposal including survey and legal fees.

If the land were to be retained by Council there would be the costs associated with erecting a fence along the property boundary and ongoing maintenance costs.

Risk Analysis

As the land has been fenced into 2 Mates Street and maintained by the property owner for over forty years there are not considered to be any risks associated with the proposed sale of land.

Legal and Compliance

Section 114 of the *Local Government Act 2020* details the requirements for the sale or exchange of land as follows:

- Council must publish a notice of intention to sell land at least four weeks prior to the sale on Councils website.
- Council must undertake a community engagement process in accordance with its community engagement policy.
- Council must obtain an independent valuation from a licensed valuer not more than six months prior to the sale or exchange.

Community Implications

There are not considered to be any community implications associated with the proposed sale of land.

Environmental Implications

As a result of the original discontinuance, the land is encumbered in its entirety by easements in favour of Council and Gippsland Water for drainage and sewerage respectively. As a condition of the sale of land these rights will need to be preserved by refined easements to protect these services.

Consultation

Should the proposed sale of land proceed, public notice will be given in accordance with section 114 of the *Local Government Act 2020* and any submissions that are received would be considered at a future Council meeting.

As part of the statutory process that is to be undertaken, the proposed sale of land will be referred to Gippsland Water for clarification of any requirements that may have with regard to any assets contained within the land.

Other

There are no other known issues identified.




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 2020*.

Supporting Documents:

Nil

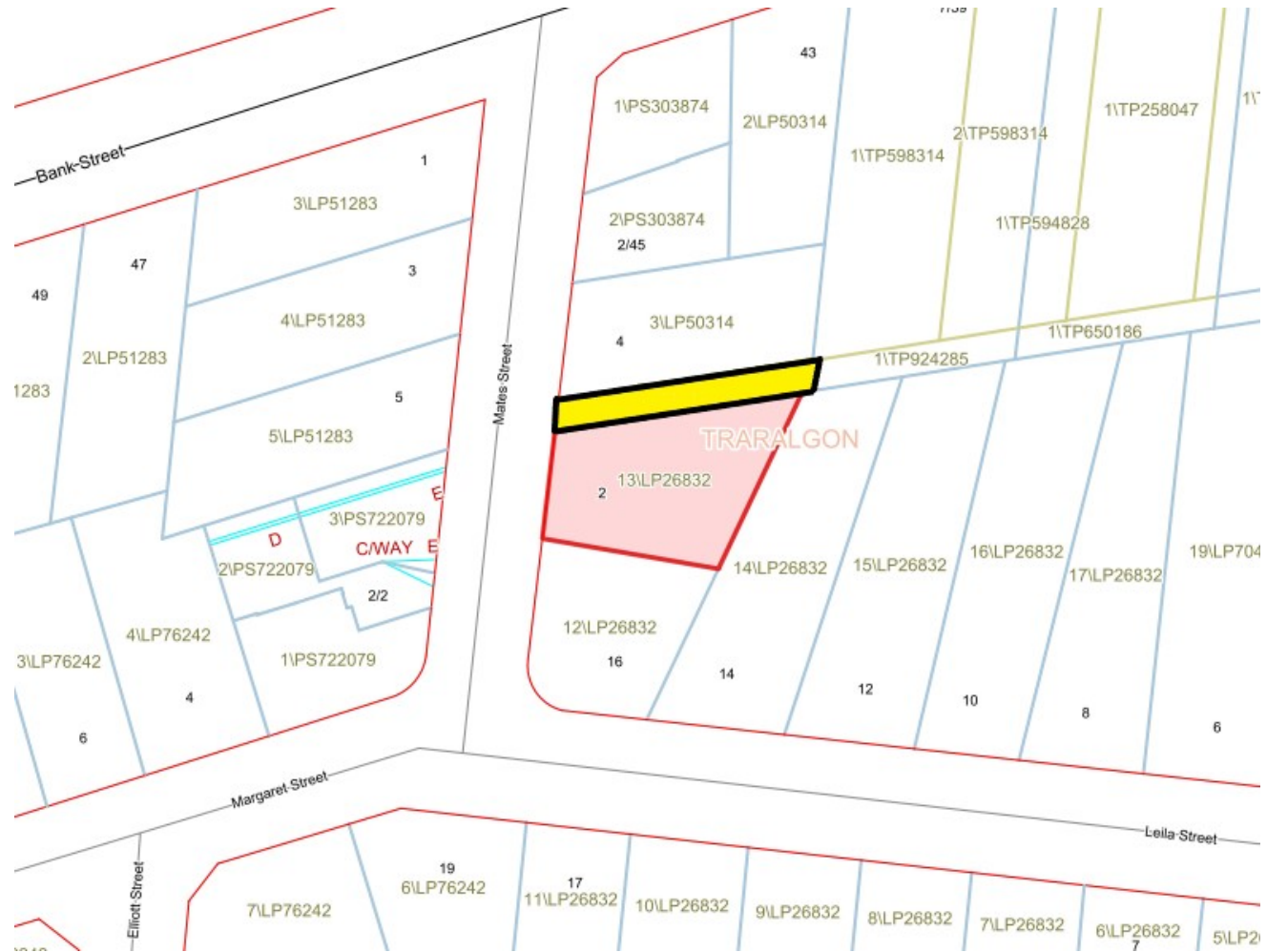
Attachments

1. [↓](#)  2 Mates Street, Traralgon
2. [↓](#)  Gazettal Notice
3. [↓](#)  Title Plan 965918U

16.1

Proposed Sale of Land - Mates Street, Traralgon

1	2 Mates Street, Traralgon.....	133
2	Gazettal Notice.....	134
3	Title Plan 965918U	135



Victoria Government Gazette

269

No. 7—February 1, 1978

LOCAL GOVERNMENT DEPARTMENT

At the Executive Council Chamber, Melbourne, the twenty-fourth day of January, 1978

PRESENT:

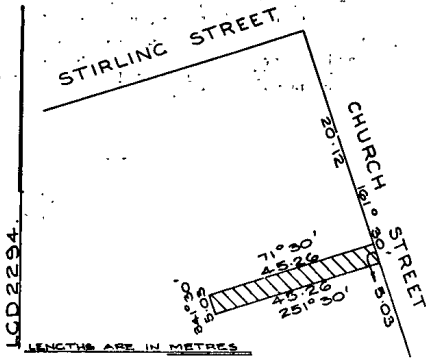
His Excellency the Governor of Victoria
 Mr. Scanlan | Mr. Granter
 Mr. Jona | Mr. Haddon Storey

ROAD DISCONTINUED—SHIRE OF TAMBO

Whereas it is provided in section 528 (2) of the Local Government Act 1958, that where a road (whether or not a public highway but not being a road set out on land of the Crown) or any part thereof is not required for public use the Governor in Council on the request of the council of the municipality in which such road is situated made not less than one month after publishing in a newspaper generally circulating in the district and posting to the registered proprietor (if any) of the land and the owners and occupiers (if any) of the lands abutting or immediately adjacent to the road notice of intention to make such a request may by Order published in the Government Gazette direct that such road or part thereof shall be discontinued and thereupon such road or part thereof shall be discontinued accordingly.

And whereas the Council of the Shire of Tambo has requested that the Governor in Council direct that a road off Church Street, Bruthen be discontinued and not less than one month previously has published in a newspaper generally circulating in the district and posted to the registered proprietor of the land in the road and to the owners and occupiers of lands abutting or immediately adjacent to the road notice of intention to make such request.

Now therefore, His Excellency the Governor of the State of Victoria, by and with the advice of the Executive Council thereof hereby directs that the said road, which is shown by hatching on the diagram hereunder, shall be discontinued, and that the land may be sold by the Council of the Shire of Tambo by agreement.



And the Honorable Alan John Hunt, Her Majesty's Minister for Local Government for the State of Victoria, shall give the necessary directions herein accordingly.

TOM FORRISTAL,
 Clerk of the Executive Council

LOCAL GOVERNMENT DEPARTMENT

At the Executive Council Chamber, Melbourne, the twenty-fourth day of January, 1978

PRESENT:

His Excellency the Governor of Victoria
 Mr. Scanlan | Mr. Granter
 Mr. Jona | Mr. Haddon Storey

ROAD DISCONTINUED—CITY OF TRARALGON

Whereas it is provided in section 528 (2) of the Local Government Act 1958, that where a road (whether or not a public highway but not being a road set out on land of the Crown) or any part thereof is not required for public use the Governor in Council on the request of the council of the municipality in which such road is situated made not less than one month after publishing in a newspaper generally circulating in the district and posting to the registered proprietor (if any) of the land and the owners and occupiers (if any) of the lands abutting or immediately adjacent to the road notice of intention to make such a request may by Order published in the Government Gazette direct that such road or part thereof shall be discontinued and thereupon such road or part thereof shall be discontinued accordingly.

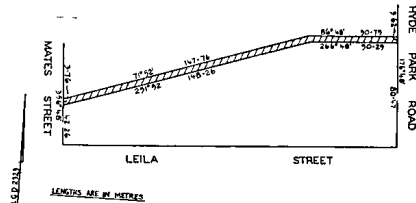
And whereas it is further provided that where a planning scheme under the Town and Country Planning Act 1961 provides for the closing of a road or part of a road and notice of approval of the planning scheme has been published in the Government Gazette, it shall not be necessary for the council to publish or to post to any person notice of its intention to request the Governor in Council to discontinue such road or part thereof.

And whereas the Amendment No. 4 of the Traralgon Planning Scheme provides that a road between Mates Street and Hyde Park Road Traralgon is not required for public use and notice of approval of that Amendment to the Traralgon Planning Scheme was published in the Government Gazette on 26th November, 1974.

And whereas the Council of the City of Traralgon has requested that the Governor in Council direct that the said road be discontinued.

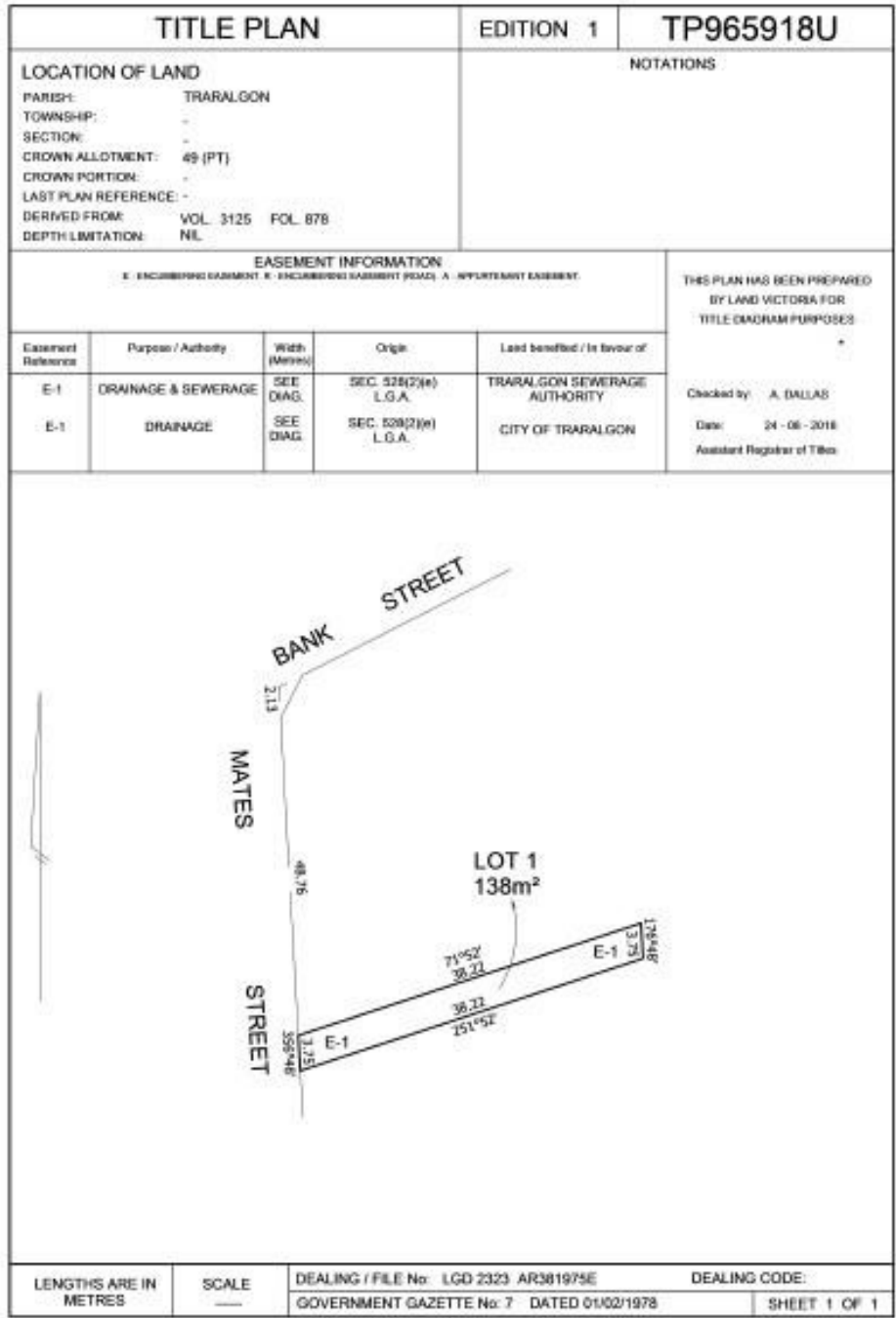
Now therefore, His Excellency the Governor of the State of Victoria, by and with the advice of the Executive Council thereof, hereby directs:

- (a) that the said road which is shown by hatching on the plan hereunder shall be discontinued;
- (b) that notwithstanding such discontinuance the Traralgon Sewerage Authority shall continue to have and possess the same title power authority or interest in or in relation to the land shown by hatching on the said plan as it had or possessed prior to such discontinuance with respect to or in connection with any drains or pipes laid or erected in on or over such land for the purpose of drainage or sewerage;
- (c) that notwithstanding such discontinuance the Council of the City of Traralgon shall continue to have and possess the same title power authority or interest in or in relation to the land shown by hatching on the said plan as it had or possessed prior to such discontinuance with respect to or in connection with any drains or pipes laid or erected in on or over such land for the purposes of drainage;
- (d) and, that subject to any such right title power authority or interest, the land in the said road may be sold by the Council of the City of Traralgon by agreement.



And the Honorable Alan John Hunt, Her Majesty's Minister for Local Government for the State of Victoria, shall give the necessary directions herein accordingly.

TOM FORRISTAL,
 Clerk of the Executive Council



Agenda Item: 16.2

Agenda Item: 2021/22 Mid Year Budget Review

Sponsor: General Manager, Organisational Performance

Council Plan Objective: CONNECTED

Status: For Decision

Proposed Resolution:

That Council allocates funding to the following projects from the forecast mid-year budget review:

- 1. Significant Tree Register for Private Land \$23,000**
- 2. Airlie Bank Nursery – Hi Bay Shed Propping \$50,000**
- 3. Airlie Bank Nursery – Demolition of L shaped building \$50,000; and**
- 4. Gippsland Performing Arts Centre – Promotion Costs \$10,000**

Executive Summary:

- A mid-year review is undertaken each year to compare how council is tracking against the adopted budget and to ensure there is no need to prepare a revised budget.
- In accordance with section 95 of the *Local Government Act 2020* (the Act), the CEO has recommended there is no requirement for a revised budget as none of the three criteria identified in the Act exist.
- The review has indicated that increased grant funding and rates revenue has resulted in a forecast surplus of \$1.88M.
- It is recommended that \$0.133M of the forecast surplus be allocated to projects referred to the mid-year process or endorsed by the Executive Team

Background:

Throughout December and January of each financial year council officers undertake a mid-year review to compare how council is tracking against its Adopted Budget to ensure that there is no requirement to prepare a revised budget as per the *Local Government Act 2020* (the Act).

The Act requires that a revised budget is required if Council intends to make a variation to the declared rates or charges or undertake to borrow funds that have not been previously approved in the budget or wish to make a change to the budget that Council considers should be the subject of community engagement”

The 2021/22 adopted budget has been reviewed against the mid-year forecast to identify any financial issues that have arisen in the first six months of the 2022 financial year. In accordance with section 95 of the *Local Government Act 2020* (the Act), the CEO has recommended there is no requirement for a revised budget as none of the three criteria identified in the Act exist.

Following the review of all areas, a cash surplus of \$1.88M has been forecast. This surplus is largely a result of \$1M of additional Grants Commission funding and stronger than anticipated growth in supplementary rates revenue.

Council Officers recommend that funding be allocated from the forecast surplus to support resolutions of Council which have previously been referred to the Mid-Year Budget process as priority works, along with projects not included in the adopted budget that have emerged during the year and have been endorsed by the Executive Team. These works total \$133,000 and include:

	\$'000
Significant Tree Register for Private Land	23.0
Airlie Bank Nursery – Hi Bay Shed Propping	50.0
Airlie Bank Nursery – Demolition of L shaped building	50.0
Gippsland Performing Arts Centre – Promotion costs	10.0
Total	133.0

Issues:

Strategy Implications

This report is aligned with the Council plan objective to “ensure financial sustainability to ensure funding of council priorities and maintenance of community assets.”

Communication

There are no communication and public relations implications associated with this report.

Financial Implications

This report relates to the forecast surplus resulting from the mid-year review, the proposed allocations are within the identified forecast surplus, therefore there are no financial implications associated with the report.

Risk Analysis

There are inherent reputational and safety risks in not undertaking the projects recommended for funding.

Legal and Compliance

There are no identified legal implications associated with this report

Community Implications

The allocation of additional budget funds creates a positive community impact.

Environmental Implications

Not applicable.

Consultation

Throughout the year Council identifies items that have not been included in the adopted budget however are referred for funding consideration via the mid-year

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 2020*.

Supporting Documents:

Nil

Attachments

Nil

URGENT BUSINESS

17. URGENT BUSINESS

Business may be admitted to the meeting as urgent business in accordance with clause 17 of the Governance Rules, by resolution of the Council and only then if it:

- 17.1 Relates to or arises out of a matter which has arisen since distribution of the agenda; and
- 17.2 Cannot reasonably or conveniently be deferred until the next Council meeting.

**MEETING CLOSED TO
THE PUBLIC TO
CONSIDER
CONFIDENTIAL
INFORMATION**

18. MEETING CLOSED TO THE PUBLIC TO CONSIDER CONFIDENTIAL INFORMATION

Nil reports