



# LATROBE CITY COUNCIL

**AGENDA FOR THE  
COUNCIL MEETING**

**TO BE HELD IN KERNOT HALL, MORWELL  
AT 6:00PM ON  
16 DECEMBER 2024  
CM613**

***Please note:***

*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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**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 Brayakaulung 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. APOLOGIES AND LEAVE OF ABSENCE**

**3. ADOPTION OF MINUTES**

**Proposed Resolution:**

**That Council confirm the minutes of the Council Meeting held on 25 November 2024.**

**4. DECLARATION OF INTERESTS**

**5. PUBLIC PARTICIPATION TIME**

**Public Questions on Notice**

In Accordance with the Governance Rules, members of the public can lodge a question on notice before 12noon on the Friday before 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.

# **STRATEGIC ITEMS FOR DECISION**

## 6. STRATEGIC ITEMS FOR DECISION

Item Number 6.1

16 December 2024

Regional City Planning and Assets

# YOUTH INFRASTRUCTURE PLAN

## PURPOSE

To present the draft Youth Infrastructure Plan (Attachment 1) incorporating feedback from community consultation and seek Council endorsement of the plan.

## EXECUTIVE SUMMARY

- The draft Youth Infrastructure Plan (“the draft Plan”) aims to provide a wide range of outdoor recreational spaces that allow for informal physical activity and social connection. These spaces will be accessible, safe, and inclusive to support the wellbeing of everyone in Latrobe City.
- The draft Plan will assist Council to:
  - Improve existing facilities;
  - Identify needs and gaps in active recreational opportunities;
  - Make informed decisions around planning and delivery of outdoor recreation infrastructure; and
  - Seek funding opportunities for identified projects.
- At the Council Meeting held on 3 June 2024, Council endorsed the release of the draft Youth Infrastructure Plan for community consultation.
- Community consultation was undertaken for six weeks from 4 June to 16 July 2024 via the Have Your Say online engagement platform and Officers held a workshop with the Youth Council during their meeting on 11 July 2024.
- 14 submissions were received via Have Your Say. Four letters and 11 emails were received. Four emails that were received prior to the engagement period were also considered as part of the consultation phase, as well as feedback received from the Youth Council.
- Changes have been made to the draft Plan in response to community feedback, the most significant being the site relocation for a new pump track in Morwell.
- Funding has not currently been allocated or secured for delivery of the majority of actions identified in the draft Plan, however projects will be referred to the annual budget process and external funding opportunities.

## OFFICER’S RECOMMENDATION

**That Council endorse the Youth Infrastructure Plan and release the plan to the public via Council’s website.**

## BACKGROUND

The draft Youth Infrastructure Plan aims to provide a wide range of outdoor recreational spaces that allow for informal physical activity and social connection. These spaces will be accessible, safe, and inclusive to support the wellbeing of everyone in Latrobe City.

The Plan addresses the strategic priority in the 2021-25 Council Plan to: Prioritise social planning and infrastructure for young people and their families, which provides additional programs and opportunities for young people to engage with Health, wellbeing and connection to natural and built environments within the municipality.

## ANALYSIS

Changes have been made to the draft Plan in response to community feedback, the most significant being the site relocation for a new pump track in Morwell. This has been moved to the land next to the existing state park as neighbours were unsupportive of one at Morwell Town Common. The final footprint of the pump track will be determined during the detailed design process.

These changes have not resulted in a significant impact on the overall estimated costings of the Plan, however Officers note a decrease of \$100,000 due to the reduction in project scope for Eric Taylor Tennis Courts by removing the resurfacing that was initially included as this has been reassessed as not required.

To ensure the draft Plan is financially viable and sustainable, neighbouring small towns have been grouped. The draft Plan seeks to distribute infrastructure across these town groups.

Actions and priorities outlined within the draft Plan are based on an assessment and review of Youth Infrastructure undertaken by Gippsport in 2023, who have been working with and receiving feedback from people between the ages of 0 – 25 through their 'Future Healthy' initiative launched in 2021, including those that face the most significant of barriers.

Consideration has been given to:

- Current facilities;
- Economic feasibility;
- Financial sustainability;
- Travel time and distance;
- Potential tourism benefits; and
- Community involvement in facility development and management

See Attachment 2 for a summary of the feedback received during the consultation phase, and Officer recommendations and comments. Below is a list of the changes made to the plan as a result of the feedback received.

1. Add a full-size basketball court at Eric Taylor Reserve, Traralgon (by adding additional line marking and 2 swivel rings to the tennis courts).
2. Add shelter, water fountain, sealed paths, seating and a table at the BMX track in Newborough.
3. Change the location of the new pump track in Morwell to next to the existing skate park.
4. Add half basketball court at Baillie Reserve, Tyers (add swivel ring to a tennis court).
5. Include 'Design Considerations' with a focus on safety, multifunctional design and accessibility.
6. Spread costings over 10 years.

Yearly actions and estimated costings are summarised in the table below.

<b>Year</b>	<b>Action</b>	<b>Priority Reason</b>	<b>Estimated Cost (as at 2024)</b>
<b>Year 1</b> 2025/26	Activate tennis courts for public use	<ul style="list-style-type: none"> <li>• Identified gap (Gippsport)</li> <li>• Risk management / asset protection</li> </ul>	(\$3,000) <i>Being delivered 2024/25</i>
	Install half basketball court at Apex Park, Moe	<ul style="list-style-type: none"> <li>• Lack of current facilities</li> </ul>	(\$100,000) <i>Project complete</i>
	Install skate park / pump track in Tyers	<ul style="list-style-type: none"> <li>• Lack of current facilities in northern small towns</li> <li>• Community involvement</li> </ul>	(\$300,000) <i>Being delivered 2024/25</i>
	Install mobile phone charging stations at multiple locations	<ul style="list-style-type: none"> <li>• Council Plan – Connected</li> <li>• Identified need (Gippsport)</li> </ul>	\$130,000
	Run promotional campaign	<ul style="list-style-type: none"> <li>• Council Plan – Connected / Healthy</li> </ul>	<i>To be completed within existing budgets</i>
	Light recreation reserves at night to encourage community use	<ul style="list-style-type: none"> <li>• Accessibility and activation</li> </ul>	(\$5,000) <i>Being delivered 2024/25 and 2025/26</i>
	Install shelter near pump track in Traralgon	<ul style="list-style-type: none"> <li>• Identified need (Gippsport)</li> </ul>	\$75,000
<b>TOTAL YEAR 1 (unfunded projects)</b>			<b>\$205,000</b>



<b>Year 2</b> 2026/27	Install cricket nets at Boolarra Memorial Park	<ul style="list-style-type: none"> <li>Lack of current facilities</li> <li>Safety</li> <li>Identified in Rec Needs Assessment</li> </ul>	\$200,000
	Resurface half basketball court at Northern Reserve, Morwell	<ul style="list-style-type: none"> <li>Current condition</li> </ul>	\$25,000 <i>(to be funded through existing resurfacing budget)</i>
	Install basketball courts at 2 locations in Traralgon (Ellavale Estate and Eric Taylor Reserve)	<ul style="list-style-type: none"> <li>Identified gap / community requests</li> </ul>	\$100,000
<b>TOTAL YEAR 2 (unfunded projects)</b>			<b>\$300,000</b>
<b>Year 3</b> 2027/28	Extend skate park in Traralgon South and add basketball / netball swivel ring to one tennis court	<ul style="list-style-type: none"> <li>Community requests</li> <li>Co-location of complementary facilities to increase utilisation</li> <li>Identified gap (Gippsport)</li> </ul>	\$300,000
<b>TOTAL YEAR 3</b>			<b>\$300,000</b>
<b>Year 4</b> 2028/29	Install pump track in Churchill	<ul style="list-style-type: none"> <li>Identified need (Gippsport)</li> </ul>	\$250,000
	Provide sealed path from footpath to Churchill's skate park and add seating and shelter	<ul style="list-style-type: none"> <li>Identified need (Gippsport)</li> </ul>	\$80,000
	Remove BMX track at Glendonald Park, Churchill	<ul style="list-style-type: none"> <li>Poor location</li> <li>To be replaced by pump track</li> </ul>	\$5,000
<b>TOTAL YEAR 4</b>			<b>\$335,000</b>
<b>Year 5</b> 2029/30	Upgrade the BMX track in Glengarry to include a pump track	<ul style="list-style-type: none"> <li>Condition of current facilities</li> <li>Tourism (economic benefit)</li> <li>Identified need (Gippsport)</li> </ul>	\$250,000
	Upgrade Yallourn North's dirt BMX track	<ul style="list-style-type: none"> <li>Condition of current facilities</li> <li>Identified need (Gippsport)</li> </ul>	\$100,000
	Improve access to netball courts and soccer pitch next to Morwell Park Primary School	<ul style="list-style-type: none"> <li>Identified need (Gippsport)</li> </ul>	\$10,000
<b>TOTAL YEAR 5</b>			<b>\$360,000</b>

<b>Year 6</b> 2030/31	Upgrade BMX track in Boolarra to a pump track	<ul style="list-style-type: none"> <li>• Condition of current facilities</li> <li>• Tourism (economic benefit)</li> <li>• Identified need (Gippsport)</li> </ul>	\$250,000
<b>TOTAL YEAR 6</b>			<b>\$250,000</b>
<b>Year 7</b> 2031/32	Upgrade Yinnar's skate park	<ul style="list-style-type: none"> <li>• Condition of current facilities</li> </ul>	\$150,000
<b>TOTAL YEAR 7</b>			<b>\$150,000</b>
<b>Year 8</b> 2032/33	Install pump track next to Morwell Skate Park	<ul style="list-style-type: none"> <li>• Lack of current / appropriate facilities</li> </ul>	\$250,000
	Remove BMX track at Ronald Reserve, Morwell	<ul style="list-style-type: none"> <li>• Poor location / passive surveillance</li> <li>• To be replaced by pump track</li> </ul>	\$5,000
<b>TOTAL YEAR 8</b>			<b>\$255,000</b>
<b>Year 9</b> 2033/34	Upgrade BMX track in Newborough to a pump track and install half basketball court, shelter, seating and table	<ul style="list-style-type: none"> <li>• Condition of current facilities</li> <li>• Tourism (economic benefit)</li> <li>• Co-location of complementary facilities to increase utilisation</li> </ul>	\$350,000
<b>TOTAL YEAR 9</b>			<b>\$350,000</b>
<b>Year 10</b> 2034/35	Install half basketball court at Morwell Recreation Reserve	<ul style="list-style-type: none"> <li>• Co-location of complementary facilities to increase utilisation</li> </ul>	\$100,000
<b>TOTAL YEAR 10</b>			<b>\$100,000</b>
<b>TOTAL COST OF PLAN (additional budget)</b>			<b>\$2,605,000</b>

Funding has not currently been allocated or secured for delivery of the majority of actions identified in the draft Plan. However, projects will be referred to the annual budget process and additionally sought to be funded through external funding opportunities.

The scope of the draft Youth Infrastructure Plan does not include planning that is currently underway for the concept Traralgon Community Precinct Masterplan, or the Victory and Newman Park Precinct that will see significant investment and outcomes for local youth in these areas and surrounds.

## RISK ASSESSMENT

RISK	RISK RATING	TREATMENT
<b>FINANCIAL</b> Commitment to deliver actions outlined in the draft Youth Infrastructure Plan requires significant investment for construction as well as ongoing maintenance.	<b>Medium</b> <i>Possible x Moderate</i>	Ensure the community understands the financial implications of delivering the Youth Infrastructure Plan and be clear that funding has not yet been allocated. Construct with ongoing maintenance requirements in mind and seek external grants if / when available.
<b>STRATEGIC</b> Plan does not meet community expectations, or the community may not agree with recommendations.	<b>Medium</b> <i>Possible x Minor</i>	Thorough consultation on the Plan has been undertaken, with changes implemented based on feedback received.

## CONSULTATION

Community consultation was undertaken on the draft Plan for six weeks from 4 June to 16 July 2024 via the Have Your Say online engagement platform. The campaign was promoted on social media, flyers and TV screens at leisure and service centres, and was also advertised in the Latrobe Valley Express Noticeboard. During this time, neighbouring properties of identified locations were contacted, as well as relevant stakeholders such as schools, youth organisations, disability groups, local sporting clubs and the small township associations seeking feedback on the draft Plan. Officers held a workshop with the Youth Council during their meeting on 11 July 2024 and met with the Latrobe Health Assembly to seek their feedback on the draft Plan.

14 submissions were received via Have Your Say. Four letters and 11 emails were received. Four emails that were received prior to the engagement period were also considered as part of the consultation phase, as well as feedback received from the Youth Council.

## COMMUNICATION

Once endorsed, the Youth Infrastructure Plan will be uploaded onto the Council website.

## DECLARATIONS OF INTEREST

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*.

## APPENDIX 1 IMPACT ASSESSMENT

### **Social**

The draft Youth Infrastructure Plan aims to provide a wide range of outdoor recreational spaces that allow for informal physical activity and social connection to support health and wellbeing.

### **Cultural**

A Gender Impact Assessment undertaken on the draft Plan identified actions to ensure that these spaces are welcoming and inclusive for Aboriginal and Torres Strait Islander, and culturally and linguistically diverse communities.

### **Health**

The draft Youth Infrastructure Plan addresses the strategic priority in the 2021-25 Council Plan to: Prioritise social planning and infrastructure for young people and their families, which provides additional programs and opportunities for young people to engage with Health, wellbeing and connection to natural and built environments within the municipality.

### **Environmental**

Environmentally Sustainable Design principles will be considered at detailed design and project delivery to ensure minimal environmental impacts of any new infrastructure.

### **Economic**

There is potential that additional infrastructure will generate income for nearby business due to increased activity in the area, in particular in the small towns.

### **Financial**

Funding has not currently been allocated or secured for delivery of the majority of actions identified within the Plan, however projects will be referred to the budget process and relevant external funding opportunities. Commitment to deliver actions outlined in the Plan requires significant investment for construction as well as ongoing maintenance.

### **Attachments**

1. Youth Infrastructure Plan
2. Community Feedback Summary

# 6.1

## Youth Infrastructure Plan

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# Youth Infrastructure Plan

December 2024



Latrobe City Council acknowledges that it operates on the traditional land of the Brayakaulung people of the Gunaikurnai nation and pays respect to their Elders past and present.



## Our Community Vision

In 2031 Latrobe City will be known for being smart, creative, healthy, sustainable and connected. It will be the most liveable regional city and at the forefront of innovation.

Working together we are a diverse, connected and resilient community, supporting the equitable diversification of our economic base and transition towards a low emissions future.

We are known as a community that is equitable, liveable and sustainable, with a continued focus on healthy lifestyles supported by high quality recreational and cultural facilities and a natural environment that is nurtured and respected.



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Moe Skate Park

## Introduction

The objective of the Latrobe City Council Youth Infrastructure Plan is to provide a wide range of outdoor recreational spaces that allow for informal physical activity and social connection. These spaces will be accessible, safe, and inclusive to support the wellbeing of everyone in Latrobe City.



## Purpose

The Youth Infrastructure Plan will assist Council to:

1. Improve existing facilities;
2. Identify needs and gaps in recreational opportunities;
3. Make informed decisions around planning and delivery of outdoor active recreation infrastructure;
4. Seek appropriate funding opportunities for identified projects;
5. Promote facilities to the local and broader community to encourage participation and provide potential tourism benefits to small and large towns.

## Strategic alignment

- Council Plan 2021-2025
- Asset Plan 2022-2032
- Living Well Latrobe, Our Community's Municipal Public Health and Wellbeing Plan 2022-25
- Public Open Space Strategy
- Play Space Strategy
- Skate and BMX Plan



Haunted Hills Mountain Bike Park



Morwell Skate Park

## Community feedback

During development of Living Well Latrobe 2022-25 the Kids Co-designing Healthy Places toolkit developed by Monash University was used to identify priorities with and for children and young people. 'Access - having access and the ability to join in' was the third priority identified during this process.

During broader community engagement for Living Well Latrobe 2022-23, when asked 'What would make Latrobe a better place to live, work and visit?' People said:

"We need more investment in parks and natural play spaces, outdoor gyms, pump tracks, stake parks"

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

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

"...Diverse sporting activity"

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

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

"Building and maintaining community areas..."

As required under the Gender Equality Act 2020, a Gender Impact Assessment has been completed on the Youth Infrastructure Plan to ensure equal opportunities for people of all genders.

## Methodology

To ensure this plan is financially viable and sustainable, small neighbouring towns have been grouped. The plan seeks to distribute infrastructure across these town groups.

The plan also acknowledges the significance of existing infrastructure such as Recreation Reserves, and seeks to build on these facilities to ensure they are broadly accessible and provide for the whole community.


Considerations in the development of the implementation plan has been given to:

- Current facilities
- Economic feasibility
- Financial sustainability
- Travel time and distance
- Potential tourism benefits
- Community involvement in facility development and management

## Active recreation activities to be available across town groups

- Tennis
- Cycling
- Cricket
- Soccer
- Skate / Scoot
- Mt Biking
- AU Football
- Baseball
- BMX
- Basketball
- Netball
- Walk/ Run

## Small town groups and travel distance

Small Town Groups	Kilometres			
Yinnar and Boolarra	9.2km	7min	-	16min
Glengarry and Toongabbie	9.6km	7min	27min	25min
Tyers and Glengarry	8.5km	6min	-	-
Tyers and Yallourn North	11km	11min	-	12min
Yallourn North and Newborough	7.7km	7min	-	13min
Traralgon South and Callignee	6.5km	7min	-	-



## Population (2021 census)

Town	Total pop.	10-14yrs	15-19yrs	20-24yrs	Total 10-24yrs
Traralgon	26,907	1,680	1,545	1,489	4,714
Morwell	14,389	841	764	870	2,475
Moe	9,375	519	445	477	1,441
Newborough	6,886	369	380	405	1,154
Churchill	4,924	322	277	361	960
Yallourn North	1,511	86	75	96	257
Glengarry	1,113	98	76	52	226
Toongabbie	1,085	82	54	61	197
Boolarra	1,023	70	57	35	162
Yinnar	1,021	59	52	53	164
Tyers	893	66	56	43	165
Traralgon South	553	35	56	36	127
Callignee	391	32	23	16	71

Actions and priorities are based on an assessment and review completed by Gippsport in March and July 2023; the above data; and internal and external consultation.

Consideration has also been given to:

- CPTED Principles
- Accessibility
- Healthy By Design Principles



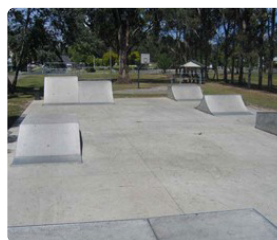
# Current facilities

## Small towns

	<b>Boolarra</b>	<b>Yinnar</b>	<b>Glengarry</b>	<b>Toongabbie</b>
<i>Tennis</i>	2 outdoor courts located at Boolarra Recreation Reserve	4 outdoor courts located at Yinnar Recreation Reserve	4 outdoor courts located at Glengarry Recreation Reserve	2 outdoor courts located at Toongabbie Recreation Reserve
<i>Skate / Scoot</i>	Concrete facility at Boolarra Centennial Park	Concrete facility at Main Street Skate Park	Metal ramps and rails on a concrete base at Main Street Reserve	Metal ramps and rails on asphalt base at Toongabbie Recreation Reserve
<i>BMX</i>	Dirt BMX track at Boolarra Centennial Park	-	Dirt BMX track at Main Street Reserve	-
<i>Cycling</i>	Rail Trail	Decent path / open road network in and around town	Rail Trail	Rail Trail
<i>Mt Biking</i>	-	-	Rail Trail / BMX track	Rail Trail
<i>Basketball</i>	1/4 court at Boolarra Centennial Park	Half-court on Main Street	Half-court at Apex Park	-
<i>Cricket (nets)</i>	Located at Boolarra Recreation Reserve	Located at Yinnar Recreation Reserve	Located at Glengarry Recreation Reserve	Located at Toongabbie Recreation Reserve
<i>AU Football</i>	Boolarra Recreation Reserve has a football oval with seasonal goals access	Yinnar Recreation Reserve has a football oval with seasonal goals access	Glengarry Recreation Reserve has a football oval with seasonal goals access	Toongabbie Recreation Reserve has a football oval with seasonal goals access
<i>Netball</i>	Boolarra Recreation Reserve has netball courts with rings	Yinnar Recreation Reserve has netball courts with rings	Glengarry Recreation Reserve has netball courts with rings	-
<i>Soccer</i>	Green open spaces available, but no access to goals	Green open spaces available, but no access to goals	Green open spaces available, but no access to goals	Green open spaces available, no goals access
<i>Baseball</i>	Green open spaces available	Green open spaces available	Green open spaces available	Green open spaces available
<i>Walk / Run</i>	Rail Trail	Yinnar Recreation Reserve	Rail Trail / Glengarry Recreation Reserve	Toongabbie Recreation Reserve
<i>Table Tennis</i>	Railway Park	Yinnar Recreation Reserve	Town Centre	Toongabbie Recreation Reserve



Boolarra BMX Track



Boolarra Skate Park



Glengarry BMX Track



Glengarry Skate Park



Outdoor Table Tennis



Toongabbie Skate Park



Yallourn North BMX Track



Yallourn North Skate Park

	Tyers	Yallourn North	Newborough	Traralgon South	Callignee
<i>Tennis</i>	2 outdoor courts located at Baillie Reserve	2 outdoor courts located at Yallourn North Recreation Reserve	3 outdoor courts located at Monash Reserve	4 outdoor courts located at Traralgon South Recreation Reserve	-
<i>Skate / Scoot</i>	-	Metal ramps with newer concrete corner located at Reserve St / Third St Reserve	-	Concrete bowl with metal coping located at Traralgon South Recreation Reserve	-
<i>BMX</i>	Dirt BMX track located at Baillie Reserve	Dirt BMX Track located at Reserve St / Third St Reserve	Dirt BMX Track located at Henry White Reserve	-	-
<i>Cycling</i>	Decent path / open road network in and around town	Decent path / open road network in and around town	Joe Carmody Athletics Track (velodrome)	Decent path / open road network in and around town	-
<i>Mt Biking</i>	-	Within close proximity to Haunted Hills Mountain Bike Park	Within close proximity to Haunted Hills Mountain Bike Park	-	-
<i>Basketball</i>	Half-court at the CFA shed, next to the BMX track at Baillie Reserve	Rotating hoop/backboard located at one end of secondary netball court at George Bates Reserve	-	-	-
<i>Cricket (nets)</i>	-	Yallourn North Recreation Reserve	WH Burrage Reserve	Traralgon South Recreation Reserve	No (there is a cricket pitch on the oval at Callignee Recreation Reserve but no nets)
<i>AU Football</i>	Baillie Reserve has a football oval with seasonal goals access	George Bates Reserve and Yallourn North Recreation Reserve have football ovals with seasonal goal access	Northern Reserve has a football oval with seasonal goals access	Traralgon South Recreation Reserve has an oval (but no goals)	Callignee Recreation Reserve has an oval but no goals
<i>Netball</i>	Baillie Reserve has netball courts with rings	George Bates Reserve has netball courts with rings	Monash Reserve and Northern Reserve have netball courts with rings	Traralgon South Recreation Reserve has netball courts with rings	-
<i>Soccer</i>	Baillie Reserve has a soccer pitch with seasonal access to goals	Green open spaces available, but no access to goals	Soccer pitches located at WH Burrage Reserve and Monash Reserve with seasonal goals access	Green open spaces available, but no access to goals	Green open spaces available, no goals access
<i>Baseball</i>	Green open spaces available	Green open spaces available	Permanent fencing and seasonal diamond located at WH Burrage Reserve	Green open spaces available	Green open spaces available
<i>Walk / Run</i>	Baillie Reserve	Yallourn North Recreation Reserve	Joe Carmody Athletics Track	Traralgon South Recreation Reserve	Callignee Recreation Reserve
<i>Table Tennis</i>	-	-	-	-	-



Newborough BMX Track



Tyers BMX Track



Yinnar Skate Park



Traralgon South Skate Bowl

# Current Facilities

## Large towns

	Traralgon	Morwell	Moe	Churchill
<i>Tennis</i>	Traralgon Tennis Centre (bookings required)  Maskrey Reserve, Pax Hill (bookings required)  Eric Taylor Reserve (open to public)	Ronald Reserve (bookings required)	Moe Botanic Gardens	Gaskin Park (bookings required)
<i>Skate / Scoot</i>	Traralgon Skate Park (concrete)	Morwell Skate Park (concrete)	Moe Skate Park (concrete) Haunted Hills Pump Track	Churchill Skate Park (concrete)
<i>BMX</i>	Pump Track at Traralgon Recreation Reserve	Ronald Reserve (dirt track)	Haunted Hills Pump Track	Glendonald Park (dirt track)
<i>Cycling</i>	Gippsland Plains Rail Trail - Traralgon to Toongabbie  Traralgon-Morwell Shared Path	Traralgon-Morwell Shared Path  Waterhole Creek	Joe Carmody Athletics Track (velodrome)  Moe-Yallourn Rail Tail  Old Sale Road (bike lane)	Eel Hole Creek
<i>Mt Biking</i>	Maryvale Pines *Located on private land	Maryvale Pines *Located on private land	Haunted Hills Mountain Bike Park (Newborough)	Dobbins Road (unsanctioned / difficult)
<i>Basketball</i>	court at Catterick Crescent Reserve  court at St James Church (Grey St)  court Marshalls Road (Hammersmith Cct)	court at Northern Reserve	-	Glendonald Park
<i>Cricket (nets)</i>	Duncan Cameron  Traralgon West Sporting Complex  Apex Park  Catterick Crescent Reserve (1 open to public)  Traralgon Rec Reserve	Maryvale Recreation Reserve (1 open to public)  Keegan Street Reserve (1 open to public)	Ted Summerton Reserve  Gippsland Cricket Centre of Excellence (bookings required)  WH Burrage Reserve (Newborough)	Andrews Park West  Glendonald Park



Moe Skate Park



Morwell Skate Park



Morwell BMX Track



Haunted Hills Mountain Bike Park

## Large Towns (cont.)

	Traralgon	Morwell	Moe	Churchill
<i>AU Football</i>	Traralgon West Sports Complex Apex Park Traralgon Recreation Reserve Duncan Cameron Reserve Liddiard Road Primary School Oval Bradman Boulevard Oval	Ronald Reserve Crinigan Road South Reserve Northern Reserve Morwell Recreation Reserve	Ted Summerton Reserve Joe Tabautu Reserve Northern Reserve (Newborough)	Gaskin Park Glendonald Park
<i>Netball</i>	Breed Street Traralgon Recreation Reserve	Ronald Reserve Morwell Recreation Reserve Morwell Park Primary School	Ted Summerton (goals taken down) Monash Reserve (Newborough) Northern Reserve (Newborough) Saviges Road	Gaskin Park Glendonald Park
<i>Soccer</i>	Harold Preston Bradman Boulevard Oval	Ronald Reserve Morwell Recreation Reserve Crinigan Road South Reserve Crinigan Road North Reserve (GSEP) Maryvale Recreation Reserve Morwell Park Primary School	Olympic Park WH Burrage Reserve (Newborough) Monash Reserve (Newborough)	Hazelwood South Reserve
<i>Baseball</i>	Kevin Lythgo Reserve Liddiard Road Primary School Oval	Toners Lane	WH Burrage Reserve (Newborough)	Andrews Park West
<i>Walk / Run</i>	Gippsland Plains Rail Trail Traralgon-Morwell Shared Path Traralgon Creek Path Harold Preston Reserve Railway Reserve	Traralgon-Morwell Shared Path Crinigan Road Bushland Reserve Immigration Park / Waterhole Creek	Joe Carmody Synthetic Athletics Track Edward Hunter Bushland Reserve Moe-Yallourn Rail Trail Lake Narracan	Mathison Park / Lake Hyland Eel Hole Creek
<i>Other</i>	Outdoor table tennis - Newman Park	Outdoor table tennis - Morwell Town Common	Track and field infrastructure at John Field Reserve Outdoor table tennis - Moe Botanic Gardens	Synthetic Hockey Pitch - Latrobe City Synthetic Sports Field Outdoor table tennis - Mathison Park



Churchill Skate Park



Churchill BMX Track



Traralgon Pump Track



Traralgon Skate Park



## Short term actions

Action	Location
<i>Provide free Wi-Fi and mobile phone charging station</i>	Boolarra BMX Track Churchill Skate Park Glengarry Skate Park Moe Skate Park Morwell Skate Park Newborough BMX Track Traralgon Recreation Reserve (near Pump Track) Traralgon Skate Park (new) Traralgon South Skate Park Tyers BMX Track Yallourn North Skate Park Yinnar Skate Park
<i>Confirm availability / open to general public</i>	Boolarra tennis courts Gaskin Park netball courts Gaskin Park tennis courts Glengarry netball courts Monash Reserve tennis courts Pax Hill tennis courts Ted Summerton netball courts Toongabbie netball courts Toongabbie tennis courts Traralgon South tennis courts Tyers netball courts Yinnar netball courts Yinnar tennis courts
<i>Provide soccer nets (portable or permanent TBC per site)</i>	Boolarra Recreation Reserve Callignee Recreation Reserve Glengarry Recreation Reserve Harold Preston (make available all year round) Toongabbie Recreation Reserve Traralgon South Recreation Reserve Tyers Recreation Reserve Yallourn North Recreation Reserve Yinnar Recreation Reserve
<i>Provide AFL goal posts</i>	Callignee Recreation Reserve Toongabbie Recreation Reserve Traralgon South Recreation Reserve
<i>Review and update existing signage</i>	All sites

## Long term actions

Action	Location
<i>Upgrade or install half-court basketball court and / or swivel ring</i>	Moe Morwell (refurbish) Newborough Traralgon x 2 Traralgon South
<i>Install cricket nets</i>	Boolarra Recreation Reserve
<i>Upgrade BMX Track / install new Pump Track</i>	Boolarra Churchill Glengarry Morwell Newborough Traralgon South Tyers Yallourn North (upgrade to dirt track only)
<i>Upgrade or install new Skate Park</i>	Tyers Yinnar
<i>Install shelter</i>	Churchill Skate Park Traralgon Pump Track

## Implementation Plan

### 10 Year Implementation Plan – Yearly costings (estimated as at 2024)

#### Year one

2025 / 2026	Town	Priority reason	Estimated Cost (as at 2024)
Install Book-A-Court technology at tennis courts to allow free public access (online booking system)	Boolarra Churchill Newborough Toongabbie Traralgon South Yinnar	Identified gap (Gippsport) Risk management / asset protection	\$3,000 (Iglouhome Padlock - funded within existing budget)
Install half basketball court at Apex Park	Moe / Newborough	Lack of current facilities	(funded within existing budget)
Upgrade dirt BMX track to a skate park / pump track and add basketball ring to one court at Baillie Reserve	Tyers	Lack of current facilities in northern small towns Community involvement	\$300,000 (funded through 2024/25 budget)
Install mobile phone charging stations at 12 locations and ensure free Wi-Fi available	Multiple	Council Plan - Connected Identified need (Gippsport)	\$130,000
Develop promotional campaign raising profile and visibility of Latrobe City's open access recreational spaces	All	Council Plan - Connected / Healthy	No additional cost to Council. This will be done in-house
Pilot 'Active After Hours' initiative	Multiple	Accessibility and activation	TBC (electricity rebate)
Install shelter for pump track at Traralgon Recreation Reserve	Traralgon	Identified need (Gippsport)	\$75,000
<b>Total Year 1 estimated costing (additional budget)</b>			<b>\$205,000</b>

\*Active After-Hours initiative will see lights turned on after dusk at selected Recreation Reserves to encourage community use at night.

#### Year two

2026 / 2027	Town	Priority reason	Estimated Cost (as at 2024)
Install cricket nets	Boolarra	Lack of current facilities Safety Identified in Rec Needs Assessment	\$200,000
Resurface half basketball court at Northern Reserve	Morwell	Current condition	\$25,000 (to be funded through existing resurfacing budget)
Install basketball court at: Eric Taylor (add basketball / netball swivel ring at both ends of 1 tennis court and install removable tennis net) Ellavale Estate (half court) (park near Kangaroo Rise)	Traralgon	Identified gap / community requests	\$100,000 ((\$50,000 each)
<b>Total Year 2 estimated costing (additional budget)</b>			<b>\$300,000</b>

## 10 Year Implementation Plan – Yearly costings (cont.)

### Year three

2027 / 2028	Town	Priority reason	Estimated Cost (as at 2024)
Extend skate park to include a pump track and add basketball / netball swivel ring to tennis court	Traralgon South	Community requests Co-location of complementary facilities to increase utilisation Identified gap (Gippsport)	\$300,000
<b>Total year three estimated costing</b>			<b>\$300,000</b>

### Year four

2028 / 2029	Town	Priority reason	Estimated Cost (as at 2024)
Install a pump track to area behind existing skate park	Churchill	Identified need (Gippsport)	\$250,000
Provide sealed path from footpath to skate park and add seating and shelter	Churchill	Identified need (Gippsport)	\$80,000
Remove BMX track at Glendonald Park	Churchill	Poor location To be replaced by pump track	\$5,000
<b>Total year four estimated costing</b>			<b>\$335,000</b>

### Year five

2029 / 2030	Town	Priority reason	Estimated Cost (as at 2024)
Upgrade BMX track to a pump track (at detailed design consider keeping dirt track, and adding the pump track)	Glengarry	Condition of current facilities Tourism (economic benefit) Identified need (Gippsport)	\$250,000
Upgrade dirt BMX track	Yinnar	Condition of current facilities	\$100,000
Improve access and signage to netball courts and soccer pitch next to Morwell Park Primary School	Morwell	Lack of current / appropriate facilities	\$10,000
<b>Total year five estimated costing</b>			<b>\$360,000</b>

### Year six

2030 / 2031	Town	Priority reason	Estimated Cost (as at 2024)
Upgrade BMX track to pump track	Boolarra	Condition of current facilities Tourism (economic benefit) Co-location of complementary facilities to increase utilisation	\$250,000
<b>Total year six estimated costing</b>			<b>\$250,000</b>

## 10 Year Implementation Plan – Yearly costings (cont.)

### Year seven

2031 / 2032	Town	Priority reason	Estimated Cost (as at 2024)
Upgrade skate park	Yinnar	Condition of current facilities	\$150,000
<b>Total year seven estimated costing</b>			<b>\$150,000</b>

### Year eight

2032 / 2033	Town	Priority reason	Estimated Cost (as at 2024)
Install pump track next to skate park <small>*need to obtain land lease from VicTrack</small>	Morwell	Lack of current / appropriate facilities	\$250,000
Remove BMX track at Ronald Reserve	Morwell	Poor location / passive surveillance To be replaced by pump track	\$5,000
<b>Total year eight estimated costing</b>			<b>\$255,000</b>

### Year nine

2033 / 2034	Town	Priority reason	Estimated Cost (as at 2024)
Upgrade BMX track to a pump track and install half basketball court (include shelter, sealed footpaths, seating and table options)	Newborough	Condition of current facilities Tourism (economic benefit) Co-location of complementary facilities to increase utilisation	\$350,000
<b>Total year nine estimated costing</b>			<b>\$350,000</b>

### Year ten

2034 / 2035	Town	Priority reason	Estimated Cost (as at 2024)
Install half basketball court at Morwell Recreation Reserve	Morwell	Co-location of complementary facilities to increase utilisation	\$100,000
<b>Total year ten estimated costing</b>			<b>\$100,000</b>

*NOTE: Funding has not currently been allocated or secured for the delivery of this implementation plan.*

*NOTE: Planning is currently underway for the Traralgon Community Precinct, and Victory and Newman Park Precinct which will see significant investment and outcomes for local youth in these areas and surrounds.*



## Design Considerations

To ensure the Youth Infrastructure Plan is in line with the Latrobe City Council Fair Access and Use Policy - Community Sports and Recreation Facilities, supports Physical Literacy and delivers outdoor active recreational spaces that are welcoming and accessible to everyone, consideration should be made to:

### Detailed design

**Applying a safety lens:** Adhering to Crime Prevention Through Environmental Design Principles, consideration for appropriate lighting (including car parks), ensuring clear visibility and sightlines to area, providing multiple entry / exit points, displaying welcoming signage using inclusive language that includes location of nearby amenities, public transport and emergency contact numbers.

**Multifunctional design:** Incorporate spatial variation and consideration for various skill levels and ability (such as a separate beginners / warm up area). Consider different levels and ways people engage in the space by including connecting footpaths, a variety of seating and shelter options and potentially include items of quick interest such as platforms, stages, hopscotch or 4 square.

**Accessibility:** Ensure spaces are accessible by providing smooth, wide pathways, ramps and consider including adaptive equipment for people with disability.

**Create a welcoming environment:** Provide a space that reflects the diversity of the community and encourages everyone to feel welcome (consideration to community art, use of colour, appropriate landscaping and signage that uses non gendered imagery and inclusive language).

**Community engagement:** Undertake targeted community engagement during detailed design to ensure the needs of current users and those who participate less are being considered.

### Following delivery of infrastructure

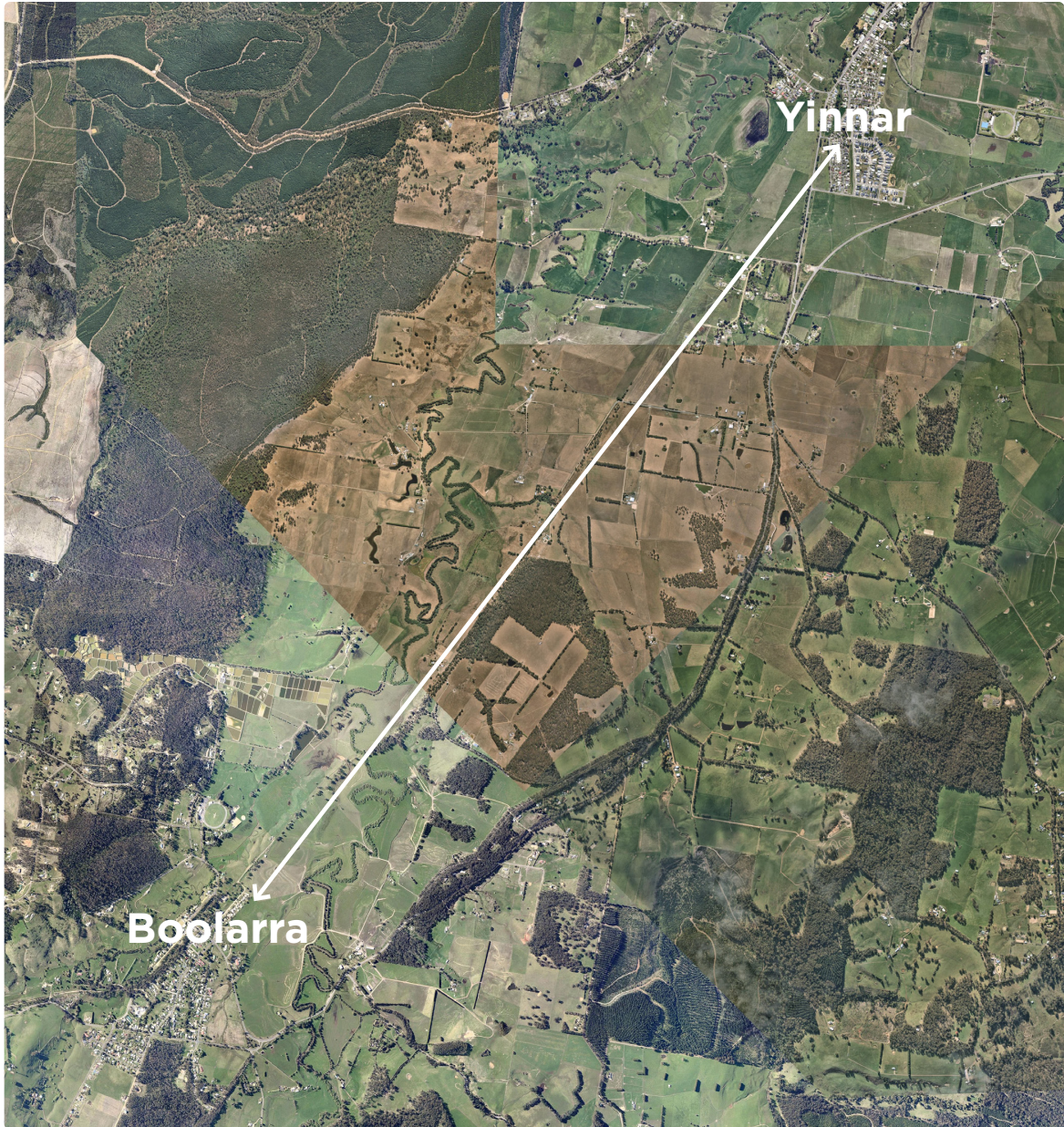
**Programming and management:** Activate spaces with inclusive programs and events promoted across Disability, LGBTIQ+, CALD, ATSI and Positive Ageing community networks.

**Community engagement:** Commit to using inclusive language and images.



# 2024 Maps

## Yinnar and Boolarra



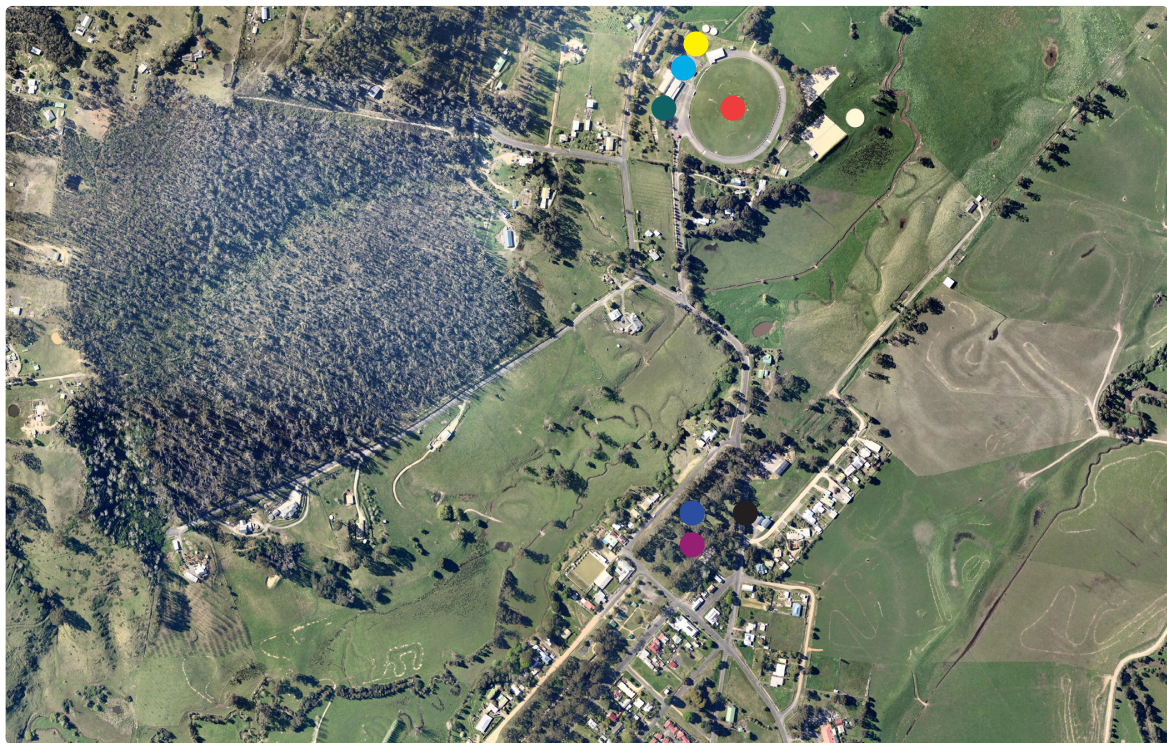
9.2km

 7min  16min

### Yinnar



### Boolarra

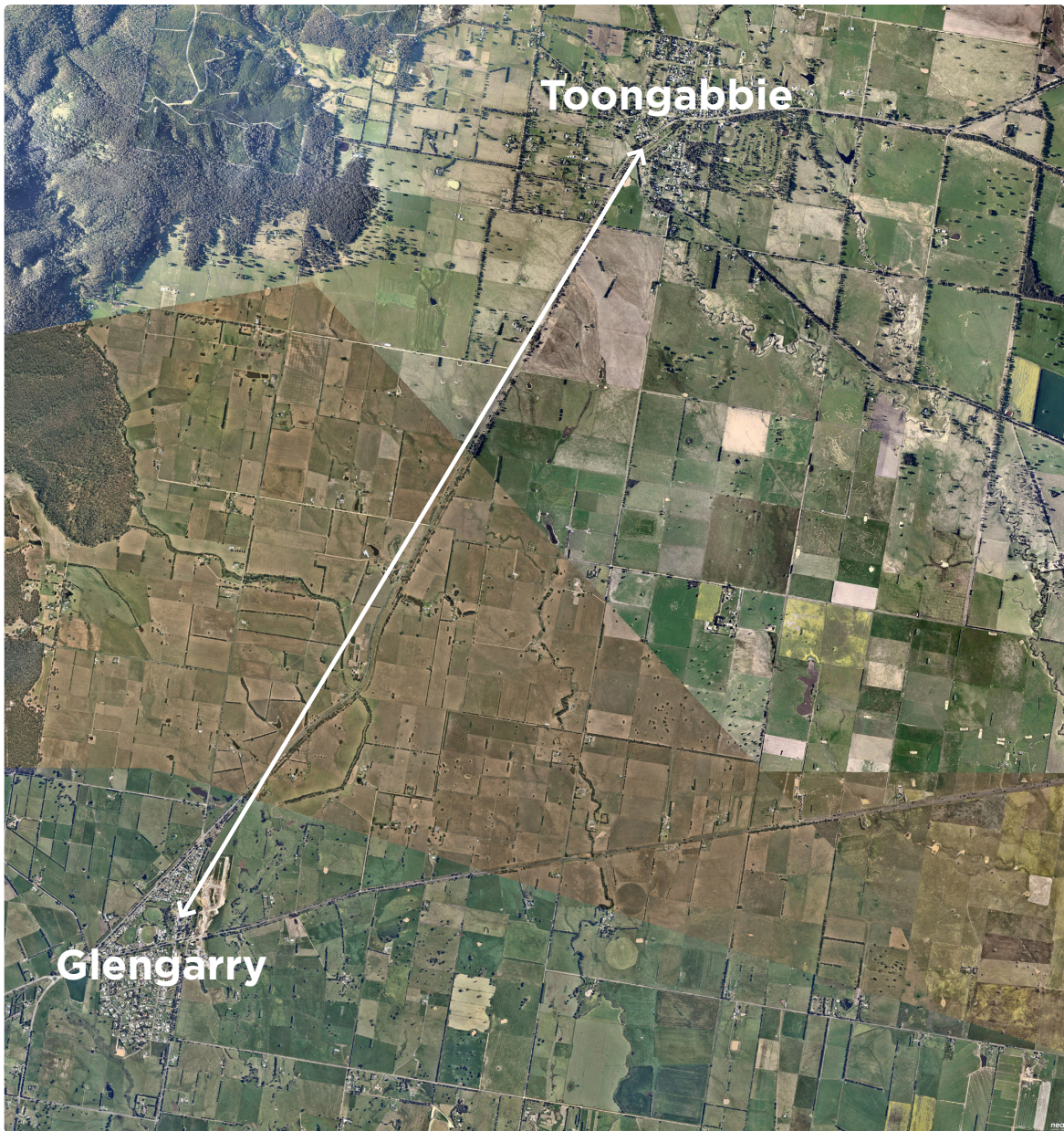


#### Legend


- Tennis
- Skate / Scoot
- BMX
- Basketball
- Cricket (nets)
- AU Football
- Netball
- Soccer
- Baseball

## 2024 Maps (cont.)

### Glengarry and Toongabbie



9.6km

 7min  27min  25min



### Glengarry



### Toongabbie



#### Legend

- Tennis
- Skate / Scoot
- BMX
- Basketball
- Cricket (nets)
- AU Football
- Netball
- Soccer
- Baseball

### 2024 Maps (cont.)

#### Tyers and Glengarry



8.5km

 6min

#### Tyers



#### Glengarry



#### Legend

-  Tennis
-  Skate / Scoot
-  BMX
-  Basketball
-  Cricket (nets)
-  AU Football
-  Netball
-  Soccer
-  Baseball

### Tyers and Yallourn North



11km



11min



12min

### Tyers



### Yallourn North

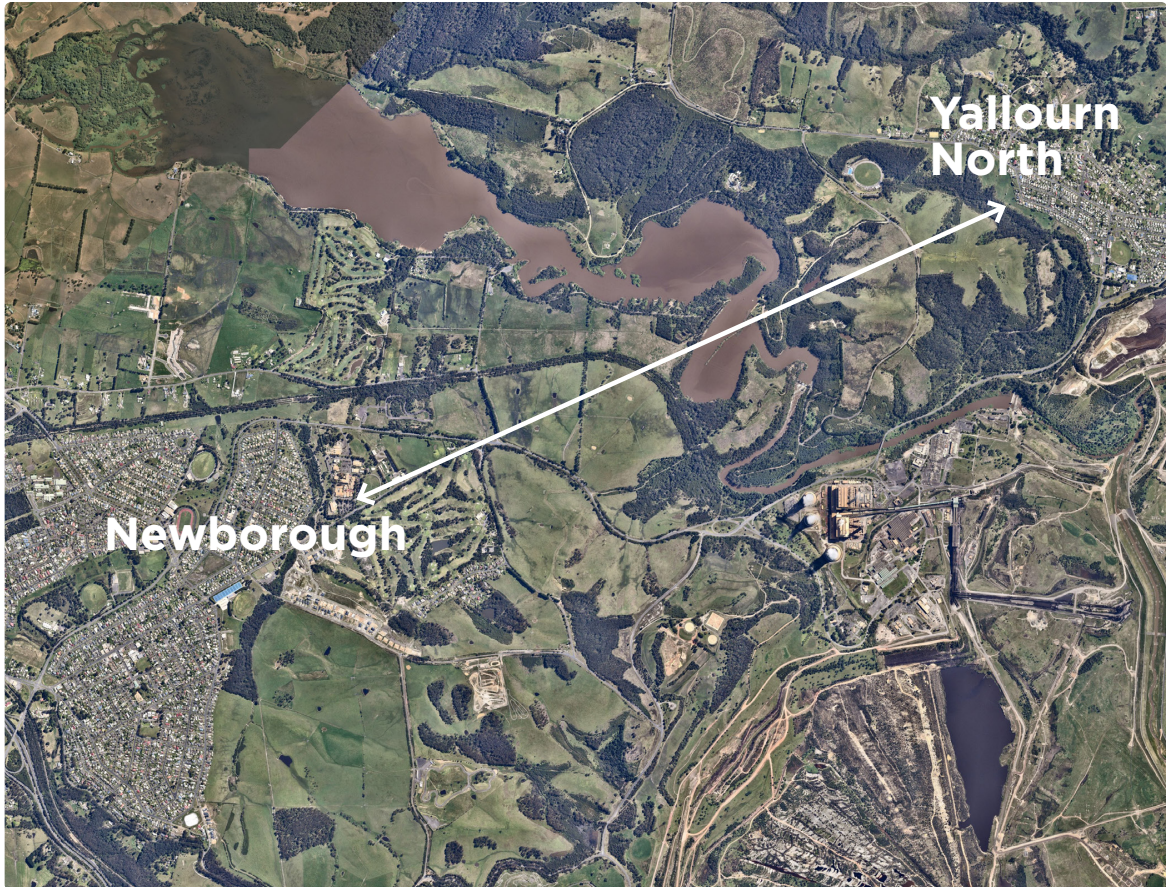


#### Legend

- Tennis
- Skate / Scoot
- BMX
- Basketball
- Cricket (nets)
- AU Football
- Netball
- Soccer
- Baseball

## 2024 Maps (cont.)

### Newborough and Yallourn North



7.7km

 7min  13min

### Newborough



### Yallourn North

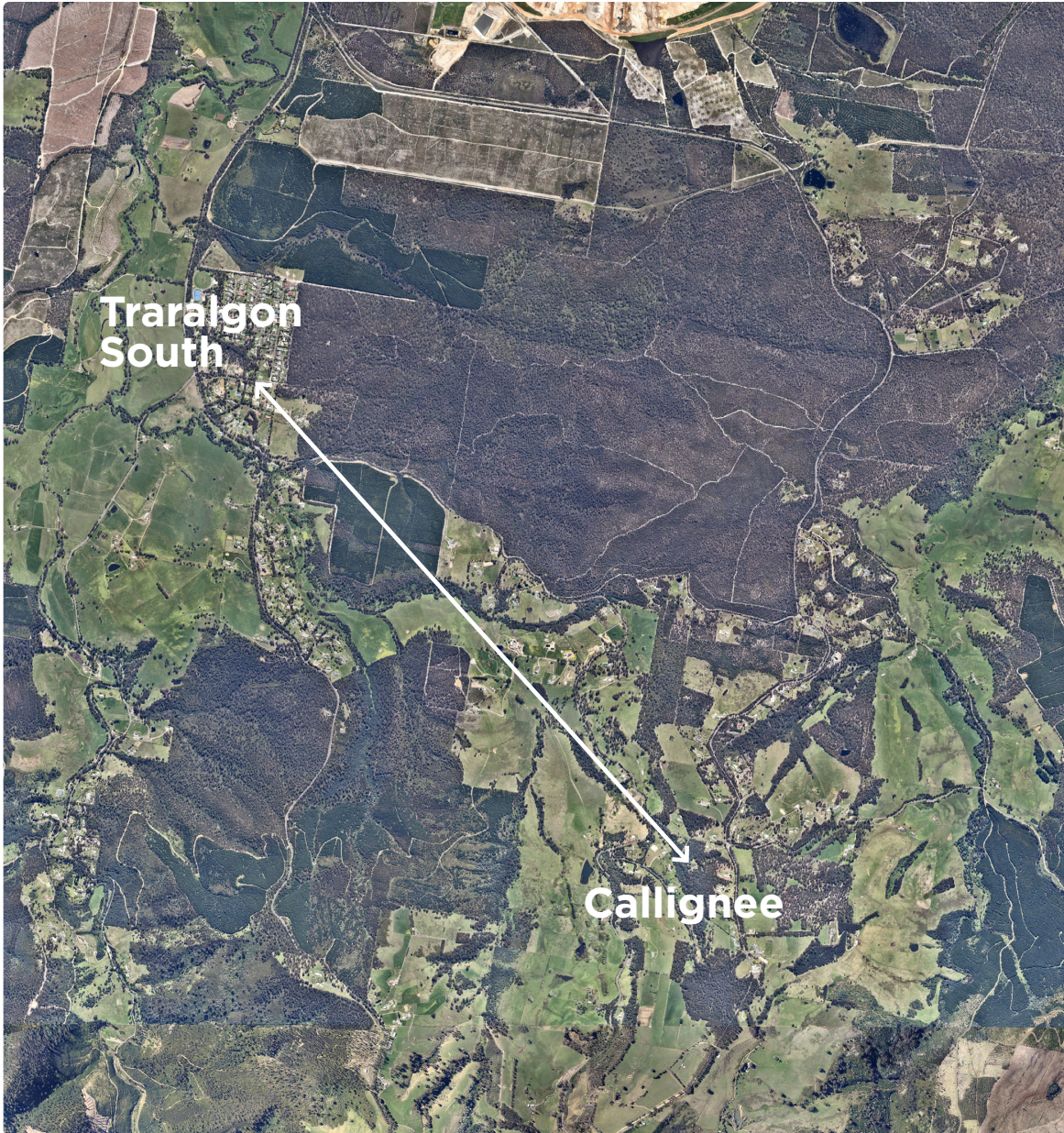


#### Legend

- Tennis
- Skate / Scoot
- BMX
- Basketball
- Cricket (nets)
- AU Football
- Netball
- Soccer
- Baseball

## 2024 Maps (cont.)

### Traralgon South and Callignee



6.5km

 7min

### Traralgon South



### Callignee

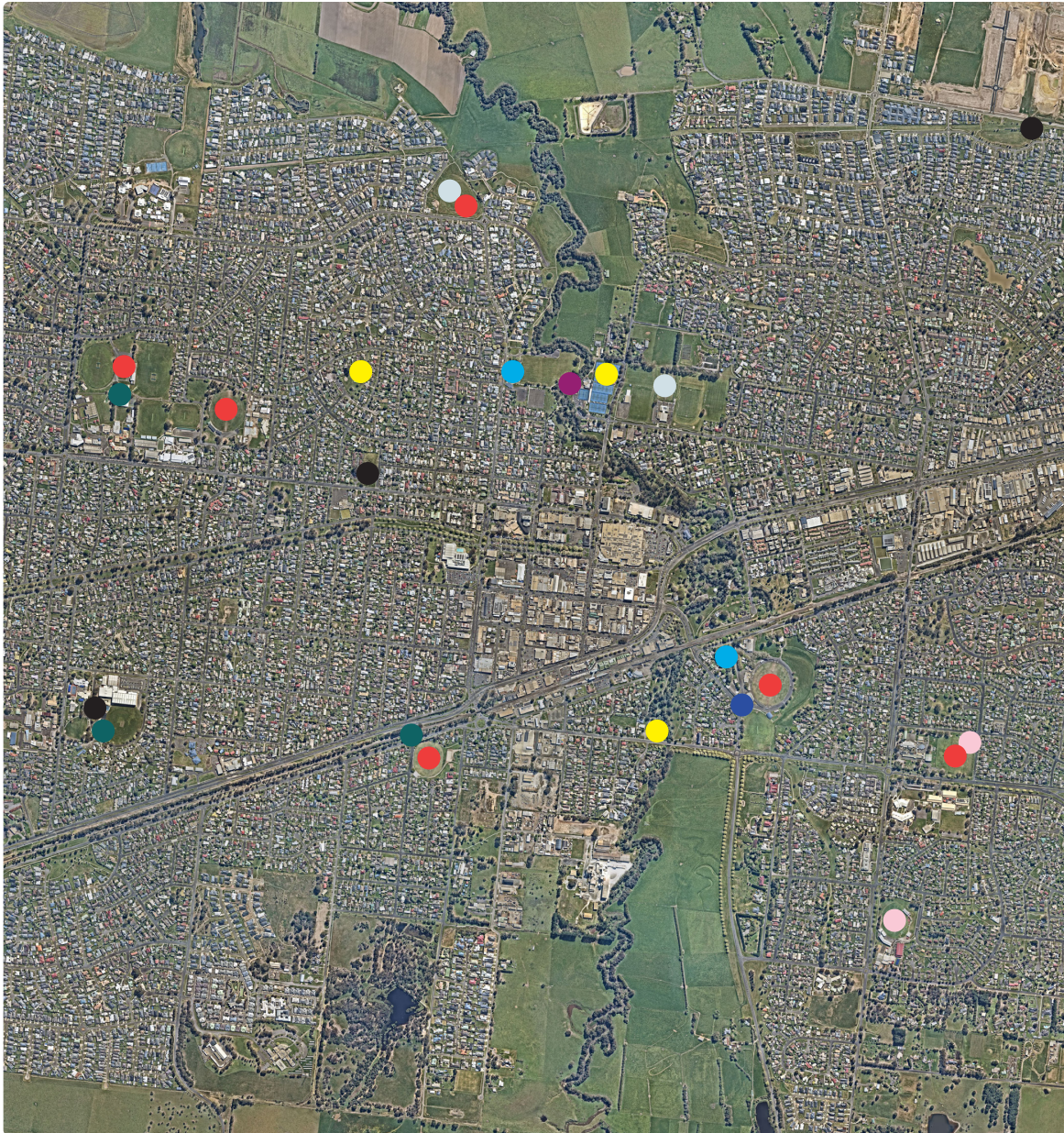


#### Legend

- Tennis
- Skate / Scoot
- BMX
- Basketball
- Cricket (nets)
- AU Football
- Netball
- Soccer
- Baseball

## 2024 Maps (cont.)

### Traralgon

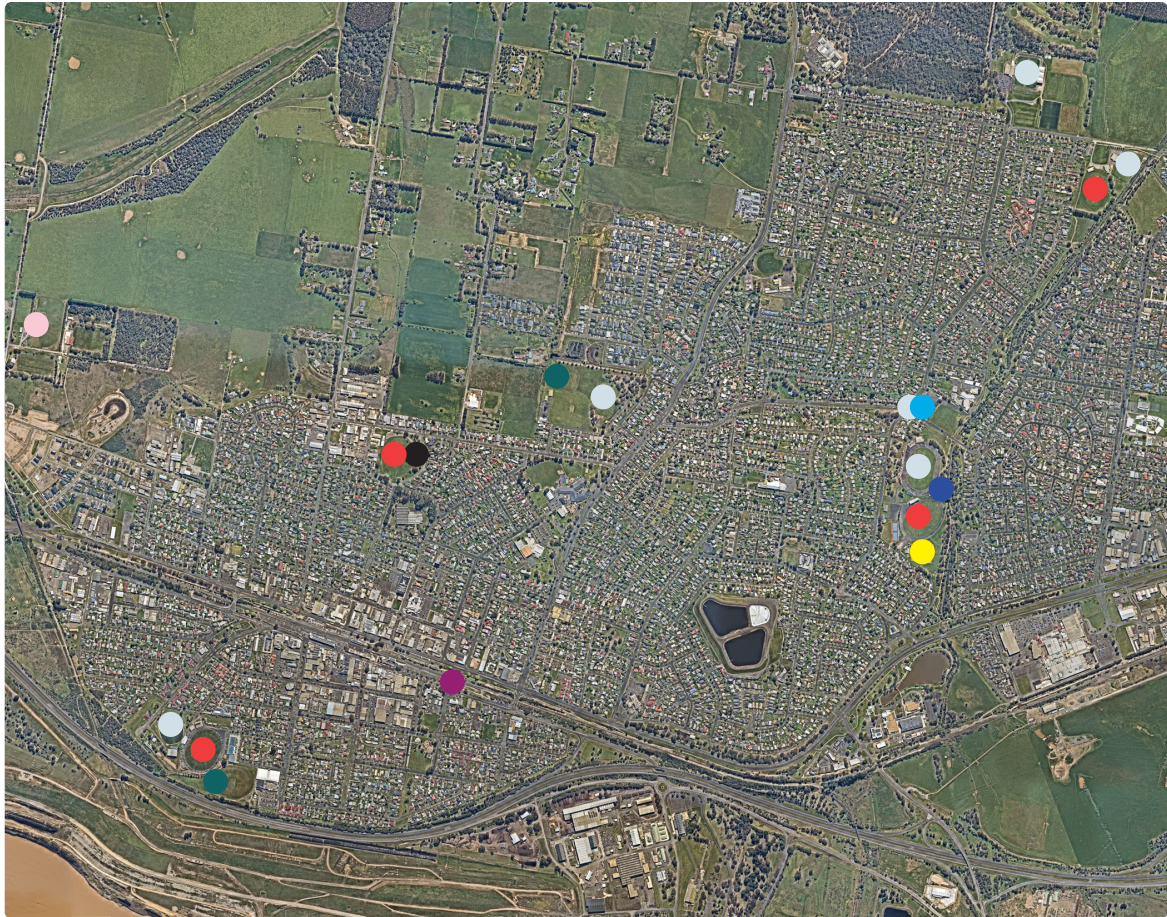


#### Legend

- Tennis
- Skate / Scoot
- BMX
- Basketball
- Cricket (nets)
- AU Football
- Netball
- Soccer
- Baseball



### Morwell



#### Legend

- Tennis
- Skate / Scoot
- BMX
- Basketball
- Cricket (nets)
- AU Football
- Netball
- Soccer
- Baseball

## 2024 Maps (cont.)

### Moe



#### Legend

- Tennis
- Skate / Scoot
- BMX
- Basketball
- Cricket (nets)
- AU Football
- Netball
- Soccer
- Baseball

### Churchill



#### Legend

- Tennis
- Skate / Scoot
- BMX
- Basketball
- Cricket (nets)
- AU Football
- Netball
- Soccer
- Baseball



Catterick Crescent Reserve, Traralgon



**Phone** 1300 367 700  
**Post** PO Box 264, Morwell 3840  
**Email** [latrobe@latrobe.vic.gov.au](mailto:latrobe@latrobe.vic.gov.au)  
[www.latrobe.vic.gov.au](http://www.latrobe.vic.gov.au)

**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

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

## Youth Infrastructure Plan Consultation

Summary of Feedback Received	Officer Recommendation / Comments
<b>TRARALGON</b>	
Add a Pump Track at Bradman Blvd Oval	This need may be addressed by Kay Street Master Plan which is currently in development.
Traralgon skatepark is outdated. Need a new one (2) <i>"A decent pump track to go with a new skatepark in Traralgon would be a great drawcard for families."</i>	An appropriate location in the CBD is being explored in the concept Community Precinct Masterplan currently being developed.
Add a full-size outdoor basketball court in Traralgon (free access)	Plan has been changed to include a full size court at Eric Taylor (previously listed in the plan for a half basketball court).
<i>"Council involvement with The Pines Mountain Bike Track would be great..."</i>	Privately owned land (HVP). Council is co-ordinating a meeting with all relevant stakeholders regarding future plans.
Add half basketball court in Ellavale Estate, Traralgon	This was received prior to draft Plan being developed and is included in plan.
<b>MOE / NEWBOROUGH</b>	
There is a lack of shelter and drinking water at BMX track in Newborough. This site also needs sealed paths, seating and a table. (2)	This will be addressed through BMX track upgrade scheduled for 2029/30.
<b>MORWELL</b>	
Morwell Park netball courts are not safe in their current state (do not have compliant run off for netball and have cracks in surface).	Utilised at times by Morwell Park Primary School. Not utilised by Morwell Netball Association due to compliance and lack of lighting (currently operating out of Morwell Leisure Centre). Officers will investigate alternate location for outdoor netball in Morwell.
Instead of half basketball court at Morwell Recreation Reserve, put an outdoor gym.	Outdoor gym equipment at this facility is unlikely to be used.
Install open cricket nets (similar to the ones at Glendonald Park) somewhere to the east of McDonald St / Maryvale Rd as there is no cricket facilities available on the eastern side.	There are public cricket nets at Maryvale Reserve and Keegan Street.
Do not agree with putting a pump track in Morwell Town Common (3)	Moved to alternative location, next to Morwell Skatepark. Letters sent to local residents and businesses for feedback on 28/10/2024. Contacted VicTrack for any initial comments.
<b>CHURCHILL</b>	
List Hockey as a separate sport (currently listed under 'other') and add the synthetic hockey field as a facility based in Churchill.	It is not listed as this Plan relates to open public park and recreation zoned spaces (the synthetic field is on public use zoned land - education)
<b>BOOLARRA</b>	
Tennis courts / netball courts have been double counted in Boolarra (they occupy same space)	This has been adjusted in the document.
<b>CALIGNEE</b>	
Add a basketball / netball hoop at the Callignee Hall (2). "CFA are happy to have one overhanging the apron in front of the station."	Will refer idea to township community association to apply for small town or community grant.
<b>GLENGARRY</b>	
Consider security / damage to infrastructure due to motorcycle and 4x4 use. Motorcycle activity coming down the rail trail or Main St is a regular thing (weekly).	Police matter
Keep and upgrade Glengarry dirt BMX track, and add pump track as an addition. Make it bigger than Traralgon's.	Will be considered in detailed design.
Include in the plan a picture of the old sale yard and sheds that once stood there as part of the railway infrastructure; Indigenous recognition and the significance in our history of the region; Native grasses and vegetation plants and sign explain what they are.	Refer idea to a more suitable project as this plan is infrastructure only.

<b>TYERS</b>	
Half basketball court in Tyers unsafe, no line markings, and only available when CFA not there. Need a new one somewhere else. Maybe asphalt area near soccer ground? Or part of new skate / pump track.	Updated plan to add one to tennis courts at Baillie Reserve.
CFA looking to extend their buildings where current BMX track is located. Residents want to keep majority of open green space where bbq / shelters are currently located (probably in need of some refurbishment but not relocation) as they are well used. <i>"We believe that the skate park/pump track would be best sited to the east of the barbeque area and close to both the kindergarten carpark and the entry ticket box to Baillie Reserve."</i>	This will be considered through consultation at detailed design.
<b>TRARALGON SOUTH</b>	
Area not big enough for a half basketball court / no need for a half basketball as there is a school next door which people use (2)	Half basketball court will be line marked on tennis court available for public use.
There is an adjoining piece of land that is owned by Latrobe City which could house a larger pump style / mountain bike course.	Pump track (scheduled for 2026/27) will be a suitable size relevant for a small town. Other site does not have adequate passive surveillance (for CPTED).
Install a roller-skating dome alongside the current skate park.	Not required in addition to skate park.
Pump track is great but should be bigger than Traralgon's. Maybe a tennis wall or an extension to the existing skate park instead. Traralgon South and District Association have visions for a larger pump track.	Provision of facilities to be a suitable size relevant for a small town.  Municipality has sufficient mountain bike parks available.
Walk / cycle path from Traralgon South to Loy Yang has been omitted	Plan notes decent path / open road network in and around town. No need to specify.
Tennis courts are open to public, and the Book-a-court system will deter people	Book-a-court system is required for risk management and asset protection.
<b>YINNAR</b>	
Half basketball court on Main Street is missing.	This has been adjusted in the document
Need a pedestrian crossing for park and bus users	Referred to internal team (Traffic Engineering)
<b>OTHER</b>	
Consider a wider range of activities other than sports, skating and pump tracks (2). Need to engage with those who do not use these facilities (in particular girls).	Some of these needs addressed in Lake Narracan Precinct Structure Plan.  Changed name of document to 'Outdoor Active Recreation Infrastructure Plan'  Undertook GIA and implemented identified actions including a focus on designing spaces to be fully inclusive.
Provide Wi-Fi / charging stations at other locations aside from skate parks / pump and BMX tracks	Free Wi-Fi has already been rolled out across municipality at various locations.
Include croquet	Croquet facilities are not open to public, and risk (damage) to assets would outweigh benefit if they were to be opened to public.
Include hopscotch / two square / four square so spaces can be used in a variety of ways.	Consider in future detailed design.

YOUTH COUNCIL WORKSHOP	
<p>Group were asked:</p> <p style="text-align: center;"><b>What makes a great outdoor youth space?</b></p> <p><i>“Cool, modern area that is bright and colourful.”</i>  <i>“Neat/tidy, modern style, colours, scenery. Nature themes.”</i>  <i>“Scenic places to sit. Near ponds/lakes/rivers. Nature themes.”</i>  <i>“Safe. Easy to get to – central location.”</i>  <i>“Open space. Lighting. Colourful/different designs used.”</i></p> <p>Group priorities (through Dot Map exercise):</p> <ol style="list-style-type: none"> <li>1. Pilot ‘Active After Hours’ initiative.</li> <li>2. Install ½ basketball courts at several locations.</li> <li>3. Install mobile phone charging stations at skate parks / BMX tracks and ensure free wi-fi is available.</li> <li>4. Install shelters / seating at a few locations.</li> <li>5. Offer online booking for Tennis Courts to allow free public access.</li> </ol> <p>Other suggestions:</p> <ul style="list-style-type: none"> <li>• Water / nature spots / water sports (kayaking / paddle boats). Make Lake Narracan more accessible.</li> <li>• Incorporate community murals.</li> <li>• Keep the popular dirt BMX tracks – maybe just add pump track to them.</li> <li>• BMX / Skate Parks good for younger age groups. 15+ busy with school, work etc.</li> </ul>	<p>Some of these needs addressed in Lake Narracan Precinct Structure Plan.</p> <p>Ideas will be considered during detailed design, however community murals are hard to maintain therefore are not a viable option unless there is an ongoing budget.</p>
GENDER IMPACT ASSESSMENT OUTCOMES	
<p>Update diversity of images within plan. Commit to using inclusive language and images in promotion.</p> <p>Add design considerations to the plan which have a focus on safety, multifunctional design and accessibility.</p> <p>Note within the plan the need to activate the spaces with inclusive programs and events, and promoted across Disability, LGBTIQ+, CALD, ATSI and Positive Ageing community networks.</p>	<p>Changes have been implemented and included in the Plan.</p>



# COUNCIL PLAN 2025-29 DEVELOPMENT - TIMELINE AND ENGAGEMENT PLAN

## PURPOSE

The purpose of this report is to present the timeline and engagement plan for the development of the Council Plan 2025-2029 for Council adoption.

## EXECUTIVE SUMMARY

- The *Local Government Act 2020* requires Latrobe City Council develop, maintain, and review a 10-year Community Vision and 4-year Council Plan with its community every 4 years (refer Sections 88 & 90).
- A Project Working Group (PWG) has been formed with relevant Council Officers and in conjunction with the Executive Team and Councillors, a timeline has been developed to ensure that the *Council Plan 2025-2029* is developed and adopted before 31 October 2025.
- A community engagement plan has been developed outlining the stages of community engagement and the activities that will be undertaken to maximise community participation/input into the development of the plan.
- The plan includes the launch of a survey in February, pop-up sessions across the municipality (including at sporting facilities and art precincts, if resources permit), three larger drop-in sessions, along with the opportunity to participate in the Community Panel.
- Staff will promote the survey to visitors to Council facilities, with hard copy versions of the survey available along with staff assistance at service centres to complete the survey and capture community feedback more generally.

## OFFICER'S RECOMMENDATION

**That Council endorse the engagement timeline and plan to develop the Council Plan 2025-29 for adoption by 31 October 2025 as detailed in Attachment 1.**

## BACKGROUND

The *Local Government Act 2020* legislates that Council must develop, maintain, and review a Community Vision and Council Plan with its community every four years.

### **Community Vision**

The *Latrobe 2031 Community Vision* is designed to capture the sentiments of the community in a concise statement. This vision was used as a guide for the development of the *Council Plan 2021-25* and is considered in all future planning for Latrobe City Council.

The current community driven 10-year Vision and 4-year Council Plan were developed in 2021 by a representative community panel, using the aspirations and feedback from 1500 people across the municipality.

In addition:

The *Local Government Act 2020*, Section 88 – Community Vision states that:

- (1) A Council must maintain a Community Vision that is developed with its municipal community in accordance with its deliberative engagement practices.
- (2) The scope of the Community Vision is a period of at least the next 10 financial years.
- (3) A Community Vision must describe the municipal community's aspirations for the future of the municipality.
- (4) A Council must develop or review the Community Vision in accordance with its deliberative engagement practices and adopt the Community Vision by 31 October in the year following a general election.
- (5) The Community Vision adopted under subsection (4) has effect from 1 July in the year following a general election.

Our community vision is restated below:

### **Latrobe 2031 Vision**

*In 2031 Latrobe City will be known for being smart, creative, healthy, sustainable and connected. It will be the most liveable regional city and at the forefront of innovation.*

*Working together we are a diverse, connected and resilient community, supporting the equitable diversification of our economic base and transition towards a low emissions future.*

*We are known as a community that is equitable, liveable and sustainable, with a continued focus on healthy lifestyles supported by high quality recreational and cultural facilities and a natural environment that is nurtured and respected.*

**Council Plan**

The *Local Government Act 2020*, Section 90 – Council Plan states that:

- (1) A Council must prepare and adopt a Council Plan for a period of at least the next 4 financial years after a general election in accordance with its deliberative engagement practices.
- (2) A Council Plan must include the following:
  - a. the strategic direction of the Council;
  - b. strategic objectives for achieving the strategic direction;
  - c. strategies for achieving the objectives for a period of at least the next 4 financial years;
  - d. strategic indicators for monitoring the achievement of the objectives;
  - e. a description of the Council's initiatives and priorities for services, infrastructure and amenity;
  - f. any other matters prescribed by the regulations.
- (3) A Council must develop or review the Council Plan in accordance with its deliberative engagement practices and adopt the Council Plan by 31 October in the year following a general election.
- (4) The Council Plan adopted under subsection (3) has effect from 1 July in the year following a general election.

Every four years Council must develop a new Council Plan, which is our four-year roadmap of how we will work towards achieving our Community's Vision.

**Council Plan 2025-2029 Development**

A project working group (PWG) has been formed to guide this project made up of relevant Council officers, to develop a community-informed review of the Community Vision and lead the development of the *Council Plan 2025-2029*. Through the initial PWG meetings, the following timeline has been formulated to ensure that the *Council Plan 2025-2029* is drafted and adopted prior to 31 October 2025.

<p><b>Project Inception &amp; Community Engagement Planning</b></p> <ul style="list-style-type: none"> <li>• Forming of the Project Working Group (PWG)</li> <li>• PWG to determine mix of activities for Community Engagement (Part 1)</li> </ul>	<p><b>Complete</b></p>
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<p><b>Documentation and Data Review</b></p> <ul style="list-style-type: none"> <li>• Review of current Council Plan</li> <li>• Prepare engagement plan</li> <li>• Understanding of unique needs and aspirations of community – desktop analysis</li> <li>• Share review outcomes with PWG</li> </ul>	<p><b>Complete</b></p>
<p><b>Council Briefing – Council Plan Development overview</b></p> <ul style="list-style-type: none"> <li>• Overview of timeline</li> <li>• Overview of community engagement plan</li> <li>• Review of Council Plan Survey</li> </ul>	<p><b>Complete</b></p>
<p><b>Council Meeting – Council Endorsement</b></p> <ul style="list-style-type: none"> <li>• Endorse engagement timeline and plan</li> </ul>	<p><b>16 December 2024</b></p>
<p><b>Promotion of Community Engagement</b></p> <ul style="list-style-type: none"> <li>• Promote community engagement opportunities</li> </ul>	<p><b>January - February 2025</b></p>
<p><b>Community Engagement Stage 1 (Listen)</b></p> <ul style="list-style-type: none"> <li>• Details outlined below</li> <li>• Council Plan Survey released</li> </ul>	<p><b>February - March 2025</b></p>
<p><b>Councillor Engagement 1</b></p> <ul style="list-style-type: none"> <li>• Review outcomes of Community Engagement Part 1 and opportunity for Councillor discussion and feedback</li> </ul>	<p><b>April 2025</b></p>
<p><b>Community Engagement Stage 2 (Deliberate)</b></p> <ul style="list-style-type: none"> <li>• Details outlined below</li> </ul>	<p><b>May 2025</b></p>
<p><b>Council Officer Engagement</b></p> <ul style="list-style-type: none"> <li>• Consulting with service owners and internal staff, sharing community feedback and having discussions across all directorates</li> </ul>	<p><b>May – June 2025</b></p>

<p><b>Councillor Engagement 2</b></p> <ul style="list-style-type: none"> <li>Review outcomes from Community Engagement Part 2 and Council Officer Engagement. Opportunity for Councillor discussion and feedback</li> </ul>	<b>June 2025</b>
<p><b>Council Officer Workshop</b></p> <ul style="list-style-type: none"> <li>Facilitated workshop for the Executive Team and PWG to develop a framework for the Council Plan. Discussion around implementing, reporting on, and evaluating the Council Plan.</li> </ul>	<b>June 2025</b>

<p><b>Development of Draft Council Plan</b></p> <ul style="list-style-type: none"> <li>Draft Council Plan document</li> </ul>	<b>June-July 2025</b>
<p><b>Community Panel Review</b></p> <ul style="list-style-type: none"> <li>The draft will be presented to the Community Panel to discuss how the draft Council Plan has addressed community feedback</li> </ul>	<b>July 2025</b>
<p><b>Review of an Initial Draft Council Plan</b></p> <ul style="list-style-type: none"> <li>An initial draft of the Council Plan will be presented to Executive Team and PWG for discussion and review</li> </ul>	<b>July 2025</b>
<p><b>Council Plan Design</b></p> <ul style="list-style-type: none"> <li>Draft document to be graphically designed</li> </ul>	<b>July 2025</b>
<p><b>Councillor Engagement 3</b></p> <ul style="list-style-type: none"> <li>Draft Council Plan presented to Councillors for review and feedback before publication and public exhibition</li> </ul>	<b>July 2025</b>
<p><b>Community Engagement Stage 3 (Document)</b></p> <ul style="list-style-type: none"> <li>Review by community of draft Community Vision and Council Plan through public exhibition process</li> <li>Consideration of feedback by PWG and Councillors</li> </ul>	<b>August – September 2025</b>

<p><b>Council Adoption</b></p> <ul style="list-style-type: none"> <li>Adoption of final Community Vision and Council Plan by Council</li> </ul>	<p><b>October 2025</b></p>
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### **Councillor Engagement**

The above table is an overview of steps to be undertaken throughout the development of the *Council Plan 2025-29*. There are a number of Councillor Engagement sessions planned, these are outlined below and are designed to ensure that Councillors, as the owners of the Council Plan, can shape its direction and content while being kept informed of and considering the results of each stage of Community Engagement.

- Councillor Engagement 1 – April 2025
  - Review outcomes of Community Engagement Part 1 and opportunity for Councillor discussion and feedback
- Councillor Engagement 2 – June 2025
  - Review outcomes from Community Engagement Part 2 and Council Officer Engagement. Opportunity for Councillor discussion and feedback
- Councillor Engagement 3 – August 2025
  - Draft Council Plan presented to Councillors for review and feedback before publication and public exhibition

### **ANALYSIS**

Community engagement activities will be split into three stages, outlined below.

#### **Community Engagement Stage 1 (Listen)**

The first stage of community engagement aims to understand community aspirations and priorities to inform the revised Community Vision and new Council Plan, supported by a Council Plan Survey.

During this stage we will also invite nominations for representative participation in Stage 2 (Community Panel).

#### *Engagement Activities:*

- Survey via Have Your Say (also available in hard copy at Customer Service Centres)
  - The plan for the promotion of the survey includes flyers in regular Council mailouts (e.g. rates notices), social media advertising, notifications to community groups, posters/flyers at Council facilities.

- The survey can be completed online via the Latrobe City Council *Have Your Say* platform or by completing a hard copy version available at Service Centres with assistance from Council staff (if required).
- Quick polls via social media
- 7 pop-ups (facilitated by Council staff)
  - Glengarry Market, Sunday 16/2/25
  - Yinnar Main Street/Café, Saturday 1/3/25
  - Churchill Woolworths, Wednesday 5/3/25
  - Yallourn North Foodworks, Sunday 9/3/25
  - Tyers – Location and date TBD
  - Boolarra – Location and date TBD
  - Traralgon South – Location and date TBD
  - Additional pop-ups to leverage off existing community and sporting activity (resource dependent)
- 3 drop-in sessions
  - Moe Volunteering Connections Event 15/2/25
  - Morwell - Location and date TBD
  - Traralgon Farmers Market/Service Centre 22/3/25
- 3 focus group meetings (dates to be advised) plus a toolkit to encourage groups to run their own focus groups.

### **Community Engagement Stage 2 (Deliberate)**

The second stage of community engagement involves a Community Panel of up to 40 people who attend three in-person workshops. The Panel will deliberate on and help interpret Stage 1 community feedback about the Community Vision and Council Plan. These workshops will be facilitated independently, and attendance will be limited to the members of the Community Panel only, to ensure that participation is unrestricted.

The Panel will not be decision-makers but will provide advice to Council about how the community feedback should be reflected in the revised Community Vision and Council Plan.

#### *Engagement Activities:*

The purpose of the three in-person Community Panel workshops will be:

- Workshop 1 (2.5 hours): To learn about the nature and importance of a Community Vision and Council Plan and to interpret broad community feedback about the values and challenges for Latrobe City

- Workshop 2 (2.5 hours): To consider community feedback about the Latrobe 2031 Community Vision and how/whether it should be updated to reflect current sentiment.
- Workshop 3 (4 hours): To draft Themes (pillars) and priorities for the new Council Plan, reflecting feedback from the broader community.

In addition, participants will be given the opportunity to review the draft Vision and Council Plan before it is released for general public comment.

### **Community Engagement Stage 3 (Document)**

This final stage enables broad community feedback on the draft Council Plan before it is adopted by Council.

#### *Engagement Activities:*

- Engagement Questions
  - Does the new Community Vision describe where we as a community should be heading for the next 10 years? If not, why? (What should be added or changed?)
  - Does the draft Council Plan include the most important things that Council should focus on for the next 4 years? If not, why? (What should be added or changed?)

### **Municipal Public Health and Wellbeing Plan (MPHWP)**

Development of the Council Plan will incorporate the MPHWP into the Council Plan. All Council's are able to apply for an exemption from preparing a separate MPHWP and instead, incorporate the MPHWP into the Council Plan. The intent is to seek an exemption as it would result in a streamlined community engagement process for both documents and more holistic approach to strategic planning, that ensures health and wellbeing are integrated across all aspects of council operations.

The Council Plan survey does have specific questions relating to health and wellbeing to enable incorporation of the MPHWP into the Council Plan.



## RISK ASSESSMENT

RISK	RISK RATING	TREATMENT
<b>COMPLIANCE</b> Council Plan is not adopted prior to 31 October 2025	<b>Medium</b> <i>Unlikely x Moderate</i>	Councillors were briefed at CB1 on 25 November with opportunity to provide feedback.  Proposed timeline provides sufficient development time and ensures that the Council Plan is finalised prior to 31 October 2025.
<b>STRATEGIC</b> Risk of some community members not seeing their views expressed in the finalised vision and plan	<b>Low</b> <i>Possible x Minor</i>	Thorough and detailed engagement plan is undertaken, allowing a diverse range of views to be considered from the community.

## CONSULTATION

The organisation will be engaged throughout the Council Plan 2025-2029 Development via representation on the PWG and the Council Officer Engagement portion of the project.

## COMMUNICATION

Detailed within this report. Communication of progress on this project will be managed through the Have Your Say platform.

## DECLARATIONS OF INTEREST

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*.

## APPENDIX 1 IMPACT ASSESSMENT

### **Social**

The importance of an understanding of social consequences is required for this project. A representative from Community Health and Wellbeing will be included in all PWG meetings.

### **Cultural**

Cultural considerations will be made throughout the community engagement process to ensure that participation is encouraged for cultural groups.

### **Health**

Addressing factors that drive health outcomes in the community will be required for this project. A representative from Community Health and Wellbeing will be included in all PWG meetings.

### **Environmental**

Sustainability and environmental impacts will be considered throughout the development of the Council Plan through various levels of community and Councillor engagement.

### **Economic**

Economic impacts will be considered throughout the development of the Council Plan through various levels of community and Councillor engagement.

### **Financial**

Allocation of resources to prepare the plan will be within existing budgets.

### **Attachments**

1. Attachment 1 - Engagement Activities Timeline

# 6.2

## Council Plan 2025-29 Development - Timeline and Engagement Plan

1 Attachment 1 - Engagement Activities Timeline ..... 60

**ATTACHMENT ONE****2025-2029 Council Plan Development Engagement Activities Timeline**

<b>Activity</b>	<b>Timeline</b>
<b>Promotion of Community Engagement</b> <ul style="list-style-type: none"> <li>Promote community engagement opportunities</li> </ul>	<b>January - February 2025</b>
<b>Community Engagement Stage 1 (Listen)</b> <ul style="list-style-type: none"> <li>Council Plan Community Survey released (3 Feb to 3 March)</li> <li>10 Community sessions (7 pop-up and 3 drop-in)</li> <li>3 community/focus group meetings</li> </ul>	<b>February - March 2025</b>
<b>Councillor Engagement 1</b> <ul style="list-style-type: none"> <li>Review outcomes of Community Engagement Part 1 and opportunity for Councillor discussion and feedback</li> </ul>	<b>April 2025</b>
<b>Community Engagement Stage 2 (Deliberate)</b> <ul style="list-style-type: none"> <li>3 in-person workshops with Community Panel</li> </ul>	<b>May 2025</b>
<b>Council Officer Engagement</b> <ul style="list-style-type: none"> <li>Consulting with service owners and internal staff, sharing community feedback and having discussions across all directorates</li> </ul>	<b>May – June 2025</b>
<b>Councillor Engagement 2</b> <ul style="list-style-type: none"> <li>Review outcomes from Community Engagement Part 2 and Council Officer Engagement. Opportunity for Councillor discussion and feedback</li> </ul>	<b>June 2025</b>
<b>Council Officer Workshop</b> <ul style="list-style-type: none"> <li>Facilitated workshop for the Executive Team and PWG to develop a framework for the Council Plan. Discussion around implementing, reporting on, and evaluating the Council Plan.</li> </ul>	<b>June 2025</b>

Activity	Timeline
<b>Development of Draft Council Plan</b> <ul style="list-style-type: none"> <li>Draft Council Plan document</li> </ul>	<b>June-July 2025</b>
<b>Community Panel Review</b> <ul style="list-style-type: none"> <li>The draft will be presented to the Community Panel to discuss how the draft Council Plan has addressed community feedback</li> </ul>	<b>July 2025</b>
<b>Review of an Initial Draft Council Plan</b> <ul style="list-style-type: none"> <li>An initial draft of the Council Plan will be presented to Executive Team and PWG for discussion and review</li> </ul>	<b>July 2025</b>
<b>Council Plan Design</b> <ul style="list-style-type: none"> <li>Draft document to be graphically designed</li> </ul>	<b>July 2025</b>
<b>Councillor Engagement 3</b> <ul style="list-style-type: none"> <li>Draft Council Plan presented to Councillors for review and feedback before publication and public exhibition (28 July Council Meeting to endorse exhibition)</li> </ul>	<b>July 2025</b>
<b>Community Engagement Stage 3 (Document)</b> <ul style="list-style-type: none"> <li>Review by community of draft Community Vision and Council Plan through public exhibition process</li> <li>Consideration of feedback by PWG and Councillors</li> </ul>	<b>August – September 2025</b>
<b>Council Adoption</b> <ul style="list-style-type: none"> <li>Adoption of final Community Vision and Council Plan by Council (at 27 October Council Meeting)</li> </ul>	<b>October 2025</b>

# **STATUTORY PLANNING**

## 7. STATUTORY PLANNING

Item Number 7.1

16 December 2024

Regional City Planning and Assets

# PLANNING APPLICATION 2023/229 USE AND DEVELOPMENT OF A SECOND DWELLING

## PURPOSE

To provide Council with an assessment of planning application 2023/229 for the use and development of a second dwelling at Lot 2 PS907205 Francis Road, Glengarry West against the provisions of the Latrobe Planning Scheme.

## EXECUTIVE SUMMARY

- It is proposed to use and develop a second dwelling on the site in association with the operation of a beef farm. The applicant advises that the dwelling is required to accommodate relatives of the landowners so that they can assist in running the farm.
- The subject site is located on Francis Road in Glengarry West and is 93.53 hectares. It has been developed with a four bedroom dwelling which is used by the current landowners to operate the farm.
- The subject site is located in Farming Zone Schedule 1 (FZ1) and there are no overlays in the vicinity of the proposed dwelling site. A permit is required for a second dwelling on the land.
- Following advertising of the application, no objections were received.
- Having considered the proposal against the relevant provisions of the Latrobe Planning Scheme (the Scheme), it is considered that the proposal is inconsistent with the relevant objectives and decision guidelines. The proposal is inconsistent with the Municipal Planning Strategy and Planning Policy Framework with regard to agriculture, the FZ1 provisions, and Clause 65 Decision Guidelines as the applicant has not provided sufficient justification that the second dwelling is required to support the agricultural use of the land.

## OFFICER'S RECOMMENDATION

**That Council issues a Notice of Decision to Refuse to Grant a Permit for the use and development of a second dwelling at Lot 2 PS907205 Francis Road, Glengarry West on the grounds set out in Attachment 1 to this report.**

## BACKGROUND

### Subject Site

The site is located on the western side of Francis Road in Glengarry West and is an irregularly shaped lot of 93.53 hectares. It has been developed with a four bedroom dwelling and machinery shed which are located in the north-west of the site, and shedding and stockyards located near the site frontage. The north-western side of the site is densely treed with the remainder of the site largely cleared and used for grazing beef cattle. Access to the site is from Francis Road via gravel crossovers located at either end of the site frontage. A gravel track runs along the northern boundary of the site to the dwelling and machinery shed and another along the eastern boundary to the shedding and stockyards.



**Figure 1: Subject site (Source: NearMap dated 6 Sept 2024)**

Surrounding the site is land used mainly for grazing animal production on a variety of lots sizes, with lots generally developed with a dwelling. Further to the east of the site is the Glengarry township and to the west the Moondarra State Park and Baw Baw National Park.





**Figure 2: Subject site and surrounds (Source: NearMap dated 6 Sept 2024)**

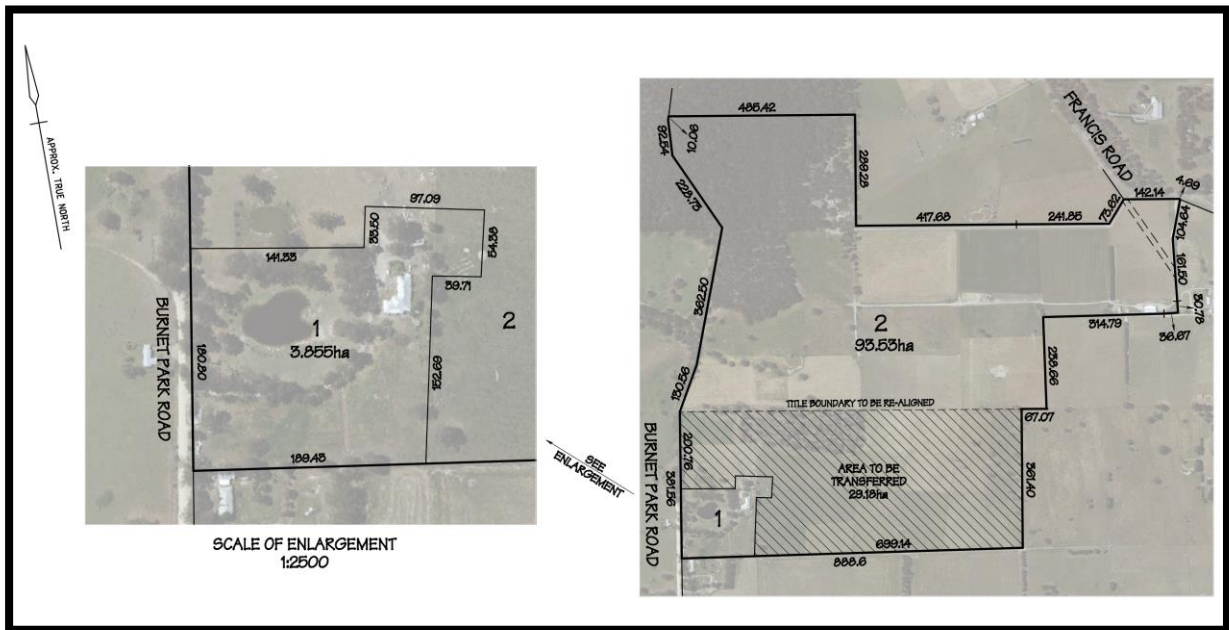
### Permit History

Planning permit 2021/290 was issued in November 2021 for a resubdivision of the subject site and 290 Burnet Park Road, Glengarry West. The permit allowed the dwelling at 290 Burnet Park Road to be located on a lot of 3.85 hectares and for the excess land (29.18 hectares) to be transferred to the subject site to create the parcel of 93.53 hectares that it is today.

The permit required the landowner of the subject land to enter into a section 173 agreement which prevented further subdivision so as to create additional lots and further dwellings to protect farming land. The agreement was entered into and registered on the title of the subject site.

The section 173 agreement was recently amended following a decision at the Ordinary Meeting of Council on 5 February 2024 which gave in principle approval to remove the wording “no further dwellings may be erected on proposed Lot 2” from the agreement.

The section 173 agreement on title has since been amended and now only requires that the subject site must not be subdivided so as to create any additional lots.



**Figure 3: 2021 resubdivision (note hatched land was moved into Lot 2 which is now the 93.53 site subject of the current permit application)**

### Proposal

It is proposed to construct a second dwelling on the site. The applicant has advised that the dwelling would be occupied by the relatives of the current owners so they can increase their involvement in the daily operation of the beef farming enterprise in accordance with the family's farm succession plan.

The proposed dwelling would be sited near the northern boundary of the farm towards the front of the site. It would be a contemporary designed single storey dwelling constructed in a combination of face brickwork, rendered cladding, and timber look cladding with Colorbond skillion roofs. Materials would be cream or black with red recycled bricks.

The dwelling would comprise three bedrooms, open-plan kitchen/dining/living area, study (which is considered a fourth bedroom under the Planning Scheme), activity room, two bathrooms, storage room and a double garage. An alfresco area will be provided on the north side of the dwelling under a canopy. It would have an overall floor area of 308 square metres and an overall height of 4.6 metres.

The dwelling would be setback approximately 200 metres from the front property boundary and 18 metres from the northern boundary and would be accessed via the existing gravel road that provides access to the dwelling from Francis Road.

The plans of the proposal can be found at Attachment 2 of this report.

A Farm Management Plan (FMP) by GDM Agricultural Consulting (undated) was submitted with the application and provides a financial and business analysis of the enterprise which is a pasture based beef production business (Angus beef cattle). It has a current herd size of approximately 50 breeding cows and calves in a self-replacing system. It is a stand-alone farm comprising 33 paddocks. The FMP states that the self-replacing herd system involves more intensive management of stock at both joining and calving times with early evening checks required around 9 pm during calving season.

The FMP states that the current owners are wanting to transition the operations of the farm to their son and his family and that the dwelling is required to do this so the current owners can continue living on the farm *“to stay actively involved in the business whilst enjoying the flexibility to travel and enjoy a lighter workload”* (page 4). The son and his wife currently live approximately 30 minutes away and *“currently work off farm but have been contributing the majority of the labour for the farm outside of their current employment. This is anticipated to continue into the future. Moving onto the farm would allow more time outside of their employment to contribute to the running of the farm, also saving travel time lost due to living away from the farm”* (page 4). It is anticipated that the son and family would provide 0.8 full time equivalent of the labour required and the owners 0.2 full time equivalent labour.

The FMP can be found at Attachment 3.

## CONSULTATION

The application was advertised pursuant to Section 52(1)(a) and (d) of the Planning and Environment Act 1987 (the Act). Notices were sent to all adjoining and adjacent landowners and occupiers and a site notice was displayed on the site frontage for 14 days.

Following advertising of the application, no submissions in the form of written objections were received.

## ANALYSIS

### **Municipal Planning Strategy (MPS) and Planning Policy Framework (PPF)**

The relevant direction and policy contained in the MPS and PPF of the Latrobe Planning Scheme have been considered as part of the assessment of this application. State and local planning policy provide clear direction that agricultural land is a finite resource and productive agricultural land must be preserved and protected from inappropriate use and development. The development of a dwelling is strongly discouraged unless the dwelling supports and enhances the agricultural use of the land. The development of a second dwelling on FZ1 land is addressed in the Local policy in the Scheme at Clause 14.01-1L – Dwelling in the Farming Zone Schedule 1 which specifically states:

*Where there is an existing dwelling, discourage more than one dwelling unless the additional dwelling is required for the permanent operation, supervision or care of the agricultural use and is located on the same lot as the existing dwelling and the agricultural use.*

The applicant has not provided sufficient justification that the second dwelling is needed for the operation of the farm. That is, the activities on the farm such as rotating and monitoring stock, do not require a constant presence that would be provided by a dwelling on the site, let alone justify the need for a second dwelling. The FMP has outlined that the second dwelling is required for relatively short term personal reasons not for “*the permanent operation, supervision or care of the agricultural use*”. The dwelling is required for the convenience of the landowners’ relatives, not for a real need for two dwellings to be on the land to support the agricultural use in the long term.

A response to relevant policy can be viewed at Attachment 4 to this report.

## **Zone**

A planning permit is required to use and develop the land with a second dwelling in FZ1. It is noted that a planning permit is required to use and develop the land for a single dwelling if the lot is less than 100 hectares. The subject site is 93.53 hectares so its area is less than the permissible size for one dwelling without the need for a planning permit. A second dwelling is proposed on the land in this instance. The purpose and decision guidelines of the FZ1 can be found at Attachment 5 to this report.

Pursuant to Clause 35.07-5 of the Scheme, the application requirement for a dwelling within the FZ must be accompanied by a written statement which explains how the proposed dwelling responds to the decision guidelines at Clause 35.07-6 of the Scheme. This information was provided as part of the application documents in the form of the FMP.

The proposal is considered to be inconsistent with the decision guidelines at Clause 35.07-6 of the Scheme for the following reasons:

- The FMP outlines that a second dwelling is needed so the landowners’ son and his family can increase their involvement in the daily operation of the beef farming enterprise in accordance with the family’s farm succession plan. Currently they attend to farm duties outside the hours of their current employment. The second dwelling is therefore required more for personal convenience than to support and enhance agricultural production as they are currently assisting with the operations of the farm while living off farm.
- The dwelling would permanently remove part of the land from agriculture. The site plan does not adequately demonstrate the ‘domestic building envelope’ required for a dwelling which must include the dwelling, any domestic outbuildings, yards, garden, and primary and secondary wastewater envelopes noting that the wastewater areas for the dwelling should be appropriately buffered and fenced to exclude stock.

- The dwelling has the potential to limit the operation and expansion of adjoining and nearby agricultural uses. Land adjoining the site is used for mainly grazing animal production. The development of a second dwelling on the land would not only increase the value of the farm land, it would limit any potential future reorganisation of the land with adjoining parcels to create beneficial agricultural outcomes.
- The dwelling would result in the loss or fragmentation of productive agricultural land. The current landowners are wanting to be less involved in the farming operations and would like a second dwelling on site so that their son and his family can assist. This would fulfil a short term personal need for the landowner and their son. A personal convenience or efficiency gain is not a relevant planning consideration or a suitable policy outcome. It would not enhance agricultural production in the long term and would lead to the permanent removal of land from agriculture. The site currently has a dwelling. A second dwelling is not reasonably required to operate the farm, as currently demonstrated with the farm able to operate successfully without it.
- The second dwelling has the potential to be adversely affected by agricultural activities on adjacent and nearby land due to dust, noise, odour, use of chemicals, farm machinery, traffic and hours of operation, and in turn the dwelling has the potential to adversely affect the operation and expansion of adjoining and nearby agricultural uses due to these amenity impacts.
- The dwelling would contribute to a proliferation of dwellings in the area which has the ability to have an impact on the use of the surrounding land for agriculture.

A full assessment of the application against the FZ1 provisions of the Scheme is at Attachment 5 to this report. The assessment demonstrates that there is no strategic justification or policy support for this application. It is recommended the application be refused on the grounds at Attachment 1 to this report.

### **Particular Provisions**

#### Clause 52.06 Car Parking

Table 1 to the clause requires two car parking spaces to be provided for a dwelling with 3 or more bedrooms, with one to be undercover. A double garage would be provided therefore the requirements of the clause are considered to have been met. The proposal also complies with Clause 52.06-9 Design Standards for Car Parking.

#### **Clause 65.01 Decision Guidelines**

Clause 65.01 sets out the decision guidelines to be considered before deciding on an application. The following is a response to the guidelines:

- The proposal fails to meet the relevant policy objectives and strategies stipulated in the MPS and PPF relating to the loss of productive agricultural land, proliferation of dwellings on agricultural land in the FZ1, the need for the dwelling to support the agricultural use, future amenity concerns, and the strategic direction of the site.

- The proposal does not satisfy the purpose and decision guidelines of the FZ1 as the dwelling would contribute to a proliferation of dwellings on productive rural land, would permanently remove land from agriculture, would remove the potential for the land to be consolidated into surrounding agricultural land, and has the ability to impact the agricultural operations on adjoining and nearby land.
- The proposal does not constitute orderly planning of the area.

### **Integrated Decision Making (Clause 71.02-3)**

Clause 71.02-3 states “*The Planning Policy Framework operates together with the remainder of the scheme to deliver integrated decision making. Planning and responsible authorities should endeavour to integrate the range of planning policies relevant to the issues to be determined and balance conflicting objectives in favour of net community benefit and sustainable development for the benefit of present and future generations*”. (underlining added)

The proposed second dwelling would provide a convenience to the current landowner and their son and his family but would have a long term impact on agriculture as the dwelling would make a permanent change to the land and in doing so would permanently remove land from agriculture. This in turn would have the ability to impact the operations of agriculture on adjoining and nearby land. Approval of the proposal would not be in favour of net community benefit or sustainable development and would not benefit current and future generations.

### **VCAT cases**

VCAT caselaw provides decision making guidance for planning applications. VCAT has refused dwellings in the Farming Zone where there has been insufficient justification for the dwelling. In *Northumberland Estate Pty Ltd v Macedon Ranges SC [2024] VCAT 309 (5 April 2024)* the Tribunal found that in an application for a dwelling for horse husbandry, the dwelling was not required. Member Wimbush made the following statements in the order:

*...the parties agreed on the key question to be answered; is the dwelling needed or required for the successful operation of the agricultural use rather than it being a convenience. This question largely goes to the nature of the agricultural use, and whether the dwelling is an essential part of the operation...*

*...it is clear to me that there are many activities on the site which do not require a dwelling with an onsite manager or resident. These include many of the daily activities such as feeding, watering, exercising, stall cleaning, veterinary treatments and other activities such as those listed in Tables 6 and 7 of Mr Brookes' evidence; he conceded in questioning that many tasks do not require onsite residence including tasks listed in the COP. I accept that for some of these tasks it may be more convenient or 'time efficient' for the tasks to be carried out from a dwelling on site, but it is not in my view necessary or essential.*

*...In this case my view is that the when the proposal is considered against the relevant decision guidelines in the zone and clause 65, and the various policies around protection of agricultural land and supporting agriculture are weighed up, the policy balance for agriculture land protection clearly outweighs the convenience or efficiency gains for the applicant by having a dwelling on site.*

Similarly, the second dwelling is proposed for the site for convenience more than for an actual need for a constant presence on the site to manage the agricultural use. The existing dwelling is able to provide this.

**Incorporated Documents (Clause 81)**

There are no Incorporated Documents that are relevant to this proposal.

**Background Documents (Clause 72.08)**

*Live Work Latrobe Rural Land Use Strategy* (Latrobe City Council, MacroPlan Dimasi, RMCG and Planisphere, May 2019)

**RISK ASSESSMENT**

RISK	RISK RATING	TREATMENT
<p>STRATEGIC INCLUDING REPUTATIONAL) Approving an application which is inconsistent with the Latrobe Planning Scheme risking reputational damage on Council’s decision making and loss of decision making powers.</p>	<p><b>Medium</b> <i>Possible x Minor</i></p>	<p>The proposal has been considered against the Latrobe Planning Scheme and it is considered to be inconsistent with the relevant provisions and should therefore be refused.</p>
<p>FINANCIAL Refusing the application and the applicant seeking review of the decision at VCAT.</p>	<p><b>High</b> <i>Likely x Moderate</i></p>	<p>To manage and limit the potential risk, the recommendation has been considered against the requirements of the FZ1, Planning Policy Framework and Municipal Planning Strategy, and relevant Particular Provisions. The recommendation to refuse is considered to be consistent with the Latrobe Planning Scheme and VCAT precedent.</p>

**DECLARATIONS OF INTEREST**

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*.

## **Attachments**

1. Attachment 1: Grounds of refusal
2. Attachment 2: Plans of the proposal
3. Attachment 3: Farm Management Plan
4. Attachment 4: Planning Policy Framework
5. Attachment 5: FZ1 provisions and assessment



# 7.1

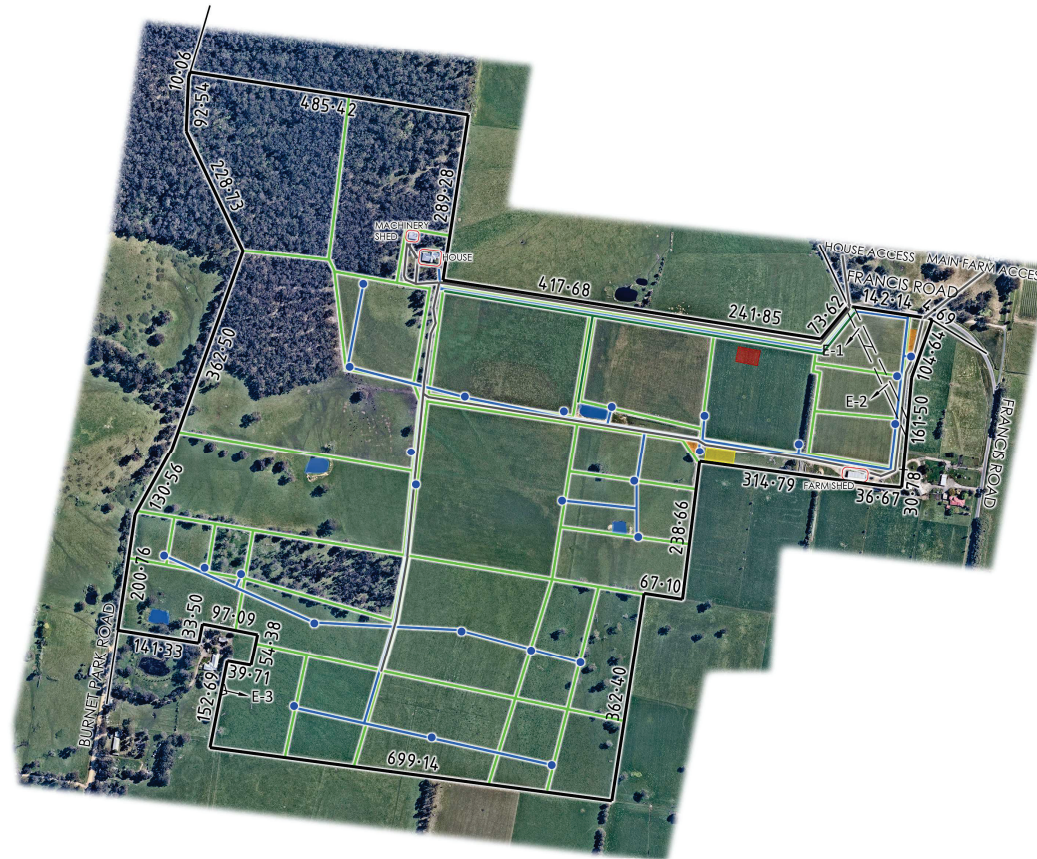
## Planning application 2023/229 Use and Development of a Second Dwelling

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**2023/229 Francis Road, Glengarry West  
Grounds of Refusal**

1. The proposal is inconsistent with the relevant clauses of the Municipal Planning Strategy (MPS) and Planning Policy Framework (PPF) of the Latrobe Planning Scheme including:
  - a) Clause 02.03-4 Natural resource management (agriculture)
  - b) Clause 14.01-1S Protection of agricultural land
  - c) Clause 14.01-1R Protection of agricultural land – Gippsland
  - d) Clause 14.01-1L Protection of agricultural land
  - e) Clause 14.01-1L Dwelling in the Farming Zone Schedule 1
  
2. The proposal is inconsistent with the purpose and decision guidelines of the Farming Zone Schedule 1 of the Latrobe Planning Scheme as it :
  - a) Has not been demonstrated the dwelling is reasonably required to support and enhance agricultural production.
  - b) Will result in the permanent removal of land from agricultural production;
  - c) Has the potential to limit the operation and expansion of adjoining and nearby agricultural uses; and
  - d) Will contribute to a proliferation of dwellings on productive agricultural land.
  
3. The proposal is inconsistent with the following relevant 'Decision Guidelines' at Clause 65.01 of the Latrobe Planning Scheme:
  - a) The Municipal Planning Strategy and the Planning Policy Framework.
  - b) The purpose of the zone.
  - c) The orderly planning of the area.

**FORD BEEF ENTERPRISE - FARM PLAN**



**LEGEND:**

- DAM
- PROPOSED NEW DWELLING
- PROPOSED HAY SHED
- EXISTING/PROPOSED FARM ACCESS TRACKS/LANEWAYS
- EXISTING BUILDINGS & THEIR PURPOSE
- EXISTING STOCKYARDS
- INDIVIDUAL PADDOCKS
- WATER SUPPLY & LOCATION OF WATER TROUGH IN EACH PADDOCK
- PROPOSED SHELTERBELT LANDSCAPING

TOTAL FARM AREA: 93.53ha



SCALE: 1:7500  
 SHEET SIZE: A3  
 REFERENCE: 2301268  
 VERSION: A

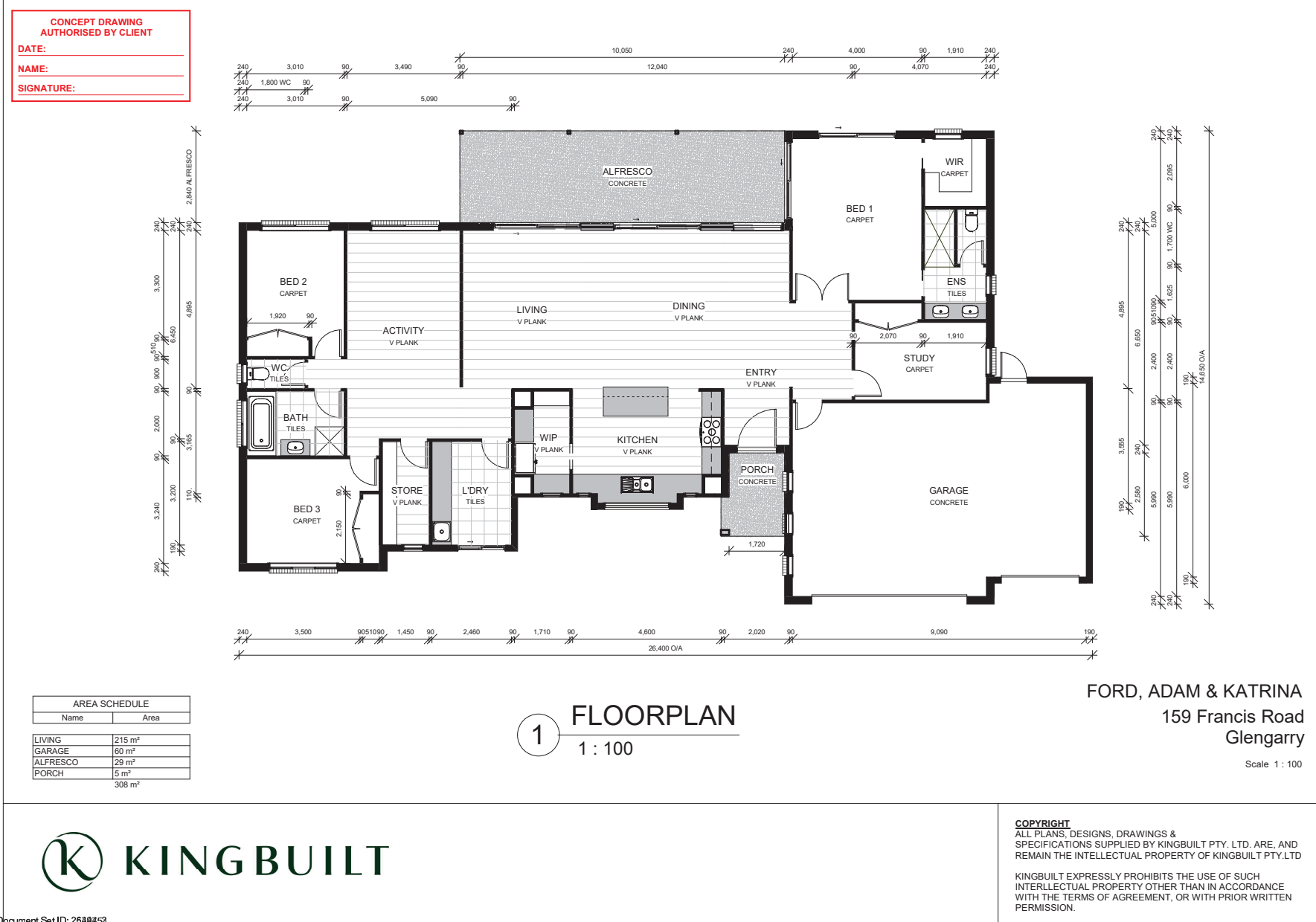
SHEET 1 OF 2

NOTE:  
 E-1, E-2 & E-3 ARE EXISTING POWERLINE EASEMENTS.

**PARISH OF BOOLA BOOLA, CA 6 & PART CA'S 3B, 6A & 9, SECTION A**  
**C/T V12435 F980 - LOT 2 ON PS907205B**  
**FRANCIS ROAD, GLENGARRY WEST 3854**

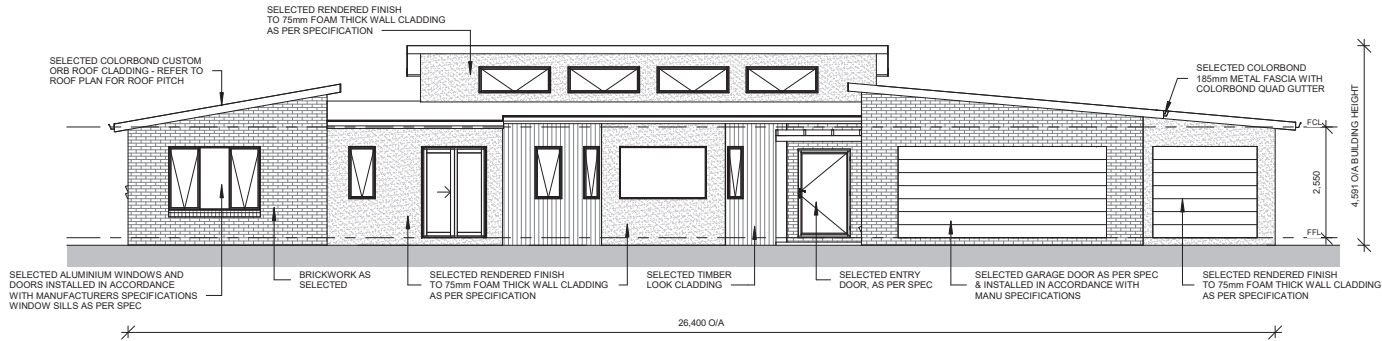


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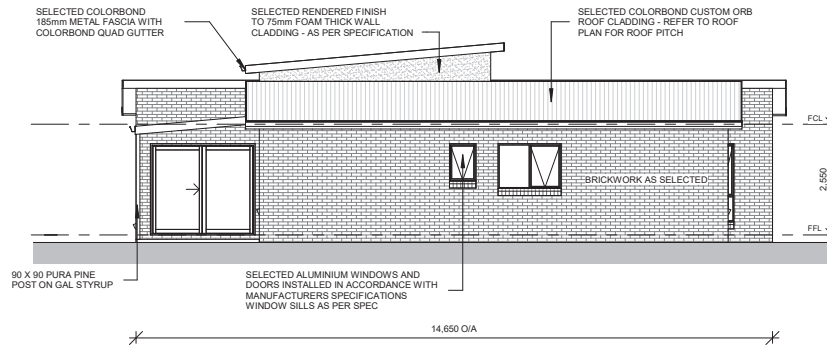
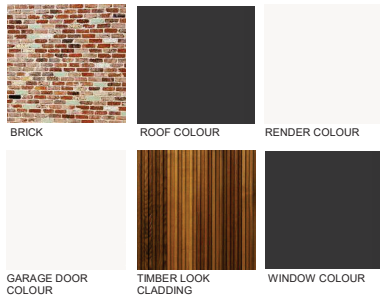


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**1 FRONT ELEVATION**  
1 : 100



**2 SIDE ELEVATION 1**  
1 : 100

FORD, ADAM & KATRINA  
159 Francis Road  
Glengarry

Scale 1 : 100

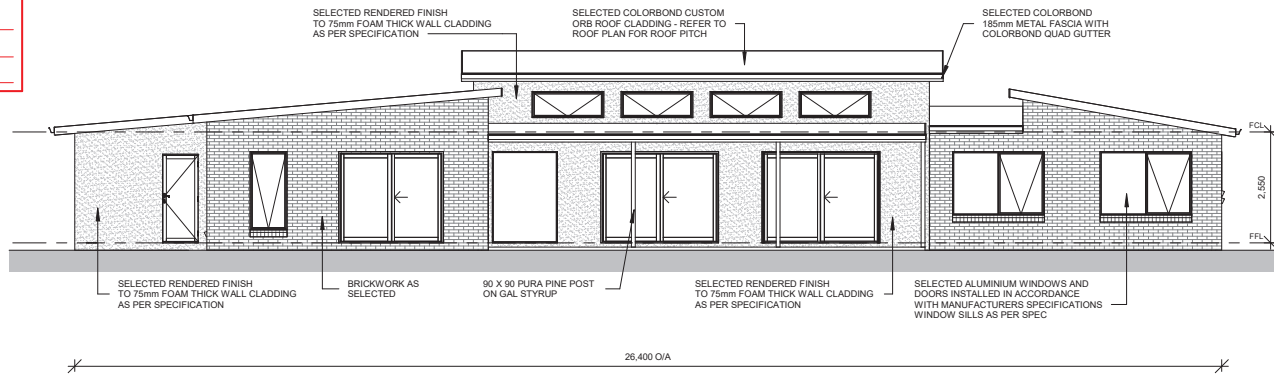


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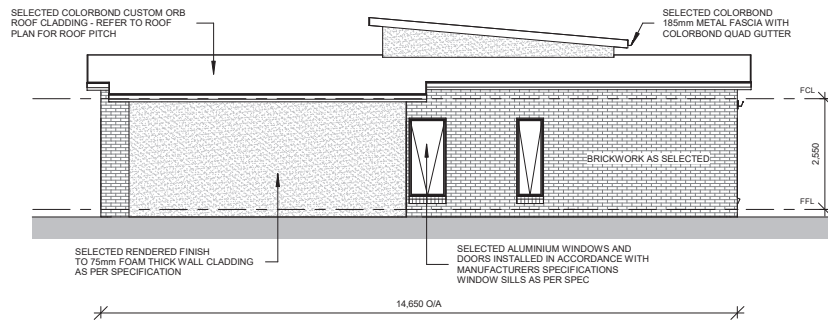
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1 BACK ELEVATION  
 1 : 100



2 SIDE ELEVATION 2  
 1 : 100

FORD, ADAM & KATRINA  
 159 Francis Road  
 Glengarry

Scale 1 : 100



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 Version: 1, Version Date: 06/06/2023

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**FORD BEEF ENTERPRISE - FARM PLAN - PROPOSED SECOND DWELLING**

ENLARGEMENT OF FARM PLAN  
REFER TO SHEET 1 FOR OVERALL SITE PLAN



LEGEND

- PROPERTY BOUNDARY
- EXISTING/PROPOSED FARM ACCESS TRACKS/LANEWAYS
- WATER SUPPLY
- WATER TROUGH
- INDIVIDUAL PADDOCKS
- PROPOSED SHELTERBELT LANDSCAPING
- EXISTING STOCKYARDS
- PROPOSED HAY SHED
- PROPOSED NEW DWELLING

TOTAL FARM AREA: 93.53ha

NOTE:  
E-1, E-2 ARE EXISTING POWERLINE EASEMENTS.

SCALE: NOT TO SCALE  
SHEET SIZE: A3  
REFERENCE: 2301268  
VERSION: A SHEET 2 OF 2

**PARISH OF BOOLA BOOLA, CA 6 & PART CA'S 3B, 6A & 9, SECTION A**  
**C/T V12435 F980 - LOT 2 ON PS907205B**  
**FRANCIS ROAD, GLENGARRY WEST 3854**



Document Set ID: 2639753  
Version: 1, Version Date: 06/06/2023

# Farm Management Plan Ford Beef Enterprise

A Financial and Business Analysis of the Beef Breeding enterprise  
located at 160 Francis Rd, Glengarry West.

Prepared by:  
Gerard Murphy  
GDM Agricultural Consulting  
BA Agriculture and Resource Economics, LaTrobe University



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### About the Author – Gerard Murphy

Growing up and experiencing life on a dairy farm in South Gippsland led to a passion for the Agricultural industry for Gerard. Completion of a Bachelor of Agriculture and Resource Economics at LaTrobe University has led to a successful 25 year career in Agriculture. With extensive experience in Agronomy, Animal Nutrition and Agricultural Business Analysis and a passion for hands on practical solutions, Gerard established GDM Agricultural Consulting in August 2017 servicing clients in the Gippsland region.

1

## Executive Summary

Within the Latrobe City Council there is a productive Agricultural industry. This Agricultural Industry is critically important to the local area and its economy. Within this industry there are many skills and service businesses that assist this industry. Part of this Agricultural industry is the pasture based beef production. The Gross value of beef production in Latrobe has trebled over past 20 years. It is anticipated the Latrobe City Council is likely to see improve growing conditions into the future due to water reliability and climate change making it an ideal area to conduct a pasture based beef operation.

## Industry Background

### *Victorian Beef Industry Background Information<sup>1</sup>*

Victoria's beef production is predominantly located in the Western District, Gippsland, Ovens Murray and Goulburn regions. There were 10,000 beef cattle farm businesses in Victoria in 2019–20, representing 23 per cent of the national beef cattle farm businesses.

In 2019/2021 Victoria's herd size was 2.0 million of beef cattle accounting for 10 per cent of Australia's herd of 21.1 million. Victoria's herd comprise 1.4 million head of beef cows and heifers (one year and over) and 600,000 calves less than 1 year old. Victoria has the third largest population of beef cattle after Queensland (10.4 million) and NSW (3.6 million).

In 2019-20, Victoria processed 1.8 million adult cattle and 300,000 calves, producing 495,000 tonnes of beef and veal (489,000 tonnes of beef and 6,000 tonnes of veal). Victoria contributes 21 per cent of Australia's beef production (2,374,000 tonnes). Victoria is the third largest beef and veal producer after Queensland (1.1 million tonnes) and NSW (516,000 tonnes).

Between 2018-19 and 2019-20, Victoria's beef and veal meat production increased by 30,000 tonnes, an increase of 6 per cent. The value of Victoria's total beef and veal exports in 2019-20 was \$2.25 billion, representing 48 per cent of all meat products exports. It is estimated that around 18,800 people worked on farms that produce beef as the main commodity in the year to May 2021

### *Pasture Based Beef Production*

Pasture based beef production involves the production of animal-based meat from grazing of grass pastures. Pasture based beef production is a sustainable and environmentally friendly method of raising cattle. It involves allowing cattle to graze freely on green pastures during the year, using grazed grass as the primary feed source. This method of production optimizes the use of pasture.

Traditional beef pasture management relied on a set stocking pasture management system where small groups of stock stay in the one paddock for an extended period of time. This system relies on a low stocking rate so that the growth rate of the pasture is matched to the requirements of the stock. For farmers to increase stocking rates and the productivity of their current farm there has been a shift to rotational grazing practices.

Rotational grazing is a sustainable farming practice that requires the movement of stock from one paddock or grazing area on a regular basis. This requires the accurate allocation of enough pasture for the animal's requirements. Rotational grazing allows for the quick grazing of a paddock and then the required rest time to allow for optimal pasture growth. The optimal rest time varies throughout the year dependant on the season and requires accurate management to achieve optimal results.

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<sup>1</sup> [Beef-Fast-Facts-June-2021-Final.pdf \(agriculture.vic.gov.au\)](#)

While rotational grazing requires an increased labour input, rotational grazing can increase grazing efficiency in excess of 50% when managed correctly. This allows for an increase to stocking rate and ability to produce more product from the same area of land. Rotational grazing allows for the conservation of excess fodder during the peak growth period of spring. During the Spring period pasture growth will exceed animal consumption and this allows for pasture to be cut and conserved as either hay or silage to be fed to stock during periods of low pasture growth.

At times of the year pasture growth may be lacking due to adverse growing conditions like a lack of rainfall (Summer) or cold weather (Winter). During these periods fodder harvested during spring will be fed to stock on a daily basis to supplement (top up) their pasture intake. While rotational grazing is more intensive and time consuming it allows for the farm to be more self-sufficient and provides an increased output of product.

### *Self Replacing Beef Herd*

A self-replacing beef herd is a breeding system where the herd is maintained by breeding replacement heifers from within the herd itself. In this system, the producer does not need to purchase replacement heifers from outside sources. This system relies on a greater focus on animal nutrition and feed inputs to allow for the health of the cow and the growth of the calf.

Running a self replacing herd system involves more intensive management of stock at both joining and calving times over a system that purchases feeder steers on an annual basis. Bulls need to be replaced every 2 years. There is more involvement in managing the youngstock particularly in the first 6 months to make sure they are healthy and well grown.

During calving season cows are checked on a regular basis with particular emphasis on early evening (9pm) to make sure there are no issues with calving and stock as calm and safe. This is important from an animal health point of view to make sure immediate attention and assistance can be given to avoid any issues from metabolic disorders like milk fever, calving disorders like muscle and nerve paralysis. Decreased calf mortality rates are also an important aspect of a successful beef enterprise as is the protection from vermin like foxes.

### **Business Background**

With experience in the Energy generation industry and health service beef producers Adam and Katrina Ford and their 2 children wish to continue their family involvement in the pasture based beef industry while also providing for the involvement of Adams parents Colin and Elaine on a supporting basis.

The transition of the operation of the Beef enterprise from Colin and Elaine to Adam and his family is aimed to allow Colin and Elaine to be able to spend time working on the farm whilst also enjoying the ability to travel and enjoy semi-retirement.

The initial farm of 63.94 ha was purchased in January 2013 by Colin and Elaine. The property was of a size that Colin and Elaine could manage and build their forever home on. In November 2017 the house build was completed, and Colin and Elaine move in to enjoy the life they had built on the property. The farmland bordering the property was tightly held and the limiting the potential for expansion.

In 2022 the Fords were offered an additional neighbouring parcel of 29.59 ha of land. The land was to be incorporated into their current title. The purchase was completed in November 2022. This resulted in the farm size increasing by 46% of the original farm size. This resulted in a change in direction for the farm with an increase in stocking rate and a change in philosophy about how the

farm was to run. The pasture management of the farm was to change from set stocking to a rotational grazing system and an increased focus on cropping and pasture renovation.

Currently Colin and Elaine live in the only dwelling on the 93.53 ha property and intend to live out the remainder of their life on the property. Colin and Elaine have always lived on a parcel of land and have run stock whilst also running other business ventures. At the current point in time it is their wish to live outside of a township and they are not intending to move into a residential town setting. By transitioning the operation to Adam and his family this allows for Colin and Elaine to stay actively involved in the business whilst enjoying the flexibility to travel and enjoy a lighter workload.

Adam and Katrina live approximately 30 minutes drive away from the property and are looking to build on the property to allow increase time and family involvement in the operation. Adam and Katrina currently work off farm but have been contributing the majority of the labour for the farm outside of their current employment. This is anticipated to continue into the future. Moving onto the farm this would allow more time outside of their employment to contribute to the running of the farm, also saving travel time lost due to living away from the farm. It is anticipated that Adam and his family would provide 0.8 FTE (Full time Equivalents) of the labour required for the farm and Colin and Elaine would provide 0.2 FTE.

The Business currently runs a herd of approximately 50 breeding Angus beef cows and calves in a self replacing system. The calves are raised to a target of 400kg liveweight at approximately 10 to 12 months of age. It is anticipated that moving forward the business would increase the stocking rate to 80 cows and calves due to the increased presence on the property by Adam and his family and the purchase of additional land in 2022. This would give Adam and his family a viable lifestyle to complement the business. The Ford children aged from 8 and 10 years old will also be involved in the hands on running of the business providing valuable life lessons and insight into running a private enterprise.

This proposal would allow for Colin and Elaine to be involved in the farming enterprise without being the main labour source required and provide a safe workspace for them to be involved. This proposal allows for the assisted living of Colin and Elaine as they progress in their life without major disruption to their location, lifestyle or situation.

By Adam and Katrina moving onto the property there is an opportunity to sustainably increase the return from the current land from an economic, animal health and social licence point of view producing a sustainable clean green pasture based product.

## Goals

### *Family Succession*

One of the key goals is to transition the workload of the beef enterprise from Colin and Elaine to Adam and Katrina and Children whilst allowing Colin and Elaine to enjoy the Lifestyle they have worked hard to achieve. The Beef property has always been run as a joint venture by the two generations of the Ford family. While Colin and Elaine will still be actively involved in the beef enterprise, they are looking to continue this involvement without having to be the key labour input. This allows for the safety of Colin and Elaine as the majority of their labour would be assisting in tasks where 2 people are required. Adam and Katrina would be involved in the day to day work of checking and feeding stock. The assistance of Colin and Elaine is an invaluable asset for Adam and Katrina on the farm helping them with cattle handling, fencing and other farm improvements.

With both families located on the farm Colin and Elaine can also spend their time passing on their knowledge to Adam and Katrina's sons. This time spent is invaluable to the development of these children and will be time greatly cherished by Colin and Elaine. The ability to pass on skills learnt by the older generation is extremely valuable in the pursuit of farming knowledge. This also allows Colin and Elaine to feel mentally involved and valued as part of the farm structure. This is a very important part of the transition of farmers from the full time requirements of running the farm to being able to step back whilst still feeling they are of value.

Colin and Elaine are both 68, with the average life expectancy in Victoria<sup>2</sup> of 81.7 years for males and 85.7 years for females the Ford family are putting into place plans for all members to continue to enjoy the lifestyle the farm offers whilst transferring the current 50/50 work load to 80/20 for the next 10 to 15 years. This allows for Colin and Elaine to be mentally and physically still involved in the farm without being the main source of labour.

Another key aspect to the transition from Colin and Elaine to Adam and Katrina is farm safety. Working with animals particularly bulls can be a dangerous task on a farm and is something that should be done with more than one person present. With Adam, Katrina and family living on the farm this makes it easier to complete these tasks together safely.

### *Short term*

Subject to gaining planning approval the business would increase the stocking rate on the property from the current rate of 11.8 DSE per ha to 18.8 DSE per ha. This would be achievable due to more time spent by the Ford family on farm monitoring the stock, increased rotational grazing and utilisation of fodder crops to increase fodder production per hectare.

Increased pasture renovation through growing fodder crops and oversowing of existing pastures will increase the potential Dry Matter (DM) production per ha and allow for increase stocking capacity. This system will require more management of the stock and pasture allocation but will increase the return on investment.

Increasing the animal welfare of the stock is a high priority for the Ford family. The ability to monitor stock without the time constraints of travel is seen as a major benefit to the proposal. The ability to be present when a veterinary assistance is required on an emergency call out is made easier if the Adam and Katrina are living on the property. By decreasing stock losses due to increased monitoring of stock the business will be more viable and profitable in the long term.

Currently Adam and Katrina spend time travelling to the property when required sacrificing an hour for the round trip 3 to 4 times per week and on weekends when their rosters allow. The children will stay at their current home with the other parent whilst one completes the work on the farm. Moving forward by building on the property they hope to increase the involvement of all the family members whilst also allowing for small jobs to be completed in the required time without the addition of travel time. A benefit to living on the farm will be the ability to split up time between jobs rather than having to complete the job there and then allowing for more family time.

### *Long Term*

Build a sustainable business that can support both generations of the Ford family and be a viable enterprise moving into the future. Build a business model that can be replicated and provide value to the beef farming industry while utilising smaller agricultural holding within the local area.

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<sup>2</sup> [Life tables, 2019 - 2021 | Australian Bureau of Statistics \(abs.gov.au\)](https://www.abs.gov.au/life-tables-2019-2021)

Currently the business calves seasonally from March to May with weaners sold at the Autumn Sale. Moving forward the ability to split calve will increase the opportunity to increase stocking rate and even out the cashflow for the business with stock ready for both the Autumn and Spring sales periods.

With Adam and Katrina living on the farm there would also be the option to value add to beef weaners by joining heifers and selling to beef restockers as PTIC (pregnancy tested in calf) heifers rather than selling them as weaners to be finished for processing by an abattoir.

Improvements to the current stock yards with the addition of an undercover vet area is a priority over the next 3 to 5 years. Included in this improvement to the current infrastructure is the addition of a hay shed with an undercover stock containment area. This would allow for any stock requiring veterinary attention to be contained and monitored safely on the property away from other stock. There are 2 proposed sites for this shedding as indicated in orange on the farm map.

With the current pressure on the beef industry to produce a clean green product and treat stock in an ethical and humane manor it is of high important to be located on the farm to provide the best care. This will allow Adam and Katrina more time to maintain and improve the infrastructure on the farm to the high standard that Colin and Elaine have currently established.

A major focus of this transition is the longer term assisted living of Colin and Elaine while still providing them with their own space. This proposal allows for both families to be on the farm whilst still enjoying the farming lifestyle.

## Location

The Ford family currently run the business enterprise on a block of land of 93.53 Ha on its own title. This location is deemed appropriate as there are no closely located dwellings.

The topography of the property rises from flats to gentle undulation. The North west of the property has bushland while the eastern part of the property is open pasture. The property has an ideal topography to safely run the operation and to improve pastures with no steep land within its boundary. The property is tractorable and well laid out.

An additional dwelling would be required for the ongoing operation of the beef enterprise on this land allowing for Adam and Katrina to provide the majority of the labour for the operation. This would allow Colin and Elaine the opportunity to travel during the quieter periods and return to assist in the spring calving season. For industry best practice animal welfare, security, attention and duty of care for these animals the owners would need to be able to live onsite to ensure these requirements were met.

## Soil Type and Pasture Species

The property soil type is classified as Brown Kurosols. Brown Kurosols soil types have strong texture contrast between the surface horizons and the clay subsoil horizon. This soil type is considered suitable for pasture growth and grazing systems when utilising current agricultural practices of fertiliser and soil pH management with the application of lime due to its free draining characteristics.

The Pasture species on the property are predominately ryegrass based with White and sub clover. A winter cropping program utilising forage oats is used on the property as a part of a pasture renovation program. The renovation of the pastures to high yielding ryegrass and clover varieties is achievable and aligned with the goals of the use of the property.

Currently 50% of the property has been renovated over the past 9 years. With the addition of more land this process will continue at a rate of approximately 5% to 7% of the farm each year. This equates to 2 paddocks per annum and between 5 to 6.5 ha per annum. This is an achievable target that will allow for the increased stocking rate to be maintained.

At a cost of approximately \$500 per ha to renovate the pasture this is seen as an achievable investment on a yearly basis with the improved return in pasture production likely to provide a payback over a 12 month period.

To maximise the returns from investment on improved pasture productivity and carrying capacity the Fords have updated approximately 65% of the property's fencing to allow for rotational grazing and strip grazing practices. This leads to improved, sustainable grazing practices being implemented on the farm.

Broadleaf weeds are controlled with a Broadleaf management program, good pasture management and increased competition from improved pasture species. The property was seen to be free of thistles, ragwort and blackberry. The location of the property near bushland will require the ongoing control of both pasture based broad leaf weeds and noxious woody weeds like blackberry.

Vermin are controlled on the property by the Ford family. Being close to native bushland there is a high priority on the control of foxes, specifically during the spring calving season which requires night time checks of the calving cows.

### Farm Layout

The farm is subdivided into 33 paddocks to be able to maximise rotational grazing practices. Fencing on the farm is currently being updated with the existing internal and external fencing being a combination of 3 strands of barbed wire combined with 2 strands of electric wires. Updated internal and external fencing is 5 strands of plain wire with 2 of those strands' electric wires with new timber posts. The western boundary of the property is fences with an 8-foot-high kangaroo proof fence. There has been significant investment in the fencing on the farm in recent years with the Ford family intending to continue this process.

Due to the location of the farm maintaining boundary fences is a high priority with damage from wildlife and falling trees requiring prompt attention. This is something that is of high importance to the Ford family but relies on a family member being present on the farm to be able to monitor the fencing, particularly during any storm activity.

Water supply for the property is via 3 natural spring fed dams. Water is supplied to 80% of the property through a network of underground pipe and water troughs in the paddocks. The farm has a connection to town water supply which is used as a backup to the natural water supply. The Fords have worked hard to update the water infrastructure on the farm to allow for the rotational grazing of stock to increase the carrying capacity of the land. This is a key component in the ability of the farm to lift the stocking rate.

There is currently a central laneway through the property that services the original block of land. The laneway is to be extended over the next 4 years in stages to allow for the easier movement of stock from the south western part of the property. The stockyards are located at the eastern end of the property as indicated in the farm map and as such cows are calved down in paddocks close to these yards. This allows for effective and prompt treatment of any animal requiring veterinary assistance.

The stockyards are currently in good working order, however a future goal is to create an undercover veterinary area. As part of this process the erection of a hay shed with undercover containment area for stock is also planned for this location. This would allow for the Stockyards to comply with OH&S requirements and provide a safe working environment on the farm when dealing with livestock.

## Financials

### *Setup*

The business is already set up and established. The farm has generally been run as a stand alone business in partnership by both parties with profits reinvested in the farm and equipment. The most recent purchase of a Arevator and seed drill allows the business to achieve one of its goals of increasing pasture production through pasture renovation. Currently the business has the young stock coming through to increase herd numbers to 80 mature cows this season so the only stock purchases required are the purchase of new herd bulls.

### *Ongoing costs*

The ongoing costs of the farm will be the expected herd cost, feed cost and Overhead costs. These cost are estimated to be approximately \$45,000 per annum. This results in an expected operating surplus of approximately \$73,000 per annum. This result is partly achieved through 100% imputed owner operated labour.

### *Income*

With a herd of 80 mature angus beef cows and providing for the rearing of 10 herd replacements each year, the stock sales of 65 weaner calves is anticipated to be \$125,000 per annum using current sale prices. There prices have decreased significantly in the last 12 months so the upside to this estimate is positive. This results in a business cash Surplus of \$72,950 per annum and an EBIT of \$32,000. There is no debt on the property or the equipment which means the business is in a very stable position to continue to perform on an annual basis.

This cash surplus is to then be reinvested back into the business to continue to upgrade the fencing, stockyards and other farm infrastructure along with the continual application of fertiliser and lime to build up the base level fertility and pH.

## Potential of the Property

The property is currently running 50 mature beef cows producing approximately 40 weaners being run. When turned off at 400 kg and 8 to 10 months old this is the equivalent to 16,000kg liveweight per annum. With more input from Adam and Katrina the property has the ability to raise 65 to 70 weaners each year to 8 to 10 months of age. If these weaners are turned off at 400kg this is the equivalent of 26,000kg of liveweight per annum plus the additional 10 mature cows being sold as owner bred replacements enter the herd. This is a significant improvement on the current property use without any detriment to the property or environment.

## Conclusion

I believe there is a viable business proposition that does not prejudice the ability of future generations to farm the land but in fact assists the beef industry to move forward with smaller family run holdings. The ability to pass on skills learnt by the older generation is extremely valuable in the pursuit of farming knowledge. This proposal allows Colin and Elaine to feel mentally involved and valued as part of the farm structure. This is a very important part of the transition of farmers



from the full time requirements of running the farm to being able to step back whilst still feeling they are of value.

Financially the business provides a positive return to the owners with the ability to reinvest in the business. I believe the business succeeds in its aim to sustainably value add to the beef industry while providing the Ford family with a valuable business opportunity. This business will support the surrounding agricultural activities and help to build on the current economic base of the region.

I believe the business has the ability for Colin and Elaine to live a lifestyle they deserve and to enjoy the house they have built without being forced to relocate into a residential town setting. It allows for Colin and Elaine to be active participants in the business while also enjoying flexibility to travel.

### Farm Map



## Farm Business Analysis



Practical Farm Solutions

### Annual Farm Budget and Financial Indicator Pasture Beef Business

NAME: Adam & Katrina Ford  
DATE: August 2023

Prepared by: Gerard Murphy

<b>EXPENSES</b>	
<b>Herd Costs</b>	
Animal Health	1,715
<b>Total Herd Costs</b>	<b>1,715</b>
<b>Comission &amp; Supplies</b>	
Selling costs	5,634
Supplies	114
<b>Total Selling Costs</b>	<b>5,748</b>
<b>Feed Costs</b>	
Fertiliser	13,226
PastureSeed and chemical	2,789
Water & Irrigation	2,049
Fodder Conservation	1,252
<b>Total Feed Costs</b>	<b>19,316</b>
<b>GROSS MARGIN</b>	<b>91,021</b>
<b>Overhead Costs</b>	
Rates	4,824
Transport	572
Vehicles Rego & Insurance	1,189
Farm Insurance	5,946
Repairs and Maintenance	4,349
Other O'head e.g. Admin	1,191
<b>Total Overhead Costs</b>	<b>18,071</b>
<b>Labour Costs</b>	
Gross Wages	0
Workcover	0
Superannuation	0
Training Courses	0
Protective Clothing	0
Staff Amenities	0
<b>Total Labour Costs</b>	<b>0</b>
<b>TOTAL FARM COSTS (FWE)</b>	<b>44,850</b>
<b>OPERATING SURPLUS</b>	<b>72,950</b>

<b>Capital Costs</b>	
Plant	0
Shedding	0
<b>Total Capital Costs</b>	<b>0</b>
<b>Personal Costs</b>	
DRAWINGS	0
PAYG	0
<b>Total Personal Costs</b>	<b>0</b>
<b>Finance Costs (interest)</b>	
Farm	0
Motorbike	0
Grain Silo	0
BANK CHARGES	0
<b>Finance Costs (principle)</b>	
Farm	0
Motorbike	0
<b>Total Finance Costs</b>	<b>0</b>
<b>TOTAL EXPENDITURE</b>	<b>44,850</b>

<b>INCOME</b>	
Stock Sales	125,800
Other	0
Stock purchases	8,000
<b>Total Farm Income</b>	<b>117,800</b>
<b>Non Farm Income</b>	<b>0</b>
<b>TOTAL INCOME</b>	<b>117,800</b>
<b>SURPLUS/DEFICIT</b>	<b>\$72,950</b>
<b>Business Profit</b>	<b>\$72,950</b>

<b>RETURN ON CAPITAL-BUSINESS EFFICIENCY WORLD</b>	
ADJUSTMENTS: L'STOCK/FODDER	0.0
OPERATOR ALLOWANCE	0.0
DEPRECIATION	10000.0
<b>\$ EBIT</b>	<b>31,590</b>
<b>% RETURN ASSETS</b>	<b>1.4</b>

OPENING VALUES 0

<b>EQUITY SUMMARY</b>	
Total Assets	2,310,000
Total Liabilities	0
<b>Net Worth</b>	<b>2,310,000</b>
% Equity	100.00%
Principle Repaid	0

<b>RETURN ON EQUITY (ROE)</b>	
EQUITY NET WORTH	2,310,000
<b>ROE (EBIT LESS INTEREST)</b>	<b>31,590</b>
<b>% ROE (ROE/EQUITY%)</b>	<b>1.37</b>

<b>PEOPLE PRODUCTIVITY: LABOUR</b>	
PAID HRS	0
IMPUTED HRS	1,120
<b>TOTAL HRS</b>	<b>1,120</b>

### Swot Analysis

<p><b>Strengths</b></p> <ul style="list-style-type: none"> <li>• Location</li> <li>• climate</li> <li>• Proximity to schools</li> <li>• Increased production from the same asset through increased management</li> <li>• Ability to pass the business on to future generation</li> </ul>	<p><b>Weaknesses</b></p> <ul style="list-style-type: none"> <li>• Ability to increase lot size.</li> <li>• 24 hour observation of stock if a suitable dwelling is not available.</li> <li>• No flexibility in calving pattern</li> <li>• Safety of all involved on the farm</li> </ul>
<p><b>Opportunities</b></p> <ul style="list-style-type: none"> <li>• Ability to transition the business to a livestock trading model as a risk mitigation.</li> <li>• Agri tourism and school based education programs</li> </ul>	<p><b>Threats</b></p> <ul style="list-style-type: none"> <li>• Requirement for an additional dwelling to be built to properly manage the business</li> <li>• Safety of Colin and Elaine if they are trying to work the property on their own</li> <li>• Relevant building and planning approvals</li> <li>• Cost of land</li> </ul>

### 2023/229 Francis Road, Glengarry West Planning Policy Framework

The relevant policy contained in the MPS and PPF of the Latrobe Planning Scheme has been considered as part of the assessment of this application as follows:

- Clause 02.03-4 Natural resource management (agriculture)
- Clause 14.01-1S Protection of agricultural land
- Clause 14.01-1R Protection of agricultural land – Gippsland
- Clause 14.01-1L Protection of agricultural land
- Clause 14.01-1L Dwelling in the Farming Zone Schedule 1
- Clause 14.03-1S Resource Exploration and Extraction

#### **Clause 02.03-4 – Natural resource management**

*Most rural areas in Latrobe contain high quality agricultural land that supports dairy farming, broadacre farming and forestry.*

*There are some rural areas that are highly fragmented. These areas provide opportunities for rural residential living, tourism, niche rural industry and small-scale farming.*

*The Rural Framework Plan in Clause 02.04 illustrates the intent of rural use in Latrobe.*

*Planning for agriculture seeks to:*

- *Enhance the viability of agricultural activity.*
- *Retain large lots and discourage the establishment of sensitive or non-agricultural related land uses on high quality agricultural land (Farming Zone Schedule 1) to retain its productive viability.*
- *Facilitate non-agricultural related use and development that respect settlement patterns, landscape, amenity and environmental values and adjacent land uses in highly fragmented rural areas (Farming Zone Schedule 2).*

#### Response:

The subject land is located in Farming Zone Schedule 1 where most lots are suitable for use for commercial farming or have realistic potential to be used for horticulture, livestock grazing or other forms of productive agriculture.

The subject site has been developed with a dwelling which is used in conjunction with the agricultural use of the land. The use and development of the land with a second has not been sufficiently justified in relation to planning policy. The landowners' son and family are currently assisting with the farming operations outside of their existing employment and seek to live on the land for convenience reasons rather than for the need to be there for agricultural reasons.

**Clause 14.01-1S – Protection of agricultural land**

## Objective

*To protect the state's agricultural base by preserving productive farmland.*

## Strategies

- *Identify areas of productive agricultural land, including land for primary production and intensive agriculture.*
- *Consider state, regional and local, issues and characteristics when assessing agricultural quality and productivity.*
- *Avoid permanent removal of productive agricultural land from the state's agricultural base without consideration of the economic importance of the land for the agricultural production and processing sectors.*
- *Protect productive farmland that is of strategic significance in the local or regional context.*
- *Protect productive agricultural land from unplanned loss due to permanent changes in land use.*
- *Prevent inappropriately dispersed urban activities in rural areas.*
- *Protect strategically important agricultural and primary production land from incompatible uses.*
- *Limit new housing development in rural areas by:*
  - *Directing housing growth into existing settlements.*
  - *Discouraging development of isolated small lots in the rural zones from use for dwellings or other incompatible uses.*
  - *Encouraging consolidation of existing isolated small lots in rural zones.*
- *Identify areas of productive agricultural land by consulting with the Department of Economic Development, Jobs, Transport and Resources and using available information.*
- *In considering a proposal to use, subdivide or develop agricultural land, consider the:*
  - *Desirability and impacts of removing the land from primary production, given its agricultural productivity.*
  - *Impacts on the continuation of primary production on adjacent land, with particular regard to land values and the viability of infrastructure for such production.*
  - *Compatibility between the proposed or likely development and the existing use of the surrounding land.*
  - *The potential impacts of land use and development on the spread of plant and animal pests from areas of known infestation into agricultural areas.*
  - *Land capability.*
- *Balance the potential off-site effects of a use or development proposal (such as degradation of soil or water quality and land salinisation) against the benefits of the proposal.*

**Clause 14.01-1L - Protection of agricultural land**

## Relevant strategies include:

- *Discourage non-agricultural uses from locating or developing in a manner that will inhibit the expansion of farming uses.*
- *Ensure the siting of a building does not compromise the operation of nearby commercial agricultural enterprises, including its impacts on noise, odour, sight lines and infrastructure and livestock movements.*

**Clause 14.01-1L – Dwelling in the Farming Zone Schedule 1**

This policy applies to an application for a dwelling in the Farming Zone Schedule 1.

The strategies are as follows:

- *Discourage dwellings not associated with the agricultural use of the land.*
- *Where there is an existing dwelling, discourage more than one dwelling unless the additional dwelling is required for the permanent operation, supervision or care of the agricultural use and is located on the same lot as the existing dwelling and the agricultural use.*

Consider as relevant:

- *A section 173 agreement under the Act to prevent the future excision of the dwelling from the parent lot.*
- *Discouraging dwellings on lots less than 100 hectares in the intensive agricultural precincts as shown in the Rural Framework Plan in Clause 02.04, unless the dwelling is required in association with an agricultural use of the land.*

**Clause 14.01-2S – Sustainable agricultural land use**

Objective

*To encourage sustainable agricultural land use.*

Strategies

- *Ensure agricultural and productive rural land use activities are managed to maintain the long-term sustainable use and management of existing natural resources.*
- *Support the development of innovative and sustainable approaches to agricultural and associated rural land use practices.*
- *Support adaptation of the agricultural sector to respond to the potential risks arising from climate change.*
- *Encourage diversification and value-adding of agriculture through effective agricultural production and processing, rural industry and farm-related retailing.*
- *Assist genuine farming enterprises to embrace opportunities and adjust flexibly to market changes.*
- *Support agricultural investment through the protection and enhancement of appropriate infrastructure.*
- *Facilitate ongoing productivity and investment in high value agriculture.*
- *Facilitate the establishment and expansion of cattle feedlots, pig farms, poultry farms and other intensive animal industries in a manner consistent with orderly and proper planning and protection of the environment.*
- *Ensure that the use and development of land for animal keeping or training is appropriately located and does not detrimentally impact the environment, the operation of surrounding land uses and the amenity of the surrounding area.*

Clause 14.01-1L lists the *Live Work Latrobe Rural Land Use Strategy (2019)*(RLUS) as a policy document. The RLUS identifies the site as 'productive agricultural land' (Figure 5) and Class 3 (Figure 12) which has 'fair' capability meaning it "*can sustain agricultural uses with low to moderate levels of land disturbance such as broadacre cultivation in rotation with improved pastures. Moderate to high levels of production possible with specialist management practices such as minimum tillage*" (Table 4). Accordingly, the current agricultural pursuit of beef farming is suitable for the agricultural quality of the land.

Response

- Grazing animal production requires regular supervision to ensure animal health and welfare but can be carried out without the requirement for a dwelling noting that there is already a dwelling on the site. The applicant has not provided sufficient justification that a second dwelling is required for the operations of the beef farm.
- The second dwelling is required for relatively short term personal reasons not for long term agricultural reasons. It could potentially be used for rural lifestyle purposes in the future which would further impact agriculture through the impacts on amenity on the dwelling from farming or by restricting farming activities due to the presence of the dwelling.
- The second dwelling would make any future potential reorganisation of the land and surrounding lots in favour of the expansion of future agricultural uses extremely challenging.



## **Farming Zone Schedule 1**

### **Purpose**

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To provide for the use of land for agriculture.*
- *To encourage the retention of productive agricultural land.*
- *To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.*
- *To encourage the retention of employment and population to support rural communities.*
- *To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.*
- *To provide for the use and development of land for the specific purposes identified in a schedule to this zone.*

### **Decision guidelines**

*Before deciding on an application to use or subdivide land, construct a building or construct or carry out works, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:*

#### General issues

- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *Any Regional Catchment Strategy and associated plan applying to the land.*
- *The capability of the land to accommodate the proposed use or development, including the disposal of effluent.*
- *How the use or development relates to sustainable land management.*
- *Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby land uses.*
- *How the use and development makes use of existing infrastructure and services.*

#### Agricultural issues and the impacts from non-agricultural uses

- *Whether the use or development will support and enhance agricultural production.*
- *Whether the use or development will adversely affect soil quality or permanently remove land from agricultural production.*
- *The potential for the use or development to limit the operation and expansion of adjoining and nearby agricultural uses.*
- *The capacity of the site to sustain the agricultural use.*
- *The agricultural qualities of the land, such as soil quality, access to water and access to rural infrastructure.*

- *Any integrated land management plan prepared for the site.*
- *Whether Rural worker accommodation is necessary having regard to:*
  - *The nature and scale of the agricultural use.*
  - *The accessibility to residential areas and existing accommodation, and the remoteness of the location.*
- *The duration of the use of the land for Rural worker accommodation.*

#### Accommodation issues

- *Whether the dwelling will result in the loss or fragmentation of productive agricultural land.*
- *Whether the dwelling will be adversely affected by agricultural activities on adjacent and nearby land due to dust, noise, odour, use of chemicals and farm machinery, traffic and hours of operation.*
- *Whether the dwelling will adversely affect the operation and expansion of adjoining and nearby agricultural uses.*
- *The potential for the proposal to lead to a concentration or proliferation of dwellings in the area and the impact of this on the use of the land for agriculture.*
- *The potential for accommodation to be adversely affected by noise and shadow flicker impacts if it is located within one kilometre from the nearest title boundary of land subject to:*
  - *A permit for a wind energy facility; or*
  - *An application for a permit for a wind energy facility; or*
  - *An incorporated document approving a wind energy facility; or*
  - *A proposed wind energy facility for which an action has been taken under section 8(1), 8(2), 8(3) or 8(4) of the Environment Effects Act 1978.*
- *The potential for accommodation to be adversely affected by vehicular traffic, noise, blasting, dust and vibration from an existing or proposed extractive industry operation if it is located within 500 metres from the nearest title boundary of land on which a work authority has been applied for or granted under the Mineral Resources (Sustainable Development) Act 1990.*

#### Environmental issues

- *The impact of the proposal on the natural physical features and resources of the area, in particular on soil and water quality.*
- *The impact of the use or development on the flora and fauna on the site and its surrounds.*
- *The need to protect and enhance the biodiversity of the area, including the retention of vegetation and faunal habitat and the need to revegetate land including riparian buffers along waterways, gullies, ridgelines, property boundaries and saline discharge and recharge area.*
- *The location of on-site effluent disposal areas to minimise the impact of nutrient loads on waterways and native vegetation.*

### Design and siting issues

- *The need to locate buildings in one area to avoid any adverse impacts on surrounding agricultural uses and to minimise the loss of productive agricultural land.*
- *The impact of the siting, design, height, bulk, colours and materials to be used, on the natural environment, major roads, vistas and water features and the measures to be undertaken to minimise any adverse impacts.*
- *The impact on the character and appearance of the area or features of architectural, historic or scientific significance or of natural scenic beauty or importance.*
- *The location and design of existing and proposed infrastructure including roads, gas, water, drainage, telecommunications and sewerage facilities.*
- *Whether the use and development will require traffic management measures.*
- *The need to locate and design buildings used for accommodation to avoid or reduce noise and shadow flicker impacts from the operation of a wind energy facility if it is located within one kilometre from the nearest title boundary of land subject to:*
  - *A permit for a wind energy facility; or*
  - *An application for a permit for a wind energy facility; or*
  - *An incorporated document approving a wind energy facility; or*
  - *A proposed wind energy facility for which an action has been taken under section 8(1), 8(2), 8(3) or 8(4) of the Environment Effects Act 1978.*
- *The need to locate and design buildings used for accommodation to avoid or reduce the impact from vehicular traffic, noise, blasting, dust and vibration from an existing or proposed extractive industry operation if it is located within 500 metres from the nearest title boundary of land on which a work authority has been applied for or granted under the Mineral Resources (Sustainable Development) Act 1990.*

### Assessment

The proposal is considered to be inconsistent with the decision guidelines at Clause 35.07-6 of the Scheme for the following reasons:

- The agricultural use of beef farming can be carried out with the existing dwelling on the land. A second dwelling is not needed to manage the use.
- The dwelling would permanently remove part of the land from agriculture.
- The dwelling has the potential to limit the operation and expansion of adjoining and nearby agricultural uses.
- The dwelling would result in the loss of productive agricultural land.
- The dwelling has the potential to be adversely affected by agricultural activities on adjacent and nearby land due to dust, noise, odour, use of chemicals and farm machinery, traffic and hours of operation.

- The dwelling would contribute to a proliferation of dwellings in the area and this in turn has the ability to have an impact on the use of the surrounding land for agriculture.
- Buildings should be located in one area on the site to avoid any adverse impacts on surrounding agricultural uses and minimise the loss of productive agricultural land. The second dwelling would be located in a separate part of the site to the existing dwelling which would impact adjoining agricultural uses and result in the loss of productive agricultural land.

# PLANNING PERMIT APPLICATION 2024/70 DEVELOPMENT OF LAND WITH A TELECOMMUNICATIONS FACILITY

## PURPOSE

To provide Council with an assessment of planning application 2024/70 for the development of land with a telecommunications facility at 4 Borrmans Street, Moe South, against the provisions of the Latrobe Planning Scheme.

## EXECUTIVE SUMMARY

- The subject site is located in the Rural Living Zone and is subject to the Bushfire Management Overlay.
- During advertising of the application, nine (9) objections were received; one objection was withdrawn following receipt of the response from the applicant.
- Eight (8) objections remain in place, with the following concerns raised:
  - Potential impacts on human health.
  - Insufficient notice to surrounding residents.
  - Council should not consider the application.
  - Visual impact.
  - Impact on property values.
  - Future amendment to the permit may relocate the facility closer to dwellings.
- Having considered the objections, officers make the following observations:
  - Mobile phone carriers are regulated by the Australian Communications and Media Authority (ACMA), including compliance with the *Radiocommunications (Electromagnetic Radiation – Human Exposure) Standard 2014*, prepared by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA). Planning case law maintains that where a clear, regulated Australian standard is met, it is not the role of planning to second-guess it.
  - Notification has been carried out in accordance with the requirements set out in the *Planning and Environment Act 1987*.
  - Council is required to consider all applications submitted pursuant to Section 58(1) of the *Planning and Environment Act 1987*.

- Planning case law also maintains there is no legal right to a view; that said, the visual impact is expected to be largely screened by existing vegetation.
- Planning case law maintains that property values are not a valid planning consideration.
- Any future amendment to any permit granted would be considered on its merits under the Latrobe Planning Scheme as it exists at the time of the decision on the application, including additional public consultation if required.

Having considered the proposal against the relevant provisions of the Latrobe Planning Scheme (the Scheme) and the objections submitted, it is considered that the proposal is generally consistent with the relevant objectives and decision guidelines of the Scheme.

#### OFFICER'S RECOMMENDATION

**That Council issues a Notice of Decision to Grant a Permit for the development of land for a telecommunications facility at 4 Borrmans Street, Moe South (Lot 1 PS902216), subject to the conditions at Attachment 1 to this report.**

## BACKGROUND

Land: 4 Borrmans Street, Moe South (Lot 1 PS902216)

Proponent: Waveconn

Zoning: Rural Living Zone – Schedule 1 (RLZ1)

Overlay: Bushfire Management Overlay (BMO)

A planning permit is required:

- Pursuant to Clause 52.19-1 *Telecommunications Facility* – to construct a building or construct or carry out works for a telecommunications facility.

### *Proposal*

The application seeks approval for development of a telecommunications facility on the site. The facility comprises:

- a 35m high monopole;
- a headframe mounted at the top to accommodate future panel antennas; and
- a fenced 10m x 10m compound to house future ancilliary infrastructure.

The facility would provide for potential co-located future use by up to three (3) carriers, to improve telecommunications services available to the surrounding area.

The proposal is to be located on the northern boundary of the site, set back approximately 112m from the western boundary (facing Wirraway Street).

Access to the proposed facility is via the existing access to the site, from Borrmans Street.



**Figure 1. Location of telecommunications facility on the subject site location of proposed facility indicated in yellow.**

### *Subject land*

The subject site, legally designated as Lot 1 PS902216, is approximately 1.5 hectares in size and is located on the southern fringe of Moe, opposite the Edward Hunter Bush Reserve. The site has been developed with an existing dwelling and sheds, with the remainder of the site fenced to provide grazing for a small number of animals.



**Figure 2. Subject site, location of proposed facility indicated in yellow.**

### *Surrounding land use*

The surrounding land use is predominantly residential, with land to the east and south zoned for Rural Living, and land to the west in the Neighbourhood Residential Zone. Land to the north is in the Public Conservation and Resource Zone, being densely vegetated bushland forming the Edward Hunter Heritage Bush Reserve.

The facility is approximately 80m from the existing dwelling on the site, approximately 232m from the nearest dwelling to the north, approximately 100m from the nearest dwelling to the east, approximately 285m from the nearest dwelling to the south, and approximately 135m from the nearest dwelling to the west.

### *History of the Application*

The application was lodged on 1 May 2024. No Requests for Further Information were required.

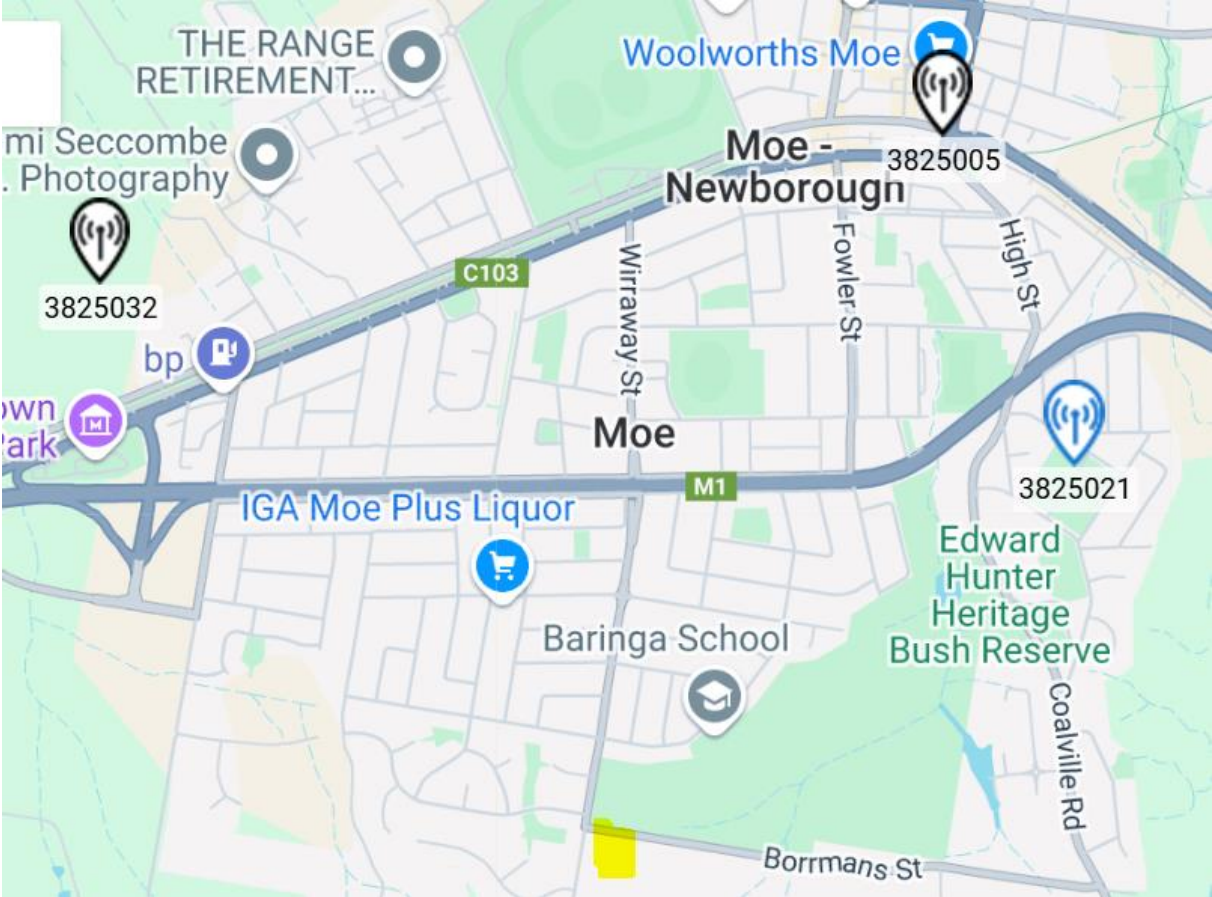
The site was selected to cater for existing and future demand in the Moe South area, addressing an existing gap in the coverage network. The nearest existing facility is located 2.2 kilometres from the subject site.



The choice of site was based on factors including access, proximity to a power source, proximity to sensitive uses, landowner acceptance, legal agreement, and response to planning issues. The site is approximately at the 140m contour line which is higher than most parts of the surrounding urban area.

The site was also selected to take advantage of surrounding mature vegetation, including the Edward Hunter Bush Reserve, to mitigate the visual impacts of the tower.

**Figure 3. Map from the Radio Frequency National Site Archive depicting the subject site with a yellow square, existing telecommunication facilities in black and another proposed facility in blue.**



**CONSULTATION**

The application was advertised pursuant to Section 52(1)(a) and (d) of the Planning and Environment Act 1987 (the Act).

As required, notices were sent to all adjoining and adjacent landowners and occupiers (as indicated below) and notices were displayed on the site frontages to Borrmans Street and Wirraway Street for at least 14 days.



**Figure 4. Owners and occupiers of properties abutting and adjacent to the subject site (indicated in yellow) were notified of the application.**

Following advertising of the application, nine (9) submissions in the form of written objections were received. Following the provision of a response from the applicant to the objections, one objection was withdrawn. Therefore, eight (8) submissions objecting to the application remain outstanding. A copy of these objections can be viewed at Attachment 3 to this report and the location of objectors can be viewed at Attachment 4.

The main issues raised in the objections can be summarised as

- Potential impacts on human health.
- Insufficient notice to surrounding residents.
- Council should not consider the application.
- Visual impact.
- Impact on property values.
- Future amendment to the permit may relocate the facility closer to dwellings.

The concerns raised by the objectors are discussed in the Detailed Assessment at Attachment 5 to this report.

No objections were received from landowners along Wirraway Street that interface with the site containing the proposed telecommunications facility.

## ANALYSIS

The relevant direction and policy contained in the Municipal Planning Strategy and Planning Policy Framework of the Latrobe Planning Scheme have been considered as part of the assessment of this application and the proposal has been found to be consistent with them. A response to relevant policy can be viewed at Attachment 6 to this report.

## **Zone**

### Clause 35.03 Rural Living Zone – Schedule 1 (RLZ1)

The purposes of the zone are:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To provide for residential use in a rural environment.*
- *To provide for agricultural land uses which do not adversely affect the amenity of surrounding land uses.*
- *To protect and enhance the natural resources, biodiversity and landscape and heritage values of the area.*
- *To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.*

A planning permit is not required to undertake buildings and works for a telecommunications facility under the zone, as the use is not in Section 2, the proposal is not within designated setbacks, and no earthworks are included.

The proposal supports the purpose of the zone by providing telecommunications infrastructure for the use of existing and future residents.

## **Overlay**

### Bushfire Management Overlay (BMO)

The purposes of the overlay are:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To ensure that the development of land prioritises the protection of human life and strengthens community resilience to bushfire.*
- *To identify areas where the bushfire hazard warrants bushfire protection measures to be implemented.*
- *To ensure development is only permitted where the risk to life and property from bushfire can be reduced to an acceptable level.*

A planning permit is not required to undertake buildings and works for a telecommunications facility, which is included in the broader land use term 'Utility installation'.

The proposal supports the purposes of the overlay by providing communication services that may strengthen community response to an emergency event. The development does not increase risk to human life.

## **Particular Provisions**

### Clause 52.17 Telecommunications Facility

The proposal is considered to be generally consistent with the particular provision purpose:

- *To ensure that telecommunications infrastructure is provided in an efficient and cost-effective manner to meet community needs.*

- *To facilitate an effective state-wide telecommunications network consistent with proper and orderly planning.*
- *To support the provision of telecommunications facilities with minimal impact on the amenity of the area.*

The proposal allows for up to three (3) carriers to co-locate infrastructure, providing efficient and cost-effective services to residents with minimal impact on the amenity of the area.

The proposal is considered to be appropriately designed and sited within the subject site's property boundaries, located on the northern boundary of the lot, where encroachment on the lot is minimised. Although the telecommunications facility would have a maximum height of 35 metres, it would be located where established vegetation provides screening to mitigate visual impact.

The proposal is considered to be generally consistent with the Clause 52.19 Decision Guidelines (with appropriate conditions):

- *The proposal is generally consistent with the Municipal Planning Strategy and Planning Policy Framework.*
- *It is considered the proposal contributes to the orderly planning of the area and will ensure the provision of appropriate telecommunications infrastructure and services.*
- *The proposal has been referred to Council's Engineering Services team, which has not required any conditions with regards to the management of stormwater.*
- *The proposal does not seek to undertake removal of native vegetation.*

#### Decision Guidelines (Clause 65)

Clause 65.01 sets out the decision guidelines to be considered before deciding on an application to develop land. The following is a response to the guidelines:

- *The land is considered to be suitable for the development of a telecommunications facility in an acceptable manner.*
- *The proposal is considered to be compatible with existing uses surrounding the site.*
- *Planning permit conditions will ensure there is minimal impact from the telecommunications facility on other land which has a common means of environment.*
- *The proposal is considered to be sympathetic to the prevailing area having regard to the physical characteristics of the land and the zoning of adjoining land.*
- *The proposal will have minimal effect on the environment, human health and amenity of the area as the nearest dwelling in other ownership is located approximately 100 metres from the telecommunications facility. Additionally, the proposal must comply with the relevant Australian standards as required by the Australian government, ensuring that mobile base stations do not pose a risk to public health and are safe for everyone.*
- *The proposal has existing access to Borrmans Street.*

- *The proposal does not include the removal of native vegetation.*
- *It is considered that the telecommunications facility will not have a detrimental impact on current and future development in the surrounding area or on the operation of the transport system.*

**Incorporated Documents (Clause 72.04)**

There are no incorporated documents relevant to the consideration of this application.

**Background Documents (Clause 72.08)**

There are no background documents relevant to the consideration of this application.

**RISK ASSESSMENT**

RISK	RISK RATING	TREATMENT
<p><b>REPUTATIONAL RISK</b> Refusing an application which is consistent with the Latrobe Planning Scheme.</p>	<p><b>Medium</b> <i>Possible x Minor</i></p>	<p>The proposal has been considered against the Latrobe Planning Scheme and it has been considered on its planning merits. The proposal is considered to be consistent with the relevant provisions and has been recommended for approval.</p>
<p><b>SERVICE DELIVERY</b> Refusing the application may result in sub-par phone reception for residents and visitors to the area.</p>	<p><b>Medium</b> <i>Possible x Minor</i></p>	<p>The siting of the proposal is in accordance with the Latrobe Planning Scheme. The application has been recommended for approval subject, to appropriate permit conditions.</p>
<p><b>STRATEGIC</b> Supporting the application may lead to the objectors seeking review of the decision at VCAT.</p>	<p><b>High</b> <i>Likely x Minor</i></p>	<p>The recommendation has been considered against the requirements of the RLZ1, the Planning Policy Framework and Municipal Planning Strategy, and relevant Particular Provisions. The recommendation to approve is considered to be consistent with the Latrobe Planning Scheme and VCAT precedent.</p>

## DECLARATIONS OF INTEREST

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*.

### **Attachments**

1. Attachment 1 - Proposed conditions
2. Attachment 2 - Plans of the proposal
3. Attachment 3 - Copy of objections (Published Separately)

*This attachment is designated as confidential under subsection (f) of the definition of confidential information contained in section 3(1) of the Local Government Act 2020, as it relates to personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs. Personal information.*

4. Attachment 4 - Locations of objectors (Published Separately)

*This attachment is designated as confidential under subsection (f) of the definition of confidential information contained in section 3(1) of the Local Government Act 2020, as it relates to personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs. Personal information.*

5. Attachment 5 - Response to objections
6. Attachment 6 - Planning policy assessment
7. Attachment 7 - Visual impact assessment (by applicant)

# 7.2

## **Planning Permit Application 2024/70 Development of land with a telecommunications facility**

<b>1</b>	<b>Attachment 1 - Proposed conditions .....</b>	<b>112</b>
<b>2</b>	<b>Attachment 2 - Plans of the proposal .....</b>	<b>114</b>
<b>5</b>	<b>Attachment 5 - Response to objections .....</b>	<b>118</b>
<b>6</b>	<b>Attachment 6 - Planning policy assessment .....</b>	<b>121</b>
<b>7</b>	<b>Attachment 7 - Visual impact assessment (by applicant) .....</b>	<b>123</b>

**DRAFT PERMIT CONDITIONS 2024/70****Proposal: Development of land with a telecommunications facility.  
4 Borrmans Street, MOE SOUTH****Endorsed Plans not to be altered**

1. The development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.

**Standard development conditions**

2. Once building works have commenced, they must be completed to the satisfaction of the Responsible Authority.
3. All buildings and works must be maintained in good order and appearance to the satisfaction of the Responsible Authority.
4. Upon completion of the development, the land must be cleared of all excess and unused building materials and debris to the satisfaction of the Responsible Authority.
5. Construction works on the land must be carried out in a manner that does not result in damage to existing Council assets and does not cause detriment to adjoining owners and occupiers, to the satisfaction of the Responsible Authority.
6. The monopole must be built in a way so that it can support the future co-location of equipment from additional carriers/operators to the satisfaction of the Responsible Authority.

**Amenity condition**

7. The exterior colour and cladding of the building(s) must be of muted tones and non-reflective nature to the satisfaction of the Responsible Authority.
8. The telecommunications facility must be maintained in good order and appearance, and kept free from vandalism and graffiti, to the satisfaction of the Responsible Authority.
9. Any noise generated will comply with the background noise levels prescribed by Australian Standard AS1055.

**Native vegetation conditions**

10. The construction of the facility, including the fenced area to house the monopole, the monopole itself and any vehicle access to and from the facility must not impact on any native vegetation.
11. All native vegetation adjacent to the construction site must be demarcated for protection with fencing, according to the Tree Protection Zone (TPZ) of each plant prior to the commencement of any works, and during the construction of the facility.



12. No plant or machinery can be driven, used or stored within the TPZ of any native tree. All plant and machinery must be stored at a suitable location that does not contain any native vegetation.

**Environmental Health conditions**

13. Proposed works must be set back from the current septic system (including the tank and effluent disposal areas) in accordance with the standard set back distances detailed in the EPA Guidelines for Environmental Management Code of Practice – Onsite Wastewater Management (Publication 891.4).
14. Management of the telecommunications tower must be in accordance with the *Radiocommunications (Electromagnetic Radiation – Human Exposure) Standard 2014* and the *Mobile Phone Base Station Deployment Industry Code (C564:2020)*.

**Expiry of permit condition:**

- This permit will expire if one of the following circumstances applies:
15. a) the development is not started within two years of the date of this permit; or  
b) the development is not completed within four years of the date of this permit.

In accordance with section 69 of the *Planning and Environment Act 1987*, an application may be submitted to the Responsible Authority for an extension of the periods referred to in this condition.

**Note 1.** The operator of this permit must ensure that all relevant Permits have been obtained prior to the commencement of the use.

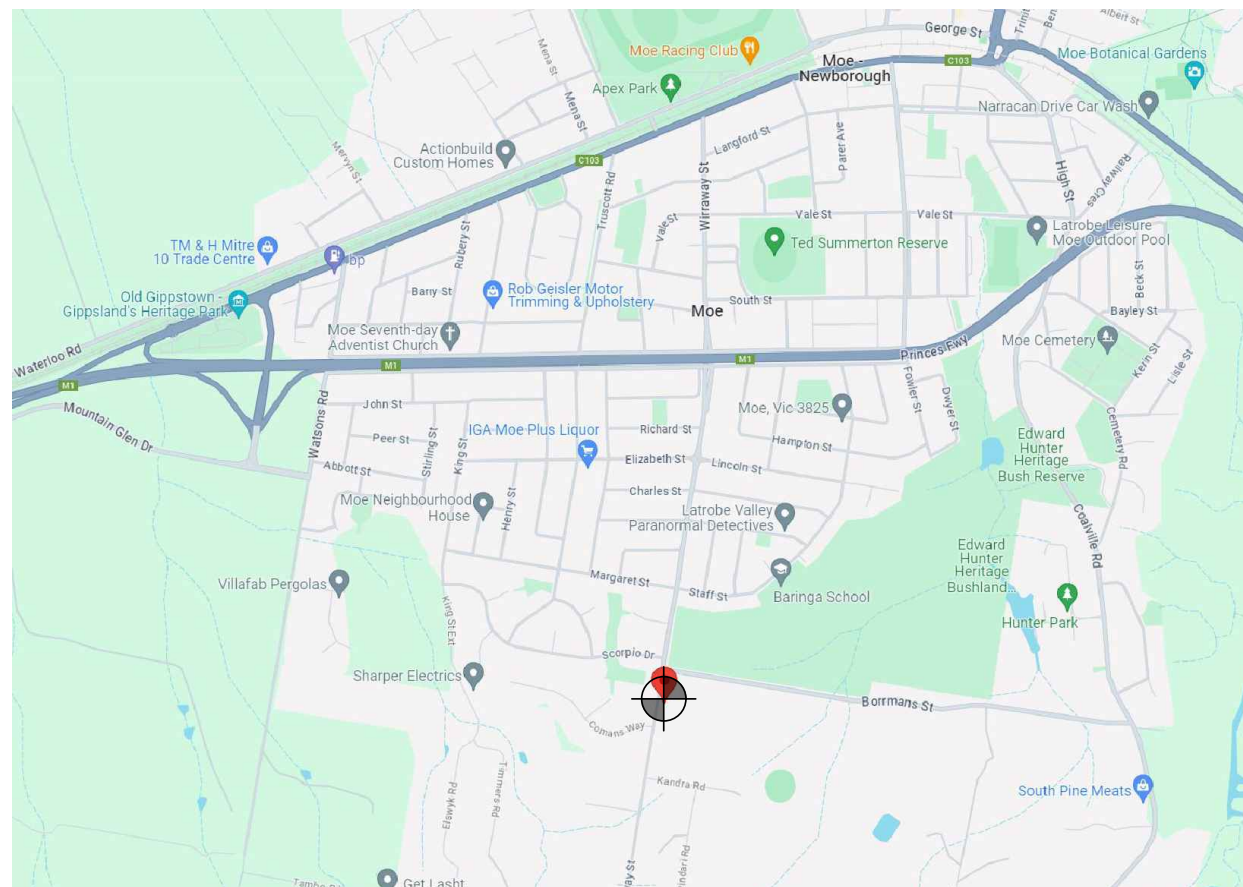
**Note 2.** Before any earthworks are undertaken, it is recommended that you contact Dial Before You Dig on 1100.

DATE OF ISSUE	19.02.2024	05.04.2024	26.04.2024						
DRAWING PACKAGE VERSION	1	2	3						
<b>GENERAL DRAWINGS</b>									
AV3825-004-P1	DRAFT SITE PLAN	A	B-1	C-1P					
AV3825-004-P2	DRAFT SITE SETOUT PLAN	A	B-1	C-1P					
AV3825-004-P3	DRAFT SITE ELEVATION	A	B-1	C-1P					

# MOE SOUTH

4 BORRMANS STREET,  
MOE SOUTH,  
VIC 3825

SITE ID: AV3825-004



**LOCALITY PLAN**  
NOT TO SCALE



**waveconn**

City West Office Park  
Suite 3.02, Level 3, Building B  
33-35 Saunders Street, Pyrmont, NSW 2009  
[www.waveconn.com](http://www.waveconn.com)

FOR APPROVAL

DRAWING No.  
AV3825-004 - 00




EXISTING PROPERTY BOUNDARY  
EXISTING RESIDENTIAL BUILDING



**SITE PLAN**  
SCALE 1:1000

**NOTE:**

1. PROPOSED POWER ROUTE SHOWN INDICATIVELY ONLY AND IS SUBJECT TO POWER AUTHORITY DESIGN AND APPROVAL.

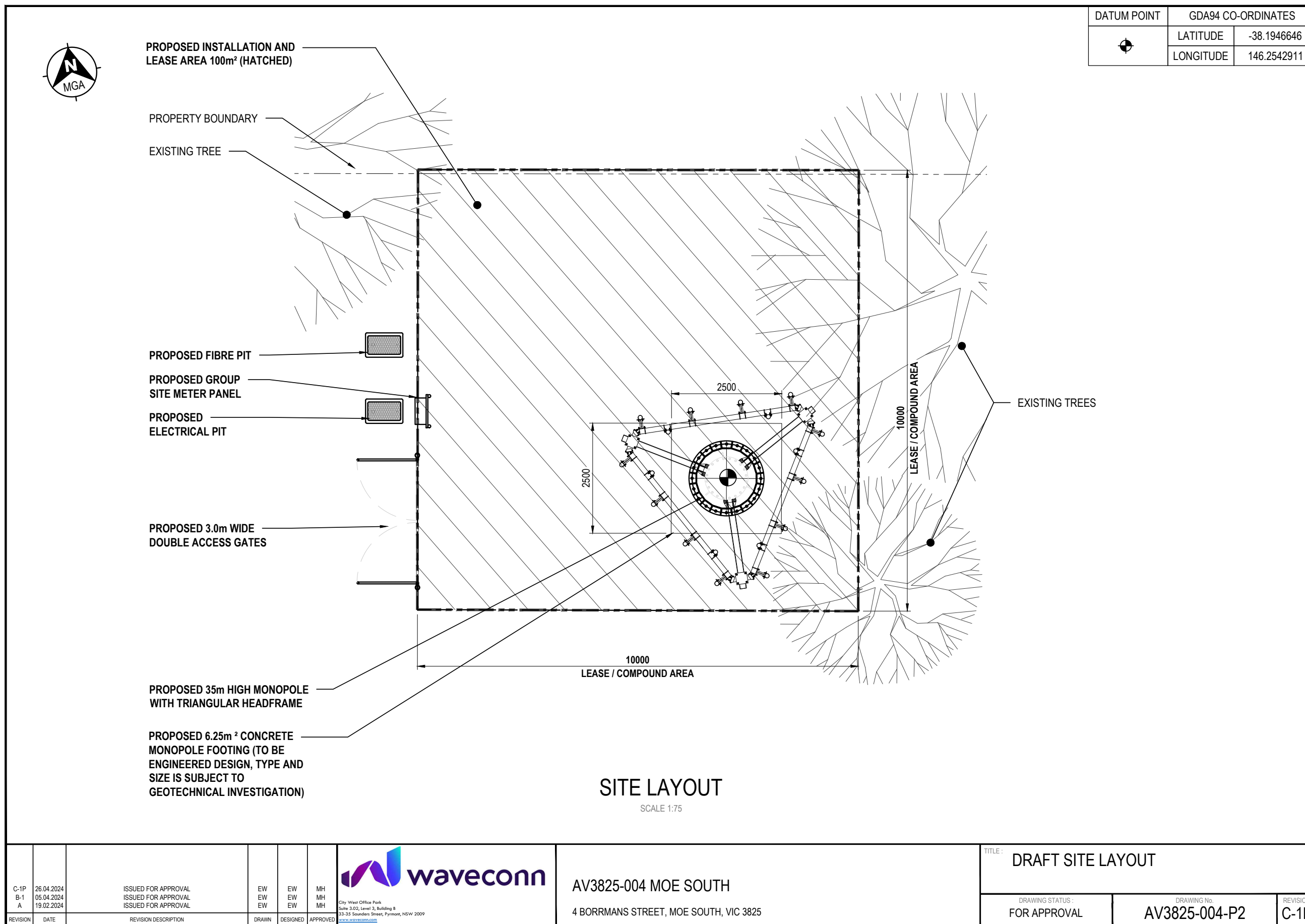
REVISION	DATE	REVISION DESCRIPTION	DRAWN	DESIGNED	APPROVED	 City West Office Park Suite 3.02, Level 3, Building B 13-25 Scandlen Street, Pyrmont, NSW 2009 <a href="http://www.waveconn.com">www.waveconn.com</a>	AV3825-004 MOE SOUTH 4 BORRMANS STREET, MOE SOUTH, VIC 3825	TITLE: DRAFT SITE PLAN	
								DRAWING STATUS: FOR APPROVAL	DRAWING No. AV3825-004-P1

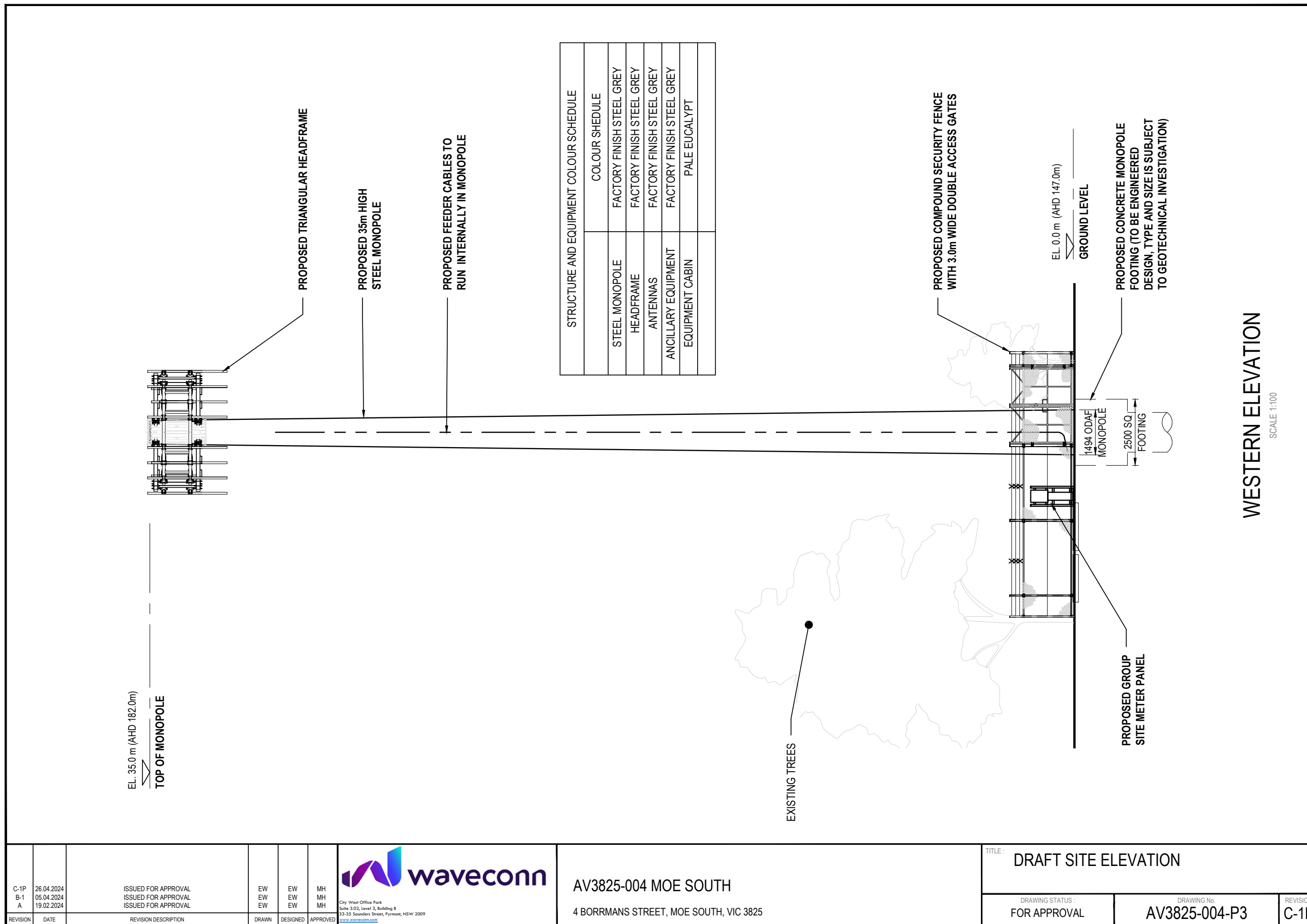
Document Set ID: 2628618  
Version: 2, Version Date: 29/04/2024

SCALE 1: 1000 AT A3



A3





C-1P B-1 A	26.04.2024 05.04.2024 19.02.2024	ISSUED FOR APPROVAL ISSUED FOR APPROVAL ISSUED FOR APPROVAL	EW EW EW	EW EW EW	MH MH MH	waveconn <small>City West Office Park Suite 3.02, Level 3, Building 8 13-25 Spandam Street, Pyrmont, NSW 2009 <a href="http://www.waveconn.com">www.waveconn.com</a></small>	AV3825-004 MOE SOUTH 4 BORRMANS STREET, MOE SOUTH, VIC 3825	TITLE: <b>DRAFT SITE ELEVATION</b>	DRAWING STATUS: FOR APPROVAL	DRAWING No. AV3825-004-P3	REVISION C-1P
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## **Attachment 5: Response to Objections**

### **Concern: Potential impacts on human health**

VCAT decision *Mason v Greater Geelong* [2013] VCAT 2057 determined that, although public concerns are often raised in relation to planning permit applications, the expertise of the authorities that regulate the relevant area are not to be 'second-guessed' through planning.

Mobile phone facilities and equipment are regulated under the *Telecommunications Act 1997*, which is administered by the Australian Communications and Media Authority (ACMA). ACMA has adopted the *Radiocommunications (Electromagnetic Radiation – Human Exposure) Standard 2014*, prepared by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), which is the same as that recommended by the International Commission for Non-Ionising Radiation Protection (ICNIRP), an agency associated with the World Health Organisation (WHO).

In *Mason*, the member found that:

*'The Australian Communications and Media Authority has set a clear regulatory standard – the ARPANSA standard - under Commonwealth law, to protect the health or safety of those who may be affected by the operation of a telecommunications network or facility from the potential impacts of electromagnetic radiation. ... Accordingly, VCAT is not the appropriate forum where generalised opposition to telecommunications facilities based on public health concerns can or should be raised. It is a waste of the parties' and the Tribunal's resources as, ultimately, VCAT is essentially bound to apply the ARPANSA standard.*

*Allowing objectors to continue to air their concerns about electromagnetic radiation at a VCAT hearing creates false expectations about the role of VCAT and the ambit of its discretion, and the extent to which it can realistically deal with such issues.*

*It follows that objectors should not raise the issue of electromagnetic radiation in VCAT proceedings about telecommunications facilities where the ARPANSA standard will be met. If they attempt to do so in their statements of grounds in the future, they can anticipate that the issue will be summarily dismissed without debate'.*

Although decided in 2013, prior to the advent of 5G technologies, the *Mason* case remains the guiding decision (known as a 'red dot' decision) on addressing matters of social or community concern that are beyond the capacity of the planning scheme to determine. The decision has been applied by VCAT as recently as 8 May 2024 (VCAT

429) in regard to vehicle exhaust emissions. There is no basis for 5G technology to be differentiated or regulated under the planning scheme.

It should be noted that planning scheme amendment VC226, which was gazetted in May 2023, added use of land for a telecommunications facility to the list of exemptions at Clause 62.01 *Uses not requiring a permit*, and removed the 2004 'A Code of Practice for Telecommunications Facilities in Victoria' document from the relevant policy at Clause 19.03-4S (Telecommunications) and the decision guidelines of Clause 52.19 Telecommunications Facility.

As such, matters relating to whether the land should be used for the facility are not under consideration in the subject application, and there is no basis to include permit conditions relating to compliance with operational standards.

This is reflected in *Amplitel v Ballarat City Council* [2024] VCAT 282, where the Tribunal rejected a permit condition requiring compliance ACMA/ARPANSA requirements. The member stated:

*'where there is no planning Scheme basis for the inclusion of the ARPANSA condition, and it must be otherwise complied with anyway, I find that this condition should not be included on the permit.'*

**Concern: Insufficient notice to surrounding residents**

Adjoining and adjacent landowners and occupiers were formally notified in writing about the application pursuant to Section 52(1)(a) and 52(1)(d) of the *Planning and Environment Act 1987*. This is the extent of advertising identified by the planning system as appropriate.

**Concern: Council should not consider the application**

Council is required to consider all applications submitted pursuant to Section 58(1) of the *Planning and Environment Act 1987*.

**Concern: Visual impact**

Planning case law maintains that there is no legal right to a view however there should be a reasonable sharing of view. The proposal would not block the entire view of the sky enjoyed by the adjoining property therefore there would be a reasonable sharing of view.

In addition, in *Waveconn Operations Pty Ltd V Melton City Council* [2024] VCAT 567, the member stated:

*The purpose of clause 52.19 is not that there be no impact on the amenity of the area, rather, that it be 'minimal'. The concept of what is 'minimal' is relative to its context. ... I agree with the applicant that the monopole is a visually benign structure. Whilst the eye might be drawn to it by virtue of its*

*height, one's gaze would not likely linger. It is not designed to draw attention to itself – it contains no moving parts or lights and will be finished in a subdued colour.*

While the subject context is residential, rather than commercial as in *Waveconn*, it is considered that the screening provided by the surrounding established vegetation and the setback distances in excess of 100m to all neighbouring dwellings provide sufficient buffering that the monopole will not occupy a significant or dominating proportion of the visible landscape.

**Concern: Impact on property values**

This not a relevant planning matter as there is no requirement under the Planning Scheme to consider property values and the application is assessed on its planning merits. This is consistent with VCAT precedent.

**Concern: Future amendment to the permit may relocate the facility closer to dwellings**

There is no evidence that an amendment to the permit will be sought. The subject application is required to be assessed on its merits. Similarly, any future application to amend the permit would be assessed on its planning merits, including consideration of whether surrounding residents may be detrimentally impacted.



## **Attachment 6 – Planning Policy Assessment**

### **Planning Policy Framework and Municipal Planning Strategy**

The following clauses are applicable to this application:

- Clause 02.02 - Vision  
The proposed facility supports the vision to improve the connectedness of Latrobe City, and to provide a connected and engaged community environment by improving access to communications services for residents.
- Clause 02.03-1 – Settlement  
The clause identifies Moe South as a rural living precinct supporting farming and rural living communities, providing an attractive lifestyle choice in a rural setting, but with limited services. The proposal enables improvement to the available services, to support the community in achieving lifestyle, employment, retail and other opportunities.
- Clause 02.03-2 - Environmental and landscape values  
The proposal does not negatively impact on the natural environment due to the absence of vegetation clearance, and distance from waterways. While it is expected to have some impact on landscape value, on balance, the intrusion is considered to be minimal relative to existing infrastructure and taking into account the muted and non-reflective finishes specified, with low or transitory impacts on residents and users of surrounding roads.
- Clause 02.03-9 – Infrastructure  
The proposal supports the aim to encourage a consistent approach to construction of infrastructure across the municipality.
- Clause 13.05-1S - Noise management  
While some noise will be generated, primarily periodically from the cooling fans on the equipment cabinet, this is not expected to be significant, or to impact any sensitive uses given the distance to the closest dwellings.
- Clause 15.01-6S – Design for rural areas  
The clause seeks to ensure development respects valued areas of rural character. The location is not recognised as a significant landscape; while the proposed facility cannot be seen to enhance the character of the area, it has been located to minimise impacts, away from a ridgeline or hilltop and local waterways, and is adjacent to existing infrastructure. The design and colours seek to blend into the landscape as much as possible.

- Clause 19.03-4S – Telecommunications

The clause seeks to facilitate the orderly development, extension and maintenance of telecommunications infrastructure.

The strategies to achieve this objective are:

- Facilitate the orderly development, extension and maintenance of telecommunications infrastructure.
- Ensure that modern telecommunications facilities are widely accessible and that the telecommunications needs of business, domestic, entertainment and community services are met.
- Encourage the continued deployment of telecommunications facilities that are easily accessible by:
  - Increasing and improving access for all sectors of the community to the telecommunications network.
  - Supporting access to transport and other public corridors for the deployment of telecommunications networks in order to encourage infrastructure investment and reduce investor risk.
- Ensure a balance between the provision of telecommunications facilities and the need to protect the environment from adverse impacts arising from telecommunications infrastructure.
- Co-locate telecommunications facilities wherever practical.
- Planning should have regard to national implications of a telecommunications network and the need for consistency in infrastructure design and placement.

The proposal supports the objective of the clause to facilitate orderly development, extension and maintenance of telecommunications infrastructure, and is expected to ensure that modern telecommunications facilities are widely accessible so that the needs of local business, domestic, entertainment and community services are met.

The application demonstrates that colocation with existing facilities would not provide the necessary coverage; the site has been selected to provide an appropriate balance between infrastructure provision and protection of the environment, as outlined above.



### **Visual impact**

It is the inherent nature of a telecommunications facility that it is of a height above that of the surrounding area which it intends to provide services to. In this instance, the smallest possible structure has been proposed that will still deliver vastly improved mobile telecommunications services to the surrounding area.

The following are a number of images depicting the view towards the proposed site location. It is expected that the proposed facility will be visible from some vantage points in the surrounding area. However, due to the surrounding undulating terrain, particularly to the north, east and west, and the significant amount of mature vegetation in the area, there will be a high degree of screening towards the proposed facility, whereby most viewpoints will only have vision of the upper portion of the facility, or viewed as glances between vegetation or other vertical elements in the environment.

### **Viewed from the north:**

When viewed from the north, other than when immediately adjoining the site location on Borrmans Street, the facility will be screened by existing vegetation. The dense vegetation to the north extends for approximately 200m to the rear of properties on Staff Street. This vegetation will ensure vision of the proposed facility is removed or significantly reduced to the majority of vantage points. To the north-east, this vegetation cover is even more extensive, and there will be no vision towards the proposed facility from this area. This is combined with the elevation change of land to the north of the proposed facility, whereby the terrain height drops significantly on approach to the M1. Image 4, below shows the immediate vicinity of the proposed site location, and the existing vegetation that the proposed facility is to be sited between. The site has been specifically chosen as it can retain the surrounding vegetation to assist in minimising any visual impact of the facility.



**Image 4 – Viewed from the immediate north on Borrman's Street**

Image 5 through 8 show the impact of the significant vegetation that is found to the north of the site location, screening the facility from view. Visual impact is further mitigated by the distance separation, combined with a reduction in elevation to the north.



Proposed site location (beyond)

**Image 5 - 290m north of proposed site location, from the corner of Margaret and Staff Streets – Source: Google Maps**



**Image 6 - 400m north-east of proposed site location, from the corner of Staff Street and Boon Circuit – Source: Google Maps**



Proposed site location  
(beyond)

Image 7 - 500m north of proposed site location, at the corner of Stoddart and Gregory Streets – Source: Google Maps



**Image 8 – 600m north of proposed site location, from the corner of Wirraway and Elizabeth Streets – Source: Google Maps**

The images above show that vision of the proposed facility from the north will be negligible, due primarily to the elevation in the surrounding area, as well as the dense vegetation that is found immediately north of Borrmans Street.

**Viewed from the south:**

Similar to the views from the north, when viewed from the south, the proposed facility will benefit from the dense vegetation that is found immediately adjoining the subject property. While there are scattered dwellings immediately south, these are also afforded a high level of screening from the existing vegetation.

A large portion of the land south towards Kandra Road is vegetated, and while the elevation does increase to the south, this vegetation will significantly reduce any visual impact of the proposed facility.

The density of vegetation along the local roadways and surrounding properties to the south will further assist in ameliorating visual impact of the facility from these vantage points. Images 9 through 14 are taken from the south/south-west of the proposed facility and highlight the vegetation that is present in the surrounding area.





**Image 9 – 160m south-west of proposed site location, from Wirraway Street – Source: Google Maps**

While it is accepted that there will be vision of the proposed facility by motorists when travelling north along Wirraway Street in the vicinity, it will be a fleeting glance to the side of the road, and will not be a focal point. The setback of the facility off Wirraway Street will ensure it is not a significant visual point.



**Image 10 – 215m south-west of proposed site location, from the corner of Wirraway Street and Comans Way – Source: Google Maps**



**Image 11 – 330m south of proposed site location, from the corner of Kandra and Pindari Roads –  
Source: Google Maps**



Proposed site location  
(beyond)

**Image 12 – 350m south of proposed site location, from the corner of Wirraway Street and Kandra Road – Source: Google Maps**

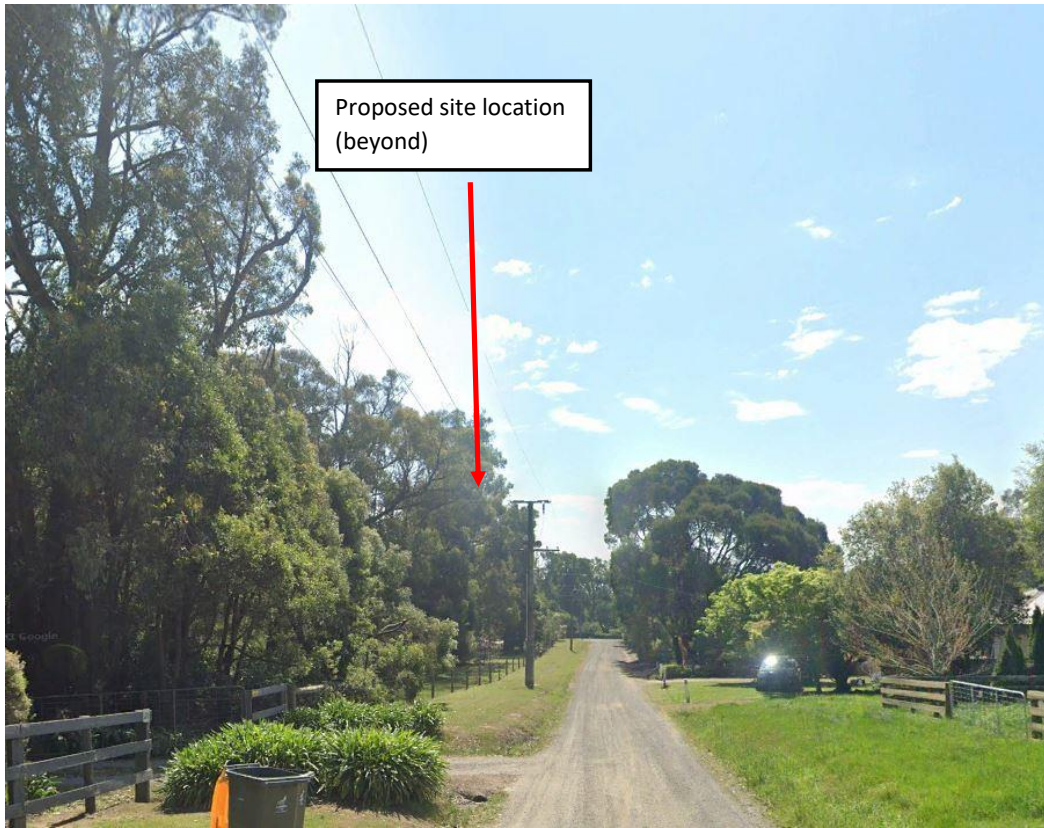


Image 13 – 500m south of proposed site location, from Pindari Road – Source: Google Maps



Image 14 – 870m south of proposed site location, from Wirraway Street – Source: Google Maps

As the above images detail, the abundance of vegetation in the surrounding area will assist in minimising the visual impact of the proposed facility when viewed from the south. While the elevation does increase in this direction, the retained vegetation will ensure visual impact is mitigated or removed entirely.

**Viewed from the east:**

Views of the proposed facility from the east will be limited due to the sparse nature of the residences in this direction, the reduced elevation, and the abundance of vegetation. Even the closest residence to the east will have its vision towards the facility ameliorated to some degree by its elevation below the site location, and the existing vegetation present on the subject and neighbouring property.

As image 15 shows, while the upper most portion of the facility will protrude above the trees, the visual impact will be reduced by the siting of the facility in an area with existing vegetation. The facility will also be seen in conjunction with the existing vertical elements of the power poles and powerlines nearby.



Image 15 – 100m east of proposed site location, on Borrman's Street – Source: Google Maps



**Image 16 – 200m east of proposed site location, on Borrmans Street – Source: Google Maps**

At a distance of only 200m from the proposed site location, it is expected that there will be no vision of the facility when travelling west on Borrmans Street. The existing vegetation on the subject property, and that lining the roadway, will ensure visual impact is almost entirely ameliorated. This image also shows the undulating terrain in the area, and how it will assist in reducing visual impact to the surrounds.





**Image 17 – 500m east of proposed site location, on Borrman's Street – Source: Google Maps**

Image 17, above, shows the impact of distance separation from the proposed site location, along with the dense vegetation in the surrounding area, and the undulating terrain. At this distance and beyond, visual impact is expected to be removed or reduced to a significant degree

**Viewed from the west:**

Views towards the proposed facility from the west will have varying levels of impact due to distance separation, the presence of vegetation, and the reduced elevation in this direction.

In the near vicinity, such as Image 18, below, there still remains vegetation that will assist in screening a significant portion of the proposed facility, with only the upper portion of the monopole and equipment expected to be visible. It is also not a common view point, to see the facility from this location, other than motorists travelling east along Borrman's Street.

Image 19 to 22, at distances up to 600m west of the proposed site location, highlight the mature vegetation in the surrounding area, and how it will ensure the proposed facility is not visible to the majority of vantage points to this direction. Should the facility be visible through stands of vegetation, it is not expected to be a significant viewpoint, and due to the presence of vegetation in the immediate vicinity of the proposal, it will only be of the upper portions of the monopole. The reduced elevation to the west will also ensure that vision of the monopole from this area will be significantly reduced, if not removed.



**Image 18 – 120m west of proposed site location, from the corner of Borrmans and Wirraway Streets – Source: Google Maps**



**Image 19 – 300m west of proposed site location, from Billingsley Circuit – Source: Google Maps**

The above image, taken approximately 300m west of the proposed site location, indicates that while the upper portion of the proposed facility may be visible to some degree, it will be slightly protruding above the vegetation, and will appear as a distant visual element. The residences in this location are at a lower elevation, which will also assist in reducing visual impact from this area.



**Image 20 – 350m west of proposed site location, from the corner of Libra Crescent and Scorpio Drive – Source: Google Maps**

The distance separation from the proposed site location, and the undulating terrain, will assist in reducing or removing the visual impact of the proposed facility from vision at distances of over 300m west, as can be seen in image 20 above.



Proposed site location (beyond)

Image 21 – 560m north-west of proposed site location, from the corner of Margaret and Prince Streets – Source: Google Maps



Proposed site location (beyond)

Image 22 – 600m west of proposed site location, from Comans Way – Source: Google Maps



It is accepted that the proposed facility will be visible to varying degrees in the surrounding area. The visual impact of the proposal is mitigated significantly by the existence of mature vegetation in the immediate area and surrounding locality, including throughout the surrounding suburb and roadways. Any visual impact is limited to the surrounding areas, with more distant views being interrupted by vegetation and undulating terrain. The ground based equipment will be screened from almost all viewpoints, other than when in the immediate vicinity of the site on Borrman's Street.

The visual impact, while minimal, is considered acceptable in light of the proposed site location, and the siting of the facility within existing vegetation, as well as a site that will enable the surrounding vegetation to be utilised to further screen the equipment.

**Agenda Item:** 7.3

**Agenda Item:** Amendment C144 - Traralgon West Development Plan Overlay

**Sponsor:** General Manager, Regional City Planning and Assets

**Proposed Resolution:**

**That Council:**

- 1. Having considered the Planning Panel report and the Panel recommendations for Amendment C144, endorse the officer's response to the issues and recommendations as outlined in Attachment 2;**
- 2. Adopts Amendment C144 in accordance with section 29 of the *Planning and Environment Act 1987*, with changes as reflected in the '*Post Panel Changes Table*' at Attachment 3 and final Amendment C144 documentation provided at Attachment 4;**
- 3. Submits adopted Amendment C144, together with the prescribed information, to the Minister for Planning for approval in accordance with section 31 of the *Planning and Environment Act 1987*; and**
- 4. Advises those persons who made written submissions to Amendment C144 of Council's decision.**

**Executive Summary:**

- The Amendment proposes to introduce a Development Plan Overlay Schedule 12 to the Latrobe Planning Scheme to the Traralgon West Precinct. A Development Plan Overlay is a tool which sets requirements for a plan to be prepared to coordinate use and development of land for urban development, provide certainty about use and development of the land, apply permit conditions to help implement the plan and ensure permits approved conform with the plan.
- The Amendment does not rezone any land in the Traralgon West Precinct.
- Council resolved to request a Planning Panel to consider all submissions received to Amendment C144 at the 1 July 2024 Council Meeting.
- A Planning Panel was appointed on 4 July 2024 and a Planning Panel Hearing held on 9 September 2024.
- The Planning Panel Report was received 14 October 2024. The Planning Panel recommended that Amendment C144 be adopted as exhibited subject to amending the Development Plan Overlay Schedule 12 in accordance with Appendix D of the Planning Panel Report.

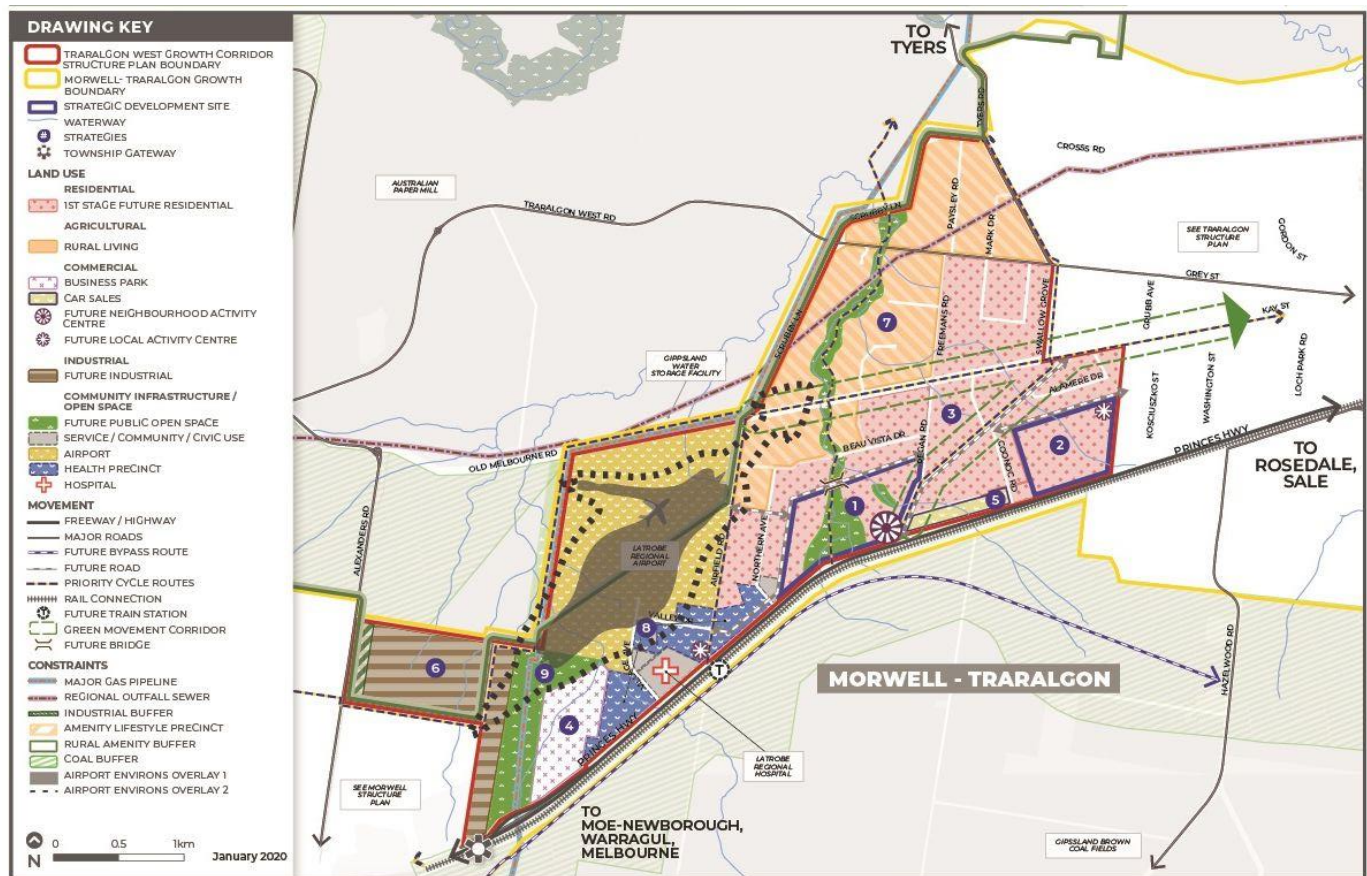
- The Panel's recommended changes are in accordance with changes Council officers proposed. The Panel commended Council for being thorough in its consideration of submissions and for following up with the various submitters to attempt to resolve their submissions.
- There is one additional change recommended by Planning Panels Victoria, to include in the requirement of a Community Engagement Plan as part of the preparation of the Development Plan. Council officers accept this change, no additional work is required by Council with this change as a Community Engagement Plan has already been prepared.



## Background:

The Traralgon West Precinct is shown in the Morwell to Traralgon Structure Plan at Clause 11.03-2L of the Latrobe Planning Scheme as future residential land. This change was first identified as part of the Traralgon Growth Areas Review and implemented into the Latrobe Planning Scheme through Amendment C87 in 2017. Amendment C115 Morwell – Traralgon Employment Corridor made some minor changes to the Structure Plan in 2020, but the key direction for future residential has remained the same (see figure 1).

Figure 1 – Morwell to Traralgon Structure Plan



The Traralgon West Precinct is subject to numerous and ongoing enquiries from landowners, prospective purchasers, real estate agents and consultants about the development potential for subdivision. Most enquiries are received for the land zoned Low Density Residential Zone due to the land having subdivision potential. In most instances, due to the policy in the Latrobe Planning Scheme to achieve a greater density and the Council adopted Traralgon West Interim Infrastructure Policy, subdivision of the land needs to meet specific requirements (i.e. only two lot subdivision to excise an existing dwelling, drainage, building envelopes, future subdivision pattern etc).

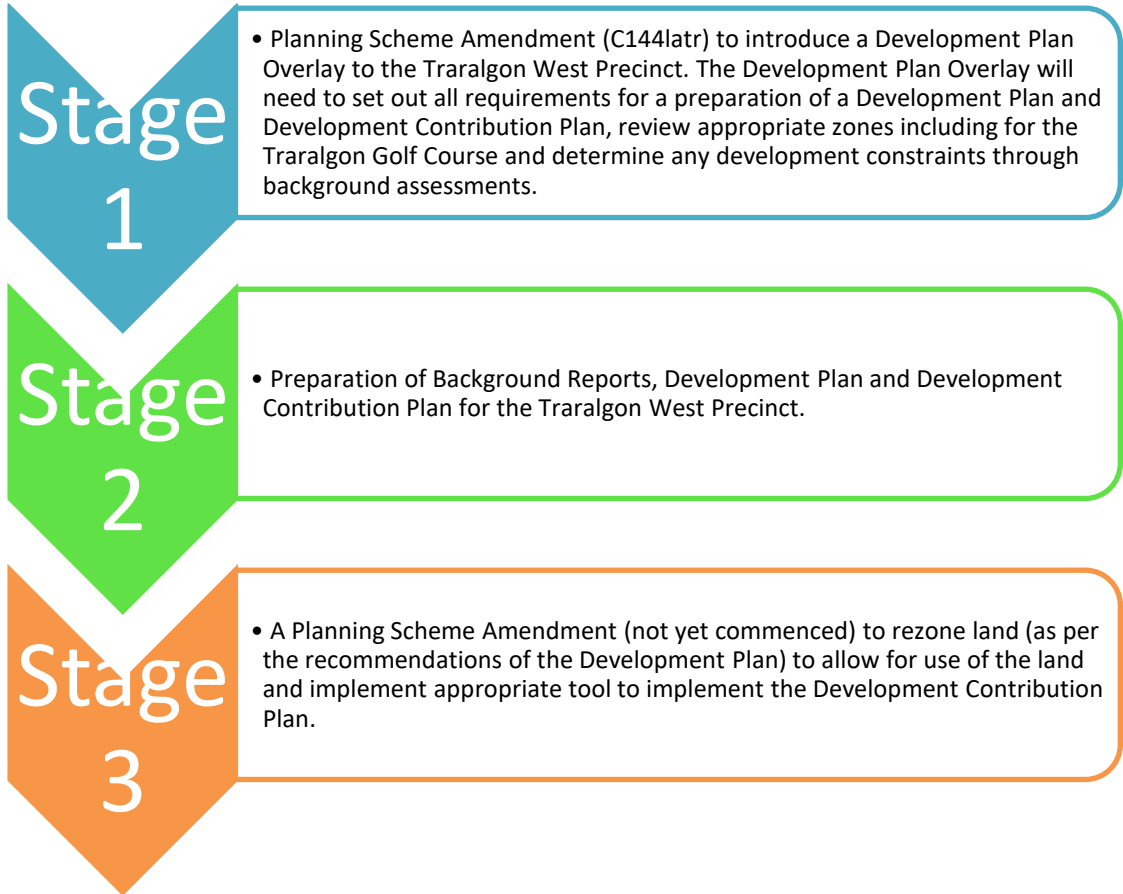
Subdivision is currently discouraged due to the Planning Scheme's longer-term objective of achieving a greater residential density. Since 2005, an additional 78 lots have been created. If this fragmentation continues it will only increase the difficulty in developing the land in the future.

The Traralgon West Issues, Opportunities and Options report was commissioned to understand whether, due to the fragmentation the land, the precinct is still viable for a greater residential density and, if so, provide options for the progression of the precinct.

The Traralgon West Issues, Opportunities and Options Report recommended a 3 stage process was required to progress the Traralgon West precinct (see Figure 2). Amendment C144 is Stage 1 of this process, the Development Plan Overlay is recommended as it will stop the further fragmentation of the land and set out the requirements for the preparation of a Development Plan.

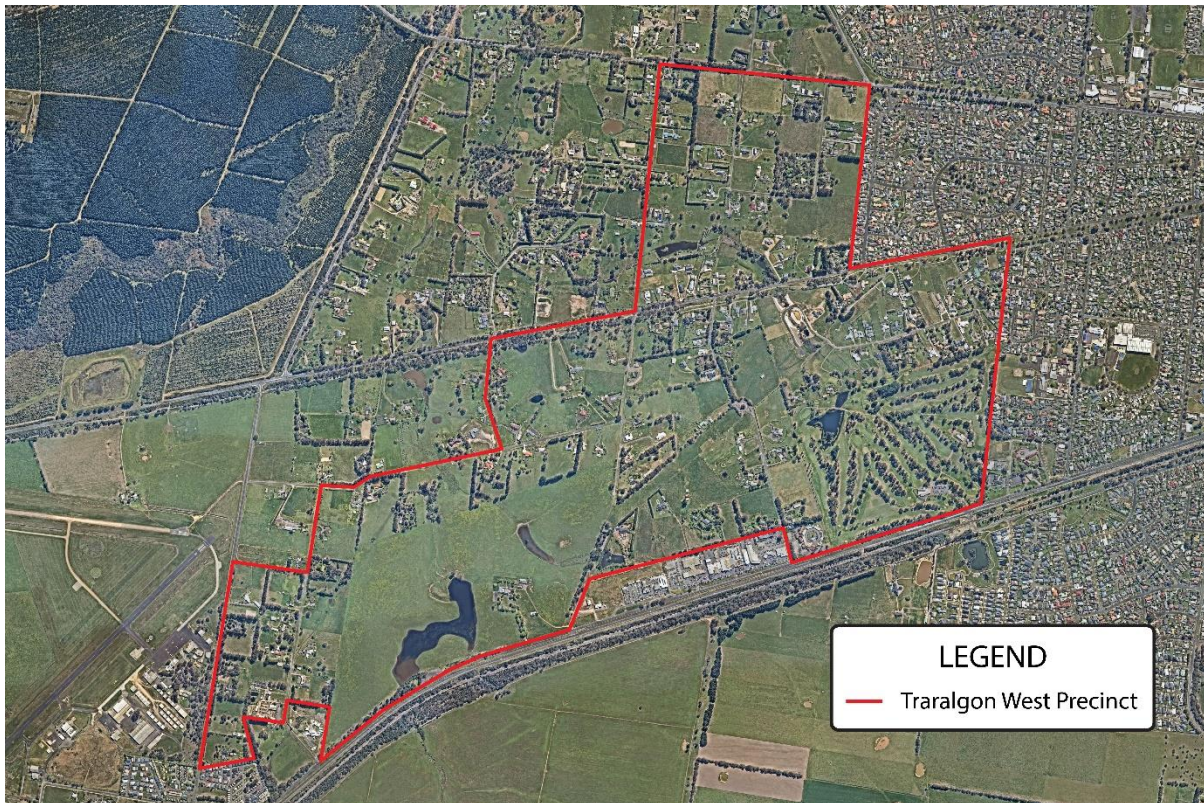
The Development Plan Overlay will assist in addressing concerns raised by the Traralgon Golf Club and landowners regarding an appropriate zone and land use. This work has been commenced as part of Stage 2. Note, further details about Stage 2 have been provided in the analysis section.

Figure 2 – Stages in the Traralgon West Precinct Project



The amendment applies to the Traralgon West Precinct which is approximately 331ha in size and is comprised of 205 lots zoned Rural Living Zone, Low Density Residential Zone or Farming Zone. The subject area is bounded by Traralgon West Road to the north, Traralgon township to the east, the Princes Highway to the south and the Traralgon Airport and existing Rural Living subdivision to the west. Significant parcels within the Precinct include the Hollydale Strategic Development Site and the Traralgon Golf Club. See figure 3 below.

Figure 3 – Traralgon West Precinct



Amendment C144 proposes to:

- Introduce Development Plan Overlay Schedule 12 to the Traralgon West Precinct;
- Amends Schedule to Clause 72.03 (What does this scheme consist of?) to include map numbers 53DPO and 54DPO.
- Amends Schedule to Clause 74.02 (Further Strategic Work) to include the preparation of a Development Plan and Development Contributions Plan for the Traralgon West precinct.

A Development Plan Overlay sets requirements for a plan to be prepared coordinate use and development of land, provide certainty about use and development of the land, apply permit conditions to help implement the plan and ensure permits approved conform with the plan.

At the 1 July 2024 Council Meeting, Council resolved to request the Minister for Planning to appoint a Planning Panel to consider all submissions received to the Amendment.

The following was undertaken for the Planning Panel:

- Planning Panel was appointed on 4 July 2024;
- All 15 submitters were notified by the Planning Panel about the appointment of panel and were given the opportunity to request to be heard at the planning panel.

- The Directions Hearing was held on 5 August 2024, only one submitter requested to be heard at the hearing.
- The Planning Panel Hearing was held on 9 September 2024.

**Issues:**

The Planning Panel Report was received by Council on Monday 14 October 2024, see Attachment 1. The report was released on 28 October 2024 meeting the requirements of the Act.

The Planning Panel Report considered all submissions received to the Amendment C144.

The Panel concluded that:

*For the reasons set out in this report, the Panel concludes that the Amendment:*

- *is supported by, and implements, the relevant sections of the Planning Policy Framework*
- *is consistent with the relevant Ministerial Directions and Practice Notes*
- *is well founded and strategically justified*
- *should proceed subject to addressing the more specific issues raised in submissions as discussed in the following chapters.*

The Panel also stated that in Council's consideration of submissions:

*Council has been thorough in its consideration of submissions. In this respect Council is to be commended for following up with the various submitters to attempt to resolve their submissions. The Panel supports this approach and accepts not all submissions could be resolved but the substance most submissions should be dealt with by the preparation of the background reports.*

The Planning Panel recommended that the Amendment be adopted as exhibited subject to amending the Development Plan Overlay Schedule 12 as shown in Appendix D of the Planning Panel Report.

The changes to Development Plan Overlay Schedule 12 were proposed by Council officers in response to submission and were presented to Council in the 1 July 2024 Council Report as the response to submissions.

One minor change has been made to the Development Plan Overlay Schedule 12 by the Planning Panel which is to include a requirement for a Community Engagement Plan to be prepared. Council officers have no concerns with the change proposed. A Community Engagement Plan has been prepared for the Traralgon West Development Plan and Development Contribution Plan project, see Attachment 3.

Section 27(1) of the Act requires Council to consider the panel's report before deciding whether to adopt Amendment C144. Section 29(1) of the Act enables Council after complying with the relevant sections of the Act, to adopt Amendment C144 or part of it with or without changes. A detailed response to the Panel's report recommendations is included at Attachment 2.

It is recommended that Council adopt Amendment C144 in accordance with the Planning Panel's recommendation which will complete Stage 1 of the Traralgon West Precinct process. The recommendations of this Council Report are in accordance with section 29(1) of the Act

The detailed changes made of the Amendment documents are provided at Attachment 3 in response to the Panel's recommendations. The final Amendment C144 documentation for Council's adoption is provided at Attachment 4.

### *Communication*

Amendment C144 was subject to the prescribed processes in accordance with the public notices and consultation requirements of section 19 of the Act.

### RISK ANALYSIS

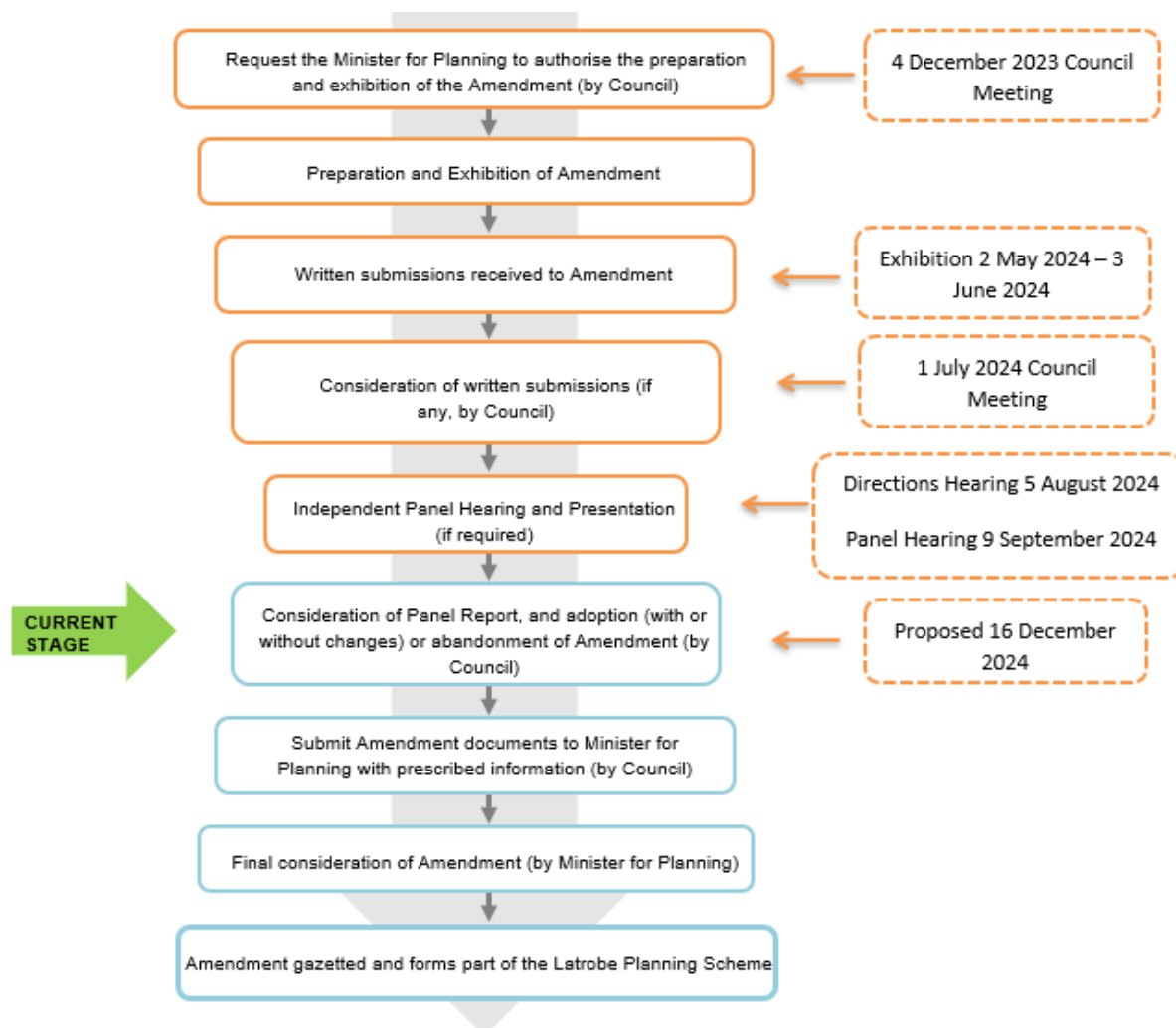
RISK	RISK RATING	TREATMENT
<p><b>SERVICE DELIVERY</b> Land continues to be fragmented reducing viability of rezoning the Traralgon West Precinct for future urban development.</p>	<p><b>Medium</b> <i>Possible x Moderate</i></p>	<p>Progress the Planning Scheme Amendment C144 to implement the Development Plan Overlay on the land.</p> <p>The Development Plan Overlay requires a Development Plan to be approved prior to issue of any planning permit.</p>
<p><b>STRATEGIC</b> Not all landowners are supportive of the 'future residential designation', time taken to progress the land for development and direction of the Planning Scheme Amendment.</p>	<p><b>Medium</b> <i>Possible x Minor</i></p>	<p>All landowners and occupiers were notified as part of the exhibition process and have been provided an opportunity to make a submission.</p> <p>A Planning Panel was appointed to consider all submissions and has recommended that the Amendment and next steps are strategically justified.</p> <p>Progress to the adoption of Amendment C144 to allow to continuation of the process in a quick and timely manner.</p>

<p><b>LEGAL/ STRATEGIC</b></p> <p>Council fails to comply with the procedural requirements for Amendment C144 and an affected person refers the matter to the Victorian Civil and Administrative Tribunal for review under Section 39 of the <i>Planning and Environment Act 1987</i> resulting in reputational damage regarding Council's ability to act as Planning Authority.</p>	<p><b>Medium</b></p> <p>Unlikely x Moderate</p>	<p>Ensure Planning Scheme Amendment procedures as defined in the <i>Planning and Environment Act 1987</i> and <i>Ministerial Direction 15</i> are followed, in particular, adopting the Amendment in accordance with the Panel's recommendations or writing to the Minister for Planning justifying why Council does not accept the Panel's recommendations.</p>
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*Legal and Compliance*

The planning scheme amendment process is shown in Figure 4 below, which identifies the current stage Amendment C144 is at in the process:

*Figure 4 – Amendment C144 Planning Scheme Amendment Process*



Council, as a planning authority, has several duties and powers which are listed at section 12 of the Act. Under section 12(2) Council must have regard to:

- The Minister's directions;
- The Victoria Planning Provisions;
- Any strategic plan, policy statement, code or guideline which forms part of the Latrobe Planning Scheme;
- Any significant effects which it considers a planning scheme amendment might have on the environment or which it considers the environment might have on any use or development envisaged by Amendment C144.
- Any social and economic effects.

*Community Implications.*

N/A

*Health Implications*

N/A

*Environmental Implications*

N/A

*Other*

N/A

**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*.

**Attachments**

1. Panel Report
2. Panel Recommendations and Council Officer Response
3. Post Panel Changes Table
4. Amendment Documents

# 7.3

## Amendment C144 - Traralgon West Development Plan Overlay

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**Planning  
Panels  
Victoria**

**Latrobe Planning Scheme Amendment C144latr  
Traralgon West Development Plan Overlay**

**Panel Report**

*Planning and Environment Act 1987*

**14 October 2024**



**How will this report be used?**

This is a brief description of how this report will be used for the benefit of people unfamiliar with the planning system. If you have concerns about a specific issue you should seek independent advice.

The planning authority must consider this report before deciding whether to adopt the Amendment.

[section 27(1) of the *Planning and Environment Act 1987* (the PE Act)]

For the Amendment to proceed, it must be adopted by the planning authority and then sent to the Minister for Planning for approval.

The planning authority is not obliged to follow the recommendations of the Panel, but it must give its reasons if it does not follow the recommendations. [section 31 (1) of the PE Act, and section 9 of the *Planning and Environment Regulations 2015*]

If approved by the Minister for Planning a formal change will be made to the planning scheme. Notice of approval of the Amendment will be published in the Government Gazette. [section 37 of the PE Act]

Planning Panels Victoria acknowledges the Wurundjeri Woi Wurrung People as the traditional custodians of the land on which our office is located. We pay our respects to their Elders past and present.

*Planning and Environment Act 1987*

Panel Report pursuant to section 25 of the PE Act

Latrobe Planning Scheme Amendment C144|atr

Traralgon West Development Plan Overlay

**14 October 2024**



Michael Ballock, Chair

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## Glossary and abbreviations

Council	Latrobe City Council
DCP	Development Contributions Plan
DFP	Development Facilitation Program
DPO	Development Plan Overlay
DPO12	Development Plan Overlay Schedule 12
DTP	Department of Transport and Planning
EPA	Environment Protection Authority
LDRZ	Low Density Residential Zone
MTEC	Morwell to Traralgon Employment Corridor 2020
MTTSP	Morwell to Traralgon Structure Plan
PPN23	Planning Practice Note 23: Applying the Incorporated Plan and Development Plan Overlays
Options Report	Traralgon West Future Residential Area – Issues Opportunities and Options Report 2023
SPG	Stable Property Group
TGAR	Traralgon Growth Areas Review 2013

## Overview

Amendment summary	
The Amendment	Latrobe Planning Scheme Amendment C144latr
Common name	Traralgon West Development Plan Overlay
Brief description	The Amendment proposes to amend Clauses 72.03 and 74.02 and apply the Development Plan Overlay 12 to 205 properties (331 ha) in the Traralgon West Precinct as identified in the Morwell to Traralgon Structure Plan.
Subject land	Traralgon West Precinct
The Proponent	Latrobe City Council
Planning Authority	Latrobe City Council
Authorisation	By letter dated 9 April 2024
Exhibition	2 May to 3 June 2024
Submissions	Number of Submissions: 15 Opposed: 9 Refer to Appendix A

Panel process	
The Panel	Michael Ballock
Directions Hearing	By video, Monday 5 August 2024
Panel Hearing	Gippsland Performing Arts Centre, Monday 9 September 2024
Site inspections	Unaccompanied, Monday 9 September 2024
Parties to the Hearing	- Council Represented by Lorrae Dukes coordinator Strategic Planning - Stable Property Group represented by Fiona Wiffrie, Principal Town Planner of Beveridge Williams
Citation	Latrobe PSA C144latr [2024] PPV
Date of this report	14 October 2024

## Executive summary

Latrobe Planning Scheme Amendment C144|atr (the Amendment) seeks to apply the Development Plan Overlay Schedule 12 (DPO12) to approximately 205 properties in the Traralgon West Precinct. The Amendment also makes minor changes to Clause 72.03 (to include updated map references and Clause 74.02 to identify the preparation of a development plan for the Precinct as future strategic work.

Key issues raised in submissions included:

- requirements for a plan to show all areas subject to flood and identify that all new lots have sufficient flood-free land and vehicle access
- strengthening requirements in relation native vegetation, flora and fauna considerations, wetlands and water bodies in improving environmental outcomes
- updates to the bushfire requires for section 4.0 of the DPO12
- retaining character of the area and supporting only low density residential subdivision
- proximity to the Latrobe Regional Airport
- density of subdivision for Hollydale
- relocation of the Traralgon Golf Club
- suitability of roads and other infrastructure
- traffic, stormwater, social infrastructure, public open space, servicing strategy and other requirements to look at future needs if land was developed for an increased density
- viability of land
- the Amendment fails to rezone land
- changes to the Structure Plan could be made to achieve the same outcome
- the process delays the development of the Hollydale land for two to four years
- applying the Development Plan Overlay (DPO) to the Farming Zone land does not form orderly planning
- the Hollydale land is the subject of a request with the Minister for Planning to rezone the land.

The Amendment is the result of a considerable body of strategic planning work undertaken by Council to identify areas suitable to accommodate the future growth of the area between Traralgon and Morwell.

The main challenge to the Amendment at the Hearing was whether application of the DPO12 in its exhibited form is appropriate. In this respect the Panel found that, while not ideal in its current form, the DPO12 with the post exhibition modifications made by Council, was appropriate. The Panel accepted the application of the DPO12 to the entire Traralgon West Precinct as proposed by the Amendment.

### Panel conclusions

The DPO is an appropriate tool to guide the future vision of the Precinct. The DPO12 should include an additional requirement for a stakeholder engagement strategy to be prepared in accordance with Council's Community Engagement Policy 2021.

There is adequate strategic guidance to set the future direction of the Traralgon West Precinct.

The Hollydale land should not be removed from the Amendment. The Panel cannot make recommendations about the rezoning of the Hollydale land because this is beyond the scope of the Amendment.

Council's response to submissions to the Amendment is appropriate.

**Recommendations**

Based on the reasons set out in this report, the Panel recommends that Latrobe Planning Scheme Amendment C144latr be adopted as exhibited subject to the following:

- 1. Amend Development Plan Overlay Schedule 12 as shown in Appendix D.**

# 1 Introduction

## 1.1 The Amendment

### (i) Amendment description

The purpose of the Amendment is to apply the Development Plan Overlay Schedule 12 (DPO12) to approximately 205 properties in the Traralgon West Precinct (Figure 1) which are identified as future residential in the Morwell to Traralgon Structure Plan as detailed at Clause 11.01-3-2L of the Latrobe Planning Scheme. The Amendment also makes minor changes to Clause 72.03 (to include updated map references and Clause 74.02 to identify the preparation of a development plan for the Precinct as future strategic work.

The Amendment does not propose to rezone land and therefore the existing zoning will still apply (Figure 2). The consideration of rezoning will be made in Stage 2 (Development Plan and Development Contribution Plan) and Stage 3 (Future Planning Scheme Amendment) as identified in the recommendations from the *Traralgon West Future Residential Area – Issues Opportunities and Options Report 2023* (Options Report).

Specifically, the Amendment proposes to:

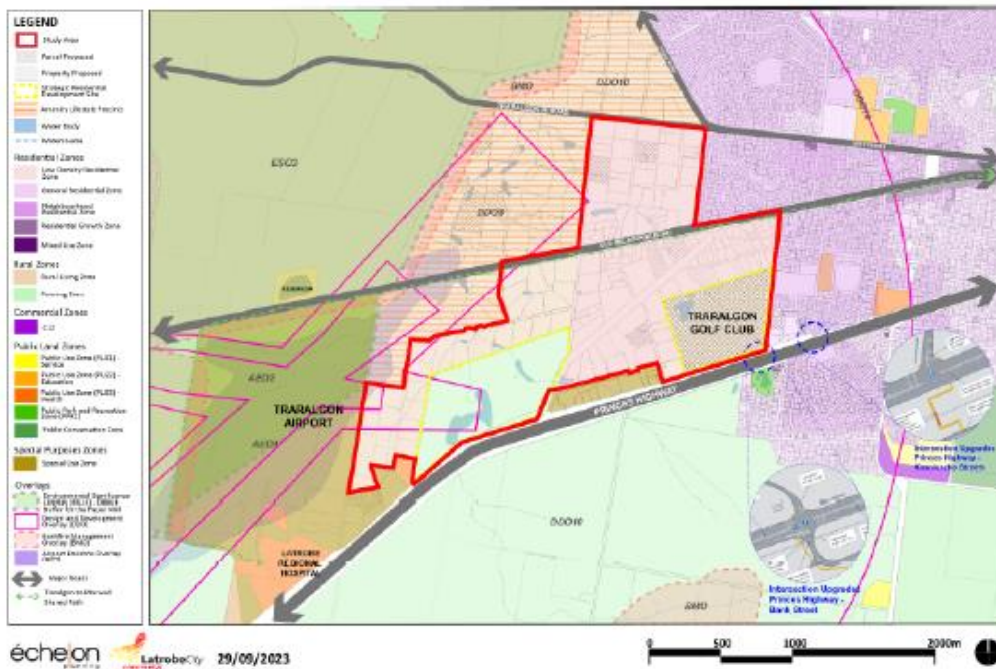
- amend Planning Scheme map numbers 47DPO, 59DPO and 85DPO to apply DPO12 to the Traralgon West Precinct
- insert new Planning Scheme map numbers 53DPO and 54DPO to apply DPO12 to the Traralgon West Precinct
- insert a new Development Plan Overlay Schedule 12 into the planning scheme
- amend Schedule to Clause 72.03 (What does this scheme consist of?) to include map numbers 53DPO and 54DPO
- amend Schedule to Clause 74.02 (Further Strategic Work) to include the preparation of a development plan and development contributions plan for the Traralgon West Precinct.



Figure 1 Traralgon West Precinct - the subject land



Figure 2 Current zoning of the Traralgon West Precinct



## 1.2 Background

The majority of the Precinct has been zoned Rural Living Zone since at least the year 2000 (Figure 2). In 2004, Amendment C7 rezoned much of the Precinct from a Rural Living Zone to a Low Density Residential Zone (LDRZ), with the exception of the Traralgon Golf Course, east of Regans Road, Copeland Court and Freemans Road and south of Traralgon West Road.

Council advised that a critical constraint to the efficient and sequential development of the Precinct is the substantial amount of subdivision that has occurred since 2004 which has fragmented the lots in the LDRZ. Council submitted that it receives enquiries each year from landowners and prospective developers in the Precinct regarding the potential for further subdivision. Existing policy in the Planning Scheme allows the potential for a future higher residential density to be considered as part of subdivision applications however, this policy rarely prevents subdivision and effectively only mitigates lot yield. As a result, since 2005, an additional 78 lots have been created in the Traralgon West Precinct and this further fragmentation of land ownership is inconsistent with Council's future strategic direction for the Precinct.

## 1.3 The Panel's approach

Key issues raised in submissions were:

- requirements for a plan to show all areas subject to flood and identify that all new lots have sufficient flood-free land and vehicle access
- strengthening requirements in relation native vegetation, flora and fauna considerations, wetlands and water bodies in improving environmental outcomes
- minor clarifications on the Acoustic and Air Quality assessment requirements
- updates to the bushfire requires for section 4.0 of the Draft DPO
- retaining character of the area and supporting only Low Density Residential Subdivision
- proximity to the Latrobe Regional Airport
- density of subdivision for Hollydale
- relocation of the Traralgon Golf Club
- suitability of roads and other infrastructure
- neighbourhood Character Assessment (to look at density and subdivision pattern)
- aircraft Safety Assessment to address concerns about proximity to Latrobe Regional Airport
- traffic, stormwater, social infrastructure, public open space, servicing strategy and other requirements to look at future needs if land was developed for an increased density
- viability of land
- growth area considerations
- the Amendment fails to rezone land
- changes to the Structure Plan could be made to achieve the same outcome
- the process delays the development of the Hollydale land for 2-4 years
- applying the Development Plan Overlay (DPO) to the Farming Zone land does not form orderly planning
- the Hollydale land is the subject of a request with the Minister for Planning to rezone the land.

The Panel has assessed the Amendment against the principles of net community benefit and sustainable development, as set out in Clause 71.02-3 (Integrated decision-making) of the Planning Scheme.

The Panel considered all written submissions made in response to the exhibition of the Amendment, observations from site visits and submissions and other material presented to it during the Hearing. It has had to be selective in referring to the more relevant or determinative material in the Report. All submissions and materials have been considered by the Panel in reaching its conclusions, regardless of whether they are specifically mentioned in the report.

This report deals with the issues under the following headings:

- Planning context
- Strategic issues
- Development Plan Overlay Schedule 12
- Other matters.

## 2 Strategic issues

### 2.1 Planning context

This chapter identifies planning context relevant to the Amendment. Appendix C highlights key imperatives of relevant provisions and policies.

**Table 1** Planning context

	Relevant references
<b>Victorian planning objectives</b>	- section 4 of the PE Act
<b>Municipal Planning Strategy</b>	- Clause 2
<b>Planning Policy Framework</b>	- Clause 11.01-1S (Settlement) Clause 11.01-1R (Settlement Gippsland) Clause 11.02-1S (Supply of Urban Land) Clause 11.02-3S (Sequencing of Development) Clause 11.03-2S (Growth Areas) Clause 11.03-2L (Morwell to Traralgon Structure Plan) 01-1S and L (Protection of biodiversity) - Clause 12. Clause 12.03-1S (River and riparian corridors, waterways, lakes, wetlands and billabongs) - Clause 14.02-S (Catchment planning and management) - Clause 13.01-1S (Natural Hazards and Climate Change) Clause 13.02-1S (Bushfire Planning) Clause 13.02-1L (Bushfire Prone Areas) Clause 13.05-1S (Noise Management) 13.06-1S (Air quality management) - Clause 15.03-3S Clause 15.03-3L and Clause 15.03-3L (Subdivision design) Clause 15.01-4S (Healthy neighbourhoods) Clause 15.01-5S and 15.01-5L (Neighbourhood Character) - Clause 17.02-2S (Out of centre developments) - Clause 18.01-1S (Land use and transport integration), Clause 18.02-1S (Walking) 18.02-2S (Cycling) and Clause 18.02-2L (Sustainable person transport) - Clause 19.02-2S (Education facilitates), Clause 19.02-4S and Clause 19.02-4L (Social and cultural infrastructure) Clause 19.02-6S (Open space)
<b>Other planning strategies and policies</b>	- Gippsland Regional Growth Plan - Morwell to Traralgon Structure Plan 2020 - Traralgon West Future Residential Area – Issues Opportunities and Options Report 2023
<b>Planning scheme provisions</b>	- Farming Zone - Low density Residential Zone - Rural Living Zone - Design and Development Overlay - Development Plan Overlay
<b>Planning scheme amendments</b>	- Latrobe Amendment C115

<b>Ministerial directions</b>	<ul style="list-style-type: none"> <li>- Ministerial Direction - The form and content of Planning Schemes</li> <li>- Ministerial Direction 11 (Strategic Assessment of Amendments)</li> <li>- Ministerial Direction 15 - The Planning Scheme Amendment Process</li> <li>- Ministerial Direction 19 - The preparation and content of Amendments that may significantly impact the environment, amenity and human health</li> <li>- Ministerial Direction 21 - Golf Course Redevelopment</li> </ul>
<b>Planning practice notes</b>	<ul style="list-style-type: none"> <li>- Planning Practice Note 23: Applying the Incorporated Plan Overlay and Development Plan Overlay, September 2022 (PPN23)</li> <li>- Planning Practice Note 46: Strategic Assessment Guidelines for preparing and evaluating planning scheme amendments September 2022</li> </ul>

## 2.2 Strategic justification

### (i) Submissions

Council submitted that the purpose of the Traralgon Structure Plan 2007 was to direct growth and change in a “*planned and managed manner over a 30-year period*” for the city of Traralgon which had existing natural constraints of the flood plain to the north and mineral resources to the south. The Traralgon Structure Plan identified that part of the Traralgon West Precinct LDRZ bounded by Kay Street to the north, existing Traralgon township to the east, Traralgon Golf Club to the south and Coopers Road to the west and identified as Future Residential.

The Traralgon Growth Areas Review 2013 (TGAR) was undertaken to ensure an adequate supply of developable land until 2050. The TGAR included three reports one of which was the Traralgon West Structure Plan 2013. Amendment C87 implemented the directions of the adopted TGAR which included, among other things, an updated Traralgon Structure Plan and Traralgon West Structure Plan.

Council submitted that the Morwell Traralgon Employment Corridor 2020 (MTEC) built on the land use recommendations as outlined in the Traralgon West Structure Plan to facilitate the development of the areas a major regional employment hub and to join Morwell and Traralgon.

The MTEC was the result of planning studies, including the Traralgon West Structure Plan which recommended a number of precinct specific employment and land use development opportunities for MTEC. Amendment C115latr implemented the short-term recommendations of the MTEC and made changes to the Morwell to Traralgon Structure Plan which was derived from Traralgon West Structure Plan.

To better understand the issues and opportunities of the Morwell to Traralgon Structure Plan in 2023 Council commissioned the Options Report for the Traralgon West Precinct. Council added:

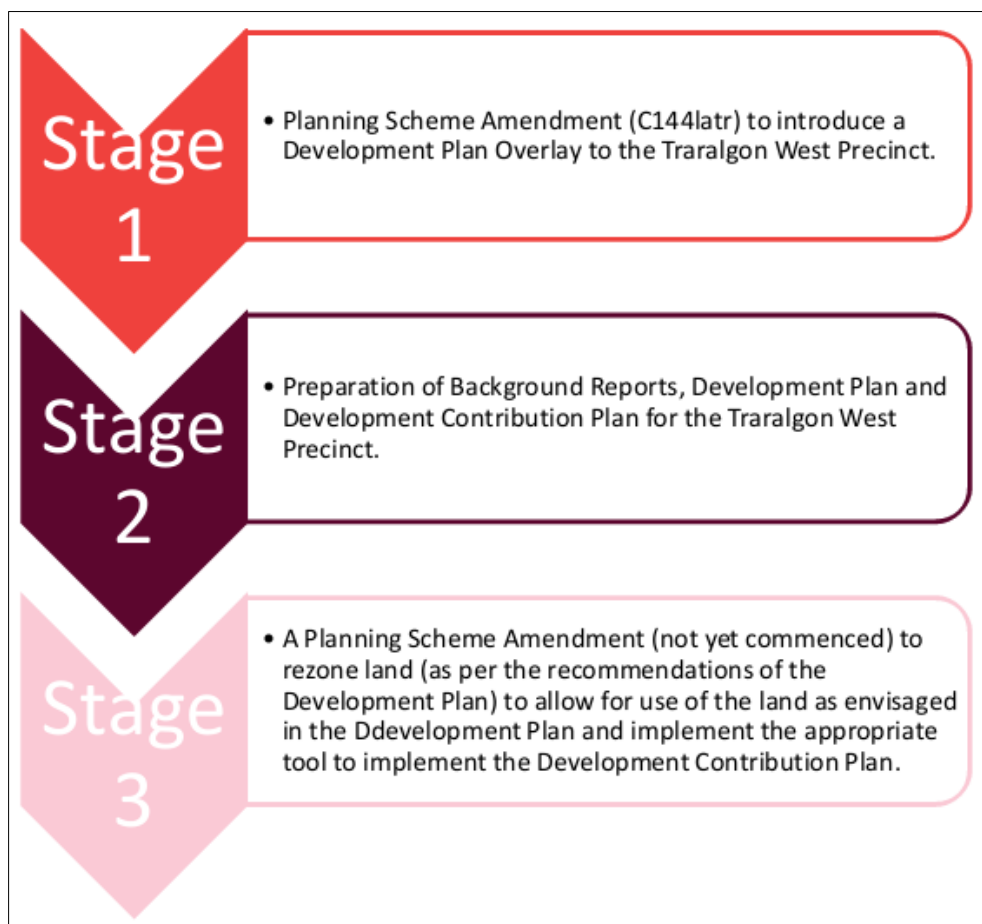
The report detailed that while the Precinct was heavily fragmented it was still viable and still likely to achieve a greater residential density in the future. However, the report confirmed that continued fragmentation of the land needs to cease until appropriate rezoning can be determined.

The report highlighted a number of issues that need to be worked through, including:

- determining viability and willingness of the Traralgon Golf Club to transition to a residential development
- the most appropriate zone for residential development
- the number of background assessments and studies which will be needed to inform key issues such as appropriate density, zone and ultimate development potential
- the need to ensure enough land supply is available in the next 5-7 years for Traralgon.

The Options Report recommended the following three stage process (Figure 3) for the implementation of the Traralgon West Precinct for future residential development as envisaged by the structure plan:

**Figure 3** Traralgon West Precinct three stage implementation plan



The Options Report recommended, among other things, that the DPO be applied to the Precinct before any rezoning or preparation of a development contributions plan (DCP).

Council added that it accepted the recommendation to apply the DPO for the following reasons:

- it will allow for master planning which can be used to coordinate development to provide certainty about the nature of subdivision, land use and development proposed for the Precinct

- it will guide content of the development plan by specifying particular information it should contain
- it is acceptable to introduce a Development Plan Overlay in the scheme before a Development Plan has been prepared
- it will prevent the granting of permits under the zone before a development plan has been approved. This will assist in the reduction of the fragmentation of the land
- it allows for the Development Plan to be approved in stages.

**(ii) Discussion**

The Amendment is the result of a considerable body of strategic planning work undertaken by Council to identify areas suitable to accommodate the future growth of the area between Traralgon and Morwell. Most of the submissions did not challenge the overall directions of the Options Report while a number sought to have limited areas, such as the golf course retained.

From this perspective a number of these strategic documents have, since the Traralgon Structure Plan 2007, set the strategic direction of further residential development of the Traralgon West Precinct. As a consequence, the Amendment is well supported in this strategic direction.

The main challenge to the Amendment at the Hearing was whether applying the DPO12 in its exhibited form is appropriate. This will be discussed in the following chapter.

**(iii) Conclusions**

For the reasons set out in this report, the Panel concludes that the Amendment:

- is supported by, and implements, the relevant sections of the Planning Policy Framework
- is consistent with the relevant Ministerial Directions and Practice Notes
- is well founded and strategically justified
- should proceed subject to addressing the more specific issues raised in submissions as discussed in the following chapters.

### 3 Development Plan Overlay Schedule 12

#### 3.1 The application of DPO12 to the Hollydale site

##### (i) The issues

The issues are whether:

- the DPO is an appropriate tool to guide the future vision of the Precinct
- the Structure Plan direction is enough to set the future direction of the Traralgon West Precinct
- the Hollydale land should be removed from the Amendment
- the Panel should make recommendations about the rezoning of the Hollydale land.

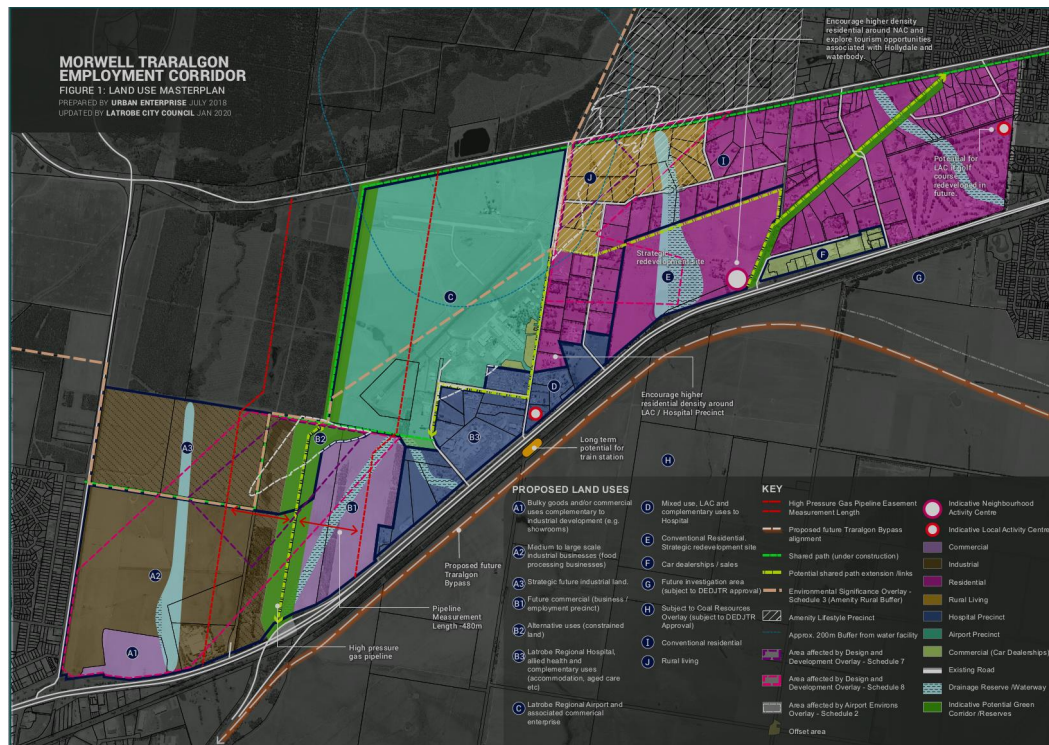
##### (ii) Background

###### PPN23

- explains the functions of the Incorporated Plan Overlay and the (DPO)
- provides advice about when these tools should be used
- provides guidance on how to apply these planning tools.

#### Morwell to Traralgon Employment Corridor Investment Masterplan 2020 – Land Use Masterplan

Figure 4 Morwell Traralgon Employment Corridor - Land Use Masterplan

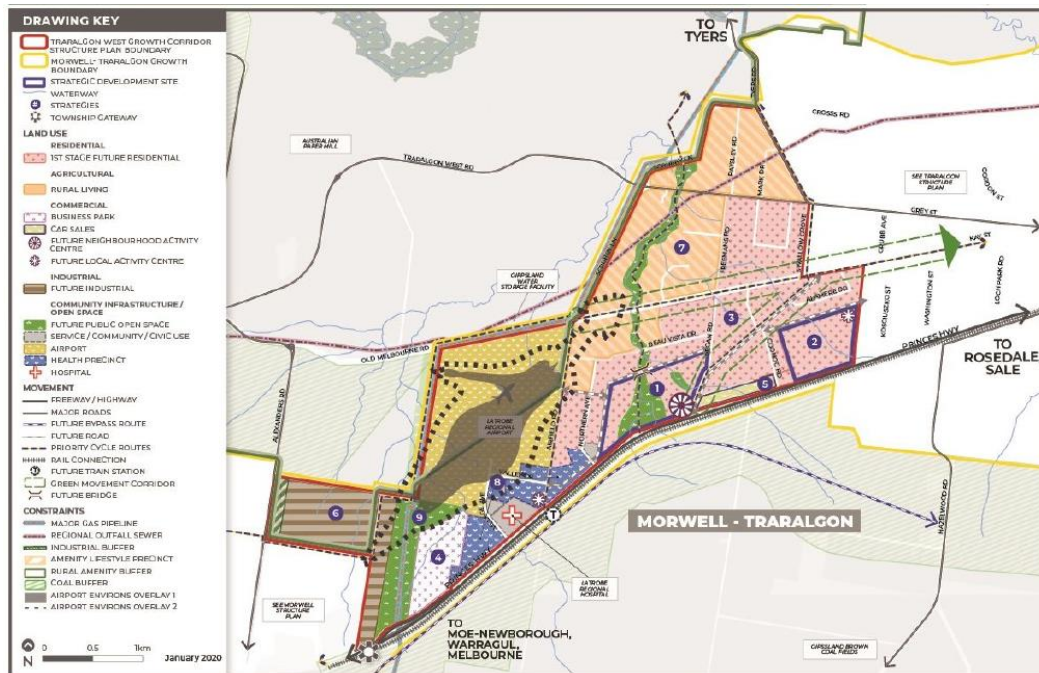




- is a document intended to facilitate future growth and development of land located to the immediate north of the Princes Highway between the urban areas of Morwell and Traralgon over the next 20 years. It contains the land use masterplan shown in Figure 4.

### Morwell to Traralgon Structure Plan (Clause 11.03-2)

Figure 5 Morwell to Traralgon Structure Plan



#### Strategies detailed in Clause 11.03-2:

- Encourage the relocation of the Traralgon Golf Course (Morwell to Traralgon Structure Plan (MTTSP) Area 2) and its development for residential purposes.
- Encourage residential development in MTTSP Area 3 that protects the operations of Latrobe Regional Airport.
- Support retirement village, aged care and higher density residential developments in MTTSP Area 8 near the Latrobe Regional Hospital.
- Encourage employment intensive businesses, once land is rezoned, that are associated with health and aeronautics in MTTSP Area 4.
- Encourage the development of a Local Activity Centre near the intersection of Princes Highway and Airfield Road that includes an area of public open space close to the Latrobe Regional Hospital.
- Encourage the development of a Neighbourhood Activity Centre adjoining the intersection of Bradford Drive and Princes Highway only if it:
  - Achieves a stand-alone catchment area.
  - Minimises the economic impacts on other activity centres.
- Discourage further expansion of the existing area used for car sales along Princes Highway (MTTSP Area 5).

- Provide a landscaped buffer along the western and eastern edges of the industrial Precinct in MTTSP Area 6.
- Encourage development of a green movement corridor along Old Melbourne Road and the Coopers Road Reserve that incorporates pedestrian and cycle pathways, sections of the proposed Traralgon–Morwell shared path and important areas of native vegetation.
- Encourage creation of an open space corridor through MTTSP Areas 1, 3 and 7 and 9 along the waterway.

### Options Report

The Options Report consolidates the key findings of previous studies undertaken by Latrobe City Council and private landowners to date and included the following actions:

- review previous planning studies to identify any updates required to progress planning for the Precinct
- undertake a planning policy review to provide strategic guidance and justification to the next steps in planning the Precinct.
- identify changes that have occurred since the previous planning assessments were undertaken and what impact these changes have on the viability of the Precinct
- identify the type and scale of development that may be viable for the Precinct
- establish the required updates to existing strategic plans and assessments
- identify precinct specific and strategic issues that must be resolved prior to the commencing of planning
- identify required planning process to be undertaken to facilitate development
- set out the options to progress planning for the Precinct.

### (iii) Submissions

Council submitted that the Morwell to Traralgon Structure Plan identified issues that required further investigation which were:

- the future of the Traralgon Golf Club site
- determination of an appropriate zone
- a delivery mechanism for development contributions
- the appropriate treatment of native vegetation and waterways.

With this background the Amendment represented the first stage of the three-stage process recommended in the Options Report as shown in Figure 3. Stage 2 would involve the preparation of a development plan supported by reports and assessments detailed in the DPO12 (Appendix E) and a DCP. It added that funds have been allocated to undertake the preparation of the development plan and DCP and the procurement process was nearing with a preferred tenderer identified.

Council submitted that part of the requirements for the preparation of the development plan included the preparation of a stakeholder engagement strategy consistent with its adopted policy. Stage 3, depending on the outcome of Stage 2, would involve a planning scheme amendment to implement the development plan and DCP. It stated that the DPO was a tool that had been applied to many residential precincts in the municipality which adopted a similar approach to that proposed by the Amendment.

Council submitted that this approach, which sets out the requirements for the preparation of a development plan was supported by PPN23 which states that:

The schedule provides the planning authority with a valuable opportunity to establish a strategic framework for the content of a plan and provides developers and third parties with certainty about what the plan must contain. This is particularly valuable if the plan is to be introduced after the overlay, and for all DPO plans.

The Options Report identified land fragmentation was a key issue which is a problem that neither the Morwell to Traralgon Structure Plan nor the current Planning Scheme controls could successfully resolve. However, the DPO12 would *in the short-term restrict the issue of a planning permit until such time a Development Plan is approved*.

Council acknowledged that it had a:

- ...suite of General Residential and Neighbourhood Residential Zones which were implemented as part of the Latrobe City Council Housing Strategy that could be applied to the Traralgon West Precinct.

Council explained that further work was required, including a neighbourhood character study to determine the best mix of zones and establish the necessary strategic justification.

Council acknowledged that its analysis identified a 9 to 12 year land supply in Traralgon and there has been no significant *change in subdivision activity in Traralgon since 2018/2019 to suggest an increase in demand or an urgency in supply*. In addition, work on the Traralgon West Precinct will be completed in time to ensure sufficient land supply is available when needed.

Council added that it considers land supply on a town by town basis. The municipality has four main towns, which is unusual and Traralgon consistently has had the highest growth rate since 2011. The calculation of a 9 to 12 year supply was based on the:

- 2022 Urban Development Program which identified a 19-year supply
- 2021 report by Ethos Urban in support of Amendment C138 which identified 12 years supply
- 2023 internal data analysis using dwelling growth, occupancy permits and average Statements of Compliance over two and five years.

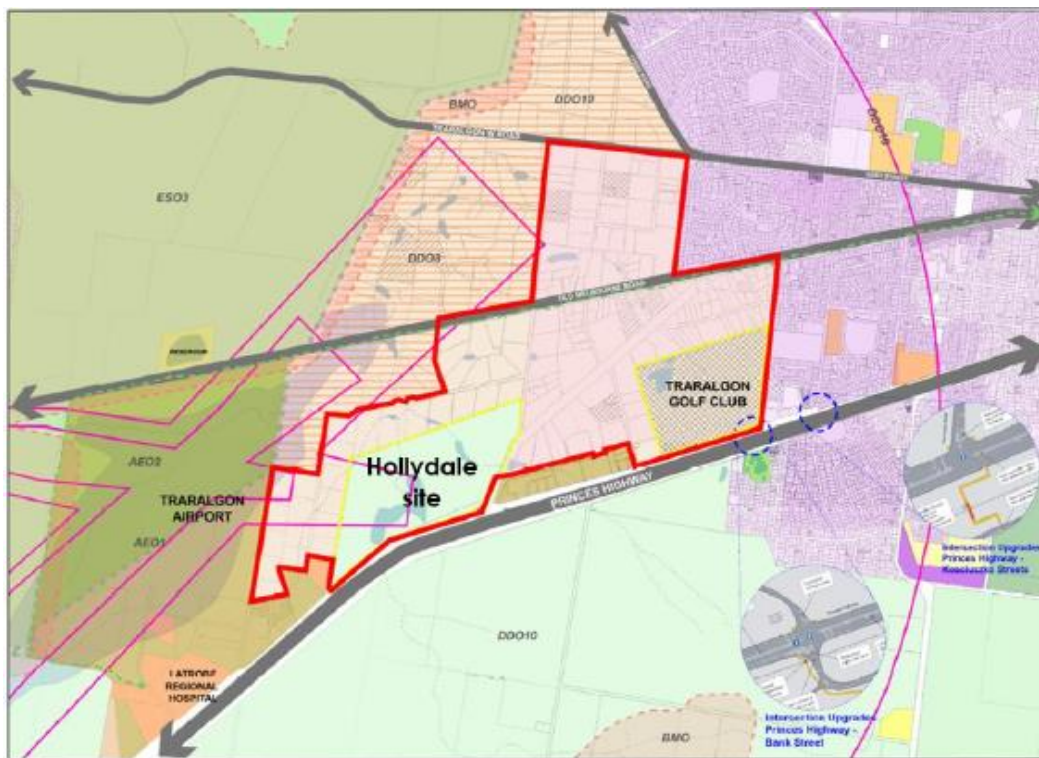
Council advised the Panel that the site at 5495 and 5483 Princes Highway, Traralgon (known as Hollydale) had been the subject a multiple applications to the Development Facilitation Program (DFP) by its owners, the Stable Property Group (SPG). The following is a summary of these applications:

- On 20 December 2021, the SPG lodged a rezoning request for Hollydale with the Department of Transport and Planning (DTP) through the DFP. The application was referred to Council for comment.
- Two requests for further information were made to the SPG and the responses referred to Council.
- On 24 July 2023, DTP advised SPG. that the application would not be recommended to progress as part of the DFP.
- On 29 April 2024, SPG lodged a second request the DFP seeking rezoning of the land at 5495 and 5483 Princes Highway, Traralgon. This information provided in the request was updated based on the letter from DTP received on 24 July 2023.

- Council was advised that on 28 June 2024, the second request to the DFP was declined as the proposal did not meet the criteria or was sufficiently resolved for a State-led planning process. The letter from the Minister for Planning noted the authorisation of the Amendment and encouraged, the SPG to work with Council to progress strategic planning for the subject land as part of Amendment C144latr.
- DTP advised Council that the SPG submitted a further request in response to the 28 June 2024 decision.

SPG informed the Panel that the Hollydale site (Figure 6) is an irregular shaped land parcel with a 1 kilometre frontage to the Princes Highway and is currently used for agricultural purposes;

**Figure 6** Location of the Hollydale site in the Traralgon West Precinct



The land is located in the Farming Zone and the site has an undulating topography with two watercourses one of which is known as Boyds Creek.

The SPG opposed the Amendment because:

- the application of DPO12 ahead of a land rezoning does not follow orderly planning process
- there are significant implications to the current Hollydale planning scheme amendment request and short-term residential land availability as a consequence of Amendment C144latr
- Amendment C144latr will unnecessarily delay the rezoning and development of the Hollydale site.

SPG submitted that PPN23 sets out a clear process with the development of a structure plan followed by the application of a DPO with a concurrent rezoning of the land. It added:

PPN23 guidance clearly states that the DPO cannot change the scope of the discretion provided in the zone applying to the land, and that if the zone prescribes uses that do not require a planning permit or are prohibited and this conflicts with the objectives of the plan, a different zone will be necessary.

Consequently, applying DPO12 to the Traralgon West Precinct without a concurrent rezoning does not follow an orderly planning process. In addition, the Hollydale site is identified as a strategic redevelopment site the development of which is consistent with all the relevant policy documents while the rationale for the application of the DPO12 is to restrict subdivision and development until a development plan is prepared.

SPG argued that the Amendment would unnecessarily and indefinitely delay the rezoning and redevelopment of the Hollydale land because of the number of background reports need to inform the development plan and complete Stages 2 and 3. This matter is critical because in April 2024 SPC engaged Ethos Urban to undertake an assessment on the current availability of land supply within Traralgon. This analysis identified a significant variation between theoretical land supply (9.5 years) and actual land supply (1.6 - 2 years) in Traralgon.

The outcome is such that the current 1.6 – 2 year available land supply, as determined by Ethos Urban will continue to decline which consequently places further pressure on the housing market and housing affordability within Traralgon.

SPG submitted that there is no benefit in delaying the development of the Hollydale site as the objectives detailed in draft DPO12 have been addressed as part of the proposed Hollydale planning scheme amendment and the planning permit applications submitted to the DFP and the Minister. All the technical reports required for the DPO have been undertaken to support the site-specific assessments completed to support the rezoning and subdivision of the Hollydale site.

SPG concluded that there is no benefit in including the Hollydale site in the DPO12 and requested that the site be removed from the Amendment and that the Panel make a recommendation that there is significant strategic basis for the timely rezoning of the Hollydale land and that the Panel recommend that the Hollydale amendment be progressed as a priority.

#### **(iv) Discussion**

The Panel acknowledges that applying a DPO without an accompanying plan may be an approach adopted by Council in previous situations. PPN23 recognises that it:

...is possible to introduce either overlay into the planning scheme before a plan is in place. However, if the overlay is approved without a plan, it is essential that a strategic framework is in place to provide direction and certainty about the future form of development of the land.

The proposal before the Panel is to apply the DPO12 without a plan. However, there is a well-developed strategic framework supported by a considerable body of analysis to provide direction and certainty about the future development of the Precinct. Nevertheless, in the Explanatory Report, Council's response to the question asking why the Amendment is required included the following:

...Council needs to implement a planning scheme tool which restricts further subdivision until such time that appropriate planning via a development plan (stage 2) and rezoning (Stage 3) can be put in place to realise the greater residential density outcome envisaged by the Morwell to Traralgon Structure Plan.

While the Council has been transparent in its reason for applying the DPO12 it is of concern to the Panel it is not the intended purpose of the DPO. Regardless, the Panel does not agree with the position expressed by SPG that the absence of a rezoning does not follow an orderly planning process. In the Panel's view, PPN23 deals with the interaction between the overlay and zone provisions but it is silent on whether a rezoning should precede, accompany or follow the application of the DPO and, unless modified by a schedule, the DPO specifically prohibits the grant of a permit until a plan has prepared.

While the absence of a plan is not ideal, the Panel has some comfort in that Council has committed to Stage 2 by detailing a range of background assessments and reports required for the preparation of a development plan. In addition, Council has allocated considerable funding to the preparation of these assessments and reports and has almost concluded the procurement process. From this perspective the Panel accepts the form of the DPO12.

Nevertheless, a common theme in submissions was the lack of certainty concerning the development that would be encouraged by a development plan. This is a matter dealt with in PPN23 which states:

Applying either overlay without a plan can have a significant impact on an individual's ability to use and develop their land. The Explanatory Report for the amendment introducing an overlay without a plan should explain the effects of not preparing a plan and the justification for taking this step. Care should be taken to ensure that the effects are understood by landowners.

One of the significant elements of the DPO is the default removal of third party notification which is based on an assumption that those affected have had the opportunity to review how they may be impacted by its application. However, in this instance where there is no plan, this is not the case. In response to a question by the Panel, Council responded:

As part of the requirements for the preparation of the Traralgon West Development Plan and Development Contribution Plan a stakeholder engagement strategy will be prepared. The stakeholder engagement strategy will be prepared in accordance with Latrobe City Council's Community Engagement Policy 2021.

DPO12 does not include any requirement for preparing a stakeholder engagement strategy, which is an oversight that needs to be addressed.

The Panel does not agree with the SPG that the Hollydale site should be removed from the Amendment. Hollydale has been identified as a strategic development site because, among other things it is a large area in a single ownership and consequently it is essential that it is integrated with the rest of the Precinct particular in its connections and permeability as well as in the provision of community and other infrastructure. Given the refusals to include the land in the DFP, removing Hollydale from the DPO12 could also result in a perverse outcome where, given its current Farming Zone, it would be unable to be developed for residential purposes and if excluded from the DPO12 may not be rezoned as part of Stage 2.

It is beyond the remit of the Panel to make a recommendation on the rezoning of the Hollydale land. This matter has not been explored in sufficient detail. This is not a matter that is part of the Amendment nor has there been detailed information provided to the Panel to identify a suitable zone and support a rezoning. In addition, there is a request with the Minister for Planning to facilitate the development of the land and any Panel recommendation would be inappropriate.

**(v) Conclusions**

The Panel concludes:

- The DPO is an appropriate tool to guide the future vision of the Precinct.
- The DPO12 should include an additional requirement for a stakeholder engagement strategy to be prepared in accordance with Council's Community Engagement Policy 2021.
- There is adequate strategic guidance to set the future direction of the Traralgon West Precinct.
- The Hollydale land should not be removed from the Amendment.
- The Panel cannot make recommendations about the rezoning of the Hollydale land because it is beyond the scope of the Amendment.

**3.2 Other matters****(i) The issues**

The issue is:

- Whether the Council's response to submissions to the Amendment is appropriate.

**(ii) Submissions**

While two submissions supported the Amendment, others opposed elements of the Amendment or requested changes. These issues raised in submissions can be summarised as:

- character and residential density
- proximity to Latrobe Regional Airport
- suitability of road and other infrastructure
- growth area considerations
- Traralgon Golf Club relocation
- viability of further subdivision
- other development opportunities
- further community engagement.

In response to these submissions, Council wrote to the submitters providing further detail about the Amendment or the proposed controls. In response to this correspondence, some of these submissions were either totally or partially resolved. Council confirmed resolution of the submission or issue by email to the relevant submitter.

Submissions 2, 4, 6, 8 and 13 expressed the view that the development plan should support the retention of the low density residential nature of subdivision in the Precinct.

Council informed the Panel that the existing zones in the Precinct have created a character, identified in the report, with the establishment in *some instances of large homes, outbuildings and amenities (such a swimming pools, tennis courts etcetera) in the Traralgon West Precinct.*

Consequently, the report recommended that a neighbourhood character assessment would need to be undertaken to understand the character of the area when applying a residential zone for future development. It added that DPO12 requires:

A Neighbourhood Character Assessment which identifies the character of the precincts within the Development Plan boundary, recommendations on appropriate zones to be

applied to the land and assessment and recommendations for Housing Framework Plans against the background document Latrobe City Council Housing Strategy, 2019.

Submissions 2, 3, 4, 6 and 8 raised concerns about proximity of the Latrobe Regional Airport and the impact increasing residential density may have on the safety and operations of the Airport and future residents.

Council responded that the Latrobe Regional Airport was protected by the following provisions of the Planning Scheme:

- Airport Environs Overlay 1 and 2 (noise)
- Design and Development Overlay Schedules 7, 8, 10 and 11 (height controls).

In addition the draft DPO12 contained a requirement to prepare an Aircraft Risk Assessment to ensure the current and future operations of the Latrobe Regional Airport can continue safely with an increase of residential density in Traralgon West.

Submitters 2, 3, 4 and 13 expressed concerns about the suitability of the current road network, drainage, open space, community facilities, commercial facilities to support an increase in residential density.

Council submitted that other requirements of DPO12 required the following work to be undertaken which would address these concerns:

- stormwater management plan
- traffic impact assessment
- social infrastructure needs analysis
- servicing strategy
- economic assessment.

Submitters 2 and 3 thought other growth areas should be considered for development and opposed Traralgon West Precinct as a future growth area.

Council stated that the Planning Scheme identifies the future growth areas for Traralgon which includes the following:

- • Clause 02.04 Traralgon – Morwell Growth Framework Plan
- • Clause 11.01-1L Traralgon Structure Plan
- • Clause 11.03-2L Morwell to Traralgon Structure Plan.

It added that these plans show future residential which plans for a 15-year land supply for Traralgon and long term future residential which plans for future residential development beyond the 15 years.

Submitters 3, 5 and 11 raised concerns regarding the future residential designation of the Traralgon Golf Club. The submitters identified the Traralgon Golf Club as an important community asset that should be retained and not relocated and consequently submitted that the future residential designation in the Morwell to Traralgon Structure Plan should change.

Council advised the Panel that since the preparation of the *Traralgon Growth Areas Review* implemented by Amendment C87, Ministerial Direction 21 – Golf Course Redevelopment was introduced on 25 June 2020. This Direction requires that:

In preparing an amendment to a planning scheme to enable the redevelopment of a golf course (including, but not limited to, changing planning controls applying to the land or the zoning of the land) the planning authority must:



- (a) have regard to the guidelines; and
- (b) include in the Explanatory Report for the amendment an explanation of how the amendment addresses the guidelines.

As a result of this change, the DPO12 includes the following requirement:

An economic analysis / socio economic analysis on the retention of the Traralgon Golf Club including:

- net community benefit.
- long term viability.
- health and fitness benefits.
- environmental benefits.
- cost analysis for relocation including funding options and relocation options.
- options on mitigation measures required to protect the golf club with the increase of residential density (if golf club is being retained).
- any recommendations for the appropriate zoning of the land.

Council submitted that the economic / socio economic analysis required by DPO12 would review whether the Traralgon Golf Club should be retained and address the requirements of Ministerial Direction 21.

Due to the existing fragmentation of land ownership, submission 6 raised concerns regarding the viability of the higher density residential development of the Precinct.

Council stated that the fragmentation of land ownership led to the Options Report recommendation to introduce a DPO as part of Stage 1 to provide a planning tool which can coordinate and masterplan the Precinct. In addition, DPO would provide certainty about the nature of subdivision, land use and development proposed for the land.

Submitter 11 stated that the focus on the development of land should not just be in Traralgon West and that it should be focusing on development of land in Traralgon approximately 1 kilometre from the Traralgon CBD.

Council submitted that the *Latrobe City Council Housing Strategy 2019* guides housing development for the municipality and as part of this strategy a residential land supply assessment was undertaken which looked at greenfield land supply and infill capacity for the municipality.

Submitter 13 requested that further engagement be undertaken to see how the land could be further developed. Council responded that as part of Stage 2, the engagement will be around the preparation of the background reports, Development Plan and DCP. *Landowner and stakeholder comments will be engaged to develop the future direction of the Traralgon West Precinct.*

Five submissions (6, 7, 9, 10 and 15) requested changes to DPO12 or Explanatory Report which Council considered to be appropriate. Council accepted these submissions and made a number of changes post exhibition to the DPO12 and Explanatory Report. These changes were included in the Day 1 version of the Schedule which is in Appendix D and in summary are:

- Requirements for a plan to show all areas subject to flooding and identify that all new lots have sufficient flood-free land and vehicle access.
- Strengthening requirements in relation to native vegetation, flora and fauna considerations, wetlands and water bodies in improving environmental outcomes.
- Minor clarifications on the Acoustic and Air Quality assessment requirements.

- Updates to the bushfire requirements for section 4.0 of the Draft DPO.
- Insertion of consultation requirements with Latrobe Regional Airport and Civil Aviation Safety Authority for the Aircraft Risk Assessment.

Council advised that since Council considered submissions at the 1 July 2024 meeting, the following two minor changes have been proposed to the Amendment documents:

- Update to the flora, fauna and native vegetation requirements in section 4.0 of the DDO12 to alter the wording around the requirement for the flora and fauna surveys to ensure the requirement is clear that not all species are to be surveyed, just those based on suitable habitat and based on initial investigations.
- Update to the instruction sheet to correct administrative error in point 5.

**(iii) Discussion**

Council has been thorough in its consideration of submissions. In this respect Council is to be commended for following up with the various submitters to attempt to resolve their submissions. The Panel supports this approach and accepts not all submissions could be resolved but the substance most submissions should be dealt with by the preparation of the background reports

**(iv) Conclusions and recommendations**

The Panel concludes:

- the Council's response to submissions to the Amendment is appropriate.

The Panel recommends:

- 1. Amend Development Plan Overlay Schedule 12 as shown in Appendix D.**

## Appendix A Submitters to the Amendment

No	Submitter
1	Gippsland Water
2	Jessica and Sean Hornstra
3	Mark Ludlow
4	Charlie Vacca
5	Traralgon Golf Club
6	Ken Ludlow
7	West Gippsland Catchment Management Authority
8	B Paolini
9	Department of Energy, Environment and Climate Action
10	Environment Protection Authority
11	Katrina and Neil Cranwell
13	Cath Curran
12	Golf Australia and PGA Australia
14	Beveridge Williams
15	Country Fire Authority

## Appendix B Document list

No.	Date	Description	Provided by
1	24 Oct 24	Panel Directions and Timetable (version 1)	Planning Panels Victoria
2	13 Aug 24	Submitters Map	Latrobe City Council (Council)
3	2 Sep 24	Council Part A submission	Council
4	6 Sep 24	Council Part B submission	Council
5	6 Sep 24	Submission on behalf of Stable Property Group	Stable Property Group
6	11 Oct 24	Post exhibition tracked change Word version of the DPO12	Council

## Appendix C Planning context

### C:1 Planning policy framework

Council submitted that the Amendment is supported by various clauses in the Planning Policy Framework, which the Panel has summarised below.

#### Victorian planning objectives

The Amendment will assist in implementing State policy objectives set out in section 4 of the PE Act by applying the DPO which will allow for the fair, orderly and efficient development of the Traralgon West Precinct. The DPO will ensure a balanced consideration of the issues and opportunities for the Traralgon West Precinct to ensure the best interests for all Victorians are met.

#### Clause 2 (Municipal Planning Strategy)

The Amendment supports the Municipal Planning Strategy by:

##### Clause 02.03-1 (Settlement)

A networked city notes the following to the Morwell to Traralgon Employment Corridor.

The Morwell to Traralgon Employment Corridor's gradual development over the next 20 years will link Morwell and Traralgon together to form a continuous urban area.

Council's settlement planning seeks to:

Integrate the four centres of Churchill, Moe-Newborough, Morwell, and Traralgon to support them functioning as a single urban system by:

- promoting growth in Traralgon–Morwell as the primary population centre, serving as the dominant residential, commercial and retail node.
- Promoting growth in the Morwell to Traralgon Employment Corridor to provide a range of development opportunities for health, aviation, industrial, commercial and residential uses

The Amendment is consistent with these settlement objectives. Applying DPO12 allows for the commencement of a process for the development of land identified for future residential in the Morwell to Traralgon Structure Plan area.

##### Clause 02.03-3 Bushfire

Planning for bushfire seeks to:

- reduce bushfire risk through various bushfire protection measures
- decrease the level of risk to life, property, the environment and biodiversity from bushfire.

##### Clause 02.03-5 Neighbourhood Character

Planning for neighbourhood character seeks to:

- retain the regional suburban character of established and growing neighbourhoods where they are identified as limited change areas or where special neighbourhood character values have not been identified

- balance development and consolidation with respecting residential amenity and neighbourhood character.

#### **Clause 02.03-8 Transport**

A development pattern that integrates housing, activity centres, employment nodes with active and public transport will assist in supporting a more sustainable city that is less reliant on cars and has more walkable neighbourhoods.

Planning for transport seeks to:

- facilitate expansion of public transport options in growth areas and integrate it with other modes of travel
- consolidate urban areas to provide for shorter travel distances, walking, cycling and

#### **Clause 11 (Settlement)**

The Amendment supports Clause 11 as follows:

- Clause 11.01-1S (Settlement)
  - guide the structure, functioning and character of each settlement taking into account municipal and regional context frameworks.
  - ensure land that may be required for future urban expansion is not compromised.
- Clause 11.01-1R (Settlement Gippsland) - the Amendment is consistent with the Gippsland Regional Growth Plan in supporting urban growth in Latrobe City as Gippsland's regional city.
- Clause 11.02-1S (Supply of Urban Land) — under the clause planning for urban growth should consider:
  - Opportunities for the consolidation, redevelopment and identification of existing urban areas.
  - Neighbourhood character and landscape consideration.
  - The limits of land capability and natural hazards and environmental quality.
  - Service limitations and the cost of providing infrastructure.
- The proposed DPO12 has requirements for the development plan which considers all these factors.
- Clause 11.02-3S (Sequencing of Development) - the proposed DPO12 has requirements for consideration of timing, staging and Clause 11.03-2S (Growth Areas) - the proposed DPO12 has requirements around mix of uses, diversity of housing types, neighbourhood character assessment to ensure retention of character and the protection of areas of natural, cultural and environmental significance.
- Clause 11.03-2L (Morwell to Traralgon Structure Plan) - the DPO12 includes requirements around the protection of the Latrobe Regional Airport, consideration of green movement corridors, creation of open space and a Neighbourhood Activity Centre Plan in accordance with the strategies.

#### **Clause 12 — Environmental and Landscape Values**

- Clause 12.01-1S and L (Protection of biodiversity) and Clause 12.01-2S (Native Vegetation management) - the DPO12 has requirements to undertake specific flora and fauna studies to ensure the future Development Plan can identify, avoid and minimise impacts on important biodiversity areas.

- Clause 12.03-1S (River and riparian corridors, waterways, lakes, wetlands and billabongs) and Clause 14.02-S (Catchment planning and management) – the DPO12 has requirements around stormwater, waterway separation distances and creation of open space.

#### **Clause 13 — Environmental Risks and Amenity**

- Clause 13.01-1S (Natural Hazards and Climate Change) - the DPO12 has requirements around site and design for natural hazards.
- Clause 13.02-1S (Bushfire Planning) and 13.02-1L (Bushfire Prone Areas) – the Amendment addresses bushfire consideration, please see discussion above.
- Clause 13.05-1S (Noise Management) and 13.06-1S (Air quality management) – the DPO has requirements for the consideration around noise and air pollution emissions in particular from the nearby transport system.

#### **Clause 15 - Built Environment and Heritage**

- Clause 15.03-3S and Clause 15.03-3L (Subdivision design), Clause 15.01-4S (Healthy neighbourhoods) and Clause 15.01-5S and 15.01-5L (Neighbourhood Character) – the DPO12 has requirements for the consideration of subdivision design including passive surveillance, creating a strong sense of place, providing a range of lot sizes, open space, provision of public transport, required infrastructure, pedestrian and cycle links. There is also a specific requirement to undertake a neighbourhood character assessment.

#### **Clause 17 — Economic Development**

- Clause 17.02-2S (Out of centre developments) - the DPO12 has requirements to consider the economic impacts of the proposed Neighbourhood Activity Centre to ensure there is no significant impact on surrounding retail centres.

#### **Clause 18 — Transport**

- Clause 18.01-1S (Land use and transport integration), Clause 18.02-1S (Walking), 18.02-2S (Cycling) and Clause 18.02-2L (Sustainable person transport) – the DPO12 has a requirement to ensure traffic movement, public transport, pedestrian and cycle links are considered as part of the Development Plan.

#### **Clause 19 — Infrastructure**

- Clause 19.02-2S (Education facilitates), Clause 19.02-4S and Clause 19.02-4L (Social and cultural infrastructure) and Clause 19.02-6S (Open space) - the DPO12 has requirements to ensure the population projections and demographic trends are considered in the Development Plan to ensure relevant community, social and cultural infrastructure and open space is in place for a growing community

## **C:2 Other relevant planning strategies and policies**

### **i) Gippsland Regional Growth Plan**

The Gippsland Regional Growth Plan provides broad direction for land use and development across the Gippsland region, as well as more detailed planning frameworks for the key regional centres of Morwell and Traralgon.

Council submitted that the Amendment supports the Gippsland Regional Growth Plan by supporting urban growth in Latrobe City as Gippsland's regional city.

A common zone and overlay purpose is to implement the Municipal Planning Strategy and the Planning Policy Framework.

## ii) Overlay

The land is subject to the DPO. The purposes of the Overlay are:

- To identify areas which require the form and conditions of future use and development to be shown on a development plan before a permit can be granted to use or develop the land.
- To exempt an application from notice and review if a development plan has been prepared to the satisfaction of the responsible authority.
- To ensure development of the land occurs in an orderly manner having regard to the timing and staging of the development of the land, and provision of essential services, community facilities, open space and roads.
- To ensure the design of any proposed subdivision allows for building envelopes that enhance and reinforce the character of the area.
- To ensure the protection of existing infrastructure such as the Latrobe Regional Airport and the Traralgon Golf Club.
- To reduce fragmentation of the land to allow for the future orderly development of the Traralgon West Precinct.
- To enhance the natural environment assets including wetlands, water bodies and strategic biodiversity areas.

## C:3 Ministerial Directions, Planning Practice Notes and guides

### Ministerial Directions

The Explanatory Report discusses how the Amendment meets the relevant requirements of Ministerial Direction 11 (Strategic Assessment of Amendments) and *Planning Practice Note 46: Strategic Assessment Guidelines*, August 2018 (PPN46). That discussion is not repeated here.

The Amendment is consistent with Ministerial Direction - The form and content of Planning Schemes. DPO12 is being introduced to the Latrobe Planning Scheme and minor changes are being made to Clause 72.03 (What does this scheme consist of?) and Clause 74.02 (Further Strategic Work). These changes are consistent with this direction and local provision templates.

The Amendment is consistent with the Ministerial Direction 11 - Strategic Assessment of Amendments under section 12(2) of the Act. An assessment of the planning scheme amendment has been made against the guidelines and details have been provided within the Explanatory Report.

The Amendment will be consistent with the Ministerial Direction 15 - The Planning Scheme Amendment Process under section 12(2) of the Act. It is proposed the Amendment will be in accordance with Ministerial Direction 15, including meeting timeframes set out by this direction. If timeframes cannot be met, exemptions will be sought.

The Amendment is consistent with Ministerial Direction 19 - The preparation and content of Amendments that may significantly impact the environment, amenity and human health. The Environment Protection Authority (EPA) requested wording changes to the draft DPO12 including:



- inclusion of an additional objection about land fragmentation
- removal of the Preliminary Site Investigation requirements
- updates to the wording for the acoustic assessment
- updates to the wording of the pollution assessment.

As part of their submissions, the EPA requested an update to the Explanatory Report which provided a more detailed response to their pre-authorisation request.

In preparing the Amendment, Ministerial Direction 1 - Potentially Contaminated Land was reviewed but was not considered relevant. The Amendment does not propose to rezone any land and a DPO does not allow for sensitive land uses to occur and therefore, Ministerial Direction 1 is not relevant to this Amendment. Requirements in relation to potentially contaminated land as part of this Ministerial Direction will be considered as part of any proposed future planning scheme amendments to rezone land in the Precinct (as part of Stage 3).

In accordance with Ministerial Direction 21 - Golf Course Redevelopment, the DPO12 requires an assessment of the Traralgon Golf Course around viability of continued operations, the benefit it provides to the community and the potential future alternative land uses. Although, the Amendment does not directly facilitate the redevelopment of the Traralgon Golf Course, DPO Schedule 12 will allow steps 1-4 of the Planning Guidelines for the Conversion of Golf Course Land to Other Purposes to be addressed.

#### **Planning Practice Notes**

To assist with preparing a comprehensive strategic evaluation of the Amendment, the following Planning Practice Notes were utilised.

Planning Practice Note 46: Strategic Assessment Guidelines for preparing and evaluating planning scheme amendments (PN46) was relied upon for guidance. The Strategic Assessment Guidelines provides a consistent framework for preparing and evaluating a proposed planning scheme amendment and its outcomes.

Planning Practice Note 23: Applying the Incorporated Plan Overlay and DPO (PN23) was relied upon for guidance. A DPO was selected as the most appropriate tool as it allows Council to determine a strategic framework for a Development Plan to be prepared against and the overlay seeks to ensure a coordinated and well-planned approach for future development. Although this area has numerous land holdings, the DPO is still appropriate as it has been used extensively in the Latrobe Planning Scheme for similar circumstances and provides a tool that is easy to use and understand.

#### **Practitioner's Guide**

*A Practitioner's Guide to Victorian Planning Schemes Version 1.5*, April 2022 (Practitioner's Guide) sets out key guidance to assist practitioners when preparing planning scheme provisions. The guidance seeks to ensure:

- the intended outcome is within scope of the objectives and power of the PE Act and has a sound basis in strategic planning policy
- a provision is necessary and proportional to the intended outcome and applies the Victoria Planning Provisions in a proper manner
- a provision is clear, unambiguous and effective in achieving the intended outcome

## Appendix D Panel preferred version of Development Plan Overlay Schedule 12

### SCHEDULE 12 TO CLAUSE 43.04 DEVELOPMENT PLAN OVERLAY

Shown on the planning scheme map as **DPO12**

#### TRARALGON WEST PRECINCT

##### 1.0 Objectives

To ensure development of the land occurs in an orderly manner having regard to the timing and staging of the development of the land, and provision of essential services, community facilities, open space, and roads.

To ensure the design of any proposed subdivision allows for building envelopes that enhance and reinforce the character of the area.

To ensure the protection of existing infrastructure such as the Latrobe Regional Airport and the Traralgon Golf Club.

To reduce fragmentation of the land to allow for the future orderly development of the Traralgon West Precinct.

[To enhance the natural environment assets including wetlands, water bodies and strategic biodiversity areas.](#)

##### 2.0 Requirement before a permit is granted

A permit may be granted to:

- construct a building or construct or carry out minor works. Minor building and works means a minor extension, minor addition, or minor modification to an existing building(s) and works that do not prejudice the future orderly development of the general area affected by the Development Plan Overlay.
- Use, construct a building, or construct and carry out works in association with the operations of the Traralgon Golf Club at 280A Princes Street, Traralgon.

before a development plan has been prepared to the satisfaction of the responsible authority.

##### 3.0 Conditions and requirements for permits

The following conditions and/or requirements apply to permits:

###### Bushfire Management Plan

A Bushfire Management Plan that demonstrates how the application will address bushfire risk at the site and implement required bushfire protection measures. The plan must be prepared in accordance with the requirements of the Development Plan, unless otherwise agreed in writing by the Responsible Authority. The plan must include:

- The design and layout of the subdivision, including lot layout, road design, access points, both vehicular and pedestrian.

- The location of any bushfire hazard areas that are to be created within the Development Plan or areas within a site boundary of any land that is partly covered by the Development Plan.
- The details of any required bushfire protection measures.
- Any designated waterways that have been identified to be revegetated and planted in accordance with Ecological Vegetation Class must be considered in its mature state when determining
- defensible space requirements.
- The identification of any areas to form the setback between a bushfire hazard and built form.
- The details of any vegetation management in any area of defensible space, including information on how the vegetation will be managed and when the vegetation management will occur.
- Notations that indicate what authority is responsible for managing vegetation within open space areas.
- Notations that ensure that reserves will be managed in a low threat condition as agreed to by the public land owner or manager.
- A site management plan to address interim bushfire hazard management for stages of the subdivision. This plan is to identify the likely bushfire risks at each stage and identify how these will be managed.

#### **Development Permit Decision Guidelines**

Before deciding on an application to use, subdivide, construct a building, or construct or carry out works, the responsible authority must consider as appropriate:

- Whether the development of the land is occurring in an orderly manner having regard to essential services, community facilities, open space and roads.
- The potential for future re-subdivision.
- Any requirements, mitigating measures and recommendations specified within the technical studies and the Development Plan.
- The interface between proposed and existing nearby developments, to reduce the chance of conflicting developments.
- The need to minimise access points from the roads designated as part of the Principal Road network.
- The design of any proposed buildings to enhance and reinforce the character of the area. The timing and staging of the development of land.
- The consistency of the proposed development with the approved development plan.
- [Areas of important biodiversity \(high quality native vegetation, linages and corridors and habitat for threatened species and listed communities\) are adequately retained and protected.](#)

#### **4.0 Requirements for development plan**

A development plan must include the following requirements:

- A single Development Plan must be prepared for the whole of the land to which this schedule applies.

#### **Land Use and Subdivision**

- The proposed boundaries and justification of boundaries of the development area.
- The proposed staging of the development plan area to align with the efficient delivery of key shared infrastructure.
- A Neighbourhood Character Assessment which identifies the character of the precincts within the Development Plan boundary, recommendations on appropriate zones to be applied to the land and assessment and recommendations for Housing Framework Plans against the background document *Latrobe City Council Housing Strategy, 2019*.
- A plan which shows the overall subdivision of the area, including where possible, the proposed size and density of lots, key road and pedestrian connections, [land uses and ensures all new lots have both sufficient flood free land for a building envelope and flood free vehicle access for emergency vehicles.](#) ~~and land uses.~~
- Street networks that:
  - Support building frontages with two-way surveillance.
  - Provide key connections through a fragmented landscape.
  - Prohibit new direct access to lots from Princes Highway/Princes Street (arterial road).
  - Direct access to these lots will need to be provided by internal road networks of the subdivision area.
  - Minimise new road connections to Princes Highway.

An accessible and integrated network of walking and cycling routes with key connection points to the Morwell to Traralgon Shared pathway, safe travel to adjoining communities, local destination or points of local interest, activity centres, community hubs, open spaces and public transport.

#### Infrastructure Services

- An integrated stormwater management plan that incorporates water sensitive urban design techniques which provides for the protection of natural systems [and, biodiversity,](#) integration of stormwater treatment into the landscape, improved water quality, identification, protection or mitigation of any floodplains, and reduction and mitigation of run-off and peak flows, including consideration of downstream impacts.
- A waterway Management Plan must be approved by the Responsible Authority and the West Gippsland Catchment Management Authority and must include:
  - Identification of the waterways and their 30 metre buffers.
  - Identification of existing environmental values.
  - Identification of existing and potential erosion sites.
  - A landscape concept plan for revegetation of the identified waterways, including an indicative species list and density of plantings. The vegetation must be representative of the Ecological Vegetation Class for the site.
- A Traffic Impact Assessment approved by the Responsible Authority and Department of Transport and Planning, which shows the location of the major arterial network of the area and which supports the location and details of any required:
  - Road widening.
  - Intersections.
  - Access points (which are to be minimised).
  - Key internal road connections to be created.

- Pedestrian crossings or safe refuges.
- Cycle lanes and shared paths.
- Bus lanes and stops.
- The pattern and location of any internal road system based on a safe and practical hierarchy of roads including safe pedestrian and bicycle connections and crossing points in accordance with background document *Latrobe City Bicycle Plan, 2007-2010*.
- In consultation with relevant agencies and authorities, provision of public transport stops, where appropriate, within walking distance to residential dwellings and key destinations.

#### **Community Infrastructure and Open Space**

- A social infrastructure needs assessment which must be approved by the Responsible Authority and other relevant authorities, which identifies the provision of appropriate community facilities (including schools, pre-schools, maternal child health centres), passive open space requirements (in accordance with background document *Public Open Space Strategy Volume 1: Strategy and recommendations, 2013* and *Review of Proposed Public Open Space Contribution Rates, 2016*), active open space requirements, and any other facilities that are required for the Development Plan area.
- Identification of any government school site must be in accordance with the Victorian Government School Site Selection Criteria and be to the satisfaction of the Department of Education.
- A plan which shows the location, size, and function of:
  - Any proposed active or passive open space.
  - Any proposed community facility.
  - Any required public amenities.
  - Any other required facilities.
- A landscape concept plan for all open space areas, indicating the location of plantings [which includes vegetation that is representative of the Ecological Vegetation Class for the area, areas of vegetation to be protected](#), pathways, shade, shelter, and seating at activity areas as well as intervals along pathways.

#### **Flora, ~~and~~ Fauna and Native Vegetation**

- A flora and fauna survey prepared by a suitably qualified consultant with approval from the Department of Environment, Energy and Climate Action and other relevant agencies and authorities. [Based on habitat suitability and advice on requirements, further targeted surveys will be done](#), which [can](#) include but is not limited to species surveys for:
  - Growling Grass Frog.
  - Dwarf Galaxias.
  - Australian Grayling. Eastern Great Egret. Blue - Billed Duck. Hardhead Duck.
  - Musk Duck. Australasian Shoveler.
  - White – Bellied Sea Eagle. Southern Brown Bandicoot. Glossy Grass Skink.
  - Swamp Skink
  - Latham’s Snipe
  - [Southern Toadlet](#)
  - Strzelecki Gums.
  - Matted Flax Lily.

- Grey Billy Buttons.
- Forest Red Gum Grassy Woodland Community.
- [Central Gippsland Plains Grassland Community](#).
- [Herb-rich Plains Grassy Wetland \(West Gippsland\) Community](#).
- [and include](#) Any measures required to protect and minimise impacts [on](#) ~~ef~~ the identified [threatened](#) species, [habitat, and ecological communities](#).
- Identification [the extent and quality](#) of any existing native vegetation and how it responds to the *Guidelines for the Removal, Destruction or Lopping of Native Vegetation, 2017*.
- Regard must be had to the background document *West Gippsland Native Vegetation Plan, 2003*.
- A plan which shows:
  - Native vegetation to be retained.
  - Native vegetation which has the potential to be removed and offsets required
  - Any key habitat locations and sites.
  - [Threatened ecological communities and species](#)
- [Demonstration the avoid and minimise principle for native vegetation removal has been applied and a description of efforts to avoid the removal of and minimise the impacts on biodiversity and other values of native vegetation, and how these efforts focused on areas of native vegetation that have the most value. The statement should describe:](#)
  - [any strategic level planning over the site](#)
  - [what site level planning has been done](#)
  - [that no feasible opportunities exist to further avoid and minimise impacts on native vegetation without undermining the key objectives of the proposal.](#)

#### **Cultural Heritage**

- A cultural heritage assessment, including how cultural heritage values will be managed.

#### **Sensitive Land Use**

- An acoustic assessment, prepared by a suitably qualified acoustic engineer or other suitably qualified person to the satisfaction of the Responsible Authority which:
  - Applies the following noise objectives:
    - Not greater than 35db LAeq, 8h when measured within a sleeping area between 10pm and 6am.
    - Not greater than 40 db LAeq, 16h when measured within a living area between 6am and 10pm.
- Considers the cumulative noise from all sources impacting on the proposal.
- An assessment should consider unfurnished rooms with a finished floor, windows closed and be based on average external noise levels.
- Uses the median value of the range recommended from *Australian Standard AS/NZ 2107:2016 for non-sleeping and living areas (Acoustics – Recommended design sound level and reverberation times for building interiors)*.
- Includes recommendations for any noise attenuation measures required to be met and where they are required.
- Any other relevant considerations such as:
  - Potential noise character.

- Noise with high energy in the low frequency range.
- Vibration.
- Transient or variable noise.
- An Air Quality Assessment (AQA) which:
  - Assesses the potential impacts to air quality on sensitive uses due to the surrounding environment from existing traffic conditions and nearby industry in the context of the *Environment Protection Act 2017* and associated regulations.
  - Consider the guidelines for assessing and minimising air pollution in Victoria as appropriate.
  - Make recommendations on the urban layout, design measures and management practices to minimise exposure to air pollution from sensitive uses.
  - Provide any mitigation measures required and where they are required.

#### **Bushfire Protection and Mitigation Measures**

- ~~The subdivision design must appropriately consider the Design Guidelines Settlement Planning at the Bushfire Interface (Country Fire Authority and Department of Environment, Land, Water and Planning (now Department Transport and Planning), 2020).~~
- ~~Provision of perimeter roads along any bushfire hazards.~~
- ~~All residential lots must be setback a minimum of 22m from a bushfire hazard. All lots to achieve a minimum construction standard of BAL-12.5.~~
- ~~Non-combustible fencing must be utilised.~~
- ~~The landscape concept plans must demonstrate that all reserves will be developed and maintained to low threat conditions and subsequently result in no increased bushfire hazard.~~
- ~~Measures to manage grassfire hazard interfaces while residential areas remain undeveloped.~~
- The subdivision design must appropriately consider the Design Guidelines Settlement Planning at the Bushfire Interface (Country Fire Authority and Department of Environment, Land, Water and Planning (now Department of Transport and Planning) 2020).
- A bushfire hazard site assessment be prepared that shows:
  - The location of bushfire hazards within the development plan boundary and 150m beyond the boundary area.
  - A description of the bushfire hazard and vegetation classification in accordance with AS3959-2018 Construction of buildings in bushfire prone areas, including a slope assessment.
- A bushfire management plan be prepared showing that the following requirements have been met:
  - All development setback from a bushfire hazard a distance that will ensure radiant heat exposure to the development will not exceed 12.5kW/m<sup>2</sup>.
  - Any vegetation within the setback from a bushfire hazard, or included as part of a reserve/open space, must be managed and maintained to defendable space standards in accordance with Table 6 of Clause 53.02 or in a low threat condition.

- [Vegetation on rural living lots be managed to ensure that bushfire risk will not increase over time.](#)
- [Provide a perimeter road along any bushfire hazard interface.](#)
- [Any fencing within 150 metres of a bushfire hazard be constructed of non-combustible materials.](#)
- [Demonstrate measures to manage temporary bushfire hazards, including grasslands, while areas in the development plan remain undeveloped. Development cannot be exposed to radiant heat of more than 12.5kw/m2.](#)

#### **Economic Assessment**

- Preparation of a Retail Assessment to determine whether the development of a Neighbourhood Activity Centre will:
  - Achieve a standalone catchment area.
  - Minimise the economic impacts on other activity centres.
  - The assessment will provide recommendations on whether land can be rezoned, timing on when land will be rezoned (if required) and any recommendations for planning scheme changes, zone, and size.
- An economic analysis socio economic analysis on the retention of the Traralgon Golf Club including:
  - Net community benefit.
  - Long term viability.
  - Health and fitness benefits.
  - Environmental benefits.
  - Cost analysis for relocation including funding options and relocation options.
  - Options on mitigation measures required to protect the golf club with the increase of residential density (if golf club is being retained).
  - Any recommendations for the appropriate zoning of the land.

#### **Infrastructure Risk Management**

- An aircraft risk assessment [in consultation with the Latrobe Regional Airport Board and Civil Aviation Safety Authority](#) to ensure the ongoing protection of Latrobe Regional Airport-with an increase of residential development. [The Assessment should include:](#)
  - [Current operations at the Latrobe Regional Airport;](#)
  - [Future operations proposed at the Latrobe Regional Airport; and](#)
  - ~~This includes~~ safety and noise considerations with reference to the National Airports Safeguarding Framework principles and guidelines (Department of Infrastructure, Transport, Regional Development, Communications and the Arts).

#### **Shared Infrastructure Cost**

- A servicing strategy which identifies all infrastructure required, any potential impact on networks, any requirements for the Planning Scheme, identification of costings and timing requirements for key shared infrastructure including sewer, water, stormwater treatment and any other infrastructure.

#### **Process and Outcomes**

- An implementation plan indicating the proposed staging of the development and timing of key shared infrastructure.



**Stakeholder Engagement Strategy**

- A stakeholder engagement strategy in accordance with Latrobe City Council's Community Engagement Policy 2021.

## Appendix E Stage 2 reports and assessments

**Stage 2 – Preparation of Background Reports, Development Plan and Development Contribution Plan**

*Part A*

Part A includes reports that are required by the Development Plan Overlay to determine developable land, land use, potential zoning and lot yield. These reports then help inform other background reports that need to be prepared.

<b>Neighbourhood Character Assessment</b>	<ul style="list-style-type: none"> <li>Identifies character of precincts in the development plan boundary.</li> <li>Recommendations on appropriate zoning and lot yield.</li> <li>Recommendations for the Traralgon Housing Framework Plan.</li> </ul>
<b>Economic / Socio Economic Analysis - Traralgon Golf Club</b>	<ul style="list-style-type: none"> <li>Net Community Benefit analysis</li> <li>Long term viability of the Traralgon Golf Course</li> <li>Relocation analysis including costs, funding options, relocation possibilities</li> <li>Health and fitness benefits</li> <li>Environmental benefits</li> <li>Options on mitigation measures required to protect the Traralgon Golf Course</li> <li>Recommendations on zoning and Morwell to Traralgon Structure Plan</li> </ul>
<b>Flora and Fauna Assessment</b>	<ul style="list-style-type: none"> <li>Assessment on flora and fauna within the precinct</li> <li>Identification of bio-diversity and/or habitat areas to protect</li> </ul>
<b>Bushfire Assessment</b>	<ul style="list-style-type: none"> <li>Assessment under Clause 13.02</li> <li>Addresses recommendations from the Flora and Fauna Study</li> </ul>
<b>Summary Report</b>	<ul style="list-style-type: none"> <li>Report that summarises the findings</li> <li>Potential Net Developable Area and lot yield</li> <li>Recommendations for Planning Scheme Amendment Changes (such as Morwell to Traralgon Structure Plan)</li> </ul>

*Part B*

Background reports and assessment that are required in accordance with the requirements of the Development Plan Overlay which will benefit from being completed after potential lot yield and NDA have been determined.

<b>Integrated Stormwater Management Plan</b>	<ul style="list-style-type: none"> <li>Stormwater treatment and locations</li> <li>Any mitigation of floodplains</li> </ul>
<b>Traffic Impact Assessment</b>	<ul style="list-style-type: none"> <li>Assessment and recommendations on traffic impacts including road widenings, intersection upgrades, key internal connections, pedestrian and cycle connections and public transport</li> </ul>
<b>Social Infrastructure Needs Analysis</b>	<ul style="list-style-type: none"> <li>Assessment and recommendations on social and cultural infrastructure, active open space and passive open space</li> </ul>
<b>Cultural Heritage Due Dilligence Assessment</b>	<ul style="list-style-type: none"> <li>Assessment on requirements for Cultural Heritage Management Plans</li> <li>Identification of any significant landscape, places or areas for further investigation</li> </ul>
<b>Noise and Air Pollution Assessment (2 Reports)</b>	<ul style="list-style-type: none"> <li>Assessment of noise and pollution impacts from the Princes Highway and Princes Street</li> <li>Recommendation on any mitigating measures.</li> </ul>
<b>Preliminary Site Investigation</b>	<ul style="list-style-type: none"> <li>Identification of any areas for potential contamination in accordance with Planning Practice Note 30</li> <li>Recommendations for any future Planning Scheme Amendment for rezoning</li> </ul>
<b>Economic Assessments (2 Reports)</b>	<ul style="list-style-type: none"> <li>Assessment on viability of development of NAC including ability to achieve catchment area and impacts on other retail centres.</li> <li>Residential Land Supply Assessment</li> </ul>
<b>Aircraft Risk Assessment</b>	<ul style="list-style-type: none"> <li>Noise and safety assessment to ensure protection of Latrobe Regional Airport</li> </ul>
<b>Servicing Strategy</b>	<ul style="list-style-type: none"> <li>Key shared infrastructure requirements, timing and staging options</li> </ul>

*Part C*

Preparation of draft Development Plan and Development Contribution Plan in accordance with the requirements of the Development Plan Overlay and recommendations from Background Reports.

<b>Development Plan</b>	<ul style="list-style-type: none"> <li>A plan which shows how the Traralgon West precinct can be developed including land uses and key infrastructure requirements</li> </ul>
<b>Development Contribution Plan</b>	<ul style="list-style-type: none"> <li>A plan that sets contribution rates and outlines how future residents, visitors and workers will be provided with timely access to the services and infrastructure they need.</li> </ul>



## Amendment C144 (Traralgon West Development Plan Overlay)

### Response to Panel Recommendations Table

In accordance with Section 27 of the *Planning and Environment Act 1987*, Council must consider the Panel Report to decide what alterations should be made to Latrobe C144 – Traralgon West Development Plan Overlay. In accordance with Section 31 of *Planning and Environment Act 1987*, and Regulation 9(e) of the *Planning and Environment Regulations 2016* if a planning authority decides not to accept a panel's recommendation, it must give its reasons for this when it submits the adopted amendment to the Minister. The following outlines the response to the panel recommendations:

Changes made in Response to the Panel Report Recommendations			
PANEL RECOMMENDATION	COUNCIL OFFICERS RESPONSE	CHANGES MADE TO THE AMENDMENT	RELATED SUBMISSIONS
1. Amend Development Plan Overlay Schedule 12 as shown in appendix D.	<p>The changes shown in Appendix D are changes proposed by Council officers in response to the submissions received to the Amendment.</p> <p>The only addition to Schedule 12 to the Development Plan Overlay is in Section 4.0 a new Heading was added called '<i>Stakeholder Engagement Strategy</i>' and new dot point under this heading being:</p> <p style="padding-left: 40px;"><i>A stakeholder engagement strategy in accordance with Latrobe City Council's Community Engagement Policy 2021.</i></p> <p>A Stakeholder Engagement Strategy was already being prepared as part of preparation of the background reports, Development Plan and Development Contribution plan. Therefore, Council officers have no concern with the inclusion of this wording.</p>	Changes have been made to the Amendment, including Schedule 12 to the Development Plan Overlay in accordance with the details in the Post Panel Changes Table.	Yes, 6b, 7, 9, 10 and 15.



## Amendment C144 (Traralgon West Development Plan)

### Post Panel Changes Table

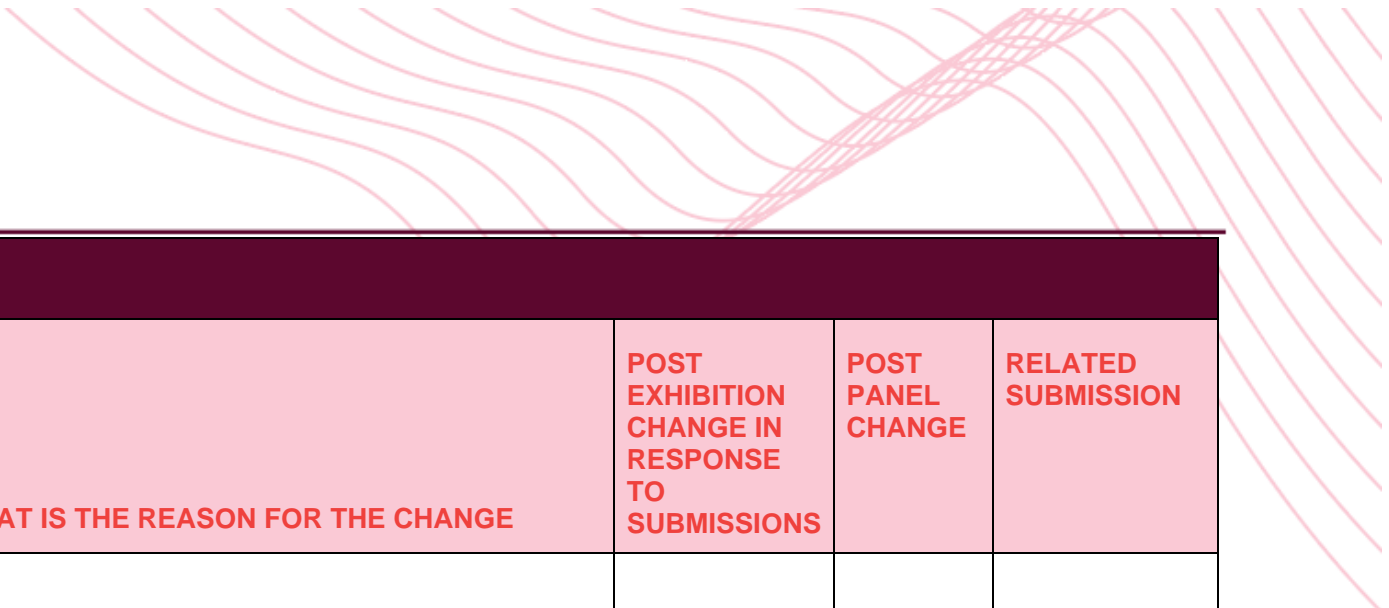
Changes made in Response to the Panel Report Recommendations					
ITEM	WHAT IS THE CHANGE?	WHAT IS THE REASON FOR THE CHANGE	POST EXHIBITION CHANGE IN RESPONSE TO SUBMISSIONS	POST PANEL CHANGE	RELATED SUBMISSION
<b>Schedule 12 to Clause 43.04 – Development Plan Overlay</b>					
1	In section 4.0 Requirements for Development Plan, under heading Land Use Subdivision, amend dot point 4 from: <ul style="list-style-type: none"> <li>A plan which shows the overall subdivision of the area, including where possible, the proposed size and density of lots, key road and pedestrian connections and land uses.</li> </ul> To: <ul style="list-style-type: none"> <li>A plan which shows the overall subdivision of the area, including where possible, the proposed size and density of lots, key road and pedestrian connections, <u>and</u> land uses <u>and ensures all new lots have both sufficient flood free land for a building envelope and flood free vehicle access for emergency vehicles.</u></li> </ul>	In response to submission from the West Gippsland Catchment Management Authority.	X		Yes, submission 7
2	Add new objective in section 1.0: <i>To enhance the natural environment assets including wetlands, water bodies and strategic biodiversity areas.</i>	In response to submission from the Department Environment, Energy and Climate Action (DEECA) to <i>include an additional objective in relation to the natural environment, particularly wetlands and waterbodies as significant environmental assets to be maintained and improved.</i>	X		Yes, submission 9
3	In section 3.0 Conditions and requirements for permits, under heading Development Permit Decision Guidelines, insert the following: <i>Areas of important biodiversity (high quality native vegetation, linages and corridors and habitat for threatened species and listed communities) are adequately retained and protected</i>	In response to submission from the Department Environment, Energy and Climate Action (DEECA) which included specific requirement for additional text.	X		Yes, submission 9
4	In Section 4.0 Requirements for a Development Plan, under heading Infrastructure Services, amend dot point 1 from:	In response to submission from the Department Environment, Energy and Climate Action (DEECA) to <i>reframe open space, waterbody buffers and stormwater</i>	X		Yes, submission 9



Changes made in Response to the Panel Report Recommendations					
ITEM	WHAT IS THE CHANGE?	WHAT IS THE REASON FOR THE CHANGE	POST EXHIBITION CHANGE IN RESPONSE TO SUBMISSIONS	POST PANEL CHANGE	RELATED SUBMISSION
	<ul style="list-style-type: none"> <li>An integrated stormwater management plan that incorporates water sensitive urban design techniques which provides for the protection of natural systems, integration of stormwater treatment into the landscape, improved water quality, identification, protection or mitigation of any floodplains, and reduction and mitigation of run-off and peak flows, including consideration of downstream impacts.</li> </ul> <p>To:</p> <ul style="list-style-type: none"> <li>An integrated stormwater management plan that incorporates water sensitive urban design techniques which provides for the protection of natural systems <u>and biodiversity</u>, integration of stormwater treatment into the landscape, improved water quality, identification, protection or mitigation of any floodplains, and reduction and mitigation of run-off and peak flows, including consideration of downstream impacts.</li> </ul>	<i>management to identify and accommodate the biodiversity elements of natural system protection.</i>			
5	<p>In Section 4.0 Requirements for a Development Plan, under heading Community Infrastructure and Open Space, amend dot point 4 from:</p> <p>From:</p> <ul style="list-style-type: none"> <li>A landscape concept plan for all open space areas, indicating the location of plantings pathways, shade, shelter, and seating at activity areas as well as intervals along pathways.</li> </ul> <p>To:</p> <p>A landscape concept plan for all open space areas, indicating the location of plantings <u>which includes vegetation that is representative of the Ecological Vegetation Class for the area, areas of vegetation to be protected</u>, pathways, shade, shelter, and seating at activity areas as well as intervals along pathways.</p>	In response to submission from the Department Environment, Energy and Climate Action (DEECA) to <i>reframe open space, waterbody buffers and stormwater management to identify and accommodate the biodiversity elements of natural system protection.</i>	X		Yes, submission 9
6	<p>In Section 4.0 Requirements for a Development Plan, change heading Flora and Fauna to '<i>Flora, Fauna and Native Vegetation</i>'</p>	In response to submission from the Department Environment, Energy and Climate Action (DEECA) which has specific tracked changes to this requirement and to:	X		Yes, submission 9



Changes made in Response to the Panel Report Recommendations					
ITEM	WHAT IS THE CHANGE?	WHAT IS THE REASON FOR THE CHANGE	POST EXHIBITION CHANGE IN RESPONSE TO SUBMISSIONS	POST PANEL CHANGE	RELATED SUBMISSION
		<i>Reframe flora and fauna provisions to address biodiversity and native vegetation framework planning policy and including further investigation to address the gap in the current supporting documentation to inform the development plan design process</i>			
7	<p>In Section 4.0 Requirements for a Development Plan, under heading Flora and Fauna, amend dot point 1 from:</p> <ul style="list-style-type: none"> <li>• A flora and fauna survey prepared by a suitably qualified consultant with approval from the Department of Environment, Energy and Climate Action and other relevant agencies and authorities, which includes but is not limited to species surveys for: <ul style="list-style-type: none"> <li>○ Growling Grass Frog.</li> <li>○ Dwarf Galaxias.</li> <li>○ Australian Grayling.</li> <li>○ Eastern Great Egret.</li> <li>○ Blue - Billed Duck.</li> <li>○ Hardhead Duck.</li> <li>○ Musk Duck.</li> <li>○ Australasian Shoveler.</li> <li>○ White – Bellied Sea Eagle.</li> <li>○ Southern Brown Bandicoot.</li> <li>○ Glossy Grass Skink.</li> <li>○ Strzelecki Gums.</li> <li>○ Matted Flax Lily.</li> <li>○ Grey Billy Buttons.</li> <li>○ Forest Red Gum Grassy Woodland Community.</li> </ul> </li> <li>• Any measures required to protect and minimise impacts of the identified species.</li> </ul> <p>To:</p> <ul style="list-style-type: none"> <li>• A flora and fauna survey prepared by a suitably qualified consultant with approval from the Department of Environment, Energy and Climate Action and other relevant agencies and authorities, <u>Based on habitat suitability and advice on requirements, further targeted</u></li> </ul>	<p>In response to submission from the Department Environment, Energy and Climate Action (DEECA) which has specific tracked changes to this requirement and to:</p> <p><i>Reframe flora and fauna provisions to address biodiversity and native vegetation framework planning policy and including further investigation to address the gap in the current supporting documentation to inform the development plan design process.</i></p> <p>All four tender submissions received to the Traralgon West Development Plan and Development Contribution Plan identified that all species listed in the draft Development Plan Overlay Schedule 12 may not require specific targeted surveys. All four tender submissions advised of the preparation of the flora and fauna survey and then based on these requirements and findings will do targeted surveys on the species that are required. Therefore, a minor tweak to the wording of the draft Development Plan Overlay Schedule 12 is required to ensure that this flexibility exists and only surveys on the species required must be completed.</p> <p>There was a recent VCAT decision Parklea Berwick Pty Ltd v Casey City Council in which highlights the importance of the Development Plan being prepared in accordance with the requirements of the Development Plan Overlay. The change proposed ensures the flexibility is in place.</p>	X		Yes, submission 9



Changes made in Response to the Panel Report Recommendations					
ITEM	WHAT IS THE CHANGE?	WHAT IS THE REASON FOR THE CHANGE	POST EXHIBITION CHANGE IN RESPONSE TO SUBMISSIONS	POST PANEL CHANGE	RELATED SUBMISSION
	<p><u>surveys will be done</u> which <u>can</u> includes but is not limited to species surveys for:</p> <ul style="list-style-type: none"> <li>o Growling Grass Frog.</li> <li>o Dwarf Galaxias.</li> <li>o Australian Grayling.</li> <li>o Eastern Great Egret.</li> <li>o Blue - Billed Duck.</li> <li>o Hardhead Duck.</li> <li>o Musk Duck.</li> <li>o Australasian Shoveler.</li> <li>o White – Bellied Sea Eagle.</li> <li>o Southern Brown Bandicoot.</li> <li>o Glossy Grass Skink.</li> <li>o <u>Swamp Skink</u></li> <li>o <u>Latham’s Snipe</u></li> <li>o <u>Southern Toadlet</u></li> <li>o Strzelecki Gums.</li> <li>o Matted Flax Lily.</li> <li>o Grey Billy Buttons.</li> <li>o <u>Forest Red Gum Grassy Woodland Community.</u></li> <li>o <u>Central Gippsland Plains Grassland Community</u></li> <li>o <u>Herb-rich Plains Grassy Wetland (West Gippsland) Community</u></li> </ul> <p><u>and includes</u> Any measures required to protect and minimise impacts <u>on</u> the identified <u>threatened</u> species, <u>habitat, and ecological communities.</u></p>				
8	<p>In Section 4.0 Requirements for a Development Plan, under heading Flora and Fauna, amend dot point 2 from:</p> <ul style="list-style-type: none"> <li>• Identification of any existing native vegetation and how it responds to the Guidelines for the Removal, Destruction or Lopping of Native Vegetation, 2017.</li> </ul> <p>To:</p>	<p>In response to submission from the Department Environment, Energy and Climate Action (DEECA) which has specific tracked changes to this requirement and to: <i>Reframe flora and fauna provisions to address biodiversity and native vegetation framework planning policy and including further investigation to address the gap in the current supporting documentation to inform the development plan design process</i></p>	X		Yes, submission 9





Changes made in Response to the Panel Report Recommendations					
ITEM	WHAT IS THE CHANGE?	WHAT IS THE REASON FOR THE CHANGE	POST EXHIBITION CHANGE IN RESPONSE TO SUBMISSIONS	POST PANEL CHANGE	RELATED SUBMISSION
	<ul style="list-style-type: none"> <li>Identification of <u>the extent and quality of</u> any existing native vegetation and how it responds to the Guidelines for the Removal, Destruction or Lopping of Native Vegetation, 2017.</li> </ul>				
9	<p>In Section 4.0 Requirements for a Development Plan, under heading Flora and Fauna, amend dot point 3 from:</p> <ul style="list-style-type: none"> <li>A plan which shows: <ul style="list-style-type: none"> <li>Native vegetation to be retained.</li> <li>Native vegetation which has the potential to be removed and offsets required.</li> <li>Any key habitat locations and sites.</li> </ul> </li> </ul> <p>To:</p> <ul style="list-style-type: none"> <li>A plan which shows: <ul style="list-style-type: none"> <li>Native vegetation to be retained.</li> <li>Native vegetation which has the potential to be removed and offsets required.</li> <li>Any key habitat locations and sites.</li> <li><u>Threatened ecological communities and species</u></li> </ul> </li> </ul>	<p>In response to submission from the Department Environment, Energy and Climate Action (DEECA) which has specific tracked changes to this requirement and to: <i>Reframe flora and fauna provisions to address biodiversity and native vegetation framework planning policy and including further investigation to address the gap in the current supporting documentation to inform the development plan design process.</i></p>	X		Yes, submission 9
10	<p>In Section 4.0 Requirements for a Development Plan, under heading Flora and Fauna, insert additional dot point:</p> <ul style="list-style-type: none"> <li><i>Demonstration the avoid and minimise principle for native vegetation removal has been applied and a description of efforts to avoid the removal of and minimise the impacts on biodiversity and other values of native vegetation, and how these efforts focused on areas of native vegetation that have the most value. The statement should describe:</i> <ul style="list-style-type: none"> <li><i>any strategic level planning over the site</i></li> <li><i>what site level planning has been done</i></li> </ul> </li> </ul> <p><i>that no feasible opportunities exist to further avoid and minimise impacts on native vegetation without undermining the key objectives of the proposal.</i></p>	<p>In response to submission from the Department Environment, Energy and Climate Action (DEECA) which has specific tracked changes to this requirement and to: <i>Reframe flora and fauna provisions to address biodiversity and native vegetation framework planning policy and including further investigation to address the gap in the current supporting documentation to inform the development plan design process.</i></p>	X		Yes, submission 9



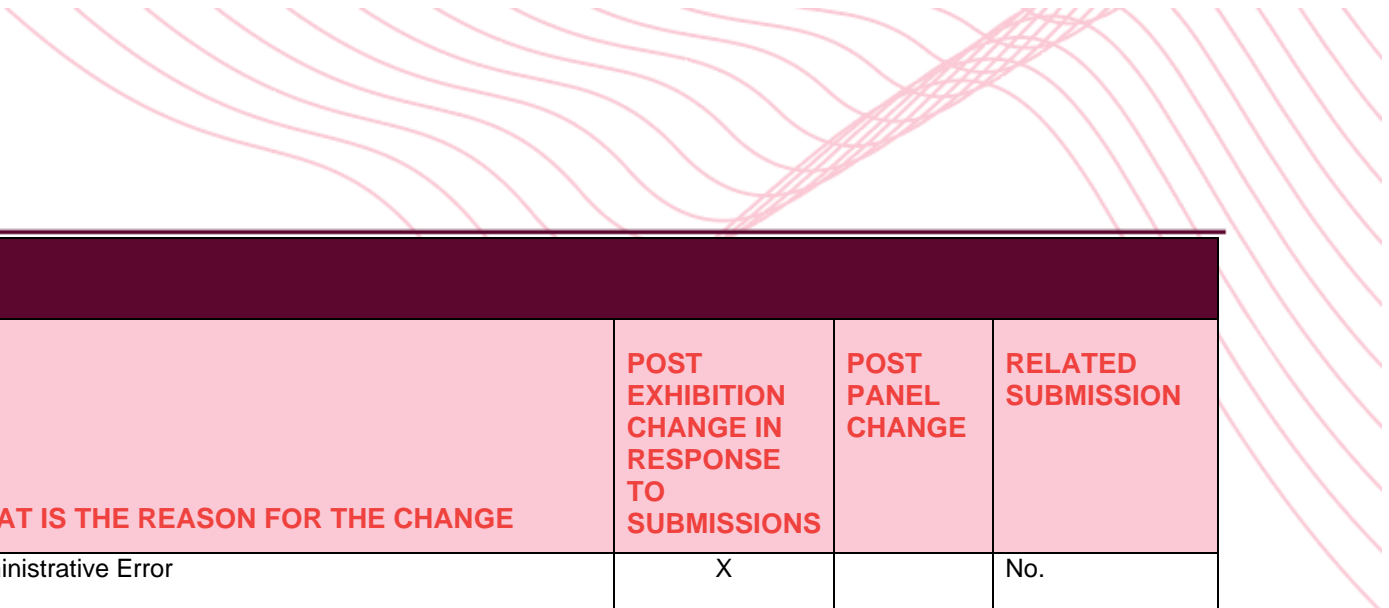
Changes made in Response to the Panel Report Recommendations					
ITEM	WHAT IS THE CHANGE?	WHAT IS THE REASON FOR THE CHANGE	POST EXHIBITION CHANGE IN RESPONSE TO SUBMISSIONS	POST PANEL CHANGE	RELATED SUBMISSION
11	<p>In Section 4.0 Requirements for a Development Plan, under heading Infrastructure Risk Assessment, amend dot point 1 from:</p> <ul style="list-style-type: none"> <li>An aircraft risk assessment to ensure the ongoing protection of Latrobe Regional Airport with an increase of residential development. This includes safety and noise considerations with reference to the National Airports Safeguarding Framework principles and guidelines (Department of Infrastructure, Transport, Regional Development, Communications and the Arts).</li> </ul> <p>To:</p> <ul style="list-style-type: none"> <li>An aircraft risk assessment <u>in consultation with the Latrobe Regional Airport Board and Civil Aviation Safety Authority</u> to ensure the ongoing protection of Latrobe Regional Airport with an increase of residential development. <u>The Assessment should include:</u> <ul style="list-style-type: none"> <li><u>Current operations at the Latrobe Regional Airport;</u></li> <li><u>Future operations proposed at the Latrobe Regional Airport; and</u></li> </ul> </li> </ul> <p><u>Safety and noise considerations with reference to the National Airports Safeguarding Framework principles and guidelines (Department of Infrastructure, Transport, Regional Development, Communications and the Arts).</u></p>	In response to submission 6b.	X		Yes, submission 6b
12	<p>In Section 4.0 Requirements for a Development Plan, under heading Bushfire Protection Measures, replace:</p> <p><b>Bushfire Protection Measures</b></p> <ul style="list-style-type: none"> <li>The subdivision design must appropriately consider the Design Guidelines Settlement Planning at the Bushfire Interface (Country Fire Authority and Department of Environment, Land, Water and Planning (now Department Transport and Planning), 2020).</li> <li>Provision of perimeter roads along any bushfire hazards.</li> <li>All residential lots must be setback a minimum of 22m from a bushfire hazard. All lots to achieve a minimum construction standard of BAL – 12.5.</li> <li>Non-combustible fencing must be utilised.</li> <li>The landscape concept plans must demonstrate that all reserves will be developed and maintained to low threat</li> </ul>	In response to the submission from the CFA	X		Yes, submission 15



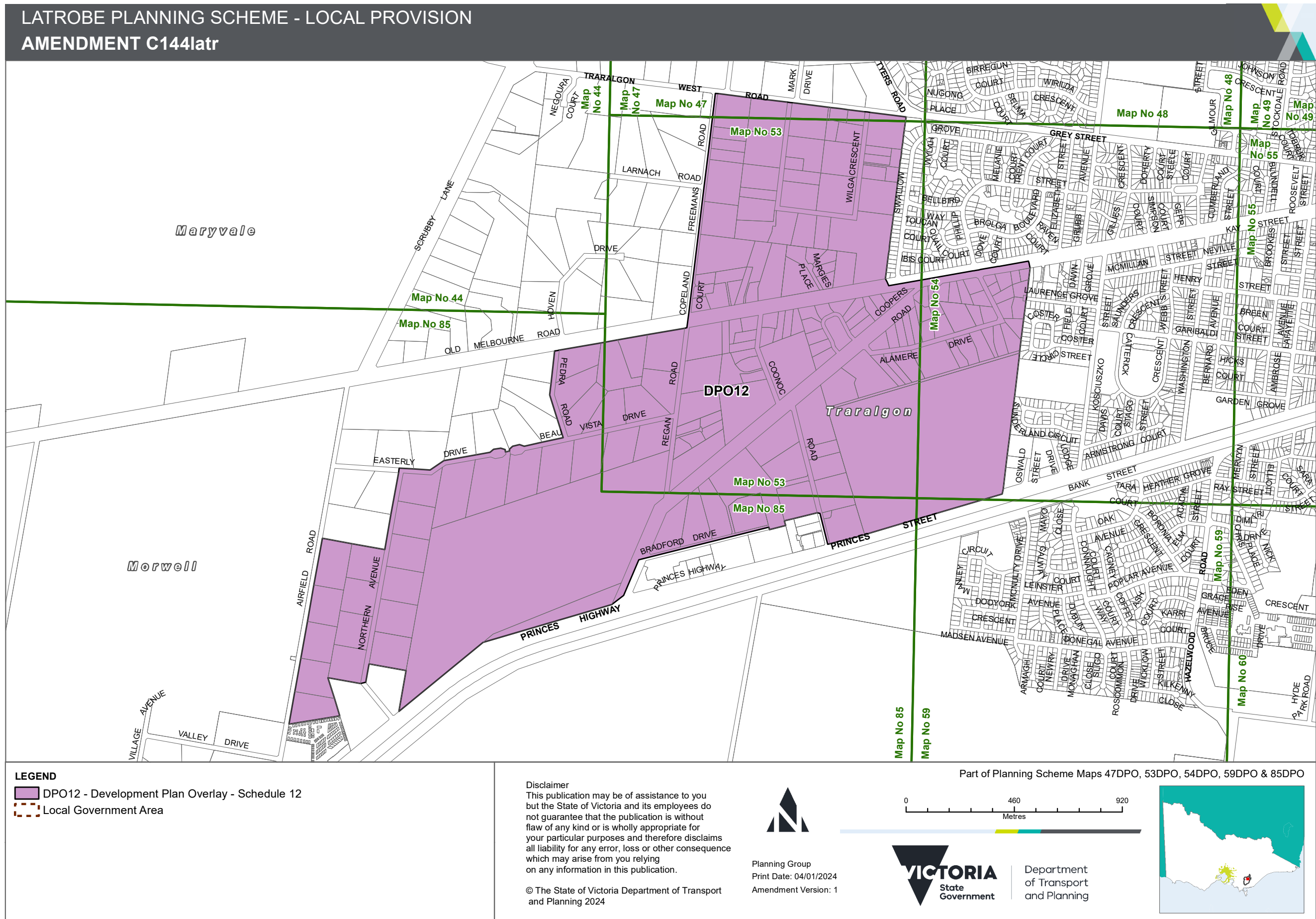
Changes made in Response to the Panel Report Recommendations					
ITEM	WHAT IS THE CHANGE?	WHAT IS THE REASON FOR THE CHANGE	POST EXHIBITION CHANGE IN RESPONSE TO SUBMISSIONS	POST PANEL CHANGE	RELATED SUBMISSION
	<p>conditions and subsequently result in no increased bushfire hazard.</p> <ul style="list-style-type: none"> <li>Measures to manage grassfire hazard interfaces while residential areas remain undeveloped.</li> </ul> <p>To:</p> <p><b>Bushfire Protection and Mitigation Measures</b></p> <ul style="list-style-type: none"> <li>The subdivision design must appropriately consider the Design Guidelines Settlement Planning at the Bushfire Interface (Country Fire Authority and Department of Environment, Land, Water and Planning (now Department of Transport and Planning) 2020).</li> <li>A bushfire hazard site assessment be prepared that shows: <ul style="list-style-type: none"> <li>The location of bushfire hazards within the development plan boundary and 150m beyond the boundary area.</li> <li>A description of the bushfire hazard and vegetation classification in accordance with AS3959-2018 Construction of buildings in bushfire prone areas, including a slope assessment.</li> </ul> </li> <li>A bushfire management plan be prepared showing that the following requirements have been met: <ul style="list-style-type: none"> <li>All development setback from a bushfire hazard a distance that will ensure radiant heat exposure to the development will not exceed 12.5kW/m<sup>2</sup>.</li> <li>Any vegetation within the setback from a bushfire hazard, or included as part of a reserve/open space, must be managed and maintained to defensible space standards in accordance with Table 6 of Clause 53.02 or in a low threat condition.</li> <li>Vegetation on rural living lots be managed to ensure that bushfire risk will not increase over time.</li> <li>Provide a perimeter road along any bushfire hazard interface.</li> <li>Any fencing within 150 metres of a bushfire hazard be constructed of non-combustible materials.</li> <li>Demonstrate measures to manage temporary bushfire hazards, including grasslands, while areas</li> </ul> </li> </ul>				



Changes made in Response to the Panel Report Recommendations					
ITEM	WHAT IS THE CHANGE?	WHAT IS THE REASON FOR THE CHANGE	POST EXHIBITION CHANGE IN RESPONSE TO SUBMISSIONS	POST PANEL CHANGE	RELATED SUBMISSION
	in the development plan remain undeveloped. Development cannot be exposed to radiant heat of more than 12.5kw/m2.				
13	<p>Under Heading, <i>Does the amendment comply with the requirements of any other Minister's Direction applicable to the amendment?</i> The following wording has been included in relation to the discussions with the EPA:</p> <p><i>The only exception to this is the following wording for an acoustic assessment:</i></p> <ul style="list-style-type: none"> <li>• <i>"...the applicable noise level objectives, which is consistent with Clause 13.05-1 and can be implemented through subdivision with measures such as:</i> <ul style="list-style-type: none"> <li>○ <i>Land use separation, appropriate setback distances, use of barriers, and orientation and positioning of lots so that private open space is shielded from noise from the Princes Highway and Princes Street; and"</i></li> </ul> </li> </ul> <p><i>The reasons as to why this was omitted is because:</i></p> <ul style="list-style-type: none"> <li>• <i>The wording requested is a focus on design outcomes, not a requirement for the preparation of the report. As part of the scoping and completion of the acoustic report it is expected that this and other measure may be applicable. Council officer did not want to pre-empt any outcomes of the report.</i></li> <li>• <i>Clause 13.05-1 must be considered, and Council officer did not want to repeat requirements already within the Latrobe Planning Scheme which is consistent with Department of Transport and Planning advice for drafting Planning Scheme Amendments.</i></li> </ul>	In response to the submission from the EPA which requested the reasons for the omission of the wording to be included in the Explanatory Report.	X	Yes, submission 10	
14	<p>In Section 4.0 add new Heading '<i>Stakeholder Engagement Strategy</i>' and new dot point under this heading being:</p> <p><i>A stakeholder engagement strategy in accordance with Latrobe City Council's Community Engagement Policy 2021.</i></p>	The Planning Panel recommended the inclusion of the Stakeholder Engagement Strategy to outline consultation undertaken as part of the preparation of the Development Plan.		X	No, Panel Recommendation
Instruction Sheet					



Changes made in Response to the Panel Report Recommendations					
ITEM	WHAT IS THE CHANGE?	WHAT IS THE REASON FOR THE CHANGE	POST EXHIBITION CHANGE IN RESPONSE TO SUBMISSIONS	POST PANEL CHANGE	RELATED SUBMISSION
15	<p>Update Point 5 from:</p> <p><i>In Operational Provisions – Clause 72.04, replace the Schedule with a new Schedule in the form of the attached document.</i></p> <p>To:</p> <p><i>In Operational Provisions – Clause <del>72.04</del><sup>74.042</sup>, replace the Schedule with a new Schedule in the form of the attached document.</i></p>	Administrative Error	X		No.



*Planning and Environment Act 1987*

## **Latrobe Planning Scheme**

### **Amendment C144latr**

## **Explanatory Report**

### **Overview**

The Amendment applies a Development Plan Overlay Schedule 12 (DPO12) to approximately 205 properties in the Traralgon West Precinct (see figure 1 below) which are identified as future residential in the Morwell to Traralgon Structure Plan as detailed at Clause 11.01-3-2L of the Latrobe Planning Scheme. The Amendment also makes minor changes to Clause 72.03 (What does this scheme consist of?) to include updated map references and Clause 74.02 (Further Strategic Work) to include the preparation of a development plan for the precinct.

### **Where you may inspect this amendment**

The amendment can be inspected free of charge at the Latrobe City Council's website at

[https://www.latrobe.vic.gov.au/Property/Development/Planning\\_Scheme\\_Amendments/Current\\_Planning\\_Scheme\\_Amendments](https://www.latrobe.vic.gov.au/Property/Development/Planning_Scheme_Amendments/Current_Planning_Scheme_Amendments).

and

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

Latrobe City Council

Corporate Headquarters

141 Commercial Road, Morwell

Office hours: 9am to 5pm, Monday to Friday

Churchill Service Centre

9-11 Philip Parade, Churchill

Office hours: 10am to 4.30pm, Monday and Friday

Moe Service Centre

1-29 George Street, Moe

Office hours: 8.30am to 5.15 Monday to Friday & 9am to 12noon Saturday

Unofficial

Traralgon Service Centre

34-38 Kay Street, Traralgon

Office hours: 8.30am to 5.15pm Monday to Friday & 9am to 12noon Saturday

The amendment can also be inspected free of charge at the Department of Transport and Planning website at <http://www.planning.vic.gov.au/public-inspection> or by contacting the office on 1800 789 386 to arrange a time to view the amendment documentation.

## **Details of the amendment**

### **Who is the planning authority?**

This amendment has been prepared by the Latrobe City Council which is the planning authority for this amendment.

The amendment has been made at the request of Latrobe City Council.

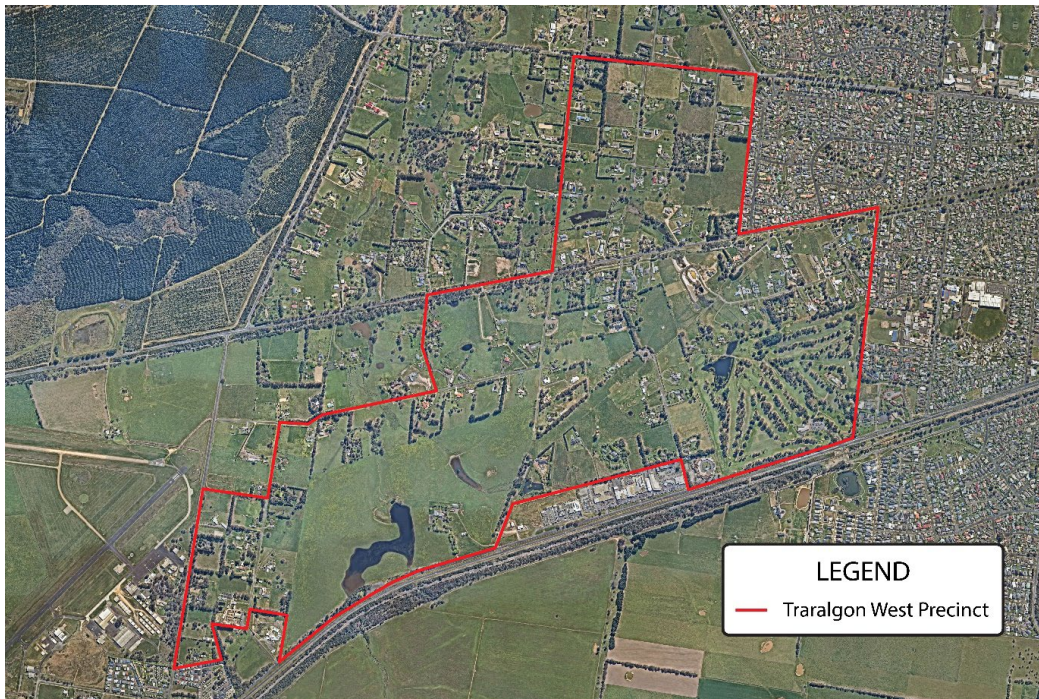
### **Land affected by the amendment**

The amendment applies to the Traralgon West Precinct which is approximately 331ha in size and is comprised of 205 lots zoned Rural Living Zone, Low Density Residential Zone or Farming Zone. The subject area is bounded by Traralgon West Road to the north, Traralgon township to the east, the Princes Highway to the south and the Traralgon Airport and existing Rural Living subdivision to the west. Significant parcels within the Precinct include the Hollydale Strategic Development Site and the Traralgon Golf Club. See figure 1 below.

A mapping reference table is included at Attachment 1 to this Explanatory Report.

Figure 1 – Traralgon West Precinct





### What the amendment does

The amendment applies the Development Plan Overlay Schedule 12 to the Traralgon West Precinct. The Development Plan Overlay sets out requirements for the preparation of a Development Plan to coordinate future land use, subdivision and infrastructure provision. The Amendment also amends the schedule to Clause 72.03 (What does this scheme consist of?) to update DPO map references and adds the preparation of a development plan to Clause 74.02 (Further Strategic Work).

The Amendment does not propose to rezone land and therefore the existing zoning will still apply. The consideration of rezoning will be made in stage 2 (Development Plan and Development Contribution Plan) and stage 3 (Future Planning Scheme Amendment) as identified in the recommendations from the *Traralgon West Issues, Opportunities and Options Report (2023)*, see figure 3.

The amendment:

- Amends Planning Scheme map numbers 47DPO, 59DPO and 85DPO to apply Development Plan Overlay Schedule 12 to the Traralgon West Precinct.
- Inserts new Planning Scheme map numbers 53DPO and 54DPO to apply Development Plan Overlay Schedule 12 to the Traralgon West Precinct.
- Inserts a new Development Plan Overlay Schedule 12 into the planning scheme.
- Amends Schedule to Clause 72.03 (What does this scheme consist of?) to include map numbers 53DPO and 54DPO.
- Amends Schedule to Clause 74.02 (Further Strategic Work) to include the

preparation of a development plan and development contributions plan for the Traralgon West precinct.

## **Strategic assessment of the amendment**

### **Why is the amendment required?**

#### Traralgon Growth Areas Review (TGAR) and Amendment C87latrpt3

TGAR was adopted by Council in 2013 and it prepared three reports being:

- TGAR Background Report which investigated both the existing situation on the ground in relation to the location of land uses but also constraints to development in the wider Traralgon area.
- TGAR Framework Plan which looked longer term at the identification of sustainable directions for growth and the policies and strategies which may be required to achieve this.
- Traralgon West Structure Plan (TWSP) which provides guidance in relation to the Traralgon West precinct which is experiencing ad-hoc and inefficient development and facing increasing development pressures.

The TWSP seeks to facilitate the transition of the precinct to an area which better reflects the opportunities available within the precinct, while also responding appropriately to the constraints which exist within the area. The precinct will develop over time into a residential area with a higher density residential corridor to be located in the areas closest to the Princes Highway.

Planning Scheme Amendment C87latrpt3 was gazetted into the Latrobe Planning Scheme on 10 August 2017. The amendment implemented the recommendations of the TGAR, including the implementation of the Traralgon West Structure Plan which identified the Traralgon West precinct as 'future residential'. The two larger parcels of land (5483 Princes Highway, Traralgon (Hollydale) and 280A Princes Street, Traralgon (Traralgon Golf Course)) were identified as 'Strategic Residential Development' sites.

#### Morwell to Traralgon Employment Corridor (MTEC) and Amendment C115latr

The MTEC was adopted by Council in 2020 and it undertook further detailed assessment regarding the specific uses and opportunities for the corridor and re-affirmed the future residential area identified in the Traralgon West Structure Plan.

Planning Scheme Amendment C115latr was gazetted into the Latrobe Planning Scheme on 9 July 2020 and it implemented the findings of the MTEC and updated the Traralgon West Structure Plan to the Morwell to Traralgon Structure Plan. A Neighbourhood Activity Centre was identified to be located on the corner of 5483 Princes Highway, Traralgon (Hollydale) on the Morwell to Traralgon Structure Plan. The two larger parcels of land being 5483 Princes Highway, Traralgon (Hollydale)

and 280A Princes Street, Traralgon (Traralgon Golf Course) remained as 'Strategic Residential Development' sites.

### Subdivision Activity

The Traralgon West precinct currently comprises 205 properties in the LDRZ, RLZ and FZ1 ranging in sizes as depicted in figure 2 below.

Figure 2 – Lot Sizes in the Traralgon West Precinct

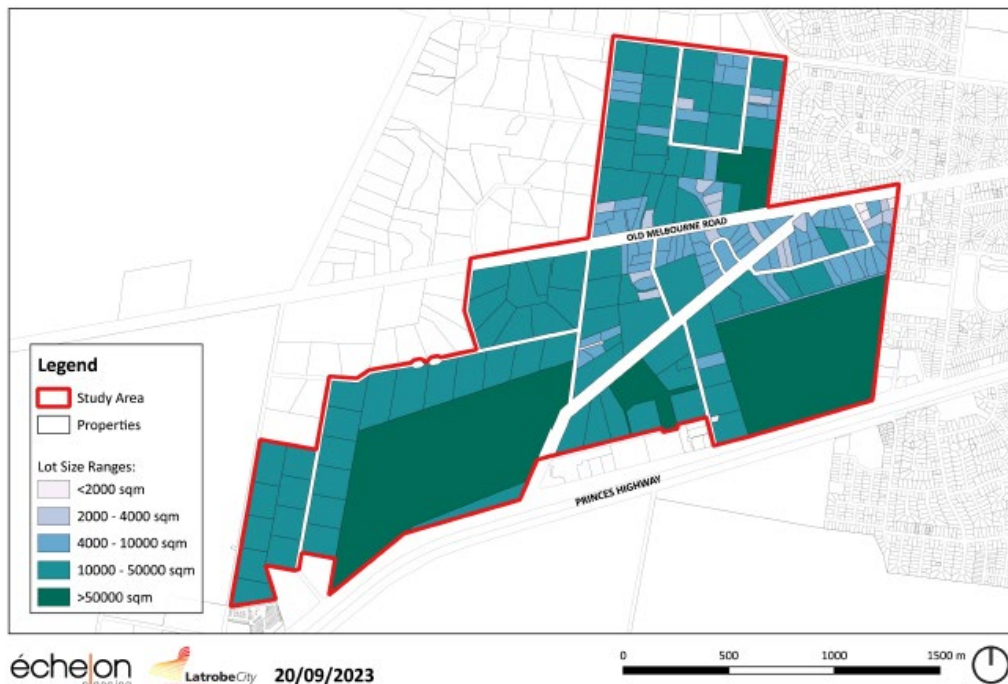
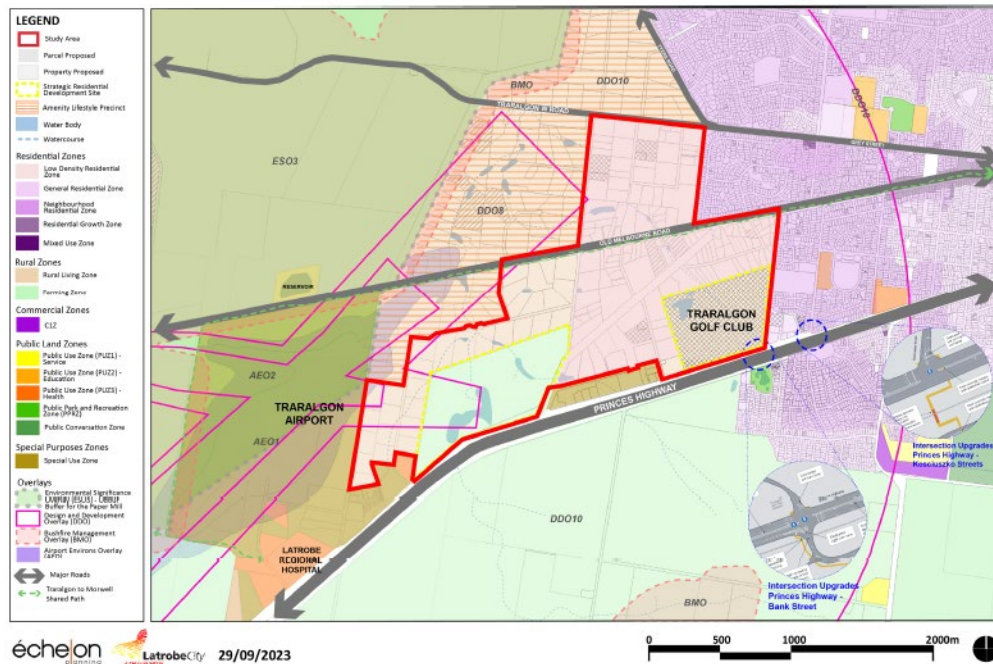


Figure 1 - Traralgon West Future Residential Area - Lot Size Ranges

Approximately 145 properties are within the LDRZ and more than half of these properties are over minimum lot size of 2000sqm (meaning that they have subdivision potential subject to sewer availability). The RLZ properties are generally at the minimum lot size of 4000sqm and the FZ1 property is under the minimum lot size (54ha) of 100ha which means that there is no subdivision potential for properties in these zones. Figure 3 below shows the current zoning of the precinct.

Figure 3 – Current Zoning of the Traralgon West Precinct



Publicly available historic planning schemes indicate that the majority of the precinct has been zoned RLZ since at least the year 2000. In 2004, Amendment C7 rezoned much of the Precinct from RLZ to LDRZ, with the exception of the Traralgon Golf Course, east of Regans Road, Copeland Court and Freemans Road and south of Traralgon West Road.

A critical constraint to the efficient and sequential development of the Precinct is the substantial amount of subdivision fragmenting the lots in the LDRZ since Amendment C7 was introduced in 2004. Council receives a number of enquiries each year from landowners and prospective developers regarding the potential for further subdivision. Existing policy in the scheme allows the potential for a future greater residential density to be considered as part of subdivision applications. However, this policy rarely prevents subdivision, rather it mitigates lot yield. Therefore, since 2005 an additional 78 lots have been created which does not meet the future strategic direction for the precinct.

Table 1 provides a breakdown of the status of applications since 2005.

Application Status	Number of Applications
Approved	39
Refused	6
Lapsed	1
Withdrawn	7

Permit Amended	3
Further Information Requested	1

Latrobe City Council is likely to continue to receive applications and enquiries for subdivision of land in the Traralgon West Precinct. If land continues to be fragmented, the viability and opportunity for the development of higher residential densities will decrease.

Therefore, Latrobe City Council needs to implement a planning scheme tool which restricts further subdivision until such time that appropriate planning via a development plan (stage 2) and rezoning (stage 3) can be put in place to realise the greater residential density outcome envisaged by the Morwell to Traralgon Structure Plan.

#### Traralgon West Issues, Opportunities and Options Report

In 2023, Latrobe City Council appointed consultants to undertake an Issues, Opportunities and Options Report on the Traralgon West Precinct.

The purpose of the report was to understand the issues and opportunities of the Traralgon West Precinct to ensure that development at a greater residential density as envisaged in the Morwell to Traralgon Structure was still achievable. If achievable, the report would recommend options for further work and also make Planning Scheme Amendment recommendations.

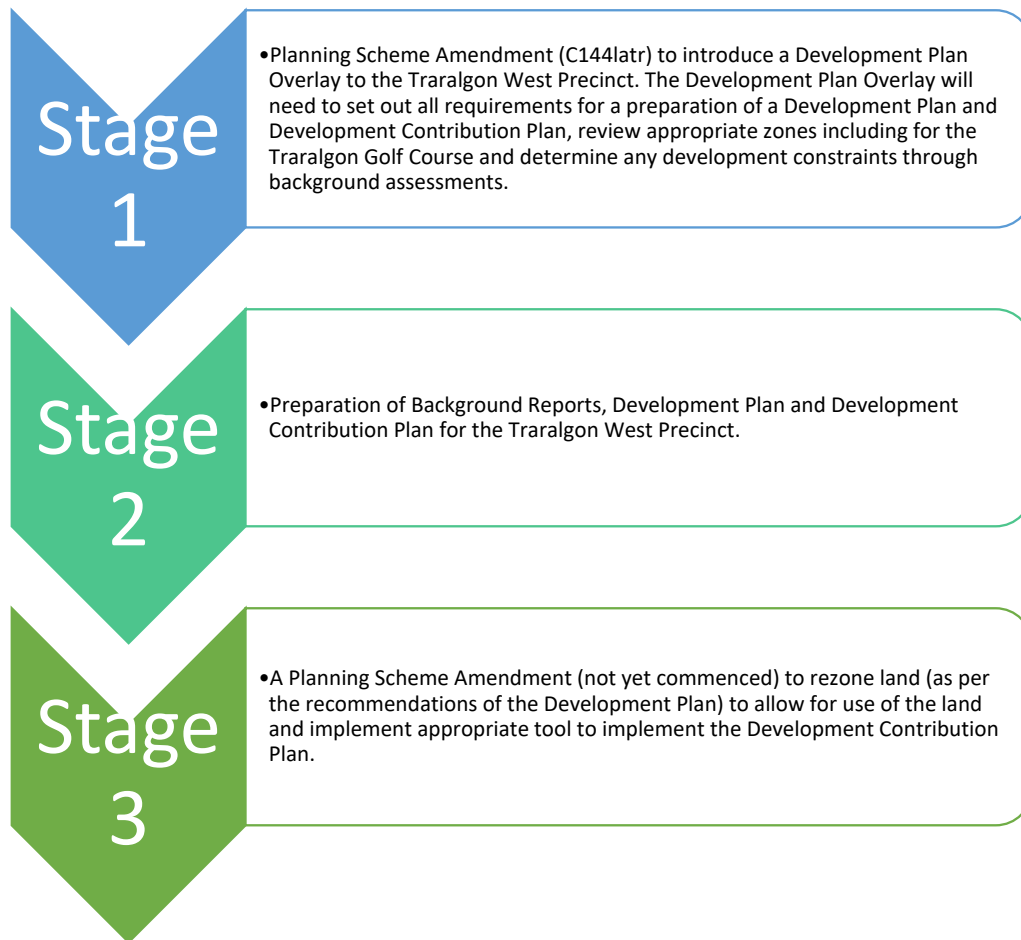
The draft Traralgon West Issue, Opportunities and Options report was endorsed by Council on 4 December 2023. The report detailed that whilst the precinct was heavily fragmented it was still viable and still likely to achieve a greater residential density in the future. However, the report confirmed that continued fragmentation of the land needs to cease until appropriate rezoning can be determined.

The report highlighted a number of issues that need to be worked through, including:

- Viability and willingness of the Traralgon Golf Club to transition to a residential density.
- The most appropriate zone for residential development.
- A number of background assessment and studies will be needed to inform key issues such as appropriate density, zone, development potential.
- The need to ensure enough land supply is available in the next 5-7 years for Traralgon.

The Traralgon West IOO report recommended the following 3 stage process for the implementation of the Traralgon West Precinct for future residential development as envisaged by the structure plan. The 3 stage process is outlined in Figure 4 below.

Figure 4 – Traralgon West Precinct Implementation



Amendment C144latr is required to implement stage 1 of the recommendations.

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

The amendment meets the following objectives of planning in Victoria:

- a) *to provide for the fair, orderly, economic and sustainable use, and development of land;*
- b) *to provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity;*
- c) *to secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria;*
- d) *to conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value;*

e) ....

f) *to facilitate development in accordance with the objectives set out in paragraphs (a), (b), (c), (d) and (e)*

fa) ...

g) *to balance the present and future interests of all Victorians*

The application of the Development Plan Overlay will allow for the fair, orderly and efficient development of the Traralgon West Precinct. The Development Plan Overlay will set out requirements to:

- ensure the protection and enhancement of natural and man made features;
- ensure protection of cultural heritage values;
- provide open space;
- identification of future land uses;
- requirements for infrastructure;
- ensure suitable road, pedestrian and cycle connections through the development plan area.

The Development Plan Overlay will ensure a balanced consideration of the issues and opportunities for the Traralgon West Precinct to ensure the best interests for all Victorians are met.

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

#### Environmental effects

The Development Plan Overlay Schedule 12 has requirements for the preparation of the Development Plan which will consider environmental effects. This includes consideration of:

- flora and fauna;
- noise and pollution;
- potentially contaminated land;
- Stormwater

The application of the Development Plan Overlay and subsequent preparation of the Development Plan will allow all environmental considerations to be considered prior to any changes to the zoning of the land.

#### Social effects

Amendment C144latr is stage 1 in progressing the Traralgon West precinct to realise the potential for the future residential designation. The Development Plan Overlay Schedule 12 has requirements for the preparation of the Development Plan to be able to facilitate different land uses across the precinct.

The Development Plan Overlay Schedule 12 has requirements which will consider social impacts. This includes the consideration of:

- Open space, community facilities and schools;
- Shared cost and development of key shared infrastructure.

The DPO12 will ensure that the appropriate facilities are in place to support the potential development of the Traralgon West Precinct.

#### Economic effects

The Development Plan Overlay Schedule 12 has requirements which will consider economic effects. This includes consideration of:

- Latrobe Regional Airport operations and ensuring there are no negative impacts from any future development;
- The proposed Neighbourhood Activity Centre, including the timing and requirement for this to be delivered; and
- The Traralgon Golf Club as to whether it is appropriate to transition this land to future residential.

These considerations will ensure economic viability of the Traralgon West Precinct and surrounding operations as part of the Development Plan.

#### **Does the amendment address relevant bushfire risk?**

As part of Amendment C115latr (Morwell to Traralgon Employment Corridor) the *Morwell to Traralgon Employment Corridor Investment Master Plan – Bushfire Planning consideration report* (December 2018) was prepared and considered the relevant bushfire policy in Clause 13.02.

It was determined at this time that the corridor and the proposed future development as part of the Morwell to Traralgon Structure Plan was appropriate and that the development of this precinct would reduce the bushfire risk. This included the land identified for future residential in the Traralgon West Precinct.

Typical bushfire scenarios for the precinct are:

1. Bushfire from the north which has the potential for a 3km fire run.
2. Grassfire, which can impact all areas where development has not occurred.

The Latrobe Regional Airport provides a maintained land area, including a management plan to protect a small offset area for vegetation which allows for protection of the precinct.

The progression of this Amendment is consistent with these recommendations.

As part of the Development Plan Overlay Schedule 12, bushfire mitigation measures and requirements have been included for the preparation of a Development Plan and future planning permits, to address any bushfire risks. This will allow for the detailed consideration of bushfire risk and mitigation through stages 2 and 3 of the Traralgon



West Precinct process.

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

The amendment is consistent with *Ministerial Direction The form and content of Planning Schemes*. Development Plan Overlay Schedule 12 is being introduced to the Latrobe Planning Scheme and minor changes are being made to Clause 72.03 (What does this scheme consist of?) and Clause 74.02 (Further Strategic Work). These changes are consistent with this direction and local provision templates.

The amendment is consistent with the *Ministerial Direction 11 Strategic Assessment of Amendments* under Section 12(2) of the Act. An assessment of the planning scheme amendment has been made against the guidelines and details have been provided within this explanatory report.

The amendment will be consistent with the *Ministerial Direction 15 The Planning Scheme Amendment Process* under Section 12(2) of the Act. It is proposed the amendment will be in accordance with Ministerial Direction 15, including meeting timeframes set out by this direction. If timeframes cannot be met, exemptions will be sought.

The amendment is consistent with *Ministerial Direction 19 The preparation and content of Amendments that may significantly impact the environment, amenity and human health*. The EPA requested wording changes to the draft Development Plan Overlay Schedule 12 including:

- Inclusion of an additional objection about land fragmentation;
- Removal of the Preliminary Site Investigation requirement;
- Updates to the wording for the acoustic assessment; and
- Updates to the wording of the pollution assessment.

The changes requested by the EPA have been made. The only exception to this is the following wording for an acoustic assessment:

- *"...the applicable noise level objectives, which is consistent with Clause 13.05-1 and can be implemented through subdivision with measures such as:
 
  - Land use separation, appropriate setback distances, use of barriers, and orientation and positioning of lots so that private open space is shielded from noise from the Princes Highway and Princes Street; and"*

The reasons as to why this was omitted is because:

- The wording requested is a focus on design outcomes, not a requirement for the preparation of the report. As part of the scoping and completion of the acoustic report it is expected that this and other measures may be applicable. Council officer did not want to pre-empt any outcomes of the report.
- Clause 13.05-1 must be considered, and Council officer did not want to repeat requirements already within the Latrobe Planning Scheme which is consistent

with Department of Transport and Planning advice for drafting Planning Scheme Amendments.

In preparing the Amendment, *Ministerial Direction 1 Potentially Contaminated Land* and *Ministerial Direction 21 Golf Course Redevelopment* were reviewed but are not considered relevant. The Amendment does not propose to rezone any land and a Development Plan Overlay does not allow for sensitive land uses to occur and therefore, Ministerial Direction 1 is not relevant to this Amendment. Requirements in relation to potentially contaminated land as part of this Ministerial Direction will be considered as part of any proposed future Planning Scheme Amendments to rezone land (as part of stage 3).

The Development Plan Overlay Schedule 12 requires an assessment of the Traralgon Golf Course around the potential future land use although the redevelopment of the Traralgon Golf Course does not form part of this amendment.

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

The amendment supports the objectives of Clause 11 to facilitate the growth and development of Victoria and deliver choice and opportunity for all Victorians through a network of settlements. In particular, strategies in 11.01-1S (Settlement) to:

- guide the structure, functioning and character of each settlement taking into account municipal and regional context frameworks.
- ensure land that may be required for future urban expansion is not compromised.

Clause 11.01-1R (Settlement Gippsland), the amendment is consistent with the Gippsland Regional Growth Plan in supporting urban growth in Latrobe City as Gippsland's regional city.

Clause 11.02-1S (Supply of urban land), planning for urban growth should consider:

- Opportunities for the consolidation, redevelopment and identification of existing urban areas.
- Neighbourhood character and landscape consideration.
- The limits of land capability and natural hazards and environmental quality.
- Service limitations and the cost of providing infrastructure.

The proposed Development Plan Overlay Schedule 12 has requirements for the development plan which considers all these factors.

Clause 11.02-3S (Sequencing of development), the proposed Development Plan Overlay Schedule 12 has requirements for consideration of timing, staging and sequencing of key shared infrastructure.

Clause 11.03-2S (Growth Areas), the proposed Development Plan Overlay Schedule 12 has requirements around mix of uses, diversity of housing types, neighbourhood character assessment to ensure retention of character and the protection of areas of

natural, cultural and environmental significance.

Clause 11.03-2L (Morwell to Traralgon Structure Plan), the Development Plan Overlay Schedule 12 includes requirements around the protection of the Latrobe Regional Airport, consideration of green movement corridors, creation of open space and a Neighbourhood Activity Centre Plan in accordance with the strategies.

Clause 12.01-1S and L (Protection of biodiversity) and Clause 12.01-2S (Native Vegetation management), the Development Plan Overlay Schedule 12 has requirements to undertake specific flora and fauna studies to avoid, identify and minimise impacts on important biodiversity areas.

Clause 12.03-1S (River and riparian corridors, waterways, lakes, wetlands and billabongs) and Clause 14.02-S (Catchment planning and management), the Development Plan Overlay has requirements around stormwater, waterway separation distances and creation of open space.

Clause 13.01-1S (Natural Hazards and Climate Change), the Development Plan Overlay Schedule 12 has requirements around site and design for natural hazards.

Clause 13.02-1S (Bushfire Planning) and 13.02-1L (Bushfire Prone Areas), the amendment address bushfire consideration, please see discussion above.

Clause 13.05-1S (Noise Management) and 13.06-1S (Air quality management), the Development Plan Overlay has requirements for the consideration around noise and air pollution emissions in particular from the nearby transport system.

Clause 15.03-3S and 15.03-3L (Subdivision design), Clause 15.01-4S (Healthy neighbourhoods) and Clause 15.01-5S and 15.01-5L (Neighbourhood Character), the Development Plan Overlay Schedule 12 has requirements for the consideration of subdivision design including passive surveillance, creating a strong sense of place, providing a range of lot sizes, open space, provision of public transport, required infrastructure, pedestrian, and cycle links. There is also a specific requirement to undertake a neighbourhood character assessment.

Clause 17.02-2S (Out of centre developments), the Development Plan Overlay Schedule 12 has requirements to consider the economic impacts of the proposed Neighbourhood Activity Centre to ensure there is no significant impact on surrounding retail centres.

Clause 18.01-1S (Land use and transport integration), 18.02-1S (Walking), 18.02-2S (Cycling) and Clause 18.02-2L (Sustainable person transport), the Development Plan Overlay Schedule 12 has a requirement to ensure traffic movement, public transport, pedestrian, and cycle links are considered as part of the Development Plan.

Clause 19.02-2S (Education facilitates), 19.02-4S and 19.02-4L (Social and cultural infrastructure) and 19.02-6S (Open space), the Development Plan Overlay Schedule 12 has requirements to ensure the proposed population increase, demographic trends are considered in the Development Plan to ensure relevant community, social

and cultural infrastructure and open space is in place for a growing community.

### **How does the amendment support or implement the Municipal Planning Strategy?**

The Municipal Planning Strategy provides local content to support the PPF and as such the amendment is considered to be supported by the MPS. In particular:

Clause 02.03-1 (Settlement), a networked city notes the following to the Morwell to Traralgon Employment Corridor.

*The Morwell to Traralgon Employment Corridor's gradual development over the next 20 years will link Morwell and Traralgon together to form a continuous urban area.*

*Council's settlement planning seeks to:*

*Integrate the four centres of Churchill, Moe-Newborough, Morwell, and Traralgon to support them functioning as a single urban system by:*

- *Promoting growth in Traralgon-Morwell as the primary population centre, serving as the dominant residential, commercial, and retail node.*
- *Promoting growth in the Morwell to Traralgon Employment Corridor to provide a range of development opportunities for health, aviation, industrial, commercial, and residential uses*

The proposed amendment is consistent with these settlement objectives. The application of the Development Plan Overlay Schedule 12 allows for the commencement of a process for the development of land identified for future residential in the Morwell to Traralgon Structure Plan area.

Clause 02.03-3 Bushfire

*Planning for bushfire seeks to:*

- *Reduce bushfire risk through various bushfire protection measures.*
- *Decrease the level of risk to life, property, the environment, and biodiversity from bushfire.*

Clause 02.03-5 Neighbourhood Character

*Planning for neighbourhood character seeks to:*

- *Retain the regional suburban character of established and growing neighbourhoods where they are identified as limited change areas or where special neighbourhood character values have not been identified.*
- *...*
- *...*
- *Balance development and consolidation with respecting residential amenity and neighbourhood character.*

#### Clause 02.03-8 Transport

*A development pattern that integrates housing, activity centres, employment nodes with active and public transport will assist in supporting a more sustainable city that is less reliant on cars and has more walkable neighbourhoods.*

*Planning for transport seeks to:*

- *Facilitate expansion of public transport options in growth areas and integrate it with other modes of travel.*
- *Consolidate urban areas to provide for shorter travel distances, walking, cycling and access to public transport.*
- *Facilitate infrastructure that encourages alternative transport options including walking and bicycle transport options.*

#### Clause 02.03-8 Latrobe Regional Airport

*Planning for Latrobe Regional Airport seeks to:*

- *Facilitate and protect the operations of Latrobe Regional Airport and its environs.*

#### Clause 02.03-9 Community Infrastructure

*Latrobe's aging population will have future implications on the provision of community infrastructure. To achieve a vision for a connected and inclusive built environment, it is important that accessibility of community services is enhanced.*

*Planning for community infrastructure seeks to:*

- *Support a range of health, social and recreational facilities including the expansion of educational facilities.*
- *Support hubs of integrated community services.*
- *Encourage community facilities to locate in or near activity centres and be accessible by public transport.*

#### Clause 02.03-9 Open Space

*Development of open space needs to complete missing open space links and ensure local reserves are accessible in emerging urban growth areas.*

*Planning for open space seeks to:*

- *Design public open spaces so they are accessible and can be used by people of all abilities, ages, and interests.*
- *Encourage the provision of a connected open space network that extends from urban to rural areas and has both north-south and east-west linkages.*
- *Encourage the development of linear parks, habitat corridors and linkages between key open spaces, community destinations and*

- employment precincts to improve connectivity.*
- *Extend open space corridors along major waterways where open space linkages can be achieved.*

#### Clause 02.03-9 Development Infrastructure

*Planning for development infrastructure seeks to:*

- *Align development with the delivery of key infrastructure items and economic and employment growth.*
- *Encourage a consistent approach to the design and construction of infrastructure across the municipality.*

The Amendment proposes to introduce Development Plan Overlay Schedule 12 which has requirements to address natural hazards, neighbourhood character and subdivision design, transport including roads, cycling, pedestrian and public transport, community and economic infrastructure, open space and development infrastructure. These considerations will ensure a well designed and planned future residential area.

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

To assist with preparing a comprehensive strategic evaluation of the amendment, the following Planning Practice Notes were utilised.

*Planning Practice Note 46: Strategic Assessment Guidelines for preparing and evaluating planning scheme amendments (PN46)* was relied upon for guidance. The Strategic Assessment Guideline provides a consistent framework for preparing and evaluating a proposed planning scheme amendment and its outcomes.

*Planning Practice Note 23: Applying to Incorporated Plan Overlay and Development Plan Overlay (PN23)* was relied upon for guidance. A Development Plan Overlay was selected as the most appropriate tool as it provides a strategic framework for which a Development Plan can be prepared and seeks to ensure a coordinated and well planned approach to developing land for future development. Although this area has several land holdings, the Development Plan Overlay has been used extensively in the Latrobe Planning Scheme for similar circumstances and provides a tool that is easy to use and understand.

A comprehensive review of all planning scheme amendment tools was undertaken as part of the Traralgon West Issue, Opportunities and Options report with the Development Plan Overlay recommended as the most appropriate tool to be applied to this area as part of stage 1.

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

### **Exhibition stage**

Prior to authorisation an information referral was sent to all relevant referral authorities including Environmental Protection Authority, Country Fire Authority, Department of Education, Department of Transport, Gippsland Water, West Gippsland Catchment Management Authority, Department Environment, Energy and Climate Action, Civil Aviation Safety Authority and GLAWAC. All comments received have been considered and changes to the draft Development Plan Overlay and amendment documents have been made in response.

The Amendment will be referred to all relevant referral authorities as part of the exhibition of the Amendment.

All amendment documents were sent to the Department of Transport and Planning for pre-authorisation comments.

### **Approval stage**

The West Gippsland Catchment Management, Country Fire Authority, Department Environment, Energy and Climate Action and Environment Protection Authority made submissions to Amendment C144. All submissions from the relevant agencies and authorities were considered. Changes were proposed to the Development Plan Overlay Schedule 12 and Explanatory Report in response to these submissions.

This response to submissions was presented to the Planning Panel as part of Councils Part A and Part B submissions. The Panel supported the changes made in response to the submission. The recommendation was to adopt the Amendment with changes to the Development Plan Overlay Schedule 12 at Appendix D of the Planning Panel Report.

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

The Planning Scheme amendment meets the transport system objectives 11- 3 of the Transport Integration Act 2010.

*Without limiting the generality of subsection (1), the transport system and land use should be aligned, complementary and supportive and ensure that—*

*(a) transport decisions are made having regard to the current and future impact on land use;*

*(b) land use decisions are made having regard for the current and future development and operation of the transport system;*

*(c) transport infrastructure and services are provided in a timely manner to*

*support changing land use and associated transport demand.*

A requirement of the Development Plan Overlay Schedule 12 is the preparation of the Traffic Impact Assessment and this will ensure that there is no negative impact on the transport system and that land use and transport will be integrated with one another.

As the Planning Scheme Amendment is not rezoning land, it is unlikely that there will be a significant impact on the transport system as a result of this amendment.

## **Resource and administrative costs**

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

The Planning Scheme Amendment applies Development Plan Overlay Schedule 12. This overlay requires the preparation of a Development Plan before planning permits (in most instances) can be granted.

The preparation of this plan will be undertaken by Latrobe City Council. At the 4 March 2024 Council Meeting, Council resolved to commit \$500,000 to commence the process of Stage 2.

A further Planning Scheme Amendment will be required to rezone land in the Traralgon West Precinct and to implement the recommendations of the Development Plan and Development Contribution Plan that will be prepared. These future amendments form part of stages 2 and 3 as outlined earlier within this report.



### Attachment 1 – Mapping reference table

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	1/55 Regan Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	10 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144 atrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	10 Coonoc Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	10 Margies Place Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	10 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	100 Airfield Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	100 Coonoc Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	100 Northern Avenue Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	100 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	104 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	105 Coonoc Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	105 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial



Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	108 Airfield Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	108 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	11 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	112 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	115 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	116 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	12 Margies Place Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	120 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144 atrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	13 Margies Place Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	14 Copeland Court Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	15 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	15 Bradford Drive Traralgon	Nil	DPO12	Nil

Unofficial



Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	15 Coonoc Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	15 Freemans Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	15 Pedra Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	15 Wilga Crescent Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	19 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	2/55 Regan Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	20 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	20 Beau Vista Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	20 Coonoc Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	20 Coopers Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	21 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	217A Kay Street Traralgon	Nil	DPO12	Nil

Unofficial



Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	217B Kay Street Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	219 Kay Street Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	221 Kay Street Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	23 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	23 Freemans Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	23 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	235 Kay Street Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	237 Kay Street Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	239 Kay Street Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	24 Coopers Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	243 Kay Street Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	245 Kay Street Traralgon	Nil	DPO12	Nil

Unofficial



Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	249 Kay Street, Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	25 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	25 Beau Vista Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	25 Northern Avenue Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	25 Pedra Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	25 Regan Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	25 Traralgon West Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	25 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	27 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	27 Freemans Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	27 Laurence Grove Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	27 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial



Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	28 Laurence Grove Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	280, 280A Princes Street Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	280B Princes Street Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	29 Bradford Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	3/55 Regan Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	30 Beau Vista Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	30 Regan Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	300 Old Melbourne Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	31 Coonoc Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	32 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	32 Traralgon West Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144 atrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	320 Old Melbourne Road Traralgon	Nil	DPO12	Nil

Unofficial



Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	339 Old Melbourne Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	34, 36 and 38 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144 atrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	340 Old Melbourne Road, Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	341 Old Melbourne Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	343 Old Melbourne Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144 atrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	349 Old Melbourne Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	35 Beau Vista Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	35 Bradford Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	35 Coonoc Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	35 Pedra Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	35 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144 atrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	350 Old Melbourne Road Traralgon	Nil	DPO12	Nil

Unofficial



Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	36 Coonoc Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	360 Old Melbourne Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144 atrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	361 Old Melbourne Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	362 Old Melbourne Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	363 Old Melbourne Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144 atrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	364 Old Melbourne Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	365 Old Melbourne Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	366 Old Melbourne Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144 atrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	368 Old Melbourne Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	37 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	370 Old Melbourne Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	395 Old Melbourne Road Traralgon	Nil	DPO12	Nil

Unofficial



Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	4/55 Regan Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	40 Coonoc Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	40 Easterly Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	40 and 42 Northern Avenue Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	40 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144 atrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	403 Old Melbourne Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	405 Old Melbourne Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	45 Alamere Drive, Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	45 Beau Vista Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	45 Northern Avenue Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	45 Regan Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	47 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial



Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	5 Beau Vista Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	5 Freemans Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	5 Traralgon West Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	5/55 Regan Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	50 Airfield Road, Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	50 Alamere Drive, Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	50 Northern Avenue Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	5483 Princes Highway Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	5495 Princes Highway, Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	55 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	55 and 55a Bradford Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	55 Coonoc Road Traralgon	Nil	DPO12	Nil

Unofficial



Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	55 Freemans Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	55 Northern Avenue Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	5601 Princes Highway Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	58 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	59 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	6 Copeland Court Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	6 Margies Place Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	6 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	60 Airfield Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	60 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	60 Coonoc Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	60 Easterly Drive Traralgon	Nil	DPO12	Nil

Unofficial



Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	65 Freemans Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	65 Regan Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	65 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	66 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	67 and 75 Alamere Drive	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	70 Airfield Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	70 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	70 Easterly Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	70 Northern Avenue Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	70 Wilga Crescent Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	74 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	75 Coonoc Road Traralgon	Nil	DPO12	Nil

Unofficial



Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	75 Northern Avenue Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	75 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	77 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	79 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	79 Coonoc Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	79 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	8 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	8 Margies Place Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	80 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	80 Northern Avenue Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	81 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	83 Coonoc Road Traralgon	Nil	DPO12	Nil

Unofficial



Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	84 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	85 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	88 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	89 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	89 Coonoc Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	89 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	90 Coonoc Road Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	90 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	91 Coonoc Road Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	92 Alamere Drive Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	94 Wilga Crescent Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	95 Coonoc Road Traralgon	Nil	DPO12	Nil

Unofficial



Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	95 Wilga Crescent Traralgon	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	96 Alamere Drive Traralgon	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	Alamere Drive, Traralgon. Reserve 1 PS815522	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	Alamere Drive, Traralgon. Reserve 2 PS815522	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	Alamere Drive, Traralgon. Lot 6 PS 537835	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	Beau Vista Drive Traralgon. Lot 1 TP 954241	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	Coonoc Road Traralgon. Lot 2 PS 722080	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	Coopers Road Traralgon. Lot 3 PS 537833	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	Freemans Road Traralgon. Lot 2 PS 906087	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	Freemans Road Traralgon. Lot 2 PS 547910	Nil	DPO12	Nil
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	Wilga Crescent, Traralgon. Lot 2 LP 93437	Nil	DPO12	Nil

Unofficial

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes Street, Traralgon.					
Traralgon West Precinct	South of Traralgon West Road and Old Melbourne Road, east of Freemans Road, Airfield Road, Pedra Road, west of Residential land in Traralgon township, north of Princes Highway and Princes	Latrobe C144latrMap47DPO, 53DPO, 54DPO, 59DPO, 85DPO Exhibition	Wilga Crescent, Traralgon. Lot 6 LP 86260.	Nil	DPO12	Nil

Unofficial



Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes	Proposed deletion changes
	Street, Traralgon.					

Unofficial

*Planning and Environment Act 1987*

## **Latrobe Planning Scheme**

### **Amendment C144latr**

#### **Instruction sheet**

The planning authority for this amendment is the Latrobe City Council.

The Latrobe Planning Scheme is amended as follows:

#### **Planning Scheme Maps**

The Planning Scheme Maps are amended by a total of 1 attached map sheet.

#### **Overlay Maps**

1. Amend Planning Scheme Map Nos. 47DPO, 59DPO and 85DPO and in the manner shown on the 1 attached map marked "Latrobe Planning Scheme, Amendment C144latr"
2. Insert new Planning Scheme Map Nos. 53DPO and 54DPO in the manner shown on the 1 attached map marked "Latrobe Planning Scheme, Amendment C144latr".

#### **Planning Scheme Ordinance**

The Planning Scheme Ordinance is amended as follows:

3. In **Overlays** - Clause 43.04 insert a new Schedule 12 in the form of the attached document.
4. In **Operational Provisions** – Clause 72.03, replace the Schedule with a new Schedule in the form of the attached document.
5. In **Operational Provisions** – Clause 74.02, replace the Schedule with a new Schedule in the form of the attached document.

**End of document**

## LATROBE PLANNING SCHEME

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Proposed C144latr

**SCHEDULE 12 TO CLAUSE 43.04 DEVELOPMENT PLAN OVERLAY**

Shown on the planning scheme map as **DPO12**

**TRARALGON WEST PRECINCT****1.0**

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Proposed C144latr

**Objectives**

To ensure development of the land occurs in an orderly manner having regard to the timing and staging of the development of the land, and provision of essential services, community facilities, open space, and roads.

To ensure the design of any proposed subdivision allows for building envelopes that enhance and reinforce the character of the area.

To ensure the protection of existing infrastructure such as the Latrobe Regional Airport and the Traralgon Golf Club.

To reduce fragmentation of the land to allow for the future orderly development of the Traralgon West Precinct.

To enhance the natural environment assets including wetlands, water bodies and strategic biodiversity areas.

**2.0**

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Proposed C144latr

**Requirement before a permit is granted**

A permit may be granted to:

- construct a building or construct or carry out minor works. Minor building and works means a minor extension, minor addition, or minor modification to an existing building(s) and works that do not prejudice the future orderly development of the general area affected by the Development Plan Overlay.
- Use, construct a building, or construct and carry out works in association with the operations of the Traralgon Golf Club at 280A Princes Street, Traralgon.

before a development plan has been prepared to the satisfaction of the responsible authority.

**3.0**

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Proposed C144latr

**Conditions and requirements for permits**

The following conditions and/or requirements apply to permits:

**Bushfire Management Plan**

A Bushfire Management Plan that demonstrates how the application will address bushfire risk at the site and implement required bushfire protection measures. The plan must be prepared in accordance with the requirements of the Development Plan, unless otherwise agreed in writing by the Responsible Authority. The plan must include:

- The design and layout of the subdivision, including lot layout, road design, access points, both vehicular and pedestrian.
- The location of any bushfire hazard areas that are to be created within the Development Plan or areas within a site boundary of any land that is partly covered by the Development Plan.
- The details of any required bushfire protection measures.
- Any designated waterways that have been identified to be revegetated and planted in accordance with Ecological Vegetation Class must be considered in its mature state when determining defensible space requirements.
- The identification of any areas to form the setback between a bushfire hazard and built form.
- The details of any vegetation management in any area of defensible space, including information on how the vegetation will be managed and when the vegetation management will occur.

### LATROBE PLANNING SCHEME

- Notations that indicate what authority is responsible for managing vegetation within open space areas.
- Notations that ensure that reserves will be managed in a low threat condition as agreed to by the public land owner or manager.
- A site management plan to address interim bushfire hazard management for stages of the subdivision. This plan is to identify the likely bushfire risks at each stage and identify how these will be managed.

#### Development Permit Decision Guidelines

Before deciding on an application to use, subdivide, construct a building, or construct or carry out works, the responsible authority must consider as appropriate:

- Whether the development of the land is occurring in an orderly manner having regard to essential services, community facilities, open space and roads.
- The potential for future re-subdivision.
- Any requirements, mitigating measures and recommendations specified within the technical studies and the Development Plan.
- The interface between proposed and existing nearby developments, to reduce the chance of conflicting developments.
- The need to minimise access points from the roads designated as part of the Principal Road network.
- The design of any proposed buildings to enhance and reinforce the character of the area.
- The timing and staging of the development of land.
- The consistency of the proposed development with the approved development plan.
- Areas of important biodiversity (high quality native vegetation, lineages and corridors and habitat for threatened species and listed communities) are adequately retained and protected.

#### 4.0

Proposed C144latr

#### Requirements for development plan

A development plan must include the following requirements:

- A single Development Plan must be prepared for the whole of the land to which this schedule applies.

#### Land Use and Subdivision

- The proposed boundaries and justification of boundaries of the development area.
- The proposed staging of the development plan area to align with the efficient delivery of key shared infrastructure.
- A Neighbourhood Character Assessment which identifies the character of the precincts within the Development Plan boundary, recommendations on appropriate zones to be applied to the land and assessment and recommendations for Housing Framework Plans against the background document *Latrobe City Council Housing Strategy, 2019*.
- A plan which shows the overall subdivision of the area, including where possible, the proposed size and density of lots, key road and pedestrian connections, land uses and ensures all new lots have both sufficient flood free land for a building envelope and flood free vehicle access for emergency vehicles.
- Street networks that:
  - Support building frontages with two-way surveillance.
  - Provide key connections through a fragmented landscape.

### LATROBE PLANNING SCHEME

- Prohibit new direct access to lots from Princes Highway/Princes Street (arterial road). Direct access to these lots will need to be provided by internal road networks of the subdivision area.
- Minimise new road connections to Princes Highway.
- An accessible and integrated network of walking and cycling routes with key connection points to the Morwell to Traralgon Shared pathway, safe travel to adjoining communities, local destination or points of local interest, activity centres, community hubs, open spaces and public transport.

#### Infrastructure Services

- An integrated stormwater management plan that incorporates water sensitive urban design techniques which provides for the protection of natural systems and biodiversity, integration of stormwater treatment into the landscape, improved water quality, identification, protection or mitigation of any floodplains, and reduction and mitigation of run-off and peak flows, including consideration of downstream impacts.
- A waterway Management Plan must be approved by the Responsible Authority and the West Gippsland Catchment Management Authority and must include:
  - Identification of the waterways and their 30 metre buffers.
  - Identification of existing environmental values.
  - Identification of existing and potential erosion sites.
- A landscape concept plan for revegetation of the identified waterways, including an indicative species list and density of plantings. The vegetation must be representative of the Ecological Vegetation Class for the site.
- A Traffic Impact Assessment approved by the Responsible Authority and Department of Transport and Planning, which shows the location of the major arterial network of the area and which supports the location and details of any required:
  - Road widening.
  - Intersections.
  - Access points (which are to be minimised).
  - Key internal road connections to be created.
  - Pedestrian crossings or safe refuges.
  - Cycle lanes and shared paths.
  - Bus lanes and stops.
- The pattern and location of any internal road system based on a safe and practical hierarchy of roads including safe pedestrian and bicycle connections and crossing points in accordance with background document *Latrobe City Bicycle Plan, 2007-2010*.
- In consultation with relevant agencies and authorities, provision of public transport stops, where appropriate, within walking distance to residential dwellings and key destinations.

#### Community Infrastructure and Open Space

- A social infrastructure needs assessment which must be approved by the Responsible Authority and other relevant authorities, which identifies the provision of appropriate community facilities (including schools, pre-schools, maternal child health centres), passive open space requirements (in accordance with background document *Public Open Space Strategy Volume 1: Strategy*

### LATROBE PLANNING SCHEME

and recommendations, 2013 and Review of Proposed Public Open Space Contribution Rates, 2016), active open space requirements, and any other facilities that are required for the Development Plan area.

- Identification of any government school site must be in accordance with the Victorian Government School Site Selection Criteria and be to the satisfaction of the Department of Education.
- A plan which shows the location, size, and function of:
  - Any proposed active or passive open space.
  - Any proposed community facility.
  - Any required public amenities.
  - Any other required facilities.
- A landscape concept plan for all open space areas, indicating the location of plantings which includes vegetation that is representative of the Ecological Vegetation Class for the area, areas of vegetation to be protected, pathways, shade, shelter, and seating at activity areas as well as intervals along pathways.

#### Flora, Fauna and Native Vegetation

- A flora and fauna survey prepared by a suitably qualified consultant with approval from the Department of Environment, Energy and Climate Action and other relevant agencies and authorities. Based on habitat suitability and advice on requirements, further targeted surveys will be done, which can include but is not limited to species surveys for:
  - Growling Grass Frog.
  - Dwarf Galaxias.
  - Australian Grayling. Eastern Great Egret. Blue - Billed Duck. Hardhead Duck.
  - Musk Duck. Australasian Shoveler.
  - White – Bellied Sea Eagle. Southern Brown Bandicoot. Glossy Grass Skink.
  - Swamp Skink.
  - Latham's Snipe.
  - Southern Toadlet.
  - Strzelecki Gums.
  - Matted Flax Lily.
  - Grey Billy Buttons.
  - Forest Red Gum Grassy Woodland Community.
  - Central Gippsland Plains Grassland Community
  - Herb-rich Plains Grassy Wetland (West Gippsland) Community.
- and include any measures required to protect and minimise impacts on the identified threatened species, habitat and ecological communities.
- Identification and extent and quality of any existing native vegetation and how it responds to the *Guidelines for the Removal, Destruction or Lopping of Native Vegetation, 2017*.
- Regard must be had to the background document *West Gippsland Native Vegetation Plan, 2003*.

**LATROBE PLANNING SCHEME**

- A plan which shows:
  - Native vegetation to be retained.
  - Native vegetation which has the potential to be removed and offsets required.
  - Any key habitat locations and sites.
  - Threatened ecological communities and species
- Demonstration the avoid and minimise principle for native vegetation removal has been applied and a description of efforts to avoid the removal of and minimise the impacts on biodiversity and other values of native vegetation, and how these efforts focused on areas of native vegetation that have the most value. The statement should describe:
  - Any strategic level planning over the site
  - what site level planning has been done
  - that no feasible opportunities exist to further avoid and minimise impacts on native vegetation without undermining the key objectives of the proposal.

**Cultural Heritage**

- A cultural heritage assessment, including how cultural heritage values will be managed.

**Sensitive Land Use**

- An acoustic assessment, prepared by a suitably qualified acoustic engineer or other suitably qualified person to the satisfaction of the Responsible Authority which:
  - Applies the following noise objectives:
    - Not greater than 35db LAeq, 8h when measured within a sleeping area between 10pm and 6am.
    - Not greater than 40 db LAeq, 16h when measured within a living area between 6am and 10pm.
  - Considers the cumulative noise from all sources impacting on the proposal.
  - An assessment should consider unfurnished rooms with a finished floor, windows closed and be based on average external noise levels.
  - Uses the median value of the range recommended from *Australian Standard AS/NZ 2107:2016 for non-sleeping and living areas (Acoustics – Recommended design sound level and reverberation times for building interiors)*.
  - Includes recommendations for any noise attenuation measures required to be met and where they are required.
  - Any other relevant considerations such as:
    - Potential noise character.
    - Noise with high energy in the low frequency range.
    - Vibration.
    - Transient or variable noise.
- An Air Quality Assessment (AQA) which:
  - Assesses the potential impacts to air quality on sensitive uses due to the surrounding environment from existing traffic conditions and nearby industry in the context of the *Environment Protection Act 2017* and associated regulations.

**LATROBE PLANNING SCHEME**

- Consider the guidelines for assessing and minimising air pollution in Victoria as appropriate.
- Make recommendations on the urban layout, design measures and management practices to minimise exposure to air pollution from sensitive uses.
- Provide any mitigation measures required and where they are required.

**Bushfire Protection and Mitigation Measures**

- The subdivision design must appropriately consider the Design Guidelines Settlement Planning at the Bushfire Interface (Country Fire Authority and Department of Environment, Land, Water and Planning (now Department of Transport and Planning) 2020).
- A bushfire hazard site assessment be prepared that shows:
  - the location of bushfire hazards within the development plan boundary and 150m beyond the boundary area.
  - A description of the bushfire hazard and vegetation classification in accordance with AS3959-2018 Construction of buildings in bushfire prone areas, including a slope assessment.
- A bushfire management plan be prepared show that the following requirements have been met:
  - All development setback from a bushfire hazard a distance that will ensure radiant heat exposure to the development will not exceed 12.5kW/m<sup>2</sup>.
  - Any vegetation within the setback from a bushfire hazard, or included as part of a reserve / open space, must be managed and maintained to defendable space standards in accordance with Table 6 of Clause 583.02 or in a low threat condition.
  - Vegetation on rural living lots be managed to ensure that bushfire risk will not increase over time.
  - Provide a perimeter road along any bushfire hazard interface.
  - Any fencing within 150 metres of a bushfire hazard be constructed of non-combustible materials.
  - Demonstrate measures to manage temporary bushfire hazards, including grasslands, while areas in the development plan remain undeveloped. Development cannot be exposed to radiant heat of more than 12.5kW/m<sup>2</sup>.

**Economic Assessment**

- Preparation of a Retail Assessment to determine whether the development of a Neighbourhood Activity Centre will:
  - Achieve a standalone catchment area.
  - Minimise the economic impacts on other activity centres.
  - The assessment will provide recommendations on whether land can be rezoned, timing on when land will be rezoned (if required) and any recommendations for planning scheme changes, zone, and size.
- An economic analysis socio economic analysis on the retention of the Traralgon Golf Club including:
  - Net community benefit.
  - Long term viability.
  - Health and fitness benefits.
  - Environmental benefits.



**LATROBE PLANNING SCHEME**

- Cost analysis for relocation including funding options and relocation options.
- Options on mitigation measures required to protect the golf club with the increase of residential density (if golf club is being retained).
- Any recommendations for the appropriate zoning of the land.

**Infrastructure Risk Management**

- An aircraft risk assessment in consultation with the Latrobe Regional Airport Board and Civil Aviation Safety Authority to ensure the ongoing protection of Latrobe Regional Airport with an increase of residential development. The Assessment should include:
  - Current operations at the Latrobe Regional Airport
  - Future operations proposed at the Latrobe Regional Airport
  - Safety and noise considerations with reference to the National Airports Safeguarding Framework principles and guidelines (Department of Infrastructure, Transport, Regional Development, Communications and the Arts).

**Shared Infrastructure Cost**

- A servicing strategy which identifies all infrastructure required, any potential impact on networks, any requirements for the Planning Scheme, identification of costings and timing requirements for key shared infrastructure including sewer, water, stormwater treatment and any other infrastructure.

**Process and Outcomes**

- An implementation plan indicating the proposed staging of the development and timing of key shared infrastructure.

**Stakeholder Engagement Strategy**

- A stakeholder engagement strategy in accordance with Latrobe City Council's Community Engagement Policy 2021.

## LATROBE PLANNING SCHEME

13/12/2018  
C104iatr**SCHEDULE TO CLAUSE 72.03 WHAT DOES THIS PLANNING SCHEME CONSIST OF?****1.0**---  
Proposed C144iatr**Maps comprising part of this planning scheme:**

- 1, 1BMO
- 2, 2LSIO-FO, 2BMO
- 3, 3BMO
- 4, 4BMO
- 5, 5HO, 5LSIO-FO, 5BMO
- 6, 6HO, 6LSIO-FO
- 7, 7LSIO-FO
- 8, 8HO, 8LSIO-FO
- 9, 9LSIO-FO
- 10, 10LSIO-FO
- 11, 11BAO, 11ESO, 11LSIO-FO, 11BMO
- 12, 12BAO, 12ESO, 12BMO
- 13, 13BAO, 13ESO, 13HO, 13BMO
- 14, 14DPO, 14ESO, 14LSIO-FO, 14BMO
- 15, 15LSIO-FO, 15BMO
- 16, 16HO, 16LSIO-FO, 16BMO
- 17, 17DPO, 17HO, 17LSIO-FO
- 18, 18HO, 18LSIO-FO
- 19, 19DPO, 19HO, 19LSIO-FO
- 20, 20HO, 20LSIO-FO
- 21, 21BAO, 21LSIO-FO, 21BMO, 21SCO
- 22, 22HO, 22LSIO-FO
- 23, 23DCPO, 23HO, 23LSIO-FO
- 24, 24DCPO, 24DPO, 24LSIO-FO
- 25, 25DCPO, 25LSIO-FO
- 26, 26DPO, 26HO, 26SCO
- 27, 27DPO, 27HO, 27SCO
- 28, 28DPO, 28HO, 28LSIO-FO, 28BMO, 28SCO
- 29, 29DCPO, 29DPO, 29LSIO-FO, 29BMO, 29SCO
- 30, 30DCPO, 30DPO, 30BMO
- 31, 31DCPO, 31DPO, 31ESO, 31BMO
- 32, 32DPO, 32BMO, 32SCO
- 33, 33BMO
- 34, 34BAO, 34LSIO-FO, 34BMO
- 35, 35HO, 35LSIO-FO, 35BMO, 35SCO

**LATROBE PLANNING SCHEME**

- 36, 36ESO, 36HO, 36BMO, 36SCO
- 37, 37BAO, 37DCPO, 37ESO, 37LSIO-FO, 37BMO
- 38, 38BAO, 38DCPO, 38ESO, 38HO, 38LSIO-FO, 38BMO
- 39, 39BMO
- 40, 40BMO
- 41, 41LSIO-FO, 41BMO
- 42, 42HO, 42LSIO-FO, 42BMO
- 43, 43BAO, 43DDO, 43ESO, 43LSIO-FO, 43BMO
- 44, 44BAO, 44DDO, 44DPO, 44ESO, 44HO, 44LSIO-FO, 44BMO
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- 46, 46BAO, 46DPO, 46ESO, 46BMO
- 47, 47BAO, 47DDO, 47DPO, 47HO, 47LSIO-FO, 47BMO
- 48, 48DDO, 48DPO, 48ESO, 48LSIO-FO
- 49, 49HO, 49LSIO-FO
- 50, 50DPO, 50LSIO-FO
- 51, 51BAO, 51DPO
- 52, 52BAO, 52DDO, 52DPO, 52LSIO-FO, 52PAO
- 53, 53DDO, 53DPO
- 54, 54DDO, 54DPO, 54SCO
- 55, 55DDO, 55EAO, 55HO, 55PO, 55SCO
- 56, 56HO, 56LSIO-FO, 56PO, 56SCO
- 57, 57DPO
- 58, 58DDO, 58DPO, 58ESO, 58PAO
- 59, 59DDO, 59DPO, 59ESO, 59PAO, 59BMO, 59SCO
- 60, 60DDO, 60ESO, 60HO, 60LSIO-FO, 60PAO
- 61, 61DDO, 61DPO, 61ESO, 61LSIO-FO, 61PAO
- 62, 62DDO, 62DPO, 62ESO, 62PAO
- 63, 63BAO, 63DPO, 63ESO, 63HO, 63LSIO-FO
- 64, 64BAO, 64DDO, 64ESO, 64HO, 64LSIO-FO, 64PAO, 64SRO
- 65, 65BAO, 65ESO, 65HO, 65LSIO-FO, 65PAO, 65SRO, 65BMO
- 66, 66BAO, 66ESO, 66HO, 66LSIO-FO, 66SRO
- 67, 67BAO, 67PAO, 67BMO
- 68, 68BAO, 68ESO, 68HO, 68LSIO-FO, 68BMO, 68SCO
- 69, 69ESO, 69LSIO-FO, 69PAO, 69RXO, 69BMO, 69SCO
- 70, 70BAO, 70DDO, 70DPO, 70ESO, 70HO, 70LSIO-FO, 70SRO, 70BMO
- 71, 71DPO, 71ESO, 71BMO
- 72, 72DDO, 72DPO, 72ESO, 72LSIO-FO, 72BMO
- 73, 73DDO, 73DPO, 73ESO, 73LSIO-FO, 73BMO

**LATROBE PLANNING SCHEME**

- 74, 74DPO, 74ESO, 74HO, 74LSIO-FO, 74SCO
- 75, 75DPO, 75EAO, 75ESO, 75HO, 75PO, 75SCO
- 76, 76DDO, 76DPO, 76EAO, 76HO, 76PO, 76SCO
- 77, 77DDO, 77HO, 77LSIO-FO, 77SCO
- 78, 78BAO, 78DDO, 78DPO, 78LSIO-FO, 78SCO
- 79, 79BAO, 79DDO, 79DPO, 79ESO, 79LSIO-FO, 79PAO, 79SCO
- 80, 80ESO, 80HO
- 81, 81DDO, 81ESO, 81HO, 81PO, 81SCO
- 82, 82BAO, 82DDO, 82ESO, 82HO, 82LSIO-FO, 82SRO, 82SCO
- 83, 83BAO, 83DDO, 83ESO, 82HO, 83LSIO-FO, 83PAO, 83SRO, 83SCO
- 84, 84BAO, 84DDO, 84ESO, 84LSIO-FO, 84PAO, 84SRO
- 85, 85AEO, 85BAO, 85DDO, 85DPO, 85ESO, 85LSIO-FO, 85PAO, 85SRO, 85BMO, 85SCO
- 86, 86DDO, 86ESO, 86LSIO-FO, 86PAO, 86SRO, 86BMO, 86SCO
- 87, 87BAO, 87DDO, 87ESO, 87LSIO-FO, 87PAO, 87SRO, 87BMO, 87SCO
- 88, 88BAO, 88LSIO-FO, 88SRO
- 89, 89BMO
- 90, 90BAO, 90HO, 90BMO
- 91, 91BAO, 91ESO, 91HO, 91LSIO-FO, 91PAO, 91RXO, 91SRO, 91BMO
- 92, 92BAO, 92DPO, 92EAO, 92ESO, 92HO, 92LSIO-FO, 92SRO, 92BMO, 92SCO
- 93, 93DPO, 93ESO, 93LSIO-FO, 93BMO
- 94, 94DPO, 94ESO, 94HO, 94LSIO-FO
- 95, 95DPO, 95ESO
- 96, 96DPO, 96HO, 96LSIO-FO
- 97, 97DPO, 97LSIO-FO, 97BMO
- 98, 98DPO, 98ESO, 98SRO, 98BMO
- 99, 99DPO, 99LSIO-FO, 99BMO
- 100, 100DDO, 100LSIO-FO, 100SRO, 100BMO
- 101, 101LSIO-FO, 101SRO, 101BMO
- 102, 102LSIO-FO, 102BMO
- 103, 103BMO
- 104, 104LSIO-FO, 104SRO, 104BMO
- 105, 105BMO
- 106, 106ESO, 106 LSIO-FO, 106SRO, 106BMO
- 107, 107ESO, 107HO, 107LSIO-FO, 107BMO
- 108, 108ESO, 108HO, 108LSIO-FO, 108SRO
- 109, 109ESO, 109LSIO-FO, 109SRO
- 110, 110ESO, 110LSIO-FO, 110SRO
- 111, 111ESO, 111HO, 111LSIO-FO, 111SRO, 111BMO

**LATROBE PLANNING SCHEME**

- 112, 112DPO, 112ESO, 112HO, 112SRO, 112BMO
- 113, 113BMO
- 114, 114LSIO-FO, 114BMO
- 115, 115LSIO-FO, 115BMO
- 116, 116LSIO-FO, 116BMO
- 117, 117HO, 117LSIO-FO, 117BMO
- 118, 118EAO, 118ESO, 118HO, 118LSIO-FO, 118BMO
- 119, 119LSIO-FO, 119BMO
- 120, 120LSIO-FO, 120BMO
- 121, 121LSIO-FO, 121SRO, 121BMO
- 122, 122BMO
- 123, 123BMO
- 124, 124BMO
- 125, 125ESO, 125BMO
- 126, 126ESO, 126BMO
- 127, 127ESO, 127BMO
- 128, 128ESO, 128BMO
- 129, 129BMO
- 130, 130BMO
- 131, 131BMO
- 132, 132BMO
- 133, 133ESO, 133BMO
- 134, 134BMO
- 135, 135BMO

## LATROBE PLANNING SCHEME

13/12/2018  
C104latr**SCHEDULE TO CLAUSE 72.03 WHAT DOES THIS PLANNING SCHEME CONSIST OF?****1.0 Maps comprising part of this planning scheme:**24/12/2023  
C121latr Proposed C144latr

- 1, 1BMO
- 2, 2LSIO-FO, 2BMO
- 3, 3BMO
- 4, 4BMO
- 5, 5HO, 5LSIO-FO, 5BMO
- 6, 6HO, 6LSIO-FO
- 7, 7LSIO-FO
- 8, 8HO, 8LSIO-FO
- 9, 9LSIO-FO
- 10, 10LSIO-FO
- 11, 11BAO, 11ESO, 11LSIO-FO, 11BMO
- 12, 12BAO, 12ESO, 12BMO
- 13, 13BAO, 13ESO, 13HO, 13BMO
- 14, 14DPO, 14ESO, 14LSIO-FO, 14BMO
- 15, 15LSIO-FO, 15BMO
- 16, 16HO, 16LSIO-FO, 16BMO
- 17, 17DPO, 17HO, 17LSIO-FO
- 18, 18HO, 18LSIO-FO
- 19, 19DPO, 19HO, 19LSIO-FO
- 20, 20HO, 20LSIO-FO
- 21, 21BAO, 21LSIO-FO, 21BMO, 21SCO
- 22, 22HO, 22LSIO-FO
- 23, 23DCPO, 23HO, 23LSIO-FO
- 24, 24DCPO, 24DPO, 24LSIO-FO
- 25, 25DCPO, 25LSIO-FO
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- 27, 27DPO, 27HO, 27SCO
- 28, 28DPO, 28HO, 28LSIO-FO, 28BMO, 28SCO
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- 30, 30DCPO, 30DPO, 30BMO
- 31, 31DCPO, 31DPO, 31ESO, 31BMO
- 32, 32DPO, 32BMO, 32SCO
- 33, 33BMO
- 34, 34BAO, 34LSIO-FO, 34BMO



**LATROBE PLANNING SCHEME**

- 35, 35HO, 35LSIO-FO, 35BMO, 35SCO
- 36, 36ESO, 36HO, 36BMO, 36SCO
- 37, 37BAO, 37DCPO, 37ESO, 37LSIO-FO, 37BMO
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- 42, 42HO, 42LSIO-FO, 42BMO
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- 53, 53DDO, [53DPO](#)
- 54, 54DDO, [54DPO](#), 54SCO
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- 70, 70BAO, 70DDO, 70DPO, 70ESO, 70HO, 70LSIO-FO, 70SRO, 70BMO
- 71, 71DPO, 71ESO, 71BMO
- 72, 72DDO, 72DPO, 72ESO, 72LSIO-FO, 72BMO

**LATROBE PLANNING SCHEME**

- 73, 73DDO, 73DPO, 73ESO, 73LSIO-FO, 73BMO
- 74, 74DPO, 74ESO, 74HO, 74LSIO-FO, 74SCO
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- 80, 80ESO, 80HO
- 81, 81DDO, 81ESO, 81HO, 81PO, 81SCO
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- 83, 83BAO, 83DDO, 83ESO, 82HO, 83LSIO-FO, 83PAO, 83SRO, 83SCO
- 84, 84BAO, 84DDO, 84ESO, 84LSIO-FO, 84PAO, 84SRO
- 85, 85AEO, 85BAO, 85DDO, 85DPO, 85ESO, 85LSIO-FO, 85PAO, 85SRO, 85BMO, 85SCO
- 86, 86DDO, 86ESO, 86LSIO-FO, 86PAO, 86SRO, 86BMO, 86SCO
- 87, 87BAO, 87DDO, 87ESO, 87LSIO-FO, 87PAO, 87SRO, 87BMO, 87SCO
- 88, 88BAO, 88LSIO-FO, 88SRO
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- 90, 90BAO, 90HO, 90BMO
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- 93, 93DPO, 93ESO, 93LSIO-FO, 93BMO
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- 97, 97DPO, 97LSIO-FO, 97BMO
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- 101, 101LSIO-FO, 101SRO, 101BMO
- 102, 102LSIO-FO, 102BMO
- 103, 103BMO
- 104, 104LSIO-FO, 104SRO, 104BMO
- 105, 105BMO
- 106, 106ESO, 106 LSIO-FO, 106SRO, 106BMO
- 107, 107ESO, 107HO, 107LSIO-FO, 107BMO
- 108, 108ESO, 108HO, 108LSIO-FO, 108SRO
- 109, 109ESO, 109LSIO-FO, 109SRO
- 110, 110ESO, 110LSIO-FO, 110SRO



**LATROBE PLANNING SCHEME**

- 111, 111ESO, 111HO, 111LSIO-FO, 111SRO, 111BMO
- 112, 112DPO, 112ESO, 112HO, 112SRO, 112BMO
- 113, 113BMO
- 114, 114LSIO-FO, 114BMO
- 115, 115LSIO-FO, 115BMO
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- 121, 121LSIO-FO, 121SRO, 121BMO
- 122, 122BMO
- 123, 123BMO
- 124, 124BMO
- 125, 125ESO, 125BMO
- 126, 126ESO, 126BMO
- 127, 127ESO, 127BMO
- 128, 128ESO, 128BMO
- 129, 129BMO
- 130, 130BMO
- 131, 131BMO
- 132, 132BMO
- 133, 133ESO, 133BMO
- 134, 134BMO
- 135, 135BMO

## LATROBE PLANNING SCHEME

28/05/2021  
C122latr**SCHEDULE TO CLAUSE 74.02 FURTHER STRATEGIC WORK****1.0**-----  
Proposed C144latr**Further strategic work**

- Prepare:
  - Small town structure plans for Yinnar, Traralgon South, Toongabbie and Yallourn North.
  - An Infrastructure Needs Analysis for existing and future significant shared infrastructure across the municipality.
  - A land use response to the State Government's Strategic Plan for Coal or any other adopted coal resource strategy.
  - A Development Plan and Development Contributions Plan for the Future Residential areas 1, 2 and 3 in the Morwell to Traralgon Structure Plan known as the Traralgon West Precinct.
  - A plan and facilitate the formal recognition of the Strzelecki-Alpine Biolink, incorporating plantation, public, private, road reserve land and mining areas ready or scheduled for rehabilitation through the application of zones and overlays.
  - An Industrial and Sensitive Use Strategy which looks at the viability for transition of industrial areas and alternative options to transition to allow for economic growth and protection of amenity.
  - A Rural Living Strategy and apply planning scheme tools to land identified as appropriate for Rural Living.
  - A bushfire framework plan to inform future settlement and urban growth planning.
- Develop:
  - Open Space Asset Management Plans (linked to GIS Systems) for all classes of open space assets (including vegetation) and park furniture to implement a costed, systematic approach to asset replacement, renewal and maintenance.
  - Administration processes that improve the record keeping of open space contributions received (cash and land) to ensure transparency around the expenditure on passive and active open spaces (including land acquisition) and sources of funding.
  - A policy to guide open space contributions and expenditure, including circumstances where Council will accept encumbered land for open space in addition to unencumbered land.
  - A policy and approach to development contributions for social and affordable housing.
  - A policy to guide planning assessment (relating to design, neighbourhood character and site management), when they are required for Rooming Houses.
- Monitor the application and efficiency of public open space contributions for residential, commercial, industrial and mixed use subdivisions.
- Undertake a landscape assessment of rural areas and apply appropriate planning scheme tools to recognise locations of high hazard erosion and to protect significant landscapes, vistas or areas of significance.
- Identify locations to apply the Environmental Audit Overlay, including former landfill sites, fuel depots or industry locations identified for transition.
- Investigate and apply permit trigger(s) or policy to enable assessment and requirement for noise attenuation measures to be provided for sensitive use developments within the 500 metre buffer area surrounding the Janette Street Industrial Precinct (Traralgon Structure Plan Area 8a).
- Investigate the application of Industrial 3 Zone to land within the Janette Street Industrial Precinct surrounding the existing lime batching plant (Traralgon Structure Plan Area 8a).
- Implement recommendations from the Traralgon Activity Centre Plan including:

**LATROBE PLANNING SCHEME**

- Preparing streetscape masterplans for the Traralgon Activity Centre.
- Preparing a masterplan for Post Office Place.
- Updating the Latrobe City Bike Plan.
- Review the minimal change status of the Toongabbie town centre in the Toongabbie Housing Framework Plan at Clause 16.01-1L (Housing Supply).

## LATROBE PLANNING SCHEME

28/05/2021  
C122latr

## SCHEDULE TO CLAUSE 74.02 FURTHER STRATEGIC WORK

## 1.0 Further strategic work

13/06/2024  
C136latr Proposed C144latr

## Prepare:

- Small town structure plans for Yinnar, Traralgon South, Toongabbie and Yallourn North.
  - An Infrastructure Needs Analysis for existing and future significant shared infrastructure across the municipality.
  - A land use response to the State Government's Strategic Plan for Coal or any other adopted coal resource strategy.
  - ~~A drainage study to establish development capability and infrastructure needs to support the development of a development plan or precinct structure plan and development contribution plan for the land in~~ Development Plan and Development Contributions Plan for the Future Residential areas 1, 2 and 3 in the Morwell to Traralgon Structure Plan known as the Traralgon West Growth area in accordance with the Structure Plan Precinct.
  - A plan and facilitate the formal recognition of the Strzelecki-Alpine Biolink, incorporating plantation, public, private, road reserve land and mining areas ready or scheduled for rehabilitation through the application of zones and overlays.
  - An Industrial and Sensitive Use Strategy which looks at the viability for transition of industrial areas and alternative options to transition to allow for economic growth and protection of amenity.
  - A Rural Living Strategy and apply planning scheme tools to land identified as appropriate for Rural Living.
  - A bushfire framework plan to inform future settlement and urban growth planning.
- Develop:
- Open Space Asset Management Plans (linked to GIS Systems) for all classes of open space assets (including vegetation) and park furniture to implement a costed, systematic approach to asset replacement, renewal and maintenance.
  - Administration processes that improve the record keeping of open space contributions received (cash and land) to ensure transparency around the expenditure on passive and active open spaces (including land acquisition) and sources of funding.
  - A policy to guide open space contributions and expenditure, including circumstances where Council will accept encumbered land for open space in addition to unencumbered land.
  - A policy and approach to development contributions for social and affordable housing.
  - A policy to guide planning assessment (relating to design, neighbourhood character and site management), when they are required for Rooming Houses.
- Monitor the application and efficiency of public open space contributions for residential, commercial, industrial and mixed use subdivisions.
  - Undertake a landscape assessment of rural areas and apply appropriate planning scheme tools to recognise locations of high hazard erosion and to protect significant landscapes, vistas or areas of significance.
  - Identify locations to apply the Environmental Audit Overlay, including former landfill sites, fuel depots or industry locations identified for transition.
  - Investigate and apply permit trigger(s) or policy to enable assessment and requirement for noise attenuation measures to be provided for sensitive use developments within the 500 metre buffer area surrounding the Janette Street Industrial Precinct (Traralgon Structure Plan Area 8a).

**LATROBE PLANNING SCHEME**

- Investigate the application of Industrial 3 Zone to land within the Janette Street Industrial Precinct surrounding the existing lime batching plant (Traralgon Structure Plan Area 8a).
- Implement recommendations from the Traralgon Activity Centre Plan including:
  - Preparing streetscape masterplans for the Traralgon Activity Centre.
  - Preparing a masterplan for Post Office Place.
  - Updating the Latrobe City Bike Plan.
- Review the minimal change status of the Toongabbie town centre in the Toongabbie Housing Framework Plan at Clause 16.01-1L (Housing Supply).

# **CORPORATE ITEMS FOR DECISION**

## 8. CORPORATE ITEMS FOR DECISION

Item Number 8.1

16 December 2024

Regional City Strategy & Transition

# COUNCILLOR INTERNAL RESOLUTION PROCEDURE

## PURPOSE

To present the Councillor Internal Resolution Procedure (the Procedure) for adoption.

## EXECUTIVE SUMMARY

- Recent changes to the *Local Government Act 2020* (the Act) introduced a legislated Model Councillor Code of Conduct (the Code), together with the supporting requirement for councils to adopt any prescribed procedures for dealing with alleged breaches of that Code.
- In line with that requirement, a prescribed internal resolution procedure for breaches of the Code has been included in the *Local Government (Governance and Integrity) Regulations 2020* (the Regulations). The procedure must contain certain processes and information as detailed further at Background below.
- Following consideration of Councillor feedback provided at a Councillor Briefing, officers now seek endorsement of the Procedure provided at Attachment 1.

## OFFICER'S RECOMMENDATION

### That Council:

1. **Adopt the Councillor Internal Resolution Procedure provided at Attachment 1; and**
2. **Make the Procedure available via the Latrobe City Council website.**

## BACKGROUND

The Act has recently been amended to replace the previous Councillor Code of Conduct system with a Model Councillor Code of Conduct that applies to all Victorian councils. As part of the management of alleged breaches of the Code, section 140 of the Act requires councils to adopt an internal resolution procedure. Regulation 12A requires that the procedure be in place by 1 July 2025 and that it contains the prescribed procedures from Schedule 1A of the Regulations. As such, the procedure must contain the following:

- a conciliation process to be conducted by the Mayor, or where the Mayor is a party to the dispute or otherwise unable to act, the Deputy Mayor or another person;
- any other process Council considers appropriate;
- details of:
  - how a matter that is an alleged breach is to be dealt with, including the circumstances in which the available processes may be used;
  - how a Councillor can access the procedure, including initiating a request to have a matter dealt with through the available processes;
  - roles and responsibilities of parties to a matter;
  - roles, functions and duties of the person conducting each relevant process;
  - any support Council will make available to parties or the person conducting the process; and
  - the form and availability of a record of any agreement, resolution or outcome reached through a process.

The proposed Procedure meets the above requirements.

## ANALYSIS

The Councillor Code of Conduct previously in place already contained an internal resolution procedure. While the current proposed Procedure has some practical similarities to the previous version, there are significant differences in content.

To meet the regulatory requirements, the new procedure introduces Mayor assisted conciliation instead of Mayor assisted negotiation and external mediation.

The processes contained in the Procedure are designed to support and facilitate maintenance of effective working relationships between Councillors, and are encouraged as options rather than compulsory.



A summary of the changes are as follows:

Matter	New IRP	Previous IRP
Direct negotiation between the parties	First stage of IRP. This is a recommended inclusion, rather than being compulsory under the Regulations.	Not part of the IRP but recommended as a precursor to engaging in the IRP processes.
Negotiation assisted by Mayor	Not included.	First step of IRP.
Mediation with external mediator	Not included.	Second step of IRP.
Conciliation assisted by Mayor	Second stage of IRP. Compulsory under the Regulations.	Not included.
Internal arbitration	Not included – provided for under the Act.	Final step of IRP, but as further guidance for process in the Act.

#### RISK ASSESSMENT

RISK	RISK RATING	TREATMENT
<b>COMPLIANCE</b> Council does not adopt the Internal Resolution Procedure and so is not compliant with the <i>Local Government Act 2020</i> .	<b>Medium</b> <i>Unlikely x Moderate</i>	Adopt the Procedure.

#### CONSULTATION

Councillor feedback has been sought via the Councillor Briefing process. As this Procedure only applies to a dispute between Councillors concerning an alleged breach of the Code, there is no direct community impact. Accordingly, no other consultation is required.

#### COMMUNICATION

Once adopted, a copy of the Procedure will be circulated to Councillors and will be made available on Council's website.

DECLARATIONS OF INTEREST

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*.

## APPENDIX 1 IMPACT ASSESSMENT

### **Social**

The Procedure is part of maintaining a strong governance framework, which in turn promotes the trust of the municipal community.

### **Cultural**

Not applicable.

### **Health**

Not applicable.

### **Environmental**

Not applicable.

### **Economic**

Not applicable.

### **Financial**

While the Procedure does not have a direct financial impact, one of the intended benefits through facilitating early resolution where appropriate, is avoiding expenses associated with formal or external management of alleged breaches of the Code.

### **Attachments**

1. Councillor Internal Resolution Procedure

# 8.1

## Councillor Internal Resolution Procedure

1	Councillor Internal Resolution Procedure.....	373
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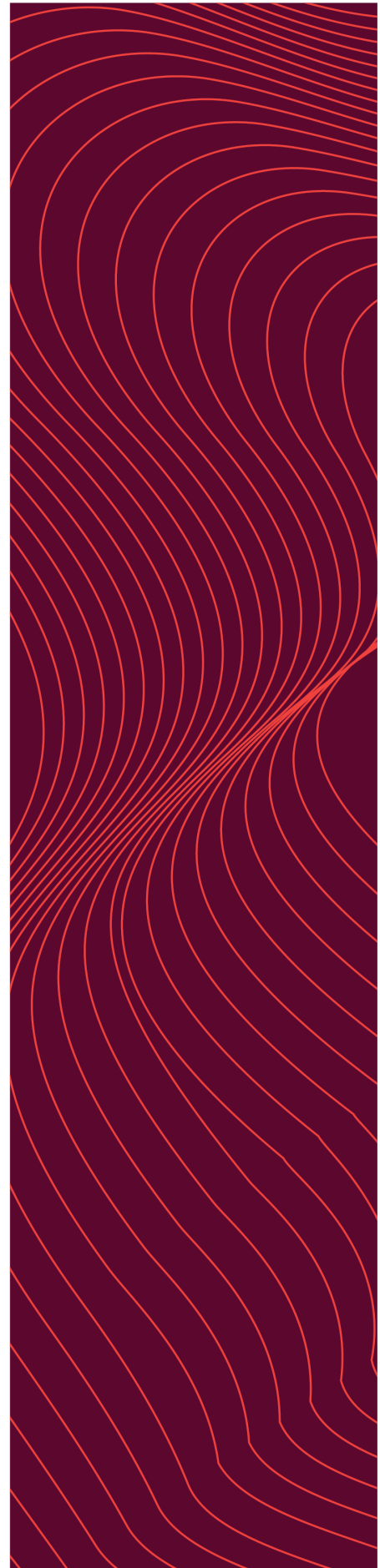
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# Councillor Internal Resolution Procedure

Version no. 1

Approval date: /12/2024

Review date: 12/2028



**Document control**

<b>Responsible GM</b>	Tim Ellis	
<b>Division</b>	Regional City Strategy & Transition	
<b>Last updated (who and when)</b>	Manager Governance – Zoe Speck	2024

<b>Document history</b>		
<b>Authority</b>	<b>Date</b>	<b>Description of change</b>
Council	December 2024	Adoption of Procedure
<b>Next review date</b>	December 2028	
<b>Document reference no.</b>		

Approved: /12/2024 | Review: 12/2028

## 1. Purpose

This Internal Resolution Procedure (**Procedure**) is adopted under and in accordance with section 140 of the *Local Government Act 2020 (Act)* and regulation 12A of the *Local Government (Governance and Integrity) Regulations 2020*.

This Procedure will be observed when dealing with alleged breaches of the Model Councillor Code of Conduct.

## 2. Internal Resolution Procedure

Disputes between Councillors may arise in a variety of circumstances. This Procedure is to apply to those disputes in which one Councillor (**the Complainant**) alleges that another Councillor (**the Respondent**) has breached the Model Councillor Code of Conduct.

This Procedure provides both parties to a dispute with support and encouragement to resolve the dispute in a manner that enables the Councillors to move forward and maintain effective working relationships.

This Procedure is designed to minimise cost and disruption of disputes to Council and individual Councillors and, where possible, avoid disputes escalating and becoming the subject of an internal arbitration.

It is acknowledged that this Procedure will not be suitable for resolution of all disputes between Councillors.

An overview of the Procedure is annexed, in the form of a flowchart.

## 3. First Stage of Internal Resolution Procedure – Discussion

A Complainant is encouraged to raise their issue directly with the Respondent in a respectful and courteous manner, either in person or in writing, where they feel comfortable to do so.

Councillors are encouraged to recognise that:

- (a) certain behaviours and communications may be perceived by others to be causing issues or offence that may not have been intended;
- (b) it can provide useful insight to reflect on their own behaviour or motivation and possible contribution to the dispute, whether intended or not; and
- (c) dealing with the dispute early is more likely to avoid the issue escalating and resolve it before it threatens the effective operation of Council.

It is useful to frame any issue from the Councillor's perspective (eg "I felt disrespected when you said / did ..."), rather than accusing another person of holding a particular position or taking a negative action deliberately. A Councillor should let the other Councillor know how they feel and ask for an explanation, rather than making accusations or assumptions.

## 4. Second Stage of Internal Resolution Procedure - Conciliation

Where a direct conversation between Councillors has not been successful in resolving the dispute, or a Councillor does not feel comfortable communicating directly with another Councillor, the second stage of this Procedure is conciliation.

#### 4.1 Initiating conciliation

A Complainant initiating conciliation must notify the Mayor and the Respondent of the dispute by completing a **Conciliation Application Form**. That form (see Attachment 1 to this Procedure) must:

- (a) specify the names of the Complainant and Respondent;
  - (b) specify the provision (or provisions) of the Model Councillor Code of Conduct alleged to have been breached;
  - (c) detail what was said or done by the Respondent to constitute a breach of the Model Councillor Code of Conduct;
  - (d) attach any supporting information to provide examples of the behaviour complained of (eg screenshots or emails); and
- be dated and signed by the Complainant.

#### 4.2 Participating in conciliation

Councillors are not obliged to engage in conciliation but should only decline to participate if they honestly and reasonably believe that their participation would adversely affect their health or wellbeing or would otherwise be unsafe.

A Respondent declining to participate in the conciliation must advise the Complainant and the Mayor of their unwillingness to participate, and the reasons for it. That advice must be provided in writing no more than one week after receiving the Conciliation Application Form.

#### 4.3 Conduct of conciliation

Conciliation is to be conducted by the Mayor except when the Mayor is a party to the dispute or otherwise unavailable to conduct conciliation. In that case the Deputy Mayor will assume the role of the Mayor in the conciliation process. If both the Mayor and the Deputy Mayor are parties to the dispute or otherwise unavailable to conduct the conciliation, the role of the Mayor must be performed by a Councillor jointly chosen for the purpose by the parties.

When, in this Procedure, reference is made to the Mayor it includes:

- (a) the Deputy Mayor; and
- (b) a Councillor jointly chosen for the purpose by the parties,

when the Mayor and/or the Deputy Mayor are parties to the dispute or otherwise unavailable to conduct a conciliation.

#### 4.4 Roles and responsibilities

The role of the Mayor is to provide guidance to the parties to the dispute about the Standards of Conduct in the Model Councillor Code of Conduct, and actively explore whether the dispute can be resolved by agreement between them.

The role of the Complainant and Respondent is to explain their respective positions and, in a show of goodwill, actively explore the possibility of resolving the dispute by agreement.

All Councillors are responsible for conducting themselves in a courteous and respectful manner at all times during the conciliation.



The role of the Councillor Conduct Officer is to provide the Mayor with the administrative support necessary to arrange and conduct the conciliation.

#### 4.5 Support from Council

Council, through the Councillor Conduct Officer, will provide administrative assistance to the Mayor when arranging a time and place for conciliation, including any external technical or specialist assistance that may be required. Council will make a venue available to the Councillors within Council's offices that is private and suited to the conciliation process. Alternatively an appropriate external venue can be arranged at the cost of Council where deemed necessary by the Mayor.

Council will not provide any substantive guidance or advice about the subject matter of the dispute, or pay the costs of legal advice or representation for any Councillor in connection with this Procedure. Where there is an inconsistency between this Procedure and any Council policy regarding payment or reimbursement of Councillor legal costs, this Procedure will prevail. Parties to a dispute may seek their own legal or other advice at their own cost, if they choose to do so.

#### 4.6 End or termination of conciliation

Conciliation will end or be terminated if any of the following occurs:

- (a) the parties cannot jointly choose a Councillor to conduct the conciliation within one week of being asked to do so;
- (b) the Respondent notifies the Mayor that they do not wish to participate in conciliation, and the reasons for it, within one week of receiving the Conciliation Application Form;
- (c) the Respondent does not respond to the Conciliation Application Form at all within two weeks of receiving it;
- (d) conciliation has not occurred within four weeks of the Complainant submitting the Conciliation Application Form;
- (e) conciliation has occurred and the parties have been unable to resolve the dispute; or
- (f) the dispute has been resolved.

The time for conciliation may be extended by agreement between the parties to the dispute, whether or not the matter has been escalated to one of the formal dispute resolution procedures outlined in the Act.

#### 4.7 Confidentiality

Parties and other participants must maintain confidentiality concerning the dispute and the operation of this Procedure.

#### 4.8 Record of outcome

The Mayor must document any agreement that is reached between the Complainant and Respondent. The agreement must be signed by the Complainant, Respondent and Mayor. Copies must be provided to the Complainant and Respondent, and the original must be retained by the Mayor. Again, parties and the Mayor must maintain the confidentiality of the agreement reached.

Where agreement is not reached, the Mayor will notify the Complainant and Respondent of the reason for the end or termination of conciliation as set out in clause 4.6 of this Procedure.

## 5. Internal Resolution Procedure does not Apply in these Circumstances

The following disputes are not covered by this Procedure:

- (a) differences between Councillors in relation to policy or decision making, which are appropriately resolved through discussion and voting in Council meetings;
- (b) complaints made against a Councillor or Councillors by a member or members of Council staff, or by any other external person;
- (c) allegations of sexual harassment;
- (d) disclosures made about a Councillor under the *Public Interest Disclosures Act 2012*, which can only be made to the Independent Broad-based Anti-corruption Commission; and
- (e) allegations of criminal misconduct, which should be immediately referred to Victoria Police or the relevant integrity authority.

## 6. Formal Dispute Resolution Procedure

This Procedure operates alongside, and does not replace, the formal dispute resolution procedures outlined in the Act.

The formal dispute resolution procedure applies to misconduct, serious misconduct and gross misconduct.

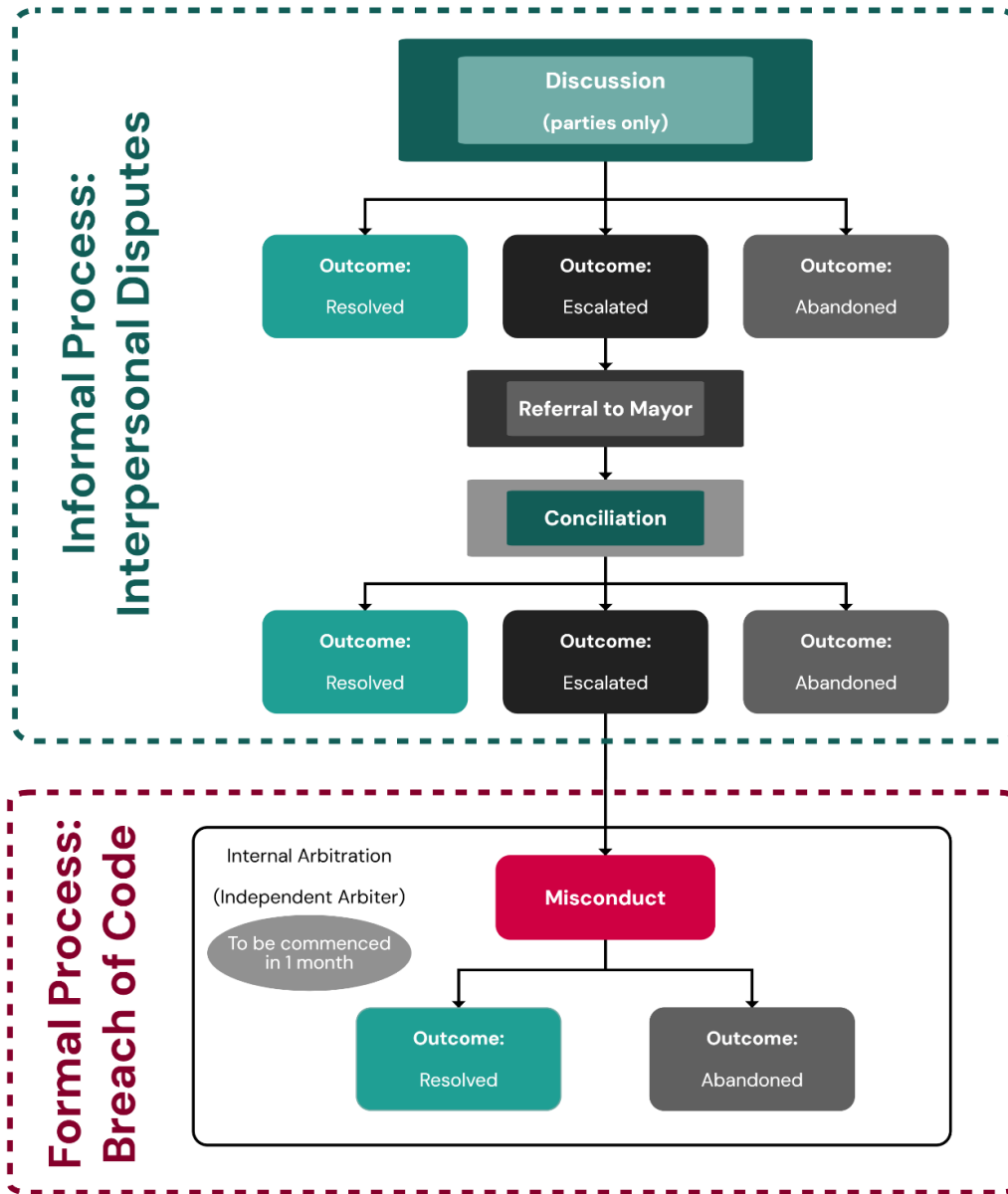
Section 141 of the Act provides for an internal arbitration process concerning a breach of the Standards of Conduct set out in the Model Councillor Code of Conduct.

**Attachment 1 – Conciliation Application Form**

<b>Complainant:</b>	
<b>Respondent:</b>	
<b>Provisions of Model Councillor Code of Conduct breached:</b>	
<b>Action constituting breach:</b>  <b>(Include dates, times and detailed descriptions of the action complained of. Attach further documents as necessary.)</b>	

Signed by ..... )  
 )  
 on ..... )

Annexure – Internal Resolution Procedure Flowchart



## PROPOSED 2025 SCHEDULED COUNCIL MEETING DATES

### PURPOSE

To recommend that Council adopts and gives public notice of its meeting dates, times and place for 2025.

### EXECUTIVE SUMMARY

- Latrobe City Council's Governance Rules require that at or before the last meeting each calendar year, Council must fix the date, time and place of all Council Meetings for the following calendar year.
- Currently, Council Meetings are held on the first Monday of each month and should this continue in 2025, they would be held on the dates in Attachment 1.
- In line with Councillor feedback, Officers propose that in 2025, Council Meetings are scheduled for the last Monday of the month as provided at Attachment 2 with an additional meeting scheduled in October to deal with procedural matters and an earlier meeting in December.
- The Council Meetings will continue to be supported via confidential briefing meetings prior to each Council Meeting to inform Councillors on key matters.

### OFFICER'S RECOMMENDATION

**That Council adopts and gives public notice of the following Council Meetings for 2025, commencing at 6.00p.m. in line with the below schedule of locations, in a hybrid format or, where permissible and appropriate, by means of audio-visual link:**

- |  |   |  |
|--|---|--|
| ○ 24 February 2025 at Gippsland Performing Arts Centre (GPAC), Traralgon | ○ 23 June 2025 at Kernot Hall, Morwell      | ○ 27 October 2025 at GPAC, Traralgon                   |
| ○ 24 March 2025 at GPAC, Traralgon                                       | ○ 28 July 2025 at Moe Town Hall             | ○ 17 November 2025 (Mayoral Election) at Moe Town Hall |
| ○ 28 April 2025 at Moe Town Hall   | ○ 25 August 2025 at GPAC, Traralgon         | ○ 24 November 2025 at Kernot Hall, Morwell             |
| ○ 26 May 2025 at Kernot Hall, Morwell                                    | ○ 22 September 2025 at Kernot Hall, Morwell | ○ 15 December 2025 at GPAC, Traralgon                  |
|  | ○ 6 October 2025 at Kernot Hall, Morwell    |  |

## BACKGROUND

Latrobe City Council's Governance Rules require that at or before the last meeting each calendar year, Council must fix the date, time and place of all Council Meetings for the following calendar year. Unscheduled Council Meetings may also be called where necessary in accordance with Council's Governance Rules.

The preparation of the proposed Council meeting dates for the 2025 calendar year has taken into consideration a number of elements including prescribed public holidays and statutory requirements such as the election of the Mayor and the approval of the Annual Report.

The proposed options for Council Meeting dates are provided as an attachment to this report in calendar format.

## ANALYSIS

The Governance Rules require Council to fix the date, time and place of all Council meetings for the following calendar year at, or before, the last meeting of each calendar year.

### **Options for Council Meetings**

Council can determine the day, time and location of its meetings, as well as the frequency.

#### *Time of day*

There are differing practices across Victorian municipalities with some Councils meeting during business hours, while others meet in the evening. Councillors are asked to provide feedback on the time of the meeting. Current practice is to start the Council Meeting at 6pm. It is recommended that this continues to support community participation and Councillors to balance work commitments.

#### *Date*

Officers have considered Councillor feedback on the current practice where, as a general rule, Council Meetings are held on the first Monday of the month. Should this practice be continued, Attachment 1 provides an option with changes made to reflect public holidays and consideration statutory reporting timeframes, public holidays and briefing requirements. Should Councillors wish to continue to meet on the first Monday of the month, it is suggested that two additional Council meetings be scheduled in October and December. The October meetings are to support the presentation of various legislated documents that require approval by 31 October including the Council Plan, Revenue and Rating Strategy, Annual Report, and a busy period in December.

Having considered Councillor feedback, Officers recommend a change to move the proposed meeting dates for 2025 to the last Monday in the month, as set out in Attachment 2 to this report. As for the first option, consideration has been given to statutory reporting timeframes, public holidays and briefing requirements.

It is proposed that the recommended Council Meeting schedule includes:

- An additional meeting on Monday 6 October 2025 has been added as a Council resolution is needed to nominate two Councillors to sign the annual accounts ahead of the Annual Report presentation to a Council Meeting required by the end of October.
- An earlier meeting on Monday, 15 December 2025 to ensure that there is a meeting in a busy time of the year with many reports requiring Council decisions prior to the summer break.

#### *Location*

Officers have engaged with Councillors on the proposed location of Council Meetings. It is recommended Council Meetings in 2025 are held at Gippsland Performing Arts Centre (GPAC) Traralgon, Moe Town Hall and Kernot Hall Morwell. Kernot Hall will be unavailable for use for the first few meetings due to building repairs.

These sites have all hosted Council Meetings in 2023 and 2024 and meet current health and safety, technological and accessibility requirements.

Further locations will be considered in 2025 with the option to move a meeting, open to the Mayor or Council by resolution.

#### RISK ASSESSMENT

RISK	RISK RATING	TREATMENT
COMPLIANCE Failure to comply with requirements of the adopted Governance Rules.	<b>Low</b> <i>Unlikely x Minor</i>	Adoption of Council Meeting schedule at Council Meeting to be held on Monday, 16 December 2024.
SERVICE DELIVERY Inability to conduct Council business in a timely and efficient manner.	<b>High</b> <i>Likely x Moderate</i>	Adoption of Council Meeting schedule at Council Meeting to be held on Monday, 16 December 2024

#### CONSULTATION

No community consultation has been undertaken in the development of the attached calendar of Council meeting dates. Consultation with venue management has been undertaken to identify available dates at the venues.

## COMMUNICATION

If adopted, the proposed 2025 Council meeting dates will be made publicly available.

In accordance with the Governance Rules, the schedule of Council meetings will be published on Council's website and made available from Council's customer service centres.

## DECLARATIONS OF INTEREST

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*.



## APPENDIX 1 IMPACT ASSESSMENT

### **Social**

Council fixing the date, time and place of all Council Meetings for the following calendar year, informs the community and supports transparency.

The time of day and location will impact participation by some members of the community, Councillors and officers, depending on their circumstances (employed during business hours, care responsibilities and access to transport).

### **Cultural**

Not applicable

### **Health**

Not applicable

### **Environmental**

Not applicable

### **Economic**

Not applicable

### **Financial**

The cost of running Council meetings is accommodated within existing budgets.

### **Attachments**

1. Council Meeting Calendar - 1st Monday of the Month
2. Council Meeting Calendar - 4th Monday of the Month

# 8.2

## Proposed 2025 Scheduled Council Meeting Dates

- 1 Council Meeting Calendar - 1st Monday of the Month ..... 387
- 2 Council Meeting Calendar - 4th Monday of the Month ..... 388

# 2025

## draft Council Meeting Cycle Calendar

January						
M	Tu	W	Th	F	Sa	Su
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February						
M	Tu	W	Th	F	Sa	Su
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17	18	19	20	21	22	23
24	25	26	27	28		

March						
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31						

April						
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May						
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June						
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July						
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August						
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September						
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October						
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November						
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December						
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29	30	31				

- Council Meeting
- Statutory Council Meeting
- Council Meeting - Presentation of the Annual Report

Public Holidays	
1-Jan	New Year's Day
27-Jan	Australia Day
10-Mar	Labour Day
18-Apr	Good Friday
19-Apr	Easter Saturday
20-Apr	Easter Sunday
21-Apr	Easter Monday
25-Apr	ANZAC Day
9-Jun	King's Birthday
26-Sep	Friday Before AFL Grand Final (TBC)
4-Nov	Melbourne Cup Day
25-Dec	Christmas Day
26-Dec	Boxing Day

Council Meeting Dates	
	6pm Start
	10-Feb
	3-Mar
	7-Apr
	5-May
	2-Jun
	7-Jul
	4-Aug
	1-Sep
	6-Oct
	27-Oct
	5-Nov
	10-Nov
	1-Dec
	15-Dec

Adopted [Day] [Month] [Year]

# 2025

## *draft* Council Meeting Cycle Calendar

January						
M	Tu	W	Th	F	Sa	Su
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February						
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March						
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April						
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May						
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June						
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30						

July						
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August						
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September						
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29	30					

October						
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20	21	22	23	24	25	26
27	28	29	30	31		

November						
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24	25	26	27	28	29	30

December						
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

 Council Meeting

Public Holidays	
1-Jan	New Year's Day
27-Jan	Australia Day
10-Mar	Labour Day
18-Apr	Good Friday
19-Apr	Easter Saturday
20-Apr	Easter Sunday
21-Apr	Easter Monday
25-Apr	ANZAC Day
9-Jun	King's Birthday
26-Sep	Friday Before AFL Grand Final (TBC)
4-Nov	Melbourne Cup Day
25-Dec	Christmas Day
26-Dec	Boxing Day

Council Meeting Dates	
6pm	
3 Feb	
24-Feb	
24-Mar	
28-Apr	
26-May	
23-Jun	
28-Jul	
25-Aug	
22-Sep	
6-Oct	
27-Oct	
24-Nov	
15-Dec	

Adopted [Day] [Month] [Year]

# COMMUNITY ASSET COMMITTEES – APPOINTMENT OF COMMUNITY REPRESENTATIVES

## PURPOSE

To seek Council's endorsement of individuals to fill community representative positions on Council's Community Asset Committees (CAC's).

## EXECUTIVE SUMMARY

- The expression of interest (EOI) process aimed to fill community representative vacancies on Council CAC's managed by the Sustainability and Environment Team.
- At the Council Meeting held on Monday, 1 August 2022, Council endorsed the Terms of Reference (TOR) for the following CAC's:
  - Crinigan Bushland Reserve
  - Ollerton Avenue Bushland Reserve
- The TOR state that members hold office for a period of three (3) years from the date their appointment is endorsed by Council. The current term will finish on Friday, 1 August 2025.
- Due to vacancies on the CAC's, a public EOI process was completed between Wednesday, 14 August 2024 and Wednesday, 11 September 2024 to seek community interest for membership on Council's CAC's for the period remaining on the tenure.
- Three nominations were received for Crinigan Bushland Reserve. None were received for Ollerton Avenue Bushland Reserve.
- The Officer's recommendation is to appoint all three nominees to the Crinigan Bushland Reserve CAC for the period remaining on the tenure.
- Officers recommend undertaking further community engagement to encourage participation on the Ollerton Avenue Bushland Reserve CAC. A subsequent EOI process will commence in April 2025 to align with the next term of office.

## OFFICER'S RECOMMENDATION

**That Council:**

**Appoint Kelvin (Les) Smith, Stephen Foster and Peter Buxton to the Crinigan Bushland Reserve Community Asset Committee.**

## BACKGROUND

CAC's manage community property and facilities on behalf of Council, including bushland reserves. Being part of a CAC allows community members to participate in managing and maintaining bushland reserves, giving them a sense of ownership and empowering community participation.

Officers recognise the important role played by CAC's in supporting the delivery of the Council Plan. CAC's aid in the provision of services that support community physical health and mental wellbeing. Council's support of CAC's leads to increased engagement, participation and volunteerism, which subsequently increases social connections within community. Bushland reserve CAC's work to protect and restore bushland areas which improves the health and wellbeing of community, the presentation of Latrobe City, as well as our important biodiversity values.

The presence of CAC's enables the leveraging of local knowledge and expertise to benefit the management of community assets. CAC's also reduce the maintenance obligation to Council associated with the management of these assets, through the work carried out by volunteers associated with these committees. The appointed bushland reserve CAC's have the following membership arrangements within the TOR's:

Table 1: Composition of Bushland Reserve Community Asset Committees

Committee Name	Councillor Reps	Council Officer Reps	Other stakeholders	Community
Crinigan Bushland Reserve	2	1	1 x Gunai Kurnai Land and Waters Aboriginal Cooperation (GLaWAC), where GLaWAC chooses to nominate a representative. 1 x Maryvale Private Hospital	Up to 7
Edward Hunter Heritage Bushland Reserve	2	1	1 x GLaWAC	Up to 7
Ollerton Avenue Bushland Reserve	2	1	1 x GLaWAC	Up to 7

## ANALYSIS

Council officers completed an EOI process between Wednesday, 14 August 2024 and Wednesday, 11 September 2024. This EOI was advertised in the 14 August 2024 edition of the Latrobe Valley Express. The table below documents the submissions received for each CAC. Conversations with GLaWAC representatives indicated that they do not have capacity to have any representatives on the bushland reserves at this point.

Table 2: Number of submissions received for community representation on bushland reserve CAC's.

Committee	Submissions During EOI Period	Submissions After EOI Period	Nominations
Crinigan Bushland Reserve, Morwell	3	0	Kelvin (Les) Smith Stephen Foster Peter Buxton
Ollerton Avenue Bushland Reserve, Newborough	0	0	

Officer comments on the results of the EOI process for each of the CAC's are:

- Crinigan Bushland Reserve, Morwell – Officers recommend the endorsement of those nominated based on existing participation at working bees and attendance at Committee Meetings;
- Ollerton Avenue Bushland Reserve Committee, Newborough – No nominations received. Officers recommend undertaking further community engagement, including advertising and hosting a community meeting, to encourage participation on the Committee. A subsequent EOI process will commence in April 2025 to align with the next term of office.

**RISK ASSESSMENT**

RISK	RISK RATING	TREATMENT
<p><b>COMPLIANCE</b></p> <p>A lack of community representatives contravenes the requirements of Council's adopted operating documents (Terms of Reference).</p>	<p><b>Medium</b></p> <p><i>Possible x Minor</i></p>	<p>Endorse the community representatives identified through the EOI process.</p>
<p><b>SERVICE DELIVERY</b></p> <p>A lack of community representatives would weaken the composition of a committee and risk the continued maintenance of Council assets.</p>	<p><b>Medium</b></p> <p><i>Possible x Minor</i></p>	<p>Endorse the community representatives identified through the EOI process.</p>

RISK	RISK RATING	TREATMENT
<b>FINANCIAL</b> A lack of community representatives would weaken the composition of a committee and increase the likelihood that Council would become directly responsible for the asset.	<b>Medium</b> <i>Possible x Moderate</i>	Endorse the community representatives identified through the EOI process
<b>STRATEGIC</b> Existing community representatives who have expressed a desire to continue as a committee member may feel as though Council do not value their activities and contribution.	<b>Low</b> <i>Unlikely x Minor</i>	Endorse the community representatives identified through the EOI process

## CONSULTATION

The EOI process was conducted between Wednesday, 14 August 2024 and Wednesday, 11 September 2024 with CAC's contacted and notified of the process. The broader community was notified of the process via a notification in the 'Noticeboard' section of the Latrobe Valley Express.

## COMMUNICATION

Officers have had discussions with community representatives who expressed interest in participating on a CAC. All nominations have the support of officers.

## DECLARATIONS OF INTEREST

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*.



## APPENDIX 1 IMPACT ASSESSMENT

### **Social**

The inclusion of community members as representatives of Council CAC's promotes strategies identified in Council 2021-2025 Council Plan and encourages social interaction and engagement amongst community members.

### **Cultural**

Committee composition includes the opportunity for one representative of the Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC).

### **Health**

Utilising public outdoor space and engaging with nature is known to have a positive influence on mental health, wellbeing and lifestyle.

### **Environmental**

CAC's and their members play an important role in the management of formal and informal areas, including bushland reserves. Within these areas they directly contribute to the maintenance of biodiversity assets including native vegetation and waterways. They aid in the control of invasive species and contribute to the usability of these areas for the community through maintenance of walking paths, signage, park furniture and other reserve assets.

### **Economic**

Community asset committees directly manage community property and facilities on behalf of Council. Committee members are unpaid volunteers and make a significant contribution to the maintenance of Council assets.

### **Financial**

The endorsement of proposed committee members has no impact on Council finances.

### **Attachments**

#### 1. Crinigan Bushland Reserve EOI (Published Separately)

*This attachment is designated as confidential under subsection (f) of the definition of confidential information contained in section 3(1) of the Local Government Act 2020, as it relates to personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs. Nominee addresses included in EOI Nomination Form.*

## 2026 - 2028 BOOLARRA FOLK FESTIVAL

### PURPOSE

To present for Council approval a procedural variation to the Boolarra Folk Festival funding period that was endorsed at the 5 August 2024 Council meeting.

### EXECUTIVE SUMMARY

- At its 5 August 2024 meeting Council endorsed for officers to enter into an agreement to fund the 2025 - 2027 Boolarra Folk Festival for \$15,000 per year for a period of three years.
- The event was endorsed based on its longevity and previous success, community benefit and strong economic impact of \$2.2 million per annum, with a return on investment per dollar spend of \$147:1.
- In approving the event, an administrative oversight was made in terms of the funding period, which should have read 2026 – 2028 and not 2025 - 2027.
- The 2025 Boolarra Folk Festival is being funded through Latrobe City's Community Grant funding; this decision was part of a triennial funding agreement that was endorsed by Council in 2022.
- The Tourism & Major Events Advisory Committee (TAMEAC) have been made aware of the administrative error and have unanimously endorsed the correction of funding period dates.

### OFFICER'S RECOMMENDATION

**That Council authorise officers to enter into an agreement to fund the 2026 – 2028 Boolarra Folk Festival to the amount of \$15,000 per year for a period of three years.**

## BACKGROUND

### 2026 – 2028 Boolarra Folk Festival

The Boolarra Folk Festival has been running for 21 years and is a free music festival held annually in Boolarra. In 2024, approximately 10,000 people attended the festival which showcased musicians, market stalls, arts and crafts, and local food trucks.

This event brings the Latrobe Valley community together and provides a major fundraising opportunity for local groups such as the Boolarra Equestrian Club, Boolarra Football Netball Club and the Country Fire Authority (CFA). The 2024 event generated an economic impact of \$2.2 million.

Event	Council Contribution	Economic Impact (estimated per year)	Return on Investment (estimated per year)
2026 – 2028 Boolarra Folk Festival	\$15,000 per year, for 3 years.	\$2,215,000.00	\$147:\$1

## ANALYSIS

Council previously resolved to fund the Boolarra Folk Festival for a period of three years, being from 2025 – 2027. This decision was endorsed based on the significant community and economic benefits derived from the event.

For background, a copy of the original report as endorsed by Council on 5 August is attached for information.

In order to ensure that funding is provided to the Boolarra Folk Festival for the three year period 2026 – 2028, a new resolution of Council is required.

## RISK ASSESSMENT

RISK	RISK RATING	TREATMENT
STRATEGIC Major event timing not supported by Council.	<b>Low</b> <i>Unlikely x Minor</i>	Event funding officially endorsed by Council on 5 August based on economic impact and community benefit.

## CONSULTATION

Major event proposals are assessed by officers and presented to TAMEAC for consideration and recommendation.

## COMMUNICATION

All major events have extensive marketing and community engagement activities associated with their delivery. These are managed in conjunction with officers from Latrobe City Council.

DECLARATIONS OF INTEREST

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*.

## APPENDIX 1 IMPACT ASSESSMENT

### **Social**

The opportunity to host this major event is expected to enhance and boost civic pride and Latrobe's reputation as a premiere events destination.

### **Cultural**

The Boolarra Folk Festival is an inclusive cultural event that is promoted to various community groups to encourage a diverse mix of visitors.

### **Health**

Hosting major events provides the opportunity for the local community to experience high profile events which have an impact on overall community health and wellbeing.

### **Environmental**

It is not anticipated that this event will generate any adverse environmental impacts.

### **Economic**

An economic impact assessment has been undertaken. This event offers an excellent economic impact to the municipality of \$2.2 million per annum.

### **Financial**

Event funding is covered under the major event attraction budget.

### **Attachments**

1. TAMEAC Council Report\_5 August 2024

# 8.4

## 2026 - 2028 Boolarra Folk Festival

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**Latrobe City Council Report****Council Meeting - 05 August 2024**

Item Number 8.2

05 August 2024

Community Health and Wellbeing

## TOURISM & MAJOR EVENTS ADVISORY COMMITTEE RECOMMENDATION - JULY 2024

### PURPOSE

To present the recommendations of officers as endorsed by the Tourism and Major Events Advisory Committee and seek Council approval to fund the 2025 – 2027 Boolarra Folk Festival and the 2025 Lions Australia National Convention, through the Major Events Attraction budget.

### EXECUTIVE SUMMARY

- Officers have assessed applications for funding, through the Major Events Attraction budget, for the 2025 – 2027 Boolarra Folk Festival and the 2025 Lions Australia National Convention.
- As officers considered the applications to have met funding eligibility requirements, the assessments were provided to the Tourism and Major Events Advisory Committee (TAMEAC) for consideration. Due to short timeframes, the assessments were circulated via email. TAMEAC supported the officer recommendations of funding support for both events.
- These events can be funded from the Major Events Attraction budget and, as a result, there are no budget implications.
- The iconic Boolarra Folk Festival has been running annually for 21 years and is driven by a dedicated group of community volunteers. The event attracts up to 10,000 attendees and offers free music, market stalls, arts and crafts, and local food trucks. The projected economic impact for the Boolarra Folk Festival is \$2.2million, with a return on investment per dollar spend of \$147:1.
- After a competitive bidding process, the Traralgon Lions Club won the rights to host the 2025 Lions Australia Convention in Latrobe City. The event will be held on the 2-5 May 2025 at the Gippsland Regional Indoor Sports Stadium and the Gippsland Performing Arts Centre. The National Convention will attract between 1,500 – 2,000 members from all over Australia. The projected economic impact is \$3.1million, with a return on investment per dollar spend of \$159:1.
- These major events have been reviewed and considered by officers based on the assessments prepared outlining economic benefit, community engagement, return on investment and benefit to the local community. Details of the assessments are provided at Attachments 1 and 2.

**Latrobe City Council Report  
Council Meeting - 05 August 2024**

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**OFFICER'S RECOMMENDATION**

**That Council authorise officers to enter into agreements to fund:**

- 1. The 2025 – 2027 Boolarra Folk Festival in the amount of \$15,000 per year for a period of three years; and**
- 2. The 2025 Lions Australia National Convention in the amount of \$20,000.**

**through the Major Events Attraction budget.**



**Latrobe City Council Report****Council Meeting - 05 August 2024****BACKGROUND****2025 – 2027 Boolarra Folk Festival**

The Boolarra Folk Festival has been running for 21 years and is a free music festival held annually in Boolarra. In 2024, approximately 10,000 people attended the festival, listening to local musicians and some from further afield. Art displays, craft and food market stalls are also showcased. This event brings the Latrobe Valley community together and provides a major fundraising opportunity for local groups such as the Boolarra Equestrian Club, Boolarra Football Netball Club and the Country Fire Authority (CFA).

**2025 Lions National Convention**

The Lions National Convention in Latrobe City sees Lions' members from all over Australia attend the Convention to renew friendships and make decisions on activities within Lions Australia. The conference will equip Lions, individuals, communities and businesses with the knowledge and information from local and global perspectives of Lions.

<b>Event</b>	<b>Council Contribution</b>	<b>Economic Impact (estimated per year)</b>	<b>Return on Investment (estimated per year)</b>
2025 – 2027 Boolarra Folk Festival Friday 28 Feb – Saturday 1 March 2025	\$15,000 per year, for 3 years.	\$2,215,000.00	\$147:\$1
2025 Lions Australia National Convention Friday 2 – Monday 5 May 2025	\$20,000	\$3,177,606.00	\$159:\$1

**ANALYSIS**

In accordance with the Major Events Selection Framework the recommendations to progress these events are presented to Council for adoption.

To assist in assessment of these matters in the context of arrangements already in place for other events, officers have prepared a table with details of existing major event funding commitments. The table is provided at Attachment 3.

## Latrobe City Council Report

## Council Meeting - 05 August 2024

## RISK ASSESSMENT

RISK	RISK RATING	TREATMENT
<b>COMPLIANCE</b> Major event doesn't meet safety or regulatory requirements.	<b>Low</b> <i>Unlikely x Minor</i>	All events supported by Council are required to submit and have approved an event permit where applicable.
<b>SERVICE DELIVERY</b> Inability to deliver event by scheduled date	<b>Low</b> <i>Unlikely x Minor</i>	Event timeframes are developed in conjunction with the Latrobe City Council events team. Strict oversight of this is provided by Council officers.
<b>FINANCIAL</b> Opportunity cost of lost economic benefit from this major event if not supported.	<b>Low</b> <i>Unlikely x Minor</i>	Use of the major event assessment process and review by Council officers and TAMEAC.
<b>STRATEGIC</b> Major event negatively impacts on the reputation of Latrobe City Council as an events destination.	<b>Low</b> <i>Unlikely x Minor</i>	TAMEAC consideration of event proposals and assessments. Strict oversight of operations and arrangements by Council officers.

## CONSULTATION

Consultation has occurred with internal stakeholders to determine support of this major event. Further, major event proposals and assessments are presented to TAMEAC for consideration and recommendation.

## COMMUNICATION

All major events have extensive marketing and community engagement activities associated with their delivery. These are managed in conjunction with officers.

## DECLARATIONS OF INTEREST

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*.

**Latrobe City Council Report**  
**Council Meeting - 05 August 2024**

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**APPENDIX 1 IMPACT ASSESSMENT**

**Social**

The opportunity to host these major events is expected to enhance and boost civic pride and Latrobe's reputation as a premiere events destination.

**Cultural**

The Boolarra Folk Festival event is a public event and will be promoted to all backgrounds and various community groups to encourage a diverse mix of spectators. The Lions Convention is for Lions' members only, but with outcomes benefiting many sectors within the Latrobe City community.

**Health**

Hosting major events provides the opportunity for the local community to experience high profile events which have an impact on overall community health and wellbeing.

**Environmental**

It is not anticipated that these events will generate any adverse environmental impacts.

**Economic**

Economic impact assessments for both events have been undertaken and assessed based on their economic benefits, return on investment and benefit to the local business community. These events offer excellent economic benefit to the municipality.

**Financial**

Event funding is to be covered under the annual Major Event Attraction budget 2024/25. Funding of future year's of multi-year agreements, is pending council's endorsement of the annual budget.

**Attachments**

1. TAMEAC Major Event Assessment: 2025-2027 Boolarra Folk Festival
2. TAMEAC Major Event Assessment: 2025 Lions Convention
3. Summary Major Events Attraction Budget

# COUNCIL COMMITTEE APPOINTMENTS

## PURPOSE

To recommend that Council appoints Councillors to Council and external committees.

## EXECUTIVE SUMMARY

- Latrobe City Council has established a number of committees.
- Council Committees include decision-making Community Asset Committees established under section 65 of the Local Government Act 2020 and non-decision-making forums including Advisory Committees and Project Reference Groups established by Council resolution. Membership may also include community representatives, as individuals or on behalf of organisations.
- Council also appoints one or more Councillors to external committees and working groups to represent the Council's interests and report back to Council.
- Councillors are asked to resolve to appoint Councillors to Council and external committees as outlined in Attachment 1.

## OFFICER'S RECOMMENDATION

**That Council:**

### Part A

1. **Appoints Councillors to Council and external committees as outlined in Attachment 1.**

### Part B

2. **Council appoints Cr \_\_\_\_\_ to be Council's Municipal Association of Victoria (MAV) Representative.**
3. **Publishes the appointments on the Latrobe City Council website.**

## BACKGROUND

Latrobe City Councillors chair or sit on a range of committees. Committees play a role in managing and maintaining a range of Council responsibilities and functions. Committees established by Council provide an opportunity for community members and organisations to have input on managing assets, or various projects or topics by providing information, advice, and feedback. Committees comprise one or more Councillors and several community members supported by a Council officer.

There are currently 38 Committees established by Council. The formation and functioning of these committees are governed by rules set out in the Local Government Act 2020, the Governance Rules, or resolutions of Council.

Attachment 1 sets out the proposed Councillor appointments for Councillors review and approval.

## ANALYSIS

### **Councillor appointments**

Councillors are being asked to resolve the Councillor appointments to each Committee. Councillors have been consulted on their preferences and Officers recommendation is intended to reflect Councillor interests and availability. Consideration has also been given to the locality of the committee where it is connected to a specific ward.

A description of the different committee types is provided below.

#### *Audit and Risk Committee*

The Audit and Risk Committee must be established by Council under section 53 of the Act. It is not a delegated committee and must be chaired by an independent member. The membership must comprise current Councillors and a majority of members who are not Councillors with collective expertise in financial management and risk, and experience in public sector management.

The [Audit and Risk Committee](#) provides expert advice and monitors Council:

- compliance of Council policies and procedures with legislative and regulatory requirements
- financial and performance reporting
- risk management and fraud prevention
- internal and external audit functions.

Council officers cannot sit on the committee.

Councillors interested in representing Council on the Audit and Risk Committee, may wish to meet with the independent Chair of the Committee to understand its statutory role and the Chair's expectations. This will also assist appointed Councillors to be prepared for the 19 December Audit and Risk Committee meeting.

### *CEO Employment Matters Committee*

This Committee ensures Council meets the requirements relating to CEO employment and remuneration in accordance with section 45(2) of the Act. The Committee is to be chaired by an independent member who is a full member of the Committee and is entitled to be remunerated for their advisory role.

This committee is responsible for overseeing all aspects of the CEO's employment lifecycle, including recruitment, performance reviews, and contract management. The committee ensures that the CEO's remuneration and benefits are fair, transparent, and aligned with the Council's strategic objectives. Councillors on this committee play a crucial role in shaping the leadership and direction of the Council through their involvement in these processes.

### *Community Asset Committees*

Community Asset Committees are created under section 65 of the Act for the purpose of managing community assets in the municipal district. Council sets the Terms of Reference and appoints both Councillor and community members to these Committees. A Community Asset Committee can exercise powers of Council included in its Instrument of Sub-Delegation from the Chief Executive Officers.

Latrobe City has 11 Community Asset Committees to manage assets such as recreation and bushland reserves, the Latrobe Airport and community housing in Yallourn North.

### *Advisory Committees*

Advisory Committees are created by Council to provide advice on matters relevant to the Council. They do not have any delegated decision-making powers of the Council. Advisory Committees are established by Council Resolution setting their purpose and membership in the Terms of Reference. A Project Reference Group is a common form of advisory committee.

Examples of these committees include the Victory Park Precinct Advisory Committee, Centre for Australian Automotive Futures Committee and the Gippsland Sports and Entertainment Park Redevelopment Project Reference Group.

### *External Committees*

Councillors represent Council on external committees run by the state and federal government, peak bodies, and other forums to advocate for issues that can impact the Latrobe City municipality.

Examples of external committees with Councillor representatives include Regional Cities Victoria, Timber Towns, Municipal Association of Victoria.

### *Municipal Public Health and Wellbeing Plan (MPHWP) - internal working group*

This group was not established by a resolution of Council – it was informally established – but has previously been included in the process of Councillor Committee appointments. The role of this working group was to oversee implementation and evaluation of the MPHWP. This internal working group will not be continuing as its functions are now undertaken regular reporting and briefing to the whole of Council.

### **Roles and responsibilities**

#### *Officer support*

All Council Committees (run by Council) are supported by an officer who undertakes administrative duties as required to support the operations of the Committee.

To set up Council Committees for success and in line with Councillor feedback advised at the April Councillor Briefing. A Committee Operational Guide will support officers and Committee Chairs with running committees in line with their Terms of Reference.

This includes support for:

- annual reporting of Committees across Council (if required under Terms of Reference)
- annual committee self-assessment and discussion of Terms of Reference to ensure that they remain relevant and achievable.
- sharing of information from Council Committees through the Councillor Portal
- implementation of mandatory training on Child Safe Standards and Working with Children Check for volunteer and community members.
- scheduling committee meetings for the year ahead in line with the relevant Terms of Reference, following the annual resolution allocating Councillors to Committees. This is done in consultation with Councillors in line with their availability.
- supporting development and distribution of agendas with Committee Chairs.

#### *External committees*

Councillors representing Council on external committees are expected to report back to Council at a briefing or via email, relevant information from meetings.

Officers may also support Councillors representing Council on external committees by following up on agenda, minutes, and saving these records in the Councillor Portal.

### **Next steps**

Councillors will be consulted on the scheduling of the committees and will be inducted into their committees.

The list of committee appointments will also be published on the Council website.

**RISK ASSESSMENT**

RISK	RISK RATING	TREATMENT
COMPLIANCE Committees unable to meet their Terms of Reference or statutory requirements.	<b>High</b> <i>Likely x Moderate</i>	Appoint councillors to committees at the Council Meeting.

**CONSULTATION**

Consultation has been held with officers responsible for each committee and further consultation will need to be held with committee members to discuss the requirements of Council and the need for Committees to ensure that they adhere to the requirements of their Terms of Reference and Instrument of Sub-Delegation.

**COMMUNICATION**

Councillor appointments will be published on the Council’s Committee internet page.

**DECLARATIONS OF INTEREST**

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*.



## APPENDIX 1 IMPACT ASSESSMENT

### **Social**

The appointment of Councillors will mean that committees can meet to discuss and recommend activities that support inclusion, social and cultural activities. Councillor appointments to Committees assists with ensuring Council's gender equality obligations are taken into consideration when managing Council's assets or making recommendations about Council activities or public spaces. For example, Councillors on committees can ensure committees consider women's safety in the design of a carpark or placement of lights in a park.

### **Cultural**

Committees provide a forum for representation and inclusion of diverse cultural perspectives, leading to decisions that overlook the needs of various community groups. The appointment of Councillors will mean that committees can meet to discuss and recommend activities that support inclusion, social and cultural activities.

### **Health**

Nil

### **Environmental**

The appointment of Councillors is required to enable quorum to be met and effective operations of asset committees looking after bushland reserves and advice related to the landfill needs of Latrobe City.

### **Economic**

Nil

### **Financial**

Nil

### **Attachments**

1. Councillor Committee Appointments

# 8.5

## Council Committee Appointments

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Committee Name	Committee Type	Councillor Membership Requirements	Officer Recommendation	Other members	Frequency of Meetings	Primary Function
Animal Welfare Advisory Committee	Advisory Committee	Up to two Councillors	Cr Gibson Cr Campbell Alt - Cr Morgan	Up to two Councillors; Up to four Community representatives appointed via expression of interest process; One representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative; and Two Latrobe City Council Officers.	At least three per year	The Committee is established to: 2.3.1. Provide advice to Council on domestic animal management matters including ways in which animal welfare can be continuously improved in the Council pound. 2.3.2. Assist with the review of Council's Domestic Animal Management Plan and provide advice on the implementation of actions in the Domestic Animal Management Plan; 2.3.3. Review progress of the actions in the Domestic Animal Management Plan; and 2.3.4. Assist in promoting a positive view on options of responsible pet ownership and investigate, provide advice and recommendations relevant to programs that achieve this.
Australia Day Advisory Committee	Advisory Committee	Two Councillors	Cr Pugsley Cr Harriman	The Committee shall comprise of a maximum of 16 members, being: Up to two Councillors; Up to ten Community representatives appointed via expression of interest process; One representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative; and Latrobe City Council Officers Coordinator Events and International Relations Senior Event Officer Council Representatives Youth Council	At least three per year	The Committee is established to: Provide an opportunity for a cross-functional Committee to be formed to further engage the community in both contributing to, and sharing in the success that Australia Day generates throughout our municipality each year; and To provide high level guidance, recommendations and strategic direction to ensure that community needs and expectations are represented and met.
Centre for Australian Automotive Futures Committee	Advisory Committee	Three Councillors	Cr Pugsley Cr Gibson Cr Howe	3.1.2 a representative from the Confederation of Motorsport (CAMS); and 3.1.3 a representative of the Latrobe Valley Authority; and 3.1.4.1 representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative.	Monthly	2.4.1. to develop a feasibility study brief (brief) for the appointment of consultants to investigate the feasibility of a motorsports complex and ancillary activities within Latrobe City; 2.4.2. to assess applications received in response to the brief and make recommendations about the appointment of a suitable person or organisation (the Consultant) to undertake the feasibility study, in accordance with Council's Procurement Policy; 2.4.3. monitor and receive progress reports from the Consultant at the intervals specified in the brief; 2.4.4. assess the final report from the Consultants and make recommendations to the Council about the matters contained in that report; 2.4.5. identify funding opportunities for development of a motorsport complex or various components within it (if deemed viable); 2.4.6. At the conclusion of the feasibility study, the Committee will determine if there is an ongoing role. If it is deemed that there is a role, a report will be prepared for Council requesting that the Committee continue and implement the findings of the feasibility study.
Chief Executive Officer Employment Matters Committee	Advisory Committee	Mayor Deputy Mayor Two other Councillors	Cr Harriman Cr Gibson Cr Howe Cr Lund	The Mayor; The Deputy Mayor; Two other Councillors (appointments will generally include the immediate past Mayor, and one other Councillor); and An independent person (not a Councillor of Council Staff member).	At least four per year	This Committee ensures Council meets the requirements relating to CEO employment and remuneration in accordance with section 45(2) of the Act. The Committee is to be chaired by an independent member who is a full member of the Committee and is entitled to be remunerated for their advisory role. It is responsible for overseeing all aspects of the CEO's employment lifecycle, including recruitment, performance reviews, and contract management. The committee ensures that the CEO's remuneration and benefits are fair, transparent, and aligned with the Council's strategic objectives.
Early Years Reference Committee	Advisory Committee	Two Councillors	Cr Potter Cr Howe	The Committee shall comprise of up to 11 members, being: Two Councillors; Up to two professional representatives from each of the following sectors: Early Years Sector (representative of organisations providing services within the Latrobe City municipality.) Up to four Community representatives appointed via expression of interest process; 1 representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative; and Two Latrobe City Council Child and Family Services Officers.	At least four per year	The Committee is established to: To assist in the promotion of the Latrobe City Municipal Early Years Plan 2016 -2020 to the community. To monitor the progress of the Latrobe City Municipal Early Years Plan 2016-2020. Through the chair, to inform Councillors of matters related to the needs of children and their families that may affect their participation in community life or their development into the future. To advocate in relation to areas of identified need on behalf of children and their families. To provide input into the development of future Latrobe City Council plans and strategies that have a focus on the early years.
Economic Development Advisory Committee	Advisory Committee	The Mayor and Deputy Mayor	Cr Harriman Cr Gibson	TBC - This committee has not met since Covid Pandemic in 2019	Quarterly	2.3. The Committee is established to: 2.3.1. Support the implementation of Council's adopted Economic Development Strategy; 2.3.2. Provide input and advice in relation to any review of Council's adopted Economic Development Strategy; 2.3.3. Provide input and advice on economic development initiatives instigated by the Committee itself; and 2.3.4. Provide guidance on economic development opportunities which come to the attention of the Committee. 2.3.5. The Committee will carry out the following in order to achieve the objectives set: 2.3.6. Perform other activities related to this Terms of Reference as requested by the Council.
Gippsland Regional Indoor Sports Stadium 2023 Upgrades – Project Reference Group	Advisory Committee	Up to two Councillors	Chair: Cr Campbell Cr Harriman	Up to two x Councillors, one whom shall be nominated as Chair One representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative One x Latrobe Valley Badminton Association One x Traralgon Amateur Basketball Association nominated representative One x Gippsland United Basketball Club nominated representative One x Gippsland League Netball nominated representative One x Sport and Recreation Victoria nominated representative LCC officers One x LCC Project Owner (including PRG secretariat) One x Project Manager LCC officers as required (Ex Officio)	Monthly or as necessary	The PRG is established to: 2.3.1. Provide an interface between Council, the Project Steering Committee (PSC) and the wider community. 2.3.2. Provide specific feedback to the Project Steering Committee about elements of the project where members of the Gippsland Regional Indoor Sports Stadium PRG have specialist expertise. 2.3.3. Provide advice to Council on issues relating to the infrastructure upgrades at the Gippsland Regional Indoor Sports Stadium. 2.3.4. Provide feedback and support for community engagement strategies with the wider community and stakeholders. 2.3.5. Act as advocates for the project with the wider community.
Gippsland Sports and Entertainment Park Redevelopment Project	Advisory Committee	Up to two Councillors	Chair: Cr Lund Cr Morgan	The PRG will comprise of 10 members plus LCC officers, being: Up to two x Councillors, one whom shall be nominated as Chair One representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative One x Falcons 2000 Soccer Club nominated representative One x Gippsland United Football Club nominated representative One x Gippsland Soccer Referees nominated representative One x Latrobe Valley Soccer League nominated representative One x Football Victoria nominated representative One x Football Australia nominated representative One x Sport and Recreation Victoria nominated representative LCC officers One x LCC Project Owner (including PRG secretariat) One x Senior Project Manager LCC officers as required (Ex Officio)	Monthly or as deemed necessary	The PRG is established to: 2.3.1. Provide an interface between Council, the Project Steering Committee (PSC) and the wider community. 2.3.2. Provide specific feedback to the Project Steering Committee about elements of the project where members of the Gippsland Sports and Entertainment Park PRG have specialist expertise. 2.3.3. Provide advice to Council on issues relating to the redevelopment of the Gippsland Sports and Entertainment Park. 2.3.4. Provide feedback and support for community engagement strategies with the wider community and stakeholders. 2.3.5. Act as advocates for the project with the wider community.
Hyland Highway Municipal Landfill Consultative Committee	Advisory Committee	Up to two Councillors	Cr Harriman Cr Campbell	Up to two Councillors; One representative from each of the following sectors: Environmental Protection Authority (EPA), Victoria Gippsland Waste and Resource Recovery Group (or equivalent State Government agency representative) Loy Yang Power Federation University Up to five of Community representatives appointed via expression of interest process; Two Latrobe City Council Officers including: Manager Sustainability and Environment & Coordinator Landfill Services	At least two per year	The Committee is established to: 2.3.1. act as an advocate and sounding board for the community and other stakeholders bringing to the attention of Latrobe City any issues of concern that may arise during the construction of works and in the operation of the premises; and 2.3.2. act as a channel of communication between the community, stakeholders and Latrobe City.

Lake Narracan Advisory Committee	Advisory Committee	Up to two councillors	Cr Pugsley Cr Gibson	Up to two Councillors Up to 5 representatives from: - Latrobe Valley Model Aeroplane Club - Latrobe Valley Hovercraft Club - Latrobe Valley TS Naval Cadets - Latrobe Valley Ski Club - Moe Lions Club Up to two of Community representatives appointed via expression of interest process; One representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC choses to nominate a representative; and One Latrobe City Council Officer.	Bi-monthly	The Committee is established to: (a) share information between other of Lake Narracan and Latrobe City Council regarding Lake Narracan; (b) provide advice, information and feedback in relation to Lake Narracan and its surrounding area on operational and maintenance matters; (c) provide advice, information and feedback to Council in relation to the use of the Lake Narracan waterway for recreational purposes; and (d) provide advice, information and feedback to Council in relation to the Lake Narracan foreshore and surrounding areas.
Latrobe City Community Safety Advisory Committee	Advisory Committee	Up to two Councillors	Cr Gibson Cr Howe Alternate Cr Campbell	23 members Up to two Councillors Victoria Police x 2 Department of Justice and Community Safety Department of Families, Fairness and Housing V/Line Latrobe Valley Buslines Up to two Latrobe City Liquor Accord representatives Advance Morwell Committee for Moe Representative from Traralgon based community group Stockland Plaza MidValley Plaza Neighbourhood Watch Latrobe Braiakaulung Advisory Committee representative up to four community representatives GLaWAC up to two LCC officers	At least four per year	The Committee is established to: 2.3.1. Create safe and secure environments for all Latrobe City residents. 2.3.2. Build and maintain strategic partnerships across key community safety stakeholders within Latrobe City. 2.3.3. Identify and work to address community safety issues through information sharing and collaboration on initiatives across jurisdictions and agencies. 2.3.4. Improve perceptions of safety within Latrobe City. 2.3.5. Reduce antisocial behaviour and street crime within identified hotspots and reduce the incidence and prevalence of damage to property. 2.3.6. Promote Responsible Serving of Alcohol in the hospitality industry, thus reducing alcohol related assaults, antisocial behaviour and other forms of crime in partnership with licensed traders. 2.3.7. Encourage the use and support of Crime Prevention Through Environmental Design principles to deal with day time and night time activities within Latrobe City, to encourage and support the use of a safer environment for all Latrobe City residents.
Latrobe City Council Rail Freight Working Group	Advisory Committee	Up to three Councillors	Cr Pugsley Cr Morgan	This working group will be assessed and further advice provided to Councillors.	Monthly	2.3.The Working Group is established to: 2.3.1.To provide guidance regarding the development of rail freight infrastructure in the City. 2.4.The Committee will carry out the following in order to achieve the objectives set: 2.4.1.Gippsland Logistics Precinct 2.4.1.1.Provide advice regarding the development of the Gippsland Logistics Precinct in accordance with the adopted Project Plan, Masterplan and resolutions of Council. 2.4.2.Policy and Strategy Development 2.4.2.1.Provide advice as part of a policy, strategy (or other relevant document) review or development processes as required from time to time. 2.4.3.Perform other activities related to this Terms of Reference as requested by the Council.
Latrobe City International Relations Committee	Advisory Committee	Up to four Councillors	Cr Howe Cr Morgan Cr Harriman Cr Gibson	TBC	Monthly	The Committee is established to: 2.3.1. provide advice to Council on matters related to all aspects of International Relations, specifically to promote economic, tourism and cultural development; 2.3.2. support Councils initiatives in respect to International Relations across the community of Latrobe City; 2.3.3. liaise where relevant with other Council committees on internal aspects of international relations
Latrobe Regional Gallery Advisory Committee	Advisory Committee	Up to two Councillors	Cr Morgan Cr Potter Alt Cr Pugsley	One representative from Federation University ARC Yinnar Friends of the Gallery Two Community Representatives LRG Arts Director or Senior Curator LCC Manager Arts and Events	Quarterly	2.3.The Committee is established to: 2.3.1.research, advise and support the implementation of arts policies relevant to the Gallery; 2.3.2.ensure that arts management practice is in accordance with Council's Arts Strategy and with the highest possible arts industry standards nationally; 2.3.3.provide advice regarding cultural tourism opportunities for the Gallery; 2.3.4.provide advice in relation to the development and maintenance of a professional, innovative, economically responsible and well maintained public art program; 2.3.5.implement consistent, transparent and equitable process for the identification, commissioning, management, maintenance and decommissioning of public artworks; and 2.3.6.support the Gallery in its contribution to a sustainable and strong creative industry, so as to increase the capacity of local artists in connection with a wider national conversation.
Latrobe Tourism and Major Events Advisory Committee	Advisory Committee	Four Councillors (one from each Ward)	Cr Gibson Cr Howe Cr Morgan Cr Campbell	Up to 15 members: One representative each from GLaWAC Latrobe City Tourism Association Latrobe City Economic Development representative (LCC officer) Latrobe City Arts & Events Manager Up to seven representatives with an interest in key subject areas Latrobe City Council Events and Tourism Representatives (ex-officio)	Bi-monthly	The Committee is established to: - Provide advice to Council on policies and strategies for furthering the development of tourism within Latrobe City and an avenue for consultation and exchange between Council and the tourism industry regarding issues and maximising tourism opportunities. - Consider proposals for major event selection and funding applications received and make recommendations to Council in relation to the selection and funding of such events; - Provide advice in relation to the development and submission of event funding applications; and - Provide advice to Council in relation to the planning and development of major events and major event infrastructure in Latrobe City.
Moe Southside Community Precinct Advisory Committee	Advisory Committee	Up to two Councillors	Cr Pugsley Cr Gibson	Up to two Councillors Up to two community representatives 1 Council Officer Up to 5 representatives from the following user groups - Moe Cricket Club - Moe Football Netball Club - Moe Urban Fire Brigade - Moe South Street Primary School - Moe P.L.A.C.E.	Monthly or as necessary	The Committee is established to: (a) share information between users of the Precinct; (b) provide advice, information and feedback in relation to the Precinct and its surrounding area on operational and maintenance matters; (c) provide advice, information and feedback to Latrobe City Council in relation to amenities, facilities and events for the Precinct and surrounding areas.
Regional Carpark Fund Multi-Level Carpark Project Reference Group (2 Kay Street, Traralgon)	Advisory Committee	Up to two Councillors	Cr Howe Cr Harriman	Two x Councillors, one of whom shall be nominated as Chair. One x Local Residents Group representative. One x Grey Street Primary School appointed Representative. One x Community representative One x Latrobe City Business Chamber appointed Representative. Up to Two x adjoining property owners that own an adjoining property but do not run a business from that property Up to Two x adjoining business operators that run a business from an adjoining property where they are not the property owner One x State Government Representative. LCC officers One x LCC Project Sponsor (GM RCPA). One x Project Owner (Senior PM RCPF). One x Project Manager. One x Project Officer. LCC officers as required.	Monthly or as necessary	The PRG's role is to report to the Council and provide appropriate advice, information, and feedback on matters relevant to this Terms of Reference in order to facilitate decision making by the Council in relation to the discharge of its responsibilities. 2.2. The PRG is an advisory group only and has no delegated decision-making authority. 2.3. The PRG is to provide strategic input for consideration, and not to provide input directed at personal benefit or against the objectives of the Project. 2.4. The PRG is established to: 2.4.1. Provide an interface between Council, the Project Control Group (PCG), the Project Assurance Group (PAG) and the wider community. 2.4.2. Provide specific feedback to the Project Assurance Group about elements of the project at a strategic level. 2.4.3. Provide advice to Council on issues relating to the development of the multi-level carpark project at 2 Kay Street, Traralgon. 2.4.4. Provide feedback and support for community engagement strategies with the wider community and stakeholders. 2.4.5. Act as advocates for the project with the wider community.
Sporting Hall of Fame Committee	Advisory Committee	Up to two Councillors	Cr Harriman Cr Barnes	2 Councillors 3 Community representatives	Monthly or as deemed necessary	The Committee is established to: 2.3.1. To engage the community in both contributing to, and sharing in the success of the Latrobe City Sporting Hall of Fame. 2.3.2. Manage the nomination process, for inducing new Members and Legends into the Sporting Hall of Fame every four years, in line with the Commonwealth Games.

Ted Summerton Reserve 2023 Upgrades – Project Reference Group	Advisory Committee	Up to two Councillors	Cr Pugsley Cr Gibson	Up to two x Councillors, one whom shall be nominated as Chair One representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative One x AFL – Victoria nominated representative One x Cricket Victoria nominated representative One x Cricket Latrobe Valley nominated representative One x Moe Football Netball Club nominated representative One x Moe Cricket Club nominated representative One x Moe Fire Brigade nominated representative One x Sport and Recreation Victoria nominated representative LCC officers One x LCC Project Owner (including PRG secretariat) One x Project Manager LCC officers as required (Ex Officio)	Monthly or as deemed necessary	The PRG is established to: 2.3.1. Provide an interface between Council, the Project Steering Committee (PSC) and the wider community. 2.3.2. Provide specific feedback to the Project Steering Committee about elements of the project where members of the Ted Summerton 2023 Upgrades PRG have specialist expertise. 2.3.3. Provide advice to Council on issues relating to the infrastructure upgrades at Ted Summerton Reserve. 2.3.4. Provide feedback and support for community engagement strategies with the wider community and stakeholders. 2.3.5. Act as advocates for the project with the wider community.
Traralgon Flood Recovery Project Stage 1 - Project Reference Group	Advisory Committee	Up to three Councillors	Cr Howe Cr Harriman Cr Potter	GM RCPA – Jody Riordan Manager City Assets – Josh Wilson Coordinator Building Projects – Karen Tsebelis Project Manager Project Support Officer One representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative Two representatives from the Traralgon Football Netball Club One x Football and one x Netball One representative from the Traralgon Boxing Club One representative from the Ex-Students Cricket Club One representative from Sport and Recreation Victoria (State Government)	Fortnightly until August 2023 Then monthly	Stage 1 of the Traralgon Flood Recovery Project (TFRP) has been funded via several streams of funding notably by Council, the State Government, and the Federal Government which includes the following projects Multi Use Pavilion at the Traralgon Recreation Reserve; and Indoor Multi Sports Hall at Glenview Park, Traralgon.
Traralgon Recreation Reserve and Showgrounds Advisory Committee	Advisory Committee	Up to two Councillors	Cr Harriman	Up to two Councillors Up to 11 representatives nominated from each of the following: Traralgon Football Netball Club Traralgon and District Agricultural Society Ex Students Cricket Club TEDAS Traralgon Men's Shed Traralgon Bridge Club Traralgon Urban Fire Brigade Traralgon Amateur Boxing Club South and Central Axeman Association Traralgon Pigeon Club Traralgon Playgroup Inc Up to 2 community representatives	Monthly or as necessary	The Committee is established to: (a) share information between other resident users <sup>1</sup> of the recreation reserve and showgrounds and Latrobe City Council regarding the Traralgon Recreation Reserve and Showgrounds; (b) provide advice, information and feedback in relation to the reserve and showgrounds and its surrounding area on operational and maintenance matters; (c) provide advice, information and feedback to Latrobe City Council in relation to amenities, facilities and events for the reserve and showgrounds and surrounding areas.
Victory Park Precinct Advisory Committee	Advisory Committee	Up to two Councillors	Cr Harriman Cr Campbell	Up to two Councillors Up to 7 representatives from: Traralgon Lions Club City of Traralgon Band Latrobe Valley Community Choir 1st Traralgon Scouts Gippsland Model Engineering Society Monometh Senior Citizens Centre Traralgon Community Development Association	Monthly or as necessary	The Committee is established to: (a) share information between other users of Victory Park and Latrobe City Council regarding the Victory Park Precinct; (b) provide advice, information and feedback in relation to Victory Park and its surrounding area on operational and maintenance matters; (c) provide advice, information and feedback to Latrobe City Council in relation to amenities, facilities and events for Victory Park and surrounding areas.
Baillie Reserve Tyers Community Asset Committee	Community Asset Committee	One Councillor	Cr Howe	The Committee will comprise of up to 8 members being: (a) 1 Councillor; (b) 1 Council officer; Community Asset Committee Terms of Reference Page 5 of 12 (c) 3 representatives nominated from each of the following user groups: - 1 representative of Traralgon Tyers United Football Netball Club; - 1 representative of Tyers Soccer Club; and - 1 representative of Tyers Tennis Club. (d) 1 representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative; and	At least four per year	The purpose and role of the Committee is to act as an agent of Latrobe City Council and not as an independent entity in operating and managing the Reserve which is entrusted in the Committee's care and to undertake functions relating to the Reserve
Callignee and Traralgon South Sporting Facilities Community Asset Committee	Community Asset Committee	One Councillor	Cr Campbell	(a) 1 Councillor; (b) 1 Council officer; (c) 4 representatives of the following user groups: □ 1 representative of Traralgon South Tennis Club; □ 1 representative of CATS Cricket Club; □ 1 representative of Traralgon South Netball Club; □ 1 representative of Traralgon South Badminton Club; (d) 1 representative of the Gunaikurnai Land and Waters Aboriginal Corporation they choose to nominate a representative; and (e) up to 3 community representatives who must be residents of the Latrobe City municipality (unless otherwise approved by Council) or a number of representatives as determined by Council not connected with user groups specified in paragraph (c).	At least four per year	The purpose and role of the Committee is to act as an agent of Latrobe City Council and not as an independent entity in operating and managing the Facility which is entrusted to the Committee's care and to undertake functions relating to the Facility
Crinigan Bushland Reserve Community Asset Committee	Community Asset Committee	Two councillors	Cr Morgan Alternate Cr Lund	(a) 2 Councillors; (b) 1 Council officer; (c) 1 representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative; (d) 1 representative of the Maryvale Private Hospital; and (e) up to 7 community representatives who must be residents of the Latrobe City municipality (unless otherwise approved by Council) or a number of representatives as determined by Council.	At least four per year	The purpose and role of the Committee is to act as an agent of Latrobe City Council and not as an independent entity in operating and managing the Crinigan Bushland Reserve which is entrusted to the Committee's care and to undertake functions relating to the Crinigan Bushland Reserve
Edward Hunter Heritage Bush Reserve Community Asset Committee	Community Asset Committee	Two councillors	Chair: Cr Gibson Cr Pugsley	The Committee will comprise of up to 11 members appointed by the Council being: (a) 2 Councillors; (b) 1 Council officer; (c) 1 representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative; and (d) up to 7 community representatives who must be residents of the Latrobe City municipality (unless otherwise approved by Council) or a number of representatives as determined by Council.	At least four per year	The purpose and role of the Committee is to act as an agent of Latrobe City Council and not as an independent entity in operating and managing the Edward Hunter Heritage Bushland Reserve which is entrusted to the Committee's care and to undertake functions relating to the Edward Hunter Heritage Bushland Reserve
George Bates Reserve Community Asset Committee	Community Asset Committee	Up to two Councillors	Cr Morgan Alternate Cr Potter	The Committee will comprise of up to 8 members being: (a) Up to 2 Councillors; (b) 1 Council officer; Community Asset Committee Terms of Reference Page 5 of 12 (c) 2 representatives nominated from each of the following user groups: □ 1 representative of Yallourn North Football Netball Club; □ 1 representative of Yallourn North Cricket Club. (d) 1 representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative; and	At least four per year	The purpose and role of the Committee is to act as an agent of Latrobe City Council and not as an independent entity in operating and managing the Reserve which is entrusted in the Committee's care and to undertake functions relating to the Reserve
Latrobe Regional Airport Community Asset Committee	Community Asset Committee	One Councillor	Cr Howe Alternate Cr Barnes	The Board will comprise of up to 10 members appointed by the Council being: a) 1 Latrobe City Councillor, who will also be Chairperson of the Committee b) 1 Latrobe City Officer namely the Manager Economic Development or equivalent role as may exist from time to time. c) 1 representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative; and d) 7 independent members from the community.	Every two months	The purpose and role of the Board is to act as an agent of Latrobe City Council and not as an independent entity in managing the Airport which is entrusted in the Board's care and to undertake functions and duties relating to the Airport

Mathison Park Community Asset Committee	Community Asset Committee	Up to two Councillors	Cr Potter Alternate Cr Morgan	The Committee will comprise of up to 9 members appointed by the Council being: (a) Up to 2 Councillors; (b) 1 Council officer; (c) 1 representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative; and (d) up to 9 community representatives who must be residents of the Latrobe City municipality unless otherwise approved by Council.	At least four per year	The purpose and role of the Committee is to act as an agent of Latrobe City Council and not as an independent entity in operating and managing the Facility which is entrusted to the Committee's care and to undertake functions relating to the Facility
Morwell Centenary Rose Garden Community Asset Committee	Community Asset Committee	One Councillor	Cr Lund Alternate Cr Morgan	The Committee will comprise of up to 14 members appointed by the Council being: (a) 1 Councillor; (b) 2 Council officers; (c) 1 representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative; and (d) up to 4 community representatives; (e) up to 6 volunteers nominated by the Friends of Morwell Centenary Rose Garden Group (Friends Group).	At least six per year	The principle purpose and role of the Committee is to manage and maintain the Rose Garden to ensure that the original aims when the Rose Garden was first established are continued
Ollerton Avenue Bushland Reserve Community Asset Committee	Community Asset Committee	Two councillors	Cr Pugsley Cr Gibson	The Committee will comprise of up to 11 members appointed by the Council being: (a) 2 Councillors; (b) 1 Council officer; (c) 1 representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative; (e) up to 7 community representatives who must be residents of the Latrobe City municipality (unless otherwise approved by Council) or a number of representatives as determined by Council.	At least four per year	The purpose and role of the Committee is to act as an agent of Latrobe City Council and not as an independent entity in operating and managing the Ollerton Avenue Bushland Reserve which is entrusted to the Committee's care and to undertake functions relating to the Ollerton Avenue Bushland Reserve
Traralgon Railway Reservoir Conservation Reserve Community Asset Committee	Community Asset Committee	Up to three Councillors	Cr Harriman Cr Campbell	The Committee will comprise of up to 13 members appointed by the Council being: (a) Up to 3 Councillors; (b) 1 Council officer; (c) 1 representative of the Gunaikurnai Land and Waters Aboriginal Corporation where they choose to nominate a representative; and (d) up to 8 community representatives who must be residents of the Latrobe City municipality unless otherwise approved by Council.	At least four per year	The role of the Committee is to act as an agent of Latrobe City Council and not as an independent entity in operating and managing the Facility which is entrusted in the Committee's care and to undertake functions relating to the Facility
Yallourn North Community Housing Community Asset Committee	Community Asset Committee	One Councillor	Cr Morgan	The Committee will comprise of up to 9 members appointed by the Council being: (a) 1 Councillor; (b) 1 Council officer; (c) 1 representative of the Gunaikurnai Land and Waters Aboriginal Corporation where GLaWAC chooses to nominate a representative; and (d) up to 6 community representatives, one of whom will be a resident of the Units.	At least three per year	The purpose and role of the Committee is to act as an agent of Latrobe City Council and not as an independent entity in managing the Units which are entrusted in the Committee's care and to undertake functions relating to the Facility
Municipal Emergency Management Planning Committee	Other	Nil Councillors may be appointed as community representatives.	Cr Lund Cr Gibson	As determined by the EM Act 2013 Chaired by Officer delegated by the CEO Representatives from Municipal council/ Alpine Resort Management Board Victoria Police Fire Rescue Victoria Country Fire Authority Ambulance Victoria Victoria State Emergency Service Australian Red Cross Department of Health and Human Services	TBC	The peak emergency management planning body in Latrobe. There is no requirement for a Councillor to be on this Committee. Currently, there is a practice of at least one Councillor joining in a community representative member position. This committee reports to the Regional Emergency Management Planning Committee (non-council Committee).
Audit and Risk Committee	Statutory Committee	Two Councillors One Alternate	Cr Campbell Cr Potter Alternate Mayor	The Council will appoint as members of the Committee: - two Councillors and one alternate; and - three (3) external independent members, one of whom will be appointed by Council as Chairperson of the Committee.	At least four per year	The Audit and Risk Committee's purpose is to support Council in discharging its oversight responsibilities related to financial and performance reporting, risk management, fraud prevention systems and control, maintenance of a sound internal control environment, assurance activities including internal and external audit and Council's performance with regard to compliance with its policies and legislative and regulatory requirements.
Alliance of Councils for Rail Freight Development	External Committees and Associations		Cr Pugsley Cr Morgan	26 rural, regional and metropolitan municipalities in Victoria	Unknown	The Rail Freight Alliance represents the Local Government Sector in Victoria and adjoining States in freight logistics interests connecting Victoria nationally and internationally
Australian Local Government Association (ALGA) National General Assembly	External Committees and Associations	The Mayor or delegate	Cr Harriman		Annually	Voting on motions at the National General Assembly
Gippsland Reserve Committee of Management Inc. (by invitation)	External Committees and Associations		Cr Pugsley Cr Gibson Cr Howe	Unknown - Committee of Management	Unknown	Old Gippsland was established in 1968 with the aim of preserving the heritage and telling the story of the region, through a collection of buildings and artefacts. It is an historical village with 35 relocated buildings from Gippsland and 10 others being built to complete the town.
Latrobe City Trust	External Committees and Associations		Cr Gibson Cr Potter Cr Harriman	The Trust Deed does not have a prescriptive requirements about Councillor membership. There have been three Trustees, in addition to the Chief Executive Officer and the Mayor, which in recent times have been Councillors.	Bi-monthly	The Latrobe City Trust was settled by Loy Lang Power Management Pty Ltd in 1999 to raise funds and encourage local philanthropy to support individuals and communities across what is now Latrobe City through the distribution of grants.
Latrobe Valley Mine Rehabilitation Advisory Committee	External Committees and Associations		Cr Morgan Alt Cr Potter	TBC	Unknown	The Latrobe Valley Mine Rehabilitation Advisory Committee comprises representation from a broad range of stakeholder groups with an interest in mine rehabilitation in the Latrobe Valley
Moe Yallourn Rail Trail Committee of Management	External Committees and Associations		Cr Gibson Cr Pugsley	Unknown	Monthly	TBC
Municipal Association of Victoria (MAV) Representative	External Committees and Associations	one delegate		Nomination by member LGAs	Unknown	The MAV is a membership association and the legislated peak body for local government in Victoria.
National Timber Councils Association	External Committees and Associations	one delegate and one alternate	Cr Harriman Alt - Cr Barnes	Network of councils involved in forestry and plantation	Unknown	The National Timber Councils Association Incorporated has been formed to provide local government with a peak national body advocating from a local perspective on issues affecting local communities, industry, the environment and government in timber regions.
One Gippsland	External Committees and Associations	Mayor	Cr Harriman	Bass Coast Shire Council; Baw Baw Shire Council; East Gippsland Shire Council; Federation University; Food & Fibre Gippsland Latrobe City Council; South Gippsland Shire Council; Destination Gippsland; Gunaikurnai Land and Waters Aboriginal Corporation; TAFE Gippsland; and Wellington Shire Council.	At least six annually	One Gippsland a peak regional advocacy body representing this diverse region. We aim to connect the dots between government, business and community, while also collectively working together to champion the interests of our region and our people.
Regional Capitals Australia	External Committees and Associations	Mayor	Cr Harriman	Member councils	Unknown	Regional Capitals Australia (RCA) was formed in 2012 to bring Australia's 51 regional capital cities together as one unified voice.
Regional Cities Victoria	External Committees and Associations	Mayor	Cr Harriman	Municipalities of Ballarat, Bendigo, Geelong, Horsham, Latrobe, Mildura, Shepparton, Wangaratta, Warrambool and Wodonga	Bi-monthly	RCV is an alliance of regional cities dedicated to achieving real change in regional Victoria through policy development and active implementation of those policies.
Roadsafe Gippsland Community Road Safety Council	External Committees and Associations		Cr Howe Cr Morgan	Unknown	Unknown	Reducing Road Trauma
South East Australian Transport Strategy (SEATS)	External Committees and Associations		Cr Pugsley	Unknown	Unknown	SEATS has developed the South East Transport Strategy which collectively identifies a number of Priority Projects that go beyond the boundaries of individual local councils and benefit the entire region and beyond.
Timber Towns Victoria	External Committees and Associations	Via membership and nomination	Cr Gibson Alt Cr Barnes	Via membership and nomination	Bi-monthly	Timber Towns Victoria (TTV) is an incorporated Local Government Association formed in the early 1980s, representing the interests of municipal councils in relation to forestry on both public and private land.
Victorian Farmers Federation Latrobe Working Group	External Committees and Associations	One Councillor	Cr Howe	Unknown	As Required	The working group allows for both parties to discuss a broad range of topics such as weed management, road and drainage issues, funding opportunities, regulation/planning changes and the effects climate change has on farming.

# COMMUNITY ENGAGEMENT FOR COMMUNITY ENGAGEMENT POLICY

## PURPOSE

To present Latrobe City Council's preliminary draft Community Engagement Policy, which fulfills the requirements under section 55 of the Local Government Act 2020 (the Act) and aligns with the Community Engagement Principles in section 56 of the Act, and proposed community engagement for the Policy.

## EXECUTIVE SUMMARY

- As part of the requirements of the Local Government Act 2020 (the Act) Council is required to adopt and maintain a Community Engagement Policy.
- The current Policy was adopted in April 2021 for a four-year period, which ends in April 2025.
- Community engagement is a vital part of Council's operations, as it provides the opportunity for Council to learn about the variety of views, insights and issues in our region.
- Community engagement is about empowering, amplifying and capturing the voice and expertise of the community. It allows community members to actively contribute to Council decisions and actions by creating an inclusive environment in which community feedback is embraced, considered and acted upon.
- The preliminary draft Community Engagement Policy remains largely unchanged from the current Policy and reaffirms Latrobe City Council's commitment to engaging with the community in decision-making processes, fostering greater transparency, inclusivity, and fairness
- This preliminary draft Policy includes values, principles of management, and engagement approach to guide effective community engagement, aligning with the Overarching Governance Principles outlined in section 9 of the Act. Importantly it establishes clear processes and guidelines for Council officers, Councillors, and contractors.
- In addition to incorporating the Community Engagement Principles outlined in the Act, the preliminary draft Policy is also structured around the Core Values and Public Participation Spectrum developed by the International Association for Public Participation (IAP2).
- The preliminary draft Policy outlines where deliberative engagement is mandated for critical Council plans, while consultative engagement will be applied to additional key Council decisions as required.

- It is proposed that Council undertake a seven-week community engagement process from 3 February 2025 to 14 March 2025 to gather feedback on the draft Community Engagement Policy, in line with the draft Communications and Engagement Plan.
- This will provide an opportunity to seek community involvement in reviewing the Policy to ensure that future community engagement projects are created in a way that the community values.
- Community input will be reviewed and considered in preparing the final draft for adoption by Council at a future Council Meeting.

#### OFFICER'S RECOMMENDATION

**That Council endorse Council Officers to:**

- 1. Commence a process of initial community engagement from 3 February 2025 to 14 March 2025 to assist in the development of a community engagement policy; and**
- 2. Present a further report to a future Council meeting detailing the outcomes of the community engagement and presentation of a final draft of the Community Engagement Policy for Council's consideration.**



## BACKGROUND

As part of the requirements of the Act, Council is required to have an adopted Community Engagement Policy that gives effect to the Community Engagement Principles outlined in sections 55 and 56 of the Act.

Community engagement is a vital part of Council's operations, as it provides the opportunity for Council to learn about the variety of views, insights and issues in our region. It enables and ensures the responsiveness of the Council, as well as facilitating and enhancing the quality and effectiveness of major projects, infrastructure works, policy development, service planning, community-led developments and other initiatives.

The preliminary draft Community Engagement Policy remains largely unchanged from the current Policy. It incorporates the Community Engagement Principles outlined in the Act and reaffirms Latrobe City Council's commitment to engaging with the community in decision-making processes, promoting greater transparency, inclusivity, and fairness.

The Act mandates that the Policy be developed in consultation with the municipal community. Therefore, a draft will be made available to the public for consultation and feedback. It is proposed to have a seven-week period during which feedback can be submitted, from 3 February 2025 to 14 March 2025, in line with the attached draft Communications and Engagement Plan.

## ANALYSIS

In accordance with the requirements of the Act, Council must have and maintain an adopted Community Engagement Policy that gives effect to the following Community Engagement Principles as outlined in sections 55 and 56 of the Act:

- a) A community engagement process must have a clearly defined objective and scope;
- b) Participants in community engagement must have access to objective, relevant and timely information to inform their participation;
- c) Participants in community engagement must be representative of the persons and groups affected by the matter that is the subject of the community engagement;
- d) Participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement; and
- e) Participants in community engagement are informed of the ways in which the community engagement process will influence Council decision making.

The Policy must be capable of being applied to development of local laws, budgets, policies, the Community Vision, Council Plan, Financial Plan and Asset Plan. In relation to the Vision and Plans, the Act requires the Policy to include deliberative engagement practices that can be utilised.

Deliberative engagement is not defined in the Act. Broadly, it involves public participation in decision making towards the higher end of the IAP2 Spectrum referred to above. The Spectrum begins at Inform, and moves through Consult, Inform, Collaborate and Empower. Local Government Victoria has identified the key characteristics of deliberative engagement as:

- Authentic engagement with the community;
- Good representation of the community in engagement activities;
- Clear demonstration of how all views have been considered; and
- Accessible and relevant information available to the community to ensure the decision-making process and the community's level of influence is clear in each instance and that participants are fully informed.

The Policy must also provide some detail of the type and form of community engagement that Council will facilitate, depending on the circumstances, and guidance on how Council will ensure the community is advised of the results of a completed community engagement process.

This preliminary draft of the Community Engagement Policy includes minor adjustments from the currently endorsed policy. These changes aim to enhance clarity and include:

#### 4.1 Introduction

Change to wording from **looked into regularly** to **regularly explored**

- **Innovation:** new ways to listen to and engage with members of the community are **looked into regularly**, including seeking out solutions to improve discussion, decision-making and action in order to enhance the community engagement experience.
- **Innovation:** new ways to listen to and engage with members of the community are **regularly explored**, including seeking out solutions to improve discussion, decision-making and action in order to enhance the community engagement experience.

#### 4.2 Latrobe City Council's approach

Change to heading, from Latrobe City Council's framework to Latrobe City Council's approach, use of the word framework created confusion with the Community Engagement Framework document.

#### 4.6 When we will engage

Updated to note which require Deliberative engagement and which require Consultative engagement.

#### 4.7 How we will engage

Change to wording from examples of some of the methods we will use to examples of some of the methods we may use in our engagement activities.

**4.7 How we will engage**

Update to the engagement spectrum to include ‘Activity Category’.

**4.10 Evaluation**

Evaluation section re written to align with evaluation wording in the Community Engagement Framework.

**RISK ASSESSMENT**

RISK	RISK RATING	TREATMENT
<p><b>COMPLIANCE</b> Failure to publicly consult on the Policy would mean Council has not complied with the public consultation requirement for development.</p>	<p><b>Low</b> <i>Unlikely x Minor</i></p>	<p>Community consultation is to be undertaken and feedback considered.</p>
<p><b>COMPLIANCE</b> The Policy is not ready for adoption by April 2025.</p>	<p><b>Low</b> <i>Unlikely x Minor</i></p>	<p>Ensure that community consultation is conducted as outlined, once approved by Council, allowing sufficient time for the process, review of feedback, and any final amendments to the Policy.</p>
<p><b>STRATEGIC</b> Council is criticised for undertaking consultation post the Christmas Break.</p>	<p><b>Medium</b> <i>Possible x Minor</i></p>	<p>The Communications and Engagement Plan outlines a range of communication channels that will be used throughout the consultation to promote opportunities for community feedback.</p>

**CONSULTATION**

A nine-week community engagement process is proposed from 3 February 2025 to 14 March 2025. During this period, the draft Policy will be available for public consultation and feedback, in line with the Communications and Engagement Plan.

The consultation provides an opportunity to seek community involvement in reviewing the draft Policy to ensure that future community engagement projects are created in a way that the community values.

## COMMUNICATION

The draft Policy will be available on Council's Have Your Say engagement platform at [yoursay.latrobe.vic.gov.au](https://yoursay.latrobe.vic.gov.au). Various communication channels will be used to inform the community about the consultation process and the available support to assist in participation including social media, radio, hard copies at service centres, email distribution. The full Communications and Engagement Plan is outlined in Attachment 1.

## DECLARATIONS OF INTEREST

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*.

## APPENDIX 1 IMPACT ASSESSMENT

### **Social**

Not applicable.

### **Cultural**

Not applicable.

### **Health**

Not applicable.

### **Environmental**

Not applicable.

### **Economic**

Not applicable.

### **Financial**

Not applicable.

### **Attachments**

1. Draft Community Engagement Policy
2. Community Engagement Policy - Communications and Engagement Plan

# 8.6

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# Community Engagement Policy

Version no. DRAFT

Approval Date: 00/00/0000

Review Date: 00/00/0000



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**Document Control**

<b>Responsible GM</b>	Tim Ellis	
<b>Division</b>	Regional City Strategy & Transition	
<b>Last Updated (who and when)</b>	Manager Engagement and Customer Focus, Lauren Carey	2021
<b>Document History</b>		
<b>Authority</b>	<b>Date</b>	<b>Description of Change</b>
Council	12, April 2021	Adopted
<b>References</b>	Refer to section 8 and 9 of this policy	
<b>Next Review Date</b>	April 2025	
<b>Published on Website</b>	Yes	
<b>Document Reference No.</b>		

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## 1. Background

This Policy fulfils the requirement for Council to have a Community Engagement Policy under section 55 of the Local Government Act 2020 (the Act) and gives effect to the Community Engagement Principles contained in section 56 of the Act.

## 2. Objectives

The objectives of this Policy are to:

- 2.1 Give effect to the Community Engagement Principles;
- 2.2 Outline the framework for Council's community engagement processes;
- 2.3 Facilitate understanding of how Council will involve the community and stakeholders in decision-making and development of the municipality.

The Policy is an integral part of how Council will meet the Overarching Governance Principles in section 9 of the Act.

## 3. Scope

- 3.1 This Policy applies to all Councillors and employees of Latrobe City Council, as well as all contractors acting in place of an employee of Latrobe City Council.
- 3.2 This Policy applies to all community engagement processes to be undertaken by Council, excluding matters where Victorian legislation mandates a different procedure.

## 4. Principles of Management

### 4.1 Introduction

Latrobe City Council is committed to embracing an ongoing dialogue with our community through providing genuine, consistent, inclusive and effective community engagement processes.

Successful community engagement allows Council to benefit from the knowledge and experience of the Latrobe City community, and enables community members to influence, and see their influence on the decisions and actions that impact their daily lives and our collective future.

To reflect Latrobe City Council's community engagement values, Council is committed to contemporary and evolving approaches, including a commitment to professional development. Council's community engagement values are:

- **Respect:** consideration is shown to all members of the community. The views, concerns and experiences of community members are listened to and each person's point of view is valued;
- **Inclusiveness and accessibility:** every effort is made to provide opportunities for all members of the community to participate in both planned and unplanned community engagement activities. All members of the community are supported to actively contribute, regardless of age, gender, sexuality, income, education, cultural background, language skills or disability;
- **Integrity and honesty:** a trustworthy and honest manner is used in all levels of community engagement practices and decision-making, with processes being open and transparent. Members of

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the community are given a clear understanding of how their input has been considered as part of the final decision-making process.

- **Accountability and ownership:** responsibility is taken for Council's input, decisions and actions relating to community engagement activities;
- **Communication:** effective communication methods are used throughout the community engagement process when receiving and providing input, making decisions and taking action. This includes closing the loop with participants by clearly demonstrating how their input was considered in the final decision;
- **Innovation:** new ways to listen to and engage with members of the community are regularly explored, including seeking out solutions to improve discussion, decision-making and action in order to enhance the community engagement experience.

### 4.2 Latrobe City Council's approach

Three key documents and a toolkit guide Council's Community Engagement. The diagram below illustrates how these resources interconnect to fulfill Council's commitment to effective community engagement practice.



### 4.3 Principles

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Latrobe City Council's Community Engagement Policy is required to give effect to five Community Engagement Principles set out at section 56 of the Act. The statements below define our commitment to deliver each principle.

Principle	Council's Commitment
<p><b>1. The community engagement process has a clearly defined objective and scope.</b></p>	<p>When engagement is launched, we will publish an Engagement Plan Overview, including a description of the project or matter that is the subject of engagement. This will explain:</p> <ul style="list-style-type: none"> <li>• Why the project is needed;</li> <li>• What the community can influence and what they can't;</li> <li>• What information we need from the community</li> <li>• Methods in which we will gather feedback/ contribution from the community; and</li> <li>• The timeline in which the community can provide feedback and when the matter is expected to be decided.</li> </ul> <p>If the project or matter has multiple stages of engagement, we will define the objective and scope for each stage.</p> <p>We will allocate resourcing for engagement that is relative to the scope and complexity of the project or matter.</p>
<p><b>2. Participants in community engagement will have access to objective, relevant and timely information to inform their participation.</b></p>	<p>We will provide timely access to factual and transparent information on the project or matter, including:</p> <ul style="list-style-type: none"> <li>• A summary of known impacts, risks and benefits including social, natural and built environment, and financial; and</li> <li>• Relevant background information, technical and research reports, related policies, budget estimate and funding source.</li> </ul> <p>This information will be provided through a combination of printed, verbal, digital and audio-visual formats.</p> <p>We will provide information in accessible formats, plain language summaries and provide opportunities to ask questions and receive a response, either individually or via shared communications.</p>

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Principle	Council's Commitment
<p><b>3. Participants in community engagement will be representative of the persons and groups affected by the matter.</b></p>	<p>We will identify members of the community that have a connection to the project or matter, and publish an assessment of the level of:</p> <ul style="list-style-type: none"> <li>• Impact: what level of change will the community member experience as a result of the project/matter; and</li> <li>• Interest: what level of interest has been expressed or is anticipated.</li> </ul> <p>This information is used to understand the types of tools and techniques that will be most effective for engagement and communication.</p> <p>Community members who are identified as likely to experience a significant impact from a change or decision, may be offered a higher level of engagement and influence on the decision than others.</p>
<p><b>4. Participants in community engagement are entitled to reasonable support to enable meaningful and informed engagement.</b></p>	<p>We will design engagement including the methods, activities and schedule to meet the needs and requirements of identified community members. This will consider:</p> <ul style="list-style-type: none"> <li>• Multiple methods to participate, including written, visual, online and verbal;</li> <li>• The time participants will require to provide an informed response; and</li> <li>• The resourcing available for engagement relative to the scope and scale of the project.</li> </ul> <p>For community members who may experience barriers to participation, additional resources may be considered such as:</p> <ul style="list-style-type: none"> <li>• Information and feedback processes in alternative formats; and</li> <li>• Support to participate, including personal care and/or support, transport and after-hours options.</li> </ul>
<p><b>5. Participants in community engagement are informed of the ways in which the community engagement process will influence Council decision-making.</b></p>	<p>We will explain how and when the decision will be made, including:</p> <ul style="list-style-type: none"> <li>• The influence community feedback will have; and</li> <li>• Other information that will inform decision-making, including technical information, research, policies, legislation, Council priorities, commitments and available budget.</li> </ul>

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Principle	Council's Commitment
	<p>Where there are multiple phases of engagement, we will describe the above for each phase.</p> <p>Methods and tools selected will relate to the type of project and level of influence relative to the IAP2 Spectrum and to the project budget.</p> <p>Providing feedback to participants is crucial in respecting our relationship and partnership with our community. We will:</p> <ul style="list-style-type: none"> <li>• Provide updates to subscribers at key progress points, including when the item will be discussed at a meeting of Council; and</li> <li>• Publish a summary of the engagement process and results within two months of the close of engagement. This will include summary of participants and process.</li> </ul>
<p><b>6. A community engagement process must be designed to promote fairness and equity</b></p>	<p>Traditional engagement activities can be biased towards the participation of those who are easy to communicate with, have a pre-existing relationship with Council, and are vocal and reasonably comfortable in a public setting.</p> <p>We will design engagement programs to encourage fairness, equity and the participation of p reached groups through:</p> <ul style="list-style-type: none"> <li>• Selection of methods and tools, including one-to-one and small group discussion;</li> <li>• The ability to participate in a private or closed forum and/or anonymously;</li> <li>• Monitoring the participation of hardly reached groups and adapt activities to promote increased participation if required; and</li> <li>• Moderation and management of public forums to enable respectful and equitable sharing of ideas.</li> </ul>

#### 4.4 What is community engagement and why it is important

Community engagement is about empowering, amplifying and capturing the voice and expertise of the community. It allows community members to actively contribute to Council decisions and actions by creating an inclusive environment in which community feedback is embraced, considered and acted upon.

Community engagement can be both proactive and responsive. It occurs in planned moments - such as the range of ways Council seeks and uses community input when making a decision - and also occurs in the way Council undertakes day to day services and activities, and consistently builds and maintains relationships with community members and stakeholders.

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The ability for people to be involved and heard on issues that are important to them and decisions that impact them fosters greater fairness, inclusivity, ownership and transparency in decision-making, and increases community trust and confidence in the activities of Council.

Community engagement is a vital part of Council's operations, as it provides the opportunity for Council to learn about the variety of views, insights and issues in our region. It enables and ensures the responsiveness of the Council, as well as facilitating and enhancing the quality and effectiveness of major projects, infrastructure works, policy development, service planning, community-led developments and other initiatives.

### 4.5 Who we engage with

Latrobe City is a diverse community with a broad range of views and interests.

While decision-making activities are of interest to all community members and stakeholders, it would not be efficient or sustainable for Latrobe City Council to engage with the entire community on every issue. Some decisions also affect certain community members or stakeholders more than others.

In implementing community engagement processes, Council considers community to include anyone affected by or with an interest in a decision, and will endeavour to ensure participation of those most affected or with the most interest. People affected will be determined by understanding the potential social, economic and geographic impacts of a project, plan or proposal, and could include individuals, members of community groups and town associations, and neighbours.

### 4.6 When we will engage

Embedding strong community engagement into Latrobe City Council's practices is a key Council priority. The Act sets out a number of matters where community engagement is compulsory.

Deliberative engagement is required for:

- Community Vision;
- Council Plan;
- Financial Plan;
- Asset Plan.

Consultative engagement is required for:

- Budget (or any revised Budget);
- Adopting Local Laws;
- Governance Rules;
- Acquiring or disposing of land;
- Leasing of Council land (in some circumstances).

In addition to the matters listed above, where appropriate Latrobe City Council will engage the community under a range of other scenarios, such as:

- Other Policy, Strategy and Plan development;
- Service planning, including development, amendment or improvement of a service provided by Council;
- Area improvement, for example major projects and infrastructure, and upgrades to recreational areas, community assets and Council buildings and facilities;

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- Site specific, being any changes to an area, and including matters affecting an individual property;
- Additional legislative requirements under this Act including related regulations, or as required by any other Act, for example:
  - *Road Management Act 2004*;
  - *Planning and Environment Act 2007*;
  - *Public Health and Wellbeing Act 2008*;
  - Issues affecting the:
    - Cultural and social liveability of the community;
    - Local economy and labour market; or
    - Natural environment.

Community engagement will occur in the earlier stages of a project/initiative, providing an opportunity for the public to influence the development process.

Depending on the circumstances, community engagement may be undertaken in more than one stage.

Council will conduct community engagement within timeframes that allow a practical opportunity for community members and stakeholders to participate. There are some instances where the timeframe for consultation is predetermined by legislation.

Not all decisions of Latrobe City Council will provide an opportunity for broad community consultation or active participation. In some instances, a prior decision of Council or a legislative imperative may limit or preclude further discussion or consideration of an issue. A decision may be part of Latrobe City Council's broad strategic agenda which has already been endorsed and adopted. In other instances, where there are highly complex issues, Council may legitimately seek to only gather the input of stakeholders or experts in a specific field.

Some areas where community engagement activities may not occur include:

- Where a situation poses an immediate threat or risk to the health, safety or wellbeing of the community to which Council is required to respond quickly, including emergency events;
- A consultation process involving Council that is being conducted by another level of government;
- If the matter involves confidential information;
- Where set out in legislation.

#### 4.7 How we will engage

Council is committed to understanding the needs and views of the Latrobe City community. The community plays an important role in shaping our future direction. The skills and experiences of those in the community should be sought. Council aims to strengthen its partnership with the community by supporting and valuing the community's contribution.

##### Level of engagement model

The following table represents our Level of Engagement model that supports a consistent approach to community engagement. The model provides:

- Our role in the engagement;
- Our commitment to the community; and
- Examples of some of the methods we may use in our engagement activities.

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All levels of engagement can be supported by methods from the previous level.

The engagement level selected will be influenced by the project's scope, impact and available resources. Council will also evaluate the complexity and likely impact of a decision against the significance of the outcome when developing community engagement activities. The activity categories below guide this evaluation.



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Activity category			Category 1: Matters which require deliberative engagement under the <i>Local Government Act</i> .			
			Category 2: Matters which are of higher or long-term impact and significant interest to the community.			
	Category 3: Matters which are of lower impact or interest to the community, or where the community's ability to influence is limited.					
<b>Levels of community participation</b>						
Our role	<b>Inform</b> Provide the community with balanced and objective information to assist them to understand the problem, alternatives, opportunities, and/or solutions.	<b>Consult</b> Obtain community feedback on analysis, alternatives, and/or decisions.	<b>Involve</b> Work directly with the community to ensure that their concerns and aspirations are consistently understood and considered.	<b>Collaborate</b> Partner with the community in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	<b>Empower</b> To place final decision making in the hands of the community.	
Our commitment	We promise to keep you informed.	We promise to: <ul style="list-style-type: none"> <li>• keep you informed</li> <li>• listen to and acknowledge concerns and aspirations</li> <li>• provide feedback on how public input influenced the decision.</li> </ul>	We promise to: <ul style="list-style-type: none"> <li>• work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed</li> <li>• provide feedback on how public input influenced the decision.</li> </ul>	We promise to: <ul style="list-style-type: none"> <li>• work together with you to formulate solutions</li> <li>• incorporate your advice and recommendations into the decisions to the maximum extent possible.</li> </ul>	We promise to implement your decision.	
Engagement type	<b>Consultative</b> The community provide feedback on alternatives, draft documents or decisions.		<b>Deliberative</b> The community are provided with sufficient time and information to consider and prioritise options, as a part of the decision making process.			
Examples of tools and techniques	Website Social media Newsletters and other mail outs Media releases Letters Flyers and posters Signage	Submissions Public comments Surveys Public meetings Polls Drop-in/ pop-up Listening posts	Workshops Stakeholder networks Focus/working groups Interviews Site visit Focus groups	Advisory committees Working group Participant led workshops Co-design Deliberative poll	Delegated committees and community asset committees Citizen juries Democratic voting Practical skills workshops Training events	

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### 4.8 Deliberative engagement

The Act requires that the development of Council's Community Vision, Council Plan, Financial Plan and Asset Plan involve deliberative engagement practices. Deliberative engagement is an important approach that will also be used in other non-legislated situations as it is required. What do we mean by 'deliberative engagement'?

Deliberative engagement is a form of community engagement that places people closer to the decision-making of a democratic society, without taking away from the decision-making powers of the elected Council. It is informed, representative and supported. Deliberative engagement occurs when a representative sample of the community is provided with the opportunity, information and time to reach a joint position or preferred solution. Time, complexity, impact and available resources influence the methods of deliberative engagement. Local Government Victoria has identified the key characteristics of deliberative engagement as:

- Authentic engagement with the community;
- Good representation of the community in engagement activities;
- Clear demonstration of how all views have been considered; and
- Accessible and relevant information available to the community to ensure the decision-making process and the community's level of influence is clear in each instance and that participants are fully informed.

### 4.9 Latrobe City Council's approach

For every community engagement activity, a community engagement plan will be developed by Council officers in a timely, effective and innovative manner. Plans will include assessment of the target audience and develop the most suitable tools and methods of communication to encourage a high level and quality of participation that is appropriate to the matter. Relevant approvals will be obtained, through line management and committee structures and where applicable, Council resolutions, prior to commencing activities. To ensure effective community engagement, Council implements the following eight steps to design, deliver and complete community engagement.

1. Clearly define the purpose and scope of the community engagement
2. Understand stakeholder and community interests
3. Design an appropriate community engagement process
4. Deliver genuine and respectful engagement
5. Review and interpret the engagement data
6. Apply the outcomes of the engagement to inform the decision-making process
7. Evaluate the community engagement process for improvement
8. Close the loop on the community engagement - advise the community of the final outcome and how their feedback was considered in the final decision.

### 4.10 Evaluation

Feedback will be provided to meet industry best practice standards, acknowledging and respecting the valuable contributions of community members and stakeholders, as well as the time they dedicate to participating. Outcomes and updates will be consistently reported online via Council's Have Your Say

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platform and through additional channels as requested by the community. Updates will also be sent directly to those who have requested to stay informed and have provided their contact details.

### 4.11 Privacy

Transparency and openness are core components of community engagement. When a person participates at workshops or events or in forums, contributions and identity are considered public. The same applies for submissions unless anonymity is requested. Responses to surveys, questionnaires and feedback forms may be published but identities, if known, will remain anonymous.

Contact information will be kept secure and separate from any other data provided.

Council will only collect what personal information it requires in order to carry out its statutory and legal responsibilities and to deliver its services. Council complies with the requirements of the *Privacy and Data Protection Act 2014* in carrying out these responsibilities.

## 5. Accountability and Responsibility

Accountability and responsibility for this policy is outlined below.

### 5.6 Council

- Responsibility to ensure this Policy is consistent with Latrobe City Council Strategic Direction and other Latrobe City Council Policy
- Responsibility for the decision to approve this Policy by Council Resolution

### 5.7 Chief Executive Officer

- Overall responsibility for compliance with this policy
- Overall responsibility for enforcing accountability
- Overall responsibility for providing resources
- Overall responsibility for performance monitoring

### 5.8 General Manager

- Responsibility for compliance with this policy
- Responsibility for enforcing accountability
- Responsibility for providing resources
- Responsibility for performance monitoring

### 5.9 Manager

- Develop frameworks and procedures in compliance with this policy
- Enforce responsibilities to achieve compliance with frameworks and procedures
- Provide appropriate resources for the execution of the frameworks and procedures

### 5.10 Employees, Contractors and Volunteers

- Participate where required in the development of frameworks and procedures in compliance with this policy.
- Comply with frameworks and procedures developed to achieve compliance with this policy.

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## 6. Evaluation and Review

This policy will be reviewed on request of Council, in the event of significant change in the Executive team, significant changes to legislation applicable to the subject matter of the policy or, in any other case, during each Council term (generally four years).

## 7. Definitions

Include definitions of any words which are critical to the interpretation of the policy or whose meaning is distinguishable from common use/understanding.

Act:	<i>Local Government Act 2020</i>
Council:	Latrobe City Council
Communication:	Communication is about providing information to build a shared understanding between Council and the community. It refers to the many ways Council keeps the community up to date with news, projects and opportunities.
Community:	Includes people who live, work, learn, visit or otherwise use the services and facilities in Latrobe City, as well as community organisations and interest groups.
Community/municipal community:	<p>Community' is used to describe people of a municipality, or Council area/City, including individuals or groups who live, work, play, study, visit, invest in or pass through the municipality.</p> <p>The Local Government Act 2020 defines the term "municipal community" as:</p> <ul style="list-style-type: none"> <li>(a) people who live in the municipal district of the Council; and</li> <li>(b) people and bodies who are ratepayers of the Council; and</li> <li>(c) traditional owners of land in the municipal district of the Council; and</li> <li>(d) people and bodies who conduct activities in the municipal district of the Council.</li> </ul>
Community engagement:	Interactions between Council, the Latrobe City community and other stakeholders with the purpose of facilitating community/stakeholder involvement and guidance in Council decision-making and actions.
Community consultation:	This is a form of community engagement that relates to the tools and practices used by Council to enable public involvement in decisions and actions that shape the community.
Community strengthening:	Community strengthening refers to a sustained effort of building cohesive and inclusive communities. This process aims to increase the connectedness, active engagement and partnership among members of the community, community groups and organisations to enhance social, economic and environmental wellbeing.

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Deliberative practices:	A fair and transparent process by which we provide the relevant representative people/group with the practical information, forums and resources they need to reach a considered conclusion and provide recommendations on a defined issue. This may occur in combination with other formats of research or engagement.
Engagement:	Getting community and/or stakeholder input or feedback to inform a Council decision. Can also be referred to as 'consultation', however engagement is the preferred term to avoid confusion with the Consult level of the IAP2 Spectrum.
Ethical:	Adherence to moral principles and conduct in undertaking a process or activity.
Hardly reached stakeholders:	Community members who experience barriers to participation in community engagement activities due to a range of individual, geographical and social conditions.
IAP2 and Public Participation Spectrum:	"The IAP2 Public Participation Spectrum is designed to assist with the selection of the level of participation that defines the public's role in any community engagement program. The Spectrum shows that differing levels of participation are legitimate depending on the goals, timeframes, resources and levels of concern in the decision to be made. Most importantly, the Spectrum sets out the promise being made to the public at each participation level."
Plan:	A plan outlines a detailed future course of action for Council aimed at achieving specific goals or objectives within a specific timeframe. A plan should identify roles and responsibilities along with resources that are required.
Policy:	A policy sets out Council's views with respect to a particular matter. It includes a set of principles or rules that provide a definite direction for the organisation.
Publication:	For projects involving public engagement, information will be published on Council's website and be available in print or other accessible formats.
Representative participation:	<p>For some matters, especially those with deliberative characteristics, participation may be designed or selected to align with the demographic features of the impacted community using data published by the Australian Bureau of Statistics.</p> <p>The measure, relevance and emphasis on representative participation may vary between projects.</p>

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## Draft Community Engagement Policy | Page 16

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Research:	The systematic collection, collation, analysis and interpretation of data relevant to policy or practice, or to understand future trends, local needs and good practice.
Stakeholder:	<p>An individual, organisation or defined group of people who are interested, affected by or contribute to an outcome. Often these individuals or groups have a defined intent or 'stake' in the project or matter.</p> <p>A stakeholder group may have a single or shared perspective on an issue or may have different views. A delegate may represent a shared view on behalf of a group.</p>
Subscription:	During engagement individuals can subscribe to receive updates by providing email or postal addresses.

## 8. Related Documents

Privacy Policy

Media Policy

Public Transparency Policy

Social Media Policy

Latrobe City Cultural Diversity Action Plan

Latrobe City Disability Access and Inclusion Plan

Latrobe City Municipal Emergency Action Plan

Latrobe City Reconciliation Action Plan

## 9. Reference Documents

Local Government Act 2020

IAP2 Quality Assurance Standards - Core Values, Practitioners code of ethics and the IAP2 Spectrum of engagement (International Association for Public Participation)

Local Government Act 2020 – Principles: Community Engagement (Local Government Victoria)

## 10. Appendices

Regional City Strategy & Transition  
Approved: 00/00/0000 | Review: 00/00/0000



# Community Engagement Policy Review - Communications and Engagement Plan

**Step 1:** Complete template from Background through to Key messages. The Communications and Engagement team will work with you to detail the activities and draft content.

**Step 2:** Send completed template to the [Comms Helpdesk](#) and request a time to catch up with relevant team members.

**Step 3:** Meet with the Comms team to discuss the Communications and Engagement plan and plan comms activities and content.

Please visit the [Communications and Marketing intranet page](#) for timeframes.

Background/why/purpose		
<p>It is important for Council to involve our community in significant decisions that impact on the liveability, social and economic profile of Latrobe City.</p> <p>It has been three years since the Community Engagement Policy was developed in 2021 and is now ready for review.</p> <p>This is an opportunity to seek community involvement in reviewing the policy to ensure that future community engagement projects are created in a way that the community values.</p>		
Who	What/outcome	Timeline/key dates

Community Engagement Policy Review – Communications and Engagement Plan | Page 2

<p>List your target audience and stakeholders (internal and external)</p> <p><b>Target audience</b></p> <p><b>Key stakeholders</b></p> <p><u>Internal</u></p> <ul style="list-style-type: none"> <li>- Communications/Marketing</li> <li>- Council’s Community Engagement champions</li> <li>- Executive Team. SLT and Coordinators Network</li> <li>- Councillors</li> <li>- Council Advisory Committees</li> </ul> <p><u>External</u></p> <ul style="list-style-type: none"> <li>- All residents and ratepayers</li> </ul>	<p>We want to understand the community’s support for the Policy and how it defines when, why and how we’ll engage with our community to inform Council decisions.</p>	<p>Community consultation will run from 3 February – 14 March 2025. Internal stakeholder consultation will run in parallel to community consultation.</p>		
<b>Key messages</b>				
<b>Main key message</b>	<p>We’re reviewing our Community Engagement Policy which outlines why, when and how we engage with you to inform Council decisions. This is your opportunity to ensure that we capture your involvement and feedback in a way that you value for future projects.</p>			
<b>Key messages</b>	<p>We want you to be included in Council decisions that affect you.</p>	<p>Be part of the conversation, have your say. Tell us what you think.</p>	<p>Our goal is to engage often and widely with everyone, to have open, honest, meaningful and informed community engagement that is authentic</p>	<p>Your feedback will inform changes required to the Community Engagement Policy which will be reviewed for April 2025.</p>





## Community Engagement Policy Review – Communications and Engagement Plan | Page 3

			and facilitates respectful two-way conversations.	
<b>Call to action</b>	Community involvement	Community involvement	Community knowledge/buy-in	Community influence
Schedule of activities and draft content				
Activity	Description	Draft content	Dates	
<b>Have Your Say page</b>	Online community engagement space for the project including: <ul style="list-style-type: none"> <li>Online survey</li> <li><a href="#">Guestbook/Questions</a> Tool</li> <li>Timeline</li> </ul>	To be drafted.	<b>Active Engagement: 3 February – 14 March 2025</b>  <b>Closing Feedback: April 2025</b>	
<b>Hard copy surveys</b>	Hard copy surveys provided at Council facilities (Service centres and libraries)	To be developed.	<b>3 February – 14 March 2025</b>	
<b>Have Your Say EDM</b>	Notification sent to registered Have Your Say participants to have their say (over 450 residents).	To be developed.	<b>Week beginning 3 February 2025</b> <b>Reminder notification two weeks before closing</b>	
<b>Media Releases</b>	Media release announcing opening of consultation period.	To be drafted.	<b>Week beginning 3 February 2025</b>	
<b>Social Posts</b>	Social media campaign that includes: <ul style="list-style-type: none"> <li>Facebook/Instagram posts</li> <li>Stories linking to the Have Your Say page</li> </ul>	To be developed	<b>All for 3 February 2025</b> <b>(keep pinned post for that week)</b>	

## Community Engagement Policy Review – Communications and Engagement Plan | Page 4

	<ul style="list-style-type: none"> <li>• X utilised for media release only</li> </ul>		
<b>Community EDM</b>	Feature in Council's new Community EDM for first edition.	To be drafted.	<b>February and March 2025</b>
<b>Postcards</b>	Postcards that outline how community can get involved to be left at Council facilities and local businesses.	Marketing to develop	<b>Early February 2025</b>
<b>Radio</b>	Radio ads encouraging community members to visit Have Your Say page.	To be developed.	<b>Early February – Mid March 2025.</b>
<b>Noticeboard</b>	Strip ad in Council Noticeboard.	To be developed.	<b>12 February and 5 March 2025 editions.</b>
<b>Website</b>	Website banner pushing visitors to Have Your Say for details.	To be developed.	<b>3 February – 14 March 2025</b>

# AUTHORISATION OF COUNCIL OFFICERS UNDER THE PLANNING & ENVIRONMENT ACT 1987

## PURPOSE

To seek authorisation of Michelle Hutchings, Principal Statutory Planner and Anthony Ball, Statutory Planning Compliance Officer, under section 147(4) of the *Planning and Environment Act 1987* and section 313 of the *Local Government Act 2020*.

## EXECUTIVE SUMMARY

- Through Instruments of Appointment and Authorisation, Council appoints specific officers to be authorised officers for the administration and enforcement of legislation under applicable Acts.
- By authorising Michelle Hutchings and Anthony Ball, the officer will be able to perform their duties with respect to the planning powers and functions of the Council.

## OFFICER'S RECOMMENDATION

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

- 1. Michelle Hutchings and Anthony Ball be appointed and authorised as set out in the Instrument of Appointment and Authorisation attached to this report;**
- 2. The Instrument of Appointment and Authorisation come into force immediately after the common seal of Council is affixed and remain in force until Council determines to vary or revoke it; and**
- 3. The Instrument of Appointment and Authorisation be sealed.**

## BACKGROUND

There are often clauses within Acts or Regulations that state an “authorised officer” can undertake a specific function and therefore the authorised officer needs to be identified 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.*

## ANALYSIS

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.

## RISK ASSESSMENT

RISK	RISK RATING	TREATMENT
COMPLIANCE Officers not authorised by Council; officers will be unable to adequately perform their duties	<b>Medium</b> <i>Possible x Minor</i>	Authorisation of Planning Officer

RISK	RISK RATING	TREATMENT
<b>SERVICE DELIVERY</b> Delays in processing decisions on planning applications.	<b>Medium</b> <i>Possible x Minor</i>	Authorisation of Planning Officer
<b>FINANCIAL</b> Cost of lost economic benefit within team's budget	<b>Medium</b> <i>Possible x Minor</i>	Authorisation of Planning Officer
<b>STRATEGIC</b> Risk that developers will become frustrated with delays and appeal to the Victorian Civil and Administrative Tribunal.	<b>Medium</b> <i>Likely x Moderate</i>	Authorisation of Planning Officer

**CONSULTATION**

Not applicable.

**COMMUNICATION**

Not applicable.

**DECLARATIONS OF INTEREST**

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*.

## APPENDIX 1 IMPACT ASSESSMENT

### **Social**

Not applicable.

### **Cultural**

Not applicable.

### **Health**

Not applicable.

### **Environmental**

Not applicable.

### **Economic**

The authorisation of officers allows Council to enable infrastructure supporting private and public investment.

### **Financial**

The authorisation of the officer ensures that the officer is able to perform duties that they are required to undertake as part of their role.

### **Attachments**

1. S11A Instrument of Appointment & Authorisation - Michelle Hutchings
2. S11A Instrument of Appointment & Authorisation - Anthony Ball

# 8.7

## Authorisation of Council Officers under the Planning & Environment Act 1987

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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)***

**December 2024**

**Michelle Hutchings**

**Principal Statutory Planner**





Maddocks

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

In this instrument "officer" means -

**Michelle Hutchings**

**By this instrument of appointment and authorisation Latrobe City Council -**

1. under s 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 s 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 -

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

This instrument is authorised by a resolution of the Council on the 16 December 2024.

The Common Seal of LATROBE CITY COUNCIL

was affixed in accordance with Local Law No. 1

this            day of            2024 in the presence of:

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Steven Piasente – Chief Executive Officer

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)***

**December 2024**

**Anthony Ball**

**Statutory Planning Compliance Officer**



Maddocks

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

In this instrument "officer" means -

**Anthony Ball**

**By this instrument of appointment and authorisation Latrobe City Council -**

1. under s 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 s 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 -

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

This instrument is authorised by a resolution of the Council on the 16 December 2024.

The Common Seal of LATROBE CITY COUNCIL

was affixed in accordance with Local Law No. 1

this            day of            2024 in the presence of:

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Steven Piasente – Chief Executive Officer

# **URGENT BUSINESS**

## 9. 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.

# **REPORTS FOR NOTING**

## 10. REPORTS FOR NOTING

Item Number 10.1 16 December 2024

Organisational Performance

# QUARTERLY BUDGET REPORT - SEPTEMBER 2024

## PURPOSE

To provide Council with the financial results for the first quarter of the 2024/2025 financial year in accordance with the provisions of Section 97(1) of the Local Government Act 2020.

## EXECUTIVE SUMMARY

- This report meets the requirements of the Local Government Act 2020 (“the Act”) to present a quarterly budget report to Council as soon as practicable after the end of each quarter of the financial year.
- The report shows that Council overall is operating within the parameters of its adopted budget with most variances relating to carry forward funds from the previous year and the timing of revenue and expenditure within the current financial year.
- The "Income Allocation Statement" reports an Adjusted Budget Cash Surplus of \$0.7M. The "Adjusted Budget" incorporates funding that has been carried forward from the 2023/24 financial year and changes in government grants funding both in financial year timing and funding amounts.
- Council seeks to achieve a balanced budget based on a cash basis and the surplus amounts shown in the Income Allocation Statement are primarily related to increases in government grant funding announced after the adoption of the budget.
- The “Comprehensive Income Statement” report forecasts a Surplus result for the full financial year of \$13.9M which is an unfavourable variance of \$16.1M to the adopted budget, mainly associated with expenditure relating to funding carried forward from the previous financial year and a reduction in expected capital grants, with details of all variances included in the Comprehensive Income Statement commentary.
- The “Balance Sheet” shows that Council maintains a strong liquidity position with \$203.3M in current assets compared to \$26.7M current liabilities (a liquidity ratio of 7.6:1).
- The report is provided for Council’s information.

OFFICER'S RECOMMENDATION

**That Council receive and note the Budget Report for the quarter ended 30 September 2024, prepared in accordance with the requirements of the Local Government Act 2020.**



## BACKGROUND

Under Section 97(1) of the Act, as soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a quarterly budget report is presented to the Council at a Council meeting which is open to the public. This report ensures compliance with this legislative requirement.

## ANALYSIS

The attached report, as at 30 September 2024, is provided for the information of Council and the community. The financial report compares budgeted income and expenditure with actual results as at the end of the first quarter of the financial year. The key issues of note are:

- The "Adjusted Budget" currently projects a "cash surplus" of \$0.7M which represents unallocated additional Roads to Recovery funding \$0.5M and Victoria Grants Commission Financial Assistance Grants (FAGS) funding \$0.2M.
- The "Comprehensive Income Statement" report forecasts a surplus adjusted budget result for the full financial year of \$13.9M which is an unfavourable variance of \$16.1M to the original budget. This result is due to variances relating to a decrease in income of \$6.5M and additional expenses of \$9.6M.
- The decreased income is mainly a result of capital grants \$9.7M due to the updated expected financial timing of the recognition of grants for major multi year projects e.g Regional Car Parks Fund projects, Gippsland Logistics Precinct, Traralgon Indoor Multi Sports Hall and the Multi Use Pavilion at Traralgon Rec Reserve. This has been partially offset by additional operating grants mainly due to the expected receipt of an unbudgeted grants for Natural Disaster Recovery for the February 24 storm event, the Sports Legacy & Activation Council Support Package Fund (CSPF), together with higher expected funding for Pre and Victoria Grants Commission Financial Assistance Grants (FAGS).
- The forecasted additional expenses are a result of funding carried forward relating to works funded but not completed in 2023/24, together with expenditure associated with unbudgeted government operating grants to be received in 2024/25.
- The "Balance Sheet" shows that Council maintains a strong liquidity position with \$203.3M in current assets compared to \$26.7M current liabilities (a liquidity ratio of 7.6:1).
- The budgeted cash & investments at the beginning of the year was \$79.9 million, the actual opening balance was \$100.3 million. The additional \$20.4 million was largely the result of higher than anticipated surplus funds and carry forward funding for capital and operational projects and programs. Additional net cash inflows of \$19.1 million have been received over the first quarter mainly as a result of advanced government grants received that have yet to be spent.

- The “Statement of Capital Works” shows that as at the 30 September 2024 Council had spent \$9.2M on capital works mostly on Infrastructure projects \$6.2M (including Roads projects \$2.0M), Plant & Equipment \$1.4M and Property (buildings) \$1.6M. Full year forecasted capital expenditure is \$71.7M compared to the budget of \$68.6M. The increase is mainly due to funds carried forward from 2023/24 partially offset by an overall reduction in capital expenditure relating to the forecast decrease in capital grants mainly due to a review of the timing of recognition of grants funds for major multi year projects.
- The “Financial Performance Ratios’ indicate that Council remains within the industry expected ranges.

Further details on these and other variations are provided in the attached report.

#### RISK ASSESSMENT

RISK	RISK RATING	TREATMENT
COMPLIANCE Non-compliance with the requirements of the <i>Local Government Act 2020</i> .	<b>Low</b> <i>Unlikely x Minor</i>	Timely presentation of report.

#### CONSULTATION

Not applicable.

#### COMMUNICATION

Not applicable.

#### DECLARATIONS OF INTEREST

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*.

## APPENDIX 1 IMPACT ASSESSMENT

### **Social**

Not applicable.

### **Cultural**

Not applicable.

### **Health**

Not applicable.

### **Environmental**

Not applicable.

### **Economic**

Not applicable.

### **Financial**

A strong financial position allows Council to adapt and respond to challenges as they arise.

### **Attachments**

1. Quarterly Budget Report - September 2024

# 10.1

## Quarterly Budget Report - September 2024

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# Quarterly Budget Report

## September 2024

# Quarterly Budget Report

## September 2024

### Contents

	<b>Page</b>
- Summary	1
- Income Allocation Statement (IAS)	2
- Comprehensive Income Statement (CIS)	6
- Balance Sheet (BS)	10
- Statement of Cash Flows	12
- Statement of Capital Works	13
- Financial Performance Ratios	16

## **September 2024 Quarterly Budget Report Summary**

The attached report provides the overall outcomes to the end of the first quarter of the 2024/25 financial year together with forecasted year end results compared to budget. The key issues of note are:

- The "Income Allocation Statement" reports an Adjusted Budget Cash Surplus of \$0.7M. The "Adjusted Budget" incorporates funding that has been carried forward from the 2023/24 financial year and changes in government grants funding both in financial year timing and funding amounts.
- The "Comprehensive Income Statement" report forecasts a Surplus result for the full financial year of \$13.9M which is an unfavourable variance of \$16.1M to the adopted budget, mainly resulting from expenditure of funding carried forward from the previous financial year and a reduction in expected capital grants, with details of all variances included in the Comprehensive Income Statement commentary.
- The "Balance Sheet" shows that Council maintains a strong liquidity position with \$203.3M in current assets compared to \$26.7M current liabilities (a liquidity ratio of 7.6:1).
- The "Statement of Cash Flows" shows that Council has \$119.4M in Cash and Financial assets (i.e. investments). The level is higher than anticipated due to carry forward funds from previous financial years including capital works, reserves funds and government grants advanced earlier than expected.
- The "Statement of Capital Works" shows a forecast expenditure of \$71.7M compared to the budget of \$68.6M.
- The "Financial Performance Ratios" indicate that Council remains within the industry expected ranges.

Under the provisions of the *Local Government Act 2020 Section 97 (1) (the Act)*, as soon as practicable after the end of each quarter of the financial year, the Chief Executive Officer must ensure that a quarterly budget report is presented to the Council at a Council meeting which is open to the public.

## 24/25 INCOME ALLOCATION STATEMENT

### For The Quarter Ended 30 September 2024

	Note	YEAR TO DATE				FULL YEAR			
		Actual	Adjusted	Variance	Variance	Adjusted	Adopted	Variance	Variance
		\$'000	Budget	fav/(unfav)	fav/(unfav)	Budget	Budget	fav/(unfav)	fav/(unfav)
<b>Income</b>									
Rates and charges	1	95,075	94,596	479	0.5%	95,226	95,226	-	0.0%
Statutory fees & fines	2	509	473	37	7.8%	2,758	2,758	-	0.0%
User fees	3	3,463	3,180	282	8.9%	12,215	12,215	-	0.0%
Grants - Operating	4	20,907	20,940	(33)	(0.2%)	32,273	28,953	3,320	11.5%
Grants - Capital	5	27,608	27,616	(8)	(0.0%)	26,588	36,246	(9,658)	(26.6%)
Contributions - Monetary	6	1,143	32	1,112	3497.7%	107	90	17	18.5%
Other income	7	1,696	1,071	625	58.3%	3,462	3,592	(130)	(3.6%)
<b>Total income</b>		<b>150,401</b>	<b>147,908</b>	<b>2,494</b>	<b>1.7%</b>	<b>172,629</b>	<b>179,080</b>	<b>(6,451)</b>	<b>(3.6%)</b>
<b>Expenses</b>									
Employee costs	8	(14,835)	(15,333)	498	3.2%	(67,164)	(65,248)	(1,916)	(2.9%)
Materials and services	9	(10,707)	(10,481)	(226)	(2.2%)	(50,796)	(43,313)	(7,482)	(17.3%)
Utilities	10	(1,108)	(847)	(261)	(30.8%)	(3,371)	(3,169)	(202)	(6.4%)
Other Expenditure	11	(1,023)	(955)	(69)	(7.2%)	(5,150)	(4,590)	(559)	(12.2%)
<b>Total expenses</b>		<b>(27,673)</b>	<b>(27,615)</b>	<b>(58)</b>	<b>(0.2%)</b>	<b>(126,481)</b>	<b>(116,321)</b>	<b>(10,160)</b>	<b>(8.7%)</b>
<b>Funds Available</b>		<b>122,729</b>	<b>120,293</b>	<b>2,436</b>	<b>2.0%</b>	<b>46,148</b>	<b>62,759</b>	<b>(16,610)</b>	<b>(26.5%)</b>
<b>Other Income / (Expenses)</b>									
Capital Works expenditure	12	(9,495)	(8,989)	(506)	(5.6%)	(69,248)	(66,388)	(2,860)	(4.3%)
Landfill Construction/Rehabilitation	13	(794)	(794)	(1)	(0.1%)	(7,833)	(4,925)	(2,908)	(59.0%)
Debt Servicing Principal	14	(549)	(549)	0	(0.0%)	(2,217)	(2,217)	-	0.0%
Borrowing Costs	15	(119)	(106)	(13)	(12.3%)	(407)	(407)	-	0.0%
Transfer from / (to) reserve	16	21,961	22,721	(760)	(3.3%)	29,895	6,779	23,116	341.0%
Interest Income	17	1,509	1,078	431	40.0%	4,400	4,400	-	0.0%
<b>Total Other Income/(Expense)</b>		<b>12,514</b>	<b>13,362</b>	<b>(848)</b>	<b>(6.3%)</b>	<b>(45,410)</b>	<b>(62,759)</b>	<b>17,348</b>	<b>(27.6%)</b>
<b>Surplus / (deficit)</b>		<b>135,242</b>	<b>133,655</b>	<b>1,588</b>	<b>1.2%</b>	<b>738</b>	<b>-</b>	<b>738</b>	<b>100.0%</b>



**INCOME ALLOCATION STATEMENT OVERVIEW**

The "Income Allocation Statement" (IAS) shows how the annual income is allocated to the various expenditure categories. The statement incorporates the "Adjusted Budget" which represents the 2024/25 budget adopted by Council on 3 June 2024 adjusted for items carried forward from the 2023/24 financial year and known changes in the financial year timing and level of government grants funding.

The "Adjusted Budget" currently projects a "cash surplus" of \$0.7M which represents unallocated additional Roads to Recovery funding \$0.5M and Victoria Grants Commission Financial Assistance Grants (FAGS) funding \$0.2M.

**NOTES TO THE INCOME ALLOCATION STATEMENT - Year to Date and Full Year Variances****1. Rates and charges**

**Year to Date -** **\$0.5M Favourable**

Timing variance of supplementary rates raised to date.

**Full Year -** **\$0.0M Nil Variance**

No variance.

**2. Statutory fees and fines**

**Year to Date -** **\$0.0M Favourable**

Minor variance.

**Full Year -** **\$0.0M Nil Variance**

No variance.

**3. User fees**

**Year to Date -** **\$0.3M Favourable**

Favourable variances to date are mainly due to higher than expected fees received to date for landfill gate fees \$0.2M and subdivision supervision fees \$0.1M.

**Full Year -** **\$0.0M Nil Variance**

No variance

**4. Grants - operating**

**Year to Date -** **(\$0.0M) Unfavourable**

Minor variance.

**Full Year -** **\$3.3M Favourable**

The favourable variance is mainly due to the expected receipt of grants for Natural Disaster Recovery for the February 24 storm event \$1.4M, the Sports Legacy & Activation Council Support Package Fund (CSPF) \$1.0M, together with higher expected funding for Pre Schools \$0.5M and Victoria Grants Commission Financial Assistance Grants (FAGS) \$0.2M.

**5. Grants - capital**

**Year to Date -** **(\$0.0M) Unfavourable**

Minor variance.

**Full Year -** **(\$9.7M) Unfavourable**

The unfavourable variance is due to the expected timing of grant revenue for Regional Car Parks Fund \$10.5M, Gippsland Logistics Precinct \$4.5M, Traralgon Indoor Multi Sports Hall \$0.7M and Multi Use Pavilion Traralgon Rec Reserve \$2.2M which are all now expected to be recognised in the 2025/26 financial year based on current projections of the construction of these projects. These variances have been partially offset by favourable variances totalling \$8.2M including additional Roads to Recovery funding \$0.5M and unbudgeted grants for the Nation Building Blackspot Program \$2.3M, Glengary Pre School refurbishment \$0.9M, Traralgon Railway Conservation Reserve Large Dam rehabilitation \$0.7M, Local Roads and Community Infrastructure Program (LRIC4) \$0.8M, Regional Sports Infrastructure Program projects at Ted Summerton Reserve \$0.7M, and GRISS \$0.6M and other various grants.

**NOTES TO THE INCOME ALLOCATION STATEMENT - Year to Date and Full Year Variances****6. Contributions - monetary****Year to Date -****\$1.1M Favourable**

Higher than expected receipt of developer contributions for Lake Narracan & Traralgon North Developer contribution schemes \$0.4M, Public Open Space contributions \$0.2M, Street Trees \$0.1M and other Infrastructure contributions \$0.4M.

**Full Year -****\$0.0M Favourable**

No variance incorporated into adjusted budget, will be re-forecasted in the December quarter.

**7. Other income****Year to Date -****\$0.6M Favourable**

The favourable variance is primarily due to the receipt of unbudgeted insurance claim proceeds \$0.5M and various cost reimbursements \$0.3M.

**Full Year -****(\$0.1M) Unfavourable**

The unfavourable variance is primarily due to a local contribution to the Creative Latrobe program that was budgeted in the current year but received in the 2023/24 year. Other expected variances will be forecasted in the December quarter.

**8. Employee costs****Year to Date -****\$0.5M Favourable**

Minor percentage variance mainly due to staff vacancies in the first quarter.

**Full Year -****(\$1.9M) Unfavourable**

The additional salaries and wages associated with funding carried forward from previous years and unbudgeted government grant funding to be received in the current year including Family Services programs \$1.3M and Emergency Management/Community Recovery \$0.1M.

**9. Materials and services****Year to Date -****(\$0.2M) Unfavourable**

Minor variance.

**Full Year -****(\$7.5M) Unfavourable**

The unfavourable variance is mainly due to unbudgeted expenditure incurred as a result of internal and external funding carried over from previous years and 2024/25 government grants not known when the budget was developed which include Family Services programs \$2.3M, Active Communities & Partnerships \$0.7M, Emergency Management \$0.4M, Traralgon West Development Plan \$0.7M, City Assets \$0.6M, Sustainability and Environment \$0.2M, Branding campaign \$0.8M, Centre for Automotive Futures Business Case \$0.4M, insurance premiums \$0.2M, Sports Legacy & Activation funded programs \$0.4M and Council Plan \$0.2M

**10. Utilities****Year to Date -****(\$0.3M) Unfavourable**

Higher than expected electricity costs to date mainly as a result of street lighting costs and lower than expected generation from Council's landfill biogas generator.

**Full Year -****(\$0.2M) Unfavourable**

Increased gas costs at GRAC due to the Geothermal system being offline while waiting for parts to repair the underground pump.

**11. Other expenses****Year to Date -****(\$0.1M) Unfavourable**

Minor variance.

**Full Year -****(\$0.6M) Unfavourable**

The unfavourable variance is mainly due to unexpended community grants funds carried forward from the 2023/24 financial year which are to be distributed in 2024/25 \$0.4M, together with Kindergarten Inclusion Support program grants \$0.1M and Business Development grants \$0.1M.

**NOTES TO THE INCOME ALLOCATION STATEMENT - Year to Date and Full Year Variances****12. Capital Works expenditure****Year to Date - (\$0.5M) Unfavourable**

Relates to minor timing variances across numerous projects.

**Full Year - (\$2.9M) Unfavourable**

Net increased expenditure is mainly as a result of works carried forward from previous financial years including Capitalised works \$10.8M included in the Statement of Capital Works and \$1.3M of non-capitalised works included in the Comprehensive Income Statement, largely offset by reduced estimated current year expenditure in relation to multi-year projects reflected in reduced capital grants e.g. Regional Car Park fund projects.

**13. Landfill Construction/Rehabilitation****Year to Date - (\$0.0M) Unfavourable**

Minor variance.

**Full Year - (\$2.9M) Unfavourable**

The unfavourable variance is to be funded from the Landfill reserve for rehabilitation \$1.5M, leachate pond construction \$1.0M and new cell construction \$0.5M, all works carried forward from 2023/24.

**14. Debt Servicing Principal****Year to Date - \$0.0M Favourable**

Minor variance.

**Full Year - \$0.0M Nil Variance**

No variance

**15. Borrowing costs****Year to Date - (\$0.0M) Unfavourable**

No variance

**Full Year - \$0.0M Nil Variance**

No variance

**16. Transfer from / (to) reserve****Year to Date - (\$0.8M) Unfavourable**

Unfavourable variance is largely aligned to the favourable variance in monetary contributions income which is subsequently transferred to statutory reserves.

**Full Year - \$23.1M Favourable**

Funding carried forward from previous financial years to fund ongoing expenditure i.e. \$12.1M for Capital works expenditure, \$2.9M Landfill Construction/Rehabilitation and \$8.1M across operating budget items.

**18. Interest Income****Year to Date - \$0.4M Favourable**

The favourable variance is primarily due to higher than expected interest rate yields and additional cash holdings as a result of unexpected grant funds advanced for major projects that were not anticipated when the budget was developed \$0.3M.

**Full Year - \$0.0M Nil Variance**

No variance.

**COMPREHENSIVE INCOME STATEMENT**

For The Quarter Ended 30 September 2024

	YTD Actual	YTD Budget	Variance	Variance	Variance Type	Full Year	Adopted	Variance	Variance Full	
	YTD Act/Bud	YTD Act/Bud	YTD Act/Bud	YTD Act/Bud	(P)ermanent/ (T)iming	Adjusted	Budget	Adopted/ Budget /Adj Budget	Year Bud/Adj Bud fav/(unfav)	
NOTE	\$'000	\$'000	\$'000	%		\$'000	\$'000	\$'000	%	
<b>INCOME</b>										
Rates and charges	1	95,075	94,701	374	0.4%	T	95,226	95,226	0	0.0%
Statutory fees and fines	2	509	462	47	10.2%	T	2,758	2,758	0	0.0%
User fees	3	3,487	2,860	627	21.9%	T	12,270	12,270	0	0.0%
Grants - operating	4	20,883	16,898	3,985	23.6%	T	32,158	28,898	3,260	11.3%
Grants - capital	5	27,608	19,153	8,454	44.1%	T	26,588	36,246	(9,658)	(26.6%)
Contributions - monetary	6	1,143	15	1,128	7488.3%	P	107	90	17	18.5%
Contributions - non monetary	7	0	0	0	0.0%	P	5,000	5,000	0	0.0%
Other income	8	3,086	1,973	1,114	56.5%	T	6,716	6,845	(129)	(1.9%)
<b>TOTAL INCOME</b>		<b>151,792</b>	<b>136,062</b>	<b>15,729</b>	<b>11.6%</b>		<b>180,823</b>	<b>187,333</b>	<b>(6,510)</b>	<b>(3.5%)</b>
<b>EXPENSES</b>										
Employee costs	9	14,846	15,215	369	2.4%	T	66,721	65,288	(1,433)	(2.2%)
Materials and services	10	12,098	11,969	(129)	(1.1%)	P	55,201	47,629	(7,573)	(15.9%)
Depreciation	11	8,911	8,383	(528)	(6.3%)	P	33,530	33,530	0	0.0%
Amortisation - intangible assets	12	238	236	(2)	(0.8%)	T	944	944	0	0.0%
Amortisation - right of use assets	13	36	40	4	8.9%	T	159	159	0	0.0%
Borrowing costs	14	95	92	(4)	(3.9%)	T	363	363	0	0.0%
Finance costs - leases	15	24	11	(13)	(118.4%)	T	44	44	0	0.0%
Net loss/ (gain) on disposal of property, infrastructure, plant and equipment	16	(95)	0	95	100.0%	P	5,000	5,000	0	0.0%
Other expenses	17	1,003	700	(303)	(43.3%)	T	4,967	4,407	(559)	(12.7%)
<b>TOTAL EXPENSES</b>		<b>37,156</b>	<b>36,645</b>	<b>(511)</b>	<b>(1.4%)</b>		<b>166,929</b>	<b>157,364</b>	<b>(9,565)</b>	<b>(6.1%)</b>
<b>SURPLUS (DEFICIT) FOR THE YEAR</b>		<b>114,636</b>	<b>99,418</b>	<b>15,218</b>	<b>15.3%</b>		<b>13,894</b>	<b>29,969</b>	<b>(16,075)</b>	<b>(53.6%)</b>

**COMPREHENSIVE INCOME STATEMENT OVERVIEW**

The surplus and deficit amounts shown in the Comprehensive Income Statement year to date and full year budget columns are largely a result of capital grants and non-cash items. Ideally a surplus result would be generated to enable Council to invest in new assets, upgrade and expand existing assets, and repay borrowings. On a cash basis Council budgets for a break even result, with any cash remaining at year end required to meet current and future liabilities together with current commitments. Therefore any variances to budget in the operating result are generally caused by changes in levels of grants and monetary contributions for capital works, and expenditure that is funded from revenue that has been received in a previous financial year together with variances in non-cash items (e.g. loss on disposal of property, infrastructure, plant and equipment).

The "Comprehensive Income Statement" report forecasts a surplus adjusted budget result for the full financial year of \$13.9M which is a unfavourable variance of \$16.1M to the original budget. This result is due to a number of variances with a forecast decrease in income of \$6.5M and additional expenses of \$9.6M. The decreased income is mainly a result of capital grants \$9.7M due to the updated expected financial timing of the recognition of grants for major multi year projects e.g Regional Car Parks Fund projects, Gippsland Logistics Precinct, Traralgon Indoor Multi Sports Hall and the Multi Use Pavillion at Traralgon Rec Reserve. This has been partially offset by additional operating grants mainly due to the expected receipt of an unbudgeted grants for Natural Disaster Recovery for the February 24 storm event, the Sports Legacy & Activation Council Support Package Fund (CSPF), together with higher expected funding for Pre and Victoria Grants Commission Financial Assistance Grants (FAGS). The forecasted additional expenses are a result of funding carried forward relating to works funded but not completed in 2023/24, together with expenditure associated with unbudgeted government operating grants to be received in 2024/25.

**NOTES TO THE COMPREHENSIVE INCOME STATEMENT - Year to Date and Full Year Variances****1. Rates and charges**

**Year to Date -** \$0.4M Favourable

Timing variance of supplementary rates raised to date.

**Full Year -** \$0.0M Nil Variance

No variance.

**2. Statutory fees and fines**

**Year to Date -** \$0.0M Favourable

Minor timing variance.

**Full Year -** \$0.0M Favourable

No variance.

**3. User fees**

**Year to Date -** \$0.6M Favourable

Favourable variances to date are mainly due to higher than expected fees received to date for landfill gate fees \$0.3M, child care fees \$0.2M and subdivision supervision fees \$0.1M.

**Full Year -** \$0.0M Favourable

No variance

**4. Grants - operating**

**Year to Date -** \$4.0M Favourable

The favourable variance is mainly due to the receipt of an unbudgeted Sports Legacy & Activation Council Support Package Fund (CSPF) state government grant \$2.5M, together with earlier than expected timing of Victoria Grants Commission Financial Assistance Grants (FAGS) \$1.4M.

**Full Year -** \$3.3M Favourable

The favourable variance is mainly due to the expected receipt of unbudgeted grants for Natural Disaster Recovery for the February 24 storm event \$1.4M, the Sports Legacy & Activation Council Support Package Fund (CSPF) \$1.0M, together with higher expected funding for Pre Schools \$0.5M and Victoria Grants Commission Financial Assistance Grants (FAGS) \$0.2M.

**NOTES TO THE COMPREHENSIVE INCOME STATEMENT - Year to Date and Full Year Variances****5. Grants - capital****Year to Date - \$8.5M Favourable**

The favourable variance is mainly due to the receipt of grant funding that was not known when the budget was developed including Regional Sports Infrastructure Program projects at Ted Summerton Reserve \$4.5M, and Gippsland Regional Indoor Sports Stadium (GRISS) \$2.3M, Traralgon Railway Conservation Reserve Large Dam rehabilitation \$0.7M, Gaskin Park Multi-use pavillion \$0.6M and Sports Lighting Upgrades at Toners Lane Reserve \$0.2M and Gaskin Park Oval 2 \$0.2M.

**Full Year - (\$9.7M) Unfavourable**

The unfavourable variance is due to the expected timing of recognition of Regional Car Parks Fund \$10.5M, Gippsland Logistics Precinct \$4.5M, Traralgon Indoor Multi Sports Hall \$0.7M and Multi Use Pavillion Traralgon Rec Reserve \$2.2M receipt of these grant funds was budgeted in the current year but is now expected to be recognised in the 2025/26 financial year based on current projections of the construction of these projects. These variances have been partially offset by favourable variances totalling \$8.2M including additional Roads to Recovery funding \$0.5M and unbudgeted grants for the Nation Building Blackspot Program \$2.3M, Glengarry Pre School refurbishment \$0.9M, Traralgon Railway Conservation Reserve Large Dam rehabilitation \$0.7M, Local Roads and Community Infrastructure Program (LRCI4) \$0.8M, Regional Sports Infrastructure Program projects at Ted Summerton Reserve \$0.7M, and Gippsland Regional Indoor Sports Stadium (GRISS) \$0.6M and other various grants.

**6. Contributions - monetary****Year to Date - \$1.1M Favourable**

Higher than expected receipt of developer contributions including Lake Narracan & Traralgon North Developer contribution schemes \$0.4M, Public Open Space contributions \$0.2M, Street Trees \$0.1M and other Infrastructure contributions \$0.4M.

**Full Year - \$0.0M Favourable**

No variance incorporated into adjusted budget, will be re-forecasted in the December quarter.

**7. Contributions - non monetary****Year to Date - \$0.0M Nil Variance**

No variance.

**Full Year - \$0.0M Nil Variance**

No variance

**8. Other income****Year to Date - \$1.1M Favourable**

The favourable variance is primarily due to higher than expected interest rate yields and additional cash holdings on council investments as a result of unexpected grant funds advanced for major projects that were not anticipated when the budget was developed \$0.3M, together with the receipt of unbudgeted insurance claim proceeds \$0.5M and various reimbursements \$0.3M.

**Full Year - (\$0.1M) Unfavourable**

The unfavourable variance is primarily due to a local contribution to the Creative Latrobe program that was budgeted in the current year but received in the 2023/24 year. Other expected variances will be forecasted in the December quarter.

**9. Employee costs****Year to Date - \$0.4M Favourable**

Minor percentage variance mainly due to staff vacancies in the first quarter.

**Full Year - (\$1.4M) Unfavourable**

The additional salaries and wages associated with funding carried over from previous years and unbudgeted government grant funding to be received in the current year including Family Services programs \$1.3M and Emergency Management/Community Recovery \$0.1M.

**10. Materials and services****Year to Date - (\$0.1M) Unfavourable**

Minor variance.

**Full Year - (\$7.6M) Unfavourable**

The unfavourable variance is mainly due to unbudgeted expenditure incurred as a result of internal and external funding carried forward from previous years and 2024/25 government grants not known when the budget was developed including Family Services programs \$2.3M, Active Communities & Partnerships \$0.7M, Emergency Management \$0.4M, Traralgon West Development Plan \$0.7M, City Assets \$0.6M, Sustainability and Environment \$0.2M, Branding campaign \$0.8M, Centre for Automotive Futures Business Case \$0.4M, insurance premiums \$0.2M, Sports Legacy & Activation funded programs \$0.4M, Council Plan \$0.2M

**NOTES TO THE INCOME STATEMENT - Year to Date and Full Year Variances****11. Depreciation****Year to Date - (\$0.5M) Unfavourable**

The unfavourable variance is mainly as a result of the increased valuations in Recreational assets in the previous financial year leading to increased depreciation expenses that were not known when the budget was developed.

**Full Year - \$0.0M Nil Variance**

No variance incorporated into adjusted budget, will be re-forecasted in the December quarter.

**12. Amortisation - intangible assets****Year to Date - (\$0.0M) Unfavourable**

Minor variance.

**Full Year - \$0.0M Nil Variance**

No variance

**13. Amortisation - right of use assets****Year to Date - \$0.0M Favourable**

Minor variance.

**Full Year - \$0.0M Nil Variance**

No variance

**14. Borrowing costs****Year to Date - (\$0.0M) Unfavourable**

Minor variance.

**Full Year - \$0.0M Nil Variance**

No variance

**15. Finance costs - leases****Year to Date - (\$0.0M) Unfavourable**

No variance

**Full Year - \$0.0M Nil Variance**

No variance

**16. Net (gain) / loss on disposal of property, infrastructure, plant and equipment****Year to Date - \$0.1M Favourable**

Minor favorable variance on disposal of plant & fleet.

**Full Year - \$0.0M Nil Variance**

No variance

**17. Other expenses****Year to Date - (\$0.3M) Unfavourable**

The unfavourable variance is mainly due to earlier than expected payment of community grants.

**Full Year - (\$0.6M) Unfavourable**

The unfavourable variance is mainly due to unexpended community grants funds carried over from the 2023/24 financial year to be distributed in 2024/25 \$0.4M, together with Kindergarten Inclusion Support program grants \$0.1M and Business Development grants \$0.1M.

**BALANCE SHEET**

As at 30 September 2024

	Notes	Current Balance \$'000s	Opening Balance 01/07/24 \$'000s	Movement for Year to Date \$'000s		Notes	Current Balance \$'000s	Opening Balance \$'000s	Movement for Year to Date \$'000s
<b>CURRENT ASSETS</b>					<b>CURRENT LIABILITIES</b>				
Cash and Cash Equivalents	1	16,687	5,339	11,348	Trade and Other Payables	4	1,036	12,592	(11,556)
Trade and Other Receivables	2	80,719	4,884	75,835	Trust Funds and Deposits	5	9,263	6,308	2,955
Other Financial Assets	1	102,728	95,000	7,728	Contract and Other Liabilities	6	0	11,101	(11,101)
Other Assets	3	3,138	4,739	(1,601)	Provisions - Employee Benefits		11,499	11,767	(269)
					Provisions - Landfill		3,139	3,884	(745)
					Interest-bearing Liabilities		1,669	2,217	(549)
					Lease Liabilities		90	132	(42)
<b>Total Current Assets</b>		<b>203,272</b>	<b>109,963</b>	<b>93,309</b>	<b>Total Current Liabilities</b>		<b>26,696</b>	<b>48,002</b>	<b>(21,306)</b>
<b>NON CURRENT ASSETS</b>					<b>NON CURRENT LIABILITIES</b>				
Trade and Other Receivables		1	1	0	Provisions - Employee Benefits		1,362	1,362	0
Other Financial Assets		2	2	0	Provisions - Landfill		14,851	14,851	0
Property, Infrastructure, Plant and Equipment		1,503,473	1,503,178	294	Interest-bearing Liabilities		14,771	14,771	0
Right-of-use assets		1,112	1,148	(36)	Lease Liabilities		1,083	1,083	0
Intangible Assets		1,153	1,391	(238)					
<b>Total Non-Current Assets</b>		<b>1,505,742</b>	<b>1,505,722</b>	<b>20</b>	<b>Total Non-Current Liabilities</b>		<b>32,067</b>	<b>32,067</b>	<b>0</b>
<b>TOTAL ASSETS</b>		<b>1,709,014</b>	<b>1,615,684</b>	<b>93,329</b>	<b>TOTAL LIABILITIES</b>		<b>58,762</b>	<b>80,069</b>	<b>(21,306)</b>
					<b>NET ASSETS</b>		<b>1,650,251</b>	<b>1,535,616</b>	<b>114,636</b>
					<b>EQUITY</b>				
					Current Year Surplus/(Deficit)		114,636	7,172	107,464
					Accumulated Surplus		882,099	875,736	6,363
					Reserves		653,516	652,708	809
					<b>TOTAL EQUITY</b>		<b>1,650,251</b>	<b>1,535,616</b>	<b>114,636</b>



**BALANCE SHEET OVERVIEW**

The "Balance Sheet" shows that Council maintains a strong liquidity position with \$203.3M in current assets compared to \$26.7M current liabilities (a liquidity ratio of 7.6:1).

**NOTES TO THE BALANCE SHEET - Year to Date Movement****1. Cash and Cash Equivalents/Other Financial Assets****\$19.1M Increase**

The overall increase is mainly due to grant funds advanced to Council for major projects and a 75% advance of the annual Financial Assistance Grants (FAGS).

**2. Trade and Other receivables****\$75.8M Increase**

Mainly due to the annual rates notices being raised in the first quarter and is part of the normal pattern. This amount will continue to reduce as rate payments are received over the remainder of the year in line with the full payment and quarterly instalment due dates.

**3. Other Assets****(\$1.6M) Decrease**

Mainly due to prepayments and accrued revenue as at 30 June 2024 having now been reversed/received in the current financial year.

**4. Trade and Other Payables****(\$11.6M) Decrease**

Mainly due to amounts that were outstanding to suppliers as at 30 June 2024 being paid/recognised in the current financial year.

**5. Trust Funds and Deposits****\$3.0M Increase**

Mainly relates to the collection of first quarterly instalments of the Fire Services Property Levy which will be passed onto the State Revenue Office in October.

**6. Contract and Other Liabilities****(\$11.1M) Decrease**

Mainly due to amounts that were received in advance as at 30 June 2024 having now been recognised in the current financial year.

## STATEMENT OF CASH FLOWS

For the Quarter ended 30 September 2024

	YTD Cash Flow \$'000s	Adopted Budget Annual Cashflow \$'000s		YTD Cash Flow \$'000s	Adopted Budget Annual Cashflow \$'000s
	Inflows (Outflows)	Inflows (Outflows)		Inflows (Outflows)	Inflows (Outflows)
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>		
Rates and charges	20,339	95,125	Finance costs	(62)	(363)
Statutory fees & fines	512	2,758	Proceeds from borrowings	0	0
User fees	3,492	12,270	Repayment of borrowings	(549)	(2,217)
Grants - operating	20,783	28,922	Interest paid - lease liability	(24)	(44)
Grants - capital	17,688	36,336	Repayment of lease liabilities	(42)	(147)
Contributions - monetary	1,143	90	<b>Net Cash Flows from Financing Activities</b>	<b>(676)</b>	<b>(2,771)</b>
Interest received	1,486	4,400			
Trust funds and deposits taken/(repaid)	2,955	103	<b>Net Increase/(Decrease) in cash held</b>	<b>11,347</b>	<b>(855)</b>
Other receipts	382	2,446			
Net GST refund/(payment)	(33)	3,800	<b>Cash &amp; cash equivalents at beginning of year</b>	<b>5,339</b>	<b>10,848</b>
Employee costs	(17,550)	(64,890)			
Materials & services	(21,039)	(52,429)	<b>Cash &amp; cash equivalents at end of period</b>	<b>16,687</b>	<b>9,993</b>
Short-term, low value and variable lease payments	(36)	(148)			
Other payments	(967)	(4,400)			
<b>Net cash from operating activities</b>	<b>29,156</b>	<b>64,383</b>			
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			<b>Summary of Cash &amp; Investments</b>		
Payments for property, infrastructure, plant & equipment	(9,525)	(68,613)	<b>Current Balance</b>	<b>16,687</b>	<b>Current year Movement</b> 11,347
Proceeds from sale of property, plant & equipment	119	1,146	Other Financial Assets (Cash Investments)	102,728	7,728
Payments for investments	(42,728)	(125,000)	<b>Total Cash &amp; Investments</b>	<b>119,414</b>	<b>100,339</b>
Proceeds from sale of investments	35,000	130,000			
Loans and advances made	0	0	<b>Budgeted Opening Balance of Cash &amp; Investments</b>		<b>79,880</b>
Payments of loans and advances	1	0	<b>Variance in Opening Balance</b>		<b>20,459</b>
<b>Net Cash Flows used in investing activities</b>	<b>(17,132)</b>	<b>(62,467)</b>			

### STATEMENT OF CASH FLOWS OVERVIEW

The budgeted cash & investments at the beginning of the year was \$79.9 million, the actual opening balance was \$100.3 million. The additional \$20.4 million was largely the result of higher than anticipated surplus funds and carry forward funding for capital and operational projects and programs. Additional net cash inflows of \$19.1 million have been received over the first quarter mainly as a result of advanced government grants received that have yet to be spent.

**STATEMENT OF CAPITAL WORKS**

For The Quarter Ended 30 September 2024

		<i>YTD Actuals</i>	<i>Full Year Adjusted Budget</i>	<i>% Spent of Forecast</i>	<i>Adopted Budget</i>	<i>Variance Adopted Budget / Adj Budget</i>	<i>Variance Adopted Budget / Adj Budget %</i>
	<b>NOTE</b>	<b>\$'000</b>	<b>\$'000</b>		<b>\$'000</b>	<b>\$'000</b>	<b>%</b>
<b>Property</b>							
Buildings	1	1,562	13,108	12%	10,220	(2,888)	(28%)
Heritage buildings	2	27	160	17%	0	(160)	100%
<b>Total Property</b>		<b>1,588</b>	<b>13,268</b>	<b>12%</b>	<b>10,220</b>	<b>(3,048)</b>	<b>(30%)</b>
<b>Plant and Equipment</b>							
Plant, machinery & equipment	3	1,275	4,871	26%	3,458	(1,413)	(41%)
Fixtures, fittings & furniture	4	0	89	0%	0	(89)	100%
Computers & telecommunications	5	149	827	18%	600	(227)	(38%)
Artwork collection	6	14	20	70%	15	(5)	(30%)
<b>Total Plant and Equipment</b>		<b>1,438</b>	<b>5,806</b>	<b>25%</b>	<b>4,073</b>	<b>(1,733)</b>	<b>(43%)</b>
<b>Infrastructure</b>							
Roads	7	2,018	22,961	9%	18,501	(4,460)	(24%)
Bridges & culverts	8	122	240	51%	150	(90)	(60%)
Footpaths & cycleways	9	447	1,478	30%	1,330	(148)	(11%)
Drainage	10	254	3,119	8%	1,357	(1,762)	(130%)
Waste management	11	49	4,422	1%	3,075	(1,347)	(44%)
Parks, open space and streetscapes	12	238	3,567	7%	1,392	(2,175)	(156%)
Recreational, leisure & community facilities	13	119	2,367	5%	650	(1,717)	(264%)
Offstreet carparks	14	1,673	12,558	13%	22,980	10,422	45%
Other infrastructure	15	1,284	1,931	66%	4,874	2,943	60%
<b>Total Infrastructure</b>		<b>6,203</b>	<b>52,643</b>	<b>12%</b>	<b>54,309</b>	<b>1,666</b>	<b>3%</b>
<b>Total Capital Works expenditure</b>		<b>9,229</b>	<b>71,717</b>	<b>13%</b>	<b>68,602</b>	<b>(3,115)</b>	<b>(5%)</b>
<b>REPRESENTED BY;</b>							
New asset expenditure	16	4,340	25,034	17.3%	37,255	12,221	32.8%
Asset renewal expenditure	17	2,810	31,469	8.9%	24,054	(7,415)	(30.8%)
Asset expansion expenditure	18	0	0	0.0%	0	0	0.0%
Asset upgrade expenditure	19	2,079	15,214	13.7%	7,293	(7,921)	(108.6%)
<b>Total Capital Works expenditure</b>		<b>9,229</b>	<b>71,717</b>	<b>12.9%</b>	<b>68,602</b>	<b>(3,115)</b>	<b>(4.5%)</b>

**STATEMENT OF CAPITAL WORKS OVERVIEW**

As at the 30 September 2024 Council had spent \$9.2M on capital works mostly on Infrastructure projects \$6.2M (including Roads projects \$2.0M), Plant & Equipment \$1.4M and Property (buildings) \$1.6M. Full year forecasted capital expenditure is \$71.7M compared to the budget of \$68.6M. The increase is mainly due to funds carried forward from 2023/24 partially offset by an overall reduction in capital expenditure relating to the forecast decrease in capital grants mainly due to a review of the timing of recognition of grants funds for major multi year projects.

Note the total capital expenditure disclosed in the Statement of Capital Works varies from the Income Allocation Statement (IAS) Capital expenditure line item due to the IAS figure including projects that are capital in nature but do not meet Council's policy requirements for asset recognition/capitalisation together with the Landfill Construction/Rehabilitation line including some costs that are included in the Statement of Capital Works.

**NOTES TO THE CAPITAL WORKS STATEMENT - Full Year Forecast Variances****1. Buildings (\$2.9M) Increased Expenditure**

Primarily due to expenditure that has carried forward from previous budget allocations and cash surpluses including Solar Power generation installations \$1.5M, Morwell Depot upgrade \$0.9M and Building Renewal Program \$0.7M, together with unbudgeted grant funding announced since the budget was developed including Gippsland Regional Indoor Sports Stadium upgrade \$0.6M and Glengarry Pre School refurbishment \$0.9M. These variances are partially offset by multi year project expenditure budgeted in 24/25 now expected to be spent in the following financial year on Flood Recovery projects; Traralgon Indoor Multi Sports Hall \$1.8M and Multi Use Pavilion Traralgon Rec Res \$1.1M.

**2. Heritage buildings (\$0.2M) Increased Expenditure**

Funds carried forward from 2023/24 associated with the Traralgon Courthouse upgrades.

**3. Plant, machinery & equipment (\$1.4M) Increased Expenditure**

Mainly due to items of fleet and large plant that were budgeted in the previous year but as a result of delays in delivery times are not able to be received until the 2024/25 financial year. Funds have been carried forward to pay for these items.

**4. Fixtures, fittings & furniture (\$0.1M) Increased Expenditure**

Office furniture replacement expenditure related to funding carried forward from 2023/24.

**5. Computers & telecommunications (\$0.2M) Increased Expenditure**

Additional expenditure is mainly related to works carried forward from 2023/24 for public WiFi services and Latrobe Regional Gallery Digital Screens.

**6. Artwork Collection (\$0.0M) Increased Expenditure**

No variance.

**7. Roads (\$4.5M) Increased Expenditure**

Mainly relates to unbudgeted government funding announced for the Nation Building Blackspot Program \$2.4M and funding carried forward from 2023/24 to complete the Road Rehabilitation program \$1.4M, Marshalls Road Signalised Intersection \$0.3M and Landslip restoration works \$0.3M.

**8. Bridges & culverts (\$0.1M) Increased Expenditure**

Due to funds carried forward from 2023/24 to complete bridge and major culvert works.

**9. Footpaths & cycleways (\$0.1M) Increased Expenditure**

Mainly due to funding carried forward from the 2023/24 financial year to complete Footpath Rehabilitation Program works.

**10. Drainage (\$1.8M) Increased Expenditure**

Mainly due to timing of grants and carry forward funding for the Traralgon Railway Reserve Large Dam project \$1.0M, an unbudgeted government grant for Glengarry Flood Mitigation works \$0.3M and other carry forward works for drainage renewal & upgrade programs \$0.4M.

**NOTES TO THE CAPITAL WORKS STATEMENT - Full Year Forecast Variances****11. Waste management****(\$1.3M) Increased Expenditure**

This mainly relates to works on the new landfill cell \$0.5M and Leachate Pond Construction at Hyland Highway Landfill \$0.8M funded from the landfill reserve.

**12 Parks, open space and streetscapes****(\$2.2M) Increased Expenditure**

Mainly due to unbudgeted government grant funded projects and funding carried forward from 2023/24 including Sports Lighting for Toners Lane Reserve \$0.5M, Gaskin Park Oval 2 Lighting Upgrade \$0.3M, Mathison Park Playspace upgrade \$0.2M, LRCI funded Streetlighting upgrades \$0.2M, together with various renewal budgets \$0.4M that have been reclassified from operating to capital following the initial recognition of new asset classes not previously included in Council's asset registers.

**13. Recreational, leisure & community facilities****(\$1.7M) Increased Expenditure**

Mainly due to unbudgeted government grant funding and funding carried forward from 2023/24 including Sports Legacy - Ted Summerton \$0.6M, GRAC Geothermal Pump Replacement \$0.4M, Hard Court renewal \$0.2M, Gaskin Park Oval 2 Drainage upgrades \$0.3M and Council Support Package Fund projects \$0.1M.

**14. Offstreet carparks****\$10.4M Decreased Expenditure**

Mainly related to the revised financial year timing of expenditure for multi year projects associated with the Regional Car Parks fund \$10.5M.

**15. Other infrastructure****\$2.9M Decreased Expenditure**

Mainly related to the revised financial year timing of expenditure for multi year projects including Gippsland Logistics Precinct and Intermodal Freight Terminal.

**16. New asset expenditure****\$12.2M Decreased Expenditure**

Mainly related to the revised financial year timing of expenditure for multi year projects associated with the Regional Car Parks fund \$10.5M and Gippsland Logistics Precinct \$3.2M, partially offset by increased expenditure related to funds carried forward from the 2023/24 financial year including Solar Power generation installations \$1.5M and Leachate Pond Construction Hyland Highway Landfill \$0.8M.

**17. Asset renewal expenditure****(\$7.4M) Increased Expenditure**

Primarily due to funds carried forward from the 2023/24 financial year and additional unbudgeted government grants including road rehabilitation program \$1.4M, rehabilitation of Traralgon Railway Reserve Large Dam \$1.0M, Fleet and large plant replacement programs \$1.4M, building renewal programs \$0.7M, Depot Morwell upgrade \$0.9M, and landfill cell replacement \$0.5M.

**18. Asset expansion expenditure****\$0.0M Nil Variance**

No current year projects.

**19. Asset upgrade expenditure****(\$7.9M) Increased Expenditure**

Mainly due to unexpended funds carried over from the 2023/24 financial year and unbudgeted government grants including Nation Building Blackspot program \$2.4M, Glengarry Pre School refurbishment \$0.9M, Gippsland Regional Indoor Sports Stadium upgrade \$0.6M, Sports Lighting for Toners Lane Reserve \$0.5M, Geothermal pump replacement \$0.4M, Gaskin Park Oval 2 Drainage & Lighting Upgrades \$0.6M, Landslip Betterment Works \$0.3M, Signalised Intersection-Maffra/Marshalls Rd \$0.3M, Mathison Park Playspace upgrade \$0.2M, LRCI funded Streetlighting upgrades \$0.2M and Council Support Package funding projects \$0.2M.

## LGPRF FINANCIAL PERFORMANCE RATIOS

As at 30 September 2024

### OVERVIEW

The final part of the report is the Financial Performance Ratios as per the Local Government Performance Reporting Framework (LGPRF). The results of the financial year to date show that Council is expected to remain within the expected ranges by the end of the financial year. Some of the ratios when measured part way through the year will fall outside the ranges in the year to date figures purely because they are designed to look at an annual result.

	\$'000s	Ratio at 30/09/24	Forecast at 30/06/25	Budget at 30/06/25	Financial Plan 2021- 2031 Projection at 30/06/25	Expected Range
<b>OPERATING POSITION</b>						
<b>Adjusted Underlying Result Indicator</b>						
(Indicator of the broad objective that an adjusted underlying surplus should be generated in the ordinary course of business. A surplus or increasing surplus suggests an improvement in the operating position)						
<b>Adjusted underlying surplus (or deficit)</b>						
<u>Adjusted net Surplus/(Deficit)</u>	86,716					
Adjusted underlying revenue	123,872	70.0%	(10.7%)	(6.5%)	(4.7%)	-20% - +20%
The ratio takes out the effect of once off capital grants & developer contributions.						
<b>Note:</b> The forecasted lower ratio of (10.7%) is mainly due to additional expenditure as a result of unspent 2023/2024 recurrent project and program expenditure which led to a greater than expected 'cash' surplus result at the end of the 2023/24 financial year together with government funding advanced to Council in 2023/24 that was budgeted in 2024/25						

	\$'000s	Ratio at 30/09/24	Forecast at 30/06/25	Budget at 30/06/25	Financial Plan 2021-2031 Projection at 30/06/25	Expected Range
<b>LIQUIDITY</b>						
<b>Working Capital Indicator</b>						
(Indicator of the broad objective that sufficient working capital is available to pay bills as and when they fall due. High or increasing level of working capital suggests an improvement in liquidity)						
<b>Current assets compared to current liabilities</b>						
<u>Current Assets</u>	203,272					
Current Liabilities	26,696	761.4%	228.1%	228.1%	204.0%	100% - 300%
<b>Unrestricted Cash Indicator</b>						
(Indicator that sufficient cash which is free of restrictions is available to pay bills as and when they fall due. High or increasing level of cash suggests an improvement in liquidity )						
<u>Unrestricted Cash</u>	7,424					
Current Liabilities	26,696	27.8%	(20.1%)	(20.1%)	22.3%	0.0% - 200%
<b>Note:</b> Unrestricted cash does not include funds held in term deposits with a maturity term of greater than 90 days. These deposits are managed to ensure they mature in time for payment runs and are available to meet liabilities when they fall due. The forecasted negative result is due to restricted items being held in term deposit investments i.e Financial Assets rather than cash.						

	\$'000s	Ratio at 30/09/24	Forecast at 30/06/25	Budget at 30/06/25	Financial Plan 2021-2031 Projection at 30/06/25	Expected Range
<b><u>OBLIGATIONS</u></b>						
<b>Loans and borrowings Indicator</b>						
(Indicator of the broad objective that the level of interest bearing loans and borrowings should be appropriate to the size and nature of a council's activities. Low or decreasing level of loans and borrowings suggests an improvement in the capacity to meet long term obligations)						
<b>Loans and borrowings compared to rates</b>						
<u>Interest Bearing loans and borrowings</u>	16,439					
Rate Revenue	95,075	17.3%	15.5%	15.5%	19.7%	0% - 50%
<b>Loans and borrowings repayments compared to rates</b>						
<u>Interest &amp; principal repayments</u>	644					
Rate Revenue	95,075	0.7%	2.7%	2.7%	3.6%	0% - 10%



	\$'000s	Ratio at 30/09/24	Forecast at 30/06/25	Budget at 30/06/25	Financial Plan 2021-2031 Projection at 30/06/25	Expected Range
<b>Indebtedness Indicator</b>						
(Indicator of the broad objective that the level of long term liabilities should be appropriate to the size and nature of a Council's activities. Low or decreasing level of long term liabilities suggests an improvement in the capacity to meet long term obligations)						
<b>Non-current liabilities compared to own source revenue</b> (to ensure Council has the ability to pay its long term debts & provisions)						
<u>Non Current Liabilities</u>	32,067					
Own Source Revenue	102,158	31.4%	24.1%	24.1%	18.7%	0% - 50%
Own Source Revenue excludes revenue which is not under the control of council (including government grants)						
<b>Asset Renewal Indicator</b>						
(Indicator of the broad objective that assets should be renewed as planned. High or increasing level of planned asset renewal being met suggests an improvement in the capacity to meet long term obligations)						
<u>Asset Renewal &amp; Upgrade Expenditure</u>	4,890					
Depreciation	8,911	54.9%	139.2%	93.5%	68.9%	50%-100%
Note: The forecast increase in this ratio is a result of renewal works carried forward from the previous financial year and funded from unbudgeted government grants. (refer to Statement of Capital Works Note 17 for more details)						

	\$'000s	Ratio at 30/09/24	Forecast at 30/06/25	Budget at 30/06/25	Financial Plan 2021-2031 Projection at 30/06/25	Expected Range
<b>STABILITY</b>						
<b>Rates Concentration Indicator</b>						
(Indicator of the broad objective that revenue should be generated from a range of sources. High or increasing range of revenue sources suggests an improvement in stability)						
<b>Rates compared to adjusted underlying revenue</b>						
<u>Rate Revenue</u>	95,075					
Adjusted underlying revenue	123,872	76.8%	63.1%	64.5%	62.6%	40% - 80%
The ratio takes out the effect of once off capital grants & developer contributions.						
<b>Rates Effort Indicator</b>						
(Indicator of the broad objective that the rating level should be set based on the community's capacity to pay. Low or decreasing level of rates suggests an improvement in the rating burden)						
<b>Rates compared to property values</b>						
<u>Rate Revenue</u>	95,075					
property values (CIV)	21,523,508	0.4%	0.4%	0.4%	0.6%	0.2% to 0.7%

	\$'000s	Ratio at 30/09/24	Forecast at 30/06/25	Budget at 30/06/25	Financial Plan 2021-2031 Projection at 30/06/25	Expected Range
<b>EFFICIENCY</b>						
<b>Expenditure Level Indicator</b>						
(Indicator of the broad objective that resources should be used efficiently in the delivery of services. Low or decreasing level of expenditure suggests an improvement in organisational efficiency)						
<b>Expenses per property assessment</b>						
<u>Total expenses</u>	37,156	\$ 910	\$ 4,087	\$ 3,853	\$ 3,369	\$2000 - \$4000
Number of property assessments	41					
<b>Note:</b> The forecast increase in expenses per assessment is mainly related to employee costs and materials and services expenditure funded from additional government funding and carry forward funds.						
<b>Revenue Level Indicator</b>						
(Indicator of the broad objective that resources should be used efficiently in the delivery of services. Low or decreasing level of rates suggests an improvement in organisational efficiency)						
<b>Average general rate &amp; municipal charge per property assessment</b>						
<u>Total General Rates and Municipal Charges</u>	70,710	\$ 1,731	\$ 1,731	\$ 1,731	\$ 2,235	\$800 - \$1,800
Number of property assessments	41					

Thank you.



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## CONTRACT VARIATIONS FOR THE PERIOD 1 JULY 2024 - 30 SEPTEMBER 2024

### PURPOSE

To provide Council with a summary of contract variations approved during the period 1 July 2024 to 30 September 2024 in accordance with the requirements of the Procurement Policy.

### EXECUTIVE SUMMARY

- In accordance with Latrobe City Council's Procurement Policy 22-POL-14, Section 2.12 Contract Management, *contract variations are reported to Council on a quarterly basis.*
- Council has 232 active contracts and 13 (or 5%) of those active contracts have had variations during this quarter.
- 19 contract variations were approved in accordance with organisational delegations, during this quarter and all variations were within project budget.
- Council officers are currently reviewing previously approved variations to ensure that where possible, non-value added variations caused by design error or lack of detail in project specification is minimised.

### OFFICER'S RECOMMENDATION

**That Council receive and note the report on contract variations for the period 1 July 2024 to 30 September 2024.**

## BACKGROUND

In accordance with Latrobe City Council's Procurement Policy 22-POL-14, Section 2.12 Contract Management, *contract variations are reported to Council on a quarterly basis.*

## ANALYSIS

During the period 1 July 2024 to 30 September 2024, 19 contract variations were processed across 13 contracts. Contract variations were submitted for the following reasons and are detailed in the attachments.

Reason for Variation	Number of Variations
Design Omission/Error	1
Delay Damages	1
Principal /Client Directed	13
Latent Condition	4
Total	19

The table indicates that the majority of variations (approx. 68%) were Principal /Client Directed. The details of each of these variations have been provided in Attachment 2.

## RISK ASSESSMENT

RISK	RISK RATING	TREATMENT
<b>COMPLIANCE</b> Failure to comply with Council's Procurement Policy	<b>Low</b> <i>Possible x Insignificant</i>	Process created and documented to ensure report is prepared and submitted to Council for noting in a timely manner.
<b>STRATEGIC</b> Perception that Council is not acting in a transparent manner	<b>Low</b> <i>Possible x Insignificant</i>	Present report summarising variations to contracts on a regular basis

## CONSULTATION

Not applicable

## COMMUNICATION

In accordance with *Latrobe City Council's Procurement Policy 22-POL-14* section 5.2 Communication, summary information relating to contracts awarded is published on Council's eTendering Portal.

DECLARATIONS OF INTEREST

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*.

## APPENDIX 1 IMPACT ASSESSMENT

### **Social**

Not applicable.

### **Cultural**

Not applicable.

### **Health**

Not applicable.

### **Environmental**

Not applicable.

### **Economic**

Not applicable.

### **Financial**

Variations to contracts are funded from within the project budget or if necessary from within the overall adopted annual budget.

Variations are approved under delegation by the relevant Officer, as these variations relate to previous periods, there is no ramifications resulting from the adoption of this recommendation.

### **Attachments**

1. Contract Variations - Summary
2. Contract Variations - Details



# 10.2

## Contract Variations for the period 1 July 2024 - 30 September 2024

1	Contract Variations - Summary .....	490
2	Contract Variations - Details.....	491

Summary of Contracts with Variations between 01 Jul 2024 - 30 Sep 2024									
Contract Number	Award Date	Awarded By	Contract Title	Funding Source (Federal/State/Council)	Current Contract Value	No. Variations this Quarter	Total Variations this Quarter	Revised Contract Value	Variations as a % of Current Contract Value
LCC-597	11-Dec-19	CEO	Dunbar Road Remediation Environmental Consulting Services	Council Funded	\$ 198,032	1	\$ 15,040	\$ 213,072	7.59%
LCC-634	29-Apr-20	CEO	Design and Development - Gippsland Logistics Precinct, Tramway Road, Morwell	State Government Grant	\$ 774,445	1	\$ 49,300	\$ 823,745	6.37%
LCC-732	13-Apr-23	CEO (under delegation, via council resolution)	Traralgon Multi-Level Car Park Project	State Government Grant	\$ 5,222,153	2	\$ 43,195	\$ 5,265,348	0.83%
LCC-763	29-Aug-22	CEO	Essential Safety Measures - Compliance	Council Funded	\$ 84,235	1	\$ 18,135	\$ 102,370	21.53%
LCC-794	13-Jul-23	CEO	Traralgon Courthouse - Toilet, Ramp and Heritage Works	State Government Grant / Council Funded	\$ 618,439	1	\$ 16,010	\$ 634,449	2.59%
LCC-797-1	11-Jul-23	CEO	Provision of Architectural Design for Traralgon Flood Recovery Project Stage 1 (Project 1 - Traralgon Recreation Reserve Multi-Use Pavilion )	State Government Grant / Federal Government Grant / Council Funded	\$ 327,680	1	\$ 20,000	\$ 347,680	6.10%
LCC-797-2	11-Jul-23	CEO	Provision of Architectural Design for Traralgon Flood Recovery Project Stage 1 (Project 2 - Glenview Park Multi-Sports Hall)	State Government Grant / Federal Government Grant / Council Funded	\$ 178,780	1	\$ 59,650	\$ 238,430	33.37%
LCC-798	6-Dec-23	Council	Gippsland Logistics Precinct Industrial Estate Development	State Government Grant	\$ 3,346,715	1	\$ 29,484	\$ 3,376,200	0.88%
LCC-807	9-Nov-23	CEO	Lead Design Consultant - Multi-Level Car Park Development Traralgon	State Government Grant	\$ 729,784	1	\$ 24,640	\$ 754,424	3.38%
LCC-814	9-Feb-24	Council	Hyland Highway Landfill - Construction of Landfill Cap - Cells 4 and 5 (Stage 3)	Council Funded	\$ 1,651,706	4	\$ 565,162	\$ 2,216,868	34.22%
LCC-816	20-Dec-23	CEO (under delegation, via council resolution)	Construction of signalised intersection at Traralgon Maffra Road and Marshalls Road, Traralgon	Council / Developer Contribution Plan Funds	\$ 6,944,617	2	\$ 551,580	\$ 7,496,197	7.94%
LCC-828	11-Mar-24	CEO	Traralgon Railway Reservoir Upgrade	State Government Grant / Council Funded	\$ 587,924	2	\$ 118,826	\$ 706,750	20.21%
LCC-840	8-Aug-24	Council	Construction of Park Lane Preschool	State Government Grant	\$ 1,210,340	1	\$ 39,150	\$ 1,249,490	3.23%

### Details of Contract Variations 01 Jul 2024 - 30 Sep 2024

**Contract Number: LCC-597**

Contract Title	Supplier Name	Date Approved	Variation Value	Within budget	Funding Source (Federal/State/Council)	Variation Type
<b>Dunbar Road Remediation Environmental Consulting Services</b>	ADE Consulting Group (VIC) Pty Ltd	21-Aug-2024	\$ 15,040	Yes	Council Funded	Principal/Client directed variation

Variation Title Additional testing for PFAS

Variation Reason The site is undergoing a 53X Audit under the Environmental Protection Act which requires the consent of an independent Environmental Auditor. The appointed Environmental Auditor has requested further testing to assess PFAS in the groundwater at the site. This variation is to complete that testing and reporting to respond to the request.

**Contract Number: LCC-634**

Contract Title	Supplier Name	Date Approved	Variation Value	Within budget	Funding Source (Federal/State/Council)	Variation Type
<b>Design and Development - Gippsland Logistics Precinct, Tramway Road, Morwell</b>	SMEC Australia Pty Ltd	26-Sep-2024	\$ 49,300	Yes	State Government Grant	Latent Condition

Variation Title Construction Phase Service extension

Variation Reason The prolongation of the construction contracts LCC-752 and LCC-753 has also necessitated the extension of the construction phase surveillance services as well as incidental works required to achieve Statement of Compliance (SoC) works included in this variation. These incidental and surveillance services are, i) a requirement of the utility asset owner that the works are being delivered for, and ii) additional works completed to satisfy statutory authority to issue SoC.

At the time of this reporting, the construction phase works have been completed allowing the release of SoC and the finalisation of this contract.

**Contract Number: LCC-732**

Contract Title	Supplier Name	Date Approved	Variation Value	Within budget	Funding Source (Federal/State/Council)	Variation Type
<b>Traralgon Multi-Level Car Park Project</b>	Becon Constructions (Aust.) Pty Ltd	31-Jul-2024	\$ 68,559	Yes	State Government Grant	Principal/Client directed variation
Variation Title	Lighting Upgrade					
Variation Reason	Upgrade existing fluoro car park lighting at to AS 1158 and AS 1680. Scope includes install new LED lighting at entry/egress points of the car park as well as replace batten lights throughout with LED Matching lighting for the new deck.					

<b>Traralgon Multi-Level Car Park Project</b>	Becon Constructions (Aust.) Pty Ltd	04-Jul-2024	\$ 17,830	Yes	State Government Grant	Principal/Client directed variation
Variation Title	Patch, paint and repair precast					
Variation Reason	Existing precast panels on the southern (Hotham Street) and western sides (Phelans Lane) display cracking and discolouration. A pre-agreed variation fee was sought at time of tender to patch, repair and paint precast to tie in to the new level and facade colour scheme once known. The facade design and colour scheme has now been confirmed. These works will compliment the additional level once complete.					

**Contract Number: LCC-763**

Contract Title	Supplier Name	Date Approved	Variation Value	Within budget	Funding Source (Federal/State/Council)	Variation Type
<b>Essential Safety Measures - Compliance</b>	The trustee for Essential Safety Solutions (Aust) Trading Trust	13-Sep-2024	\$ 18,135	Yes	Council Funded	Principal/Client directed variation
Variation Title	New Buildings added to Service Contract, annual servicing cost					
Variation Reason	Variation to Service Contract to include five new buildings which require essential safety measure inspections to align with building regulations.					

**Contract Number: LCC-794**

Contract Title	Supplier Name	Date Approved	Variation Value	Within budget	Funding Source (Federal/State/Council)	Variation Type
<b>Traralgon Courthouse - Toilet, Ramp and Heritage Works</b>	Rebuild Gippsland Pty Ltd	04-Jul-2024	\$ 16,010	Yes	State Government Grant / Council Funded	Principal/Client directed variation

Variation Title Cast Iron Gutter Repairs / Replacement

Variation Reason This variation has been requested in order to address the water leak issues associated with the ageing cast iron guttering on the upper level slate roof of the Traralgon Court House (heritage listed). This guttering is approx. 135 years old so we have decided to replace the entire south side and repair the damaged sections on the north side of the roof as follows:  
 -Cast iron gutter replacement on the south side of the main building with custom made replica guttering sourced from Billmans Foundry in Castlemaine, Victoria.  
 -Replacement of one section of gutter on the northern side using guttering salvaged from the southern side. Fascia to be refixed where required. Gutter and fascia to be painted to match existing colours in the areas of work.

**Contract Number: LCC-797-1**

Contract Title	Supplier Name	Date Approved	Variation Value	Within budget	Funding Source (Federal/State/Council)	Variation Type
<b>Provision of Architectural Design for Traralgon Flood Recovery Project Stage 1 (Project 1 - Traralgon Recreation Reserve Multi-Use Pavilion )</b>	John Brand and Company Pty Ltd	27-Aug-2024	\$ 20,000	Yes	Federal Government Grant / State Government Grant / Council Funded	Principal/Client directed variation

Variation Title Traralgon Rec.Variation 2\_Additional Scope

Variation Reason Due to additional scope changes to meet club requirements, the design changes are required for:  
 - Amendment of western ramp alignment to avoid existing underground services, as per sketch design previously presented.  
 - Modify Timekeeper and Media area, including removal of operable wall, and adding raised floor and provision for DDA platform lift or ramp  
 - Delete louvre windows and replace with fixed glazing  
 - Replace specified wall vinyl with wall tiles  
 - Modify ice bath locations  
 - Modify Boxing Gym to include floor sleeves for floor-level mounted boxing ring.  
 - Add fixed seating to concrete tiered area in front of Timekeeper & Media area.  
 - Review brickwork selection to consider darker colour

**Contract Number: LCC-797-2**

Contract Title	Supplier Name	Date Approved	Variation Value	Within budget	Funding Source (Federal/State/Council)	Variation Type
<b>Provision of Architectural Design for Traralgon Flood Recovery Project Stage 1 (Project 2 - Glenview Park Multi-Sports Hall)</b>	John Brand and Company Pty Ltd	13-Sep-2024	\$ 59,650	Yes	Federal Government Grant / State Government Grant / Council Funded	Principal/Client directed variation
Variation Title	Glenview Park Sports Stadium Re-design					
Variation Reason	This Variation is for the re-design of Glenview Park Sports Stadium and is required due to tenders received exceeding the allocated budget. Brand Architects have been asked to price a design value management process as per our building footprint reduction plan.					

**Contract Number: LCC-798**

Contract Title	Supplier Name	Date Approved	Variation Value	Within budget	Funding Source (Federal/State/Council)	Variation Type
<b>Gippsland Logistics Precinct Industrial Estate Development</b>	ACE Earthmoving (Victoria) Pty Ltd	01-Aug-2024	\$ 29,484	Yes	State Government Grant	Principal/Client directed variation
Variation Title	GLaMP nbn telecommunications infrastructure install					
Variation Reason	The GLaMP Planning Permit requires Council to meet Telecommunications Conditions as the developer to i) enter into an agreement with a service provider (NBN) and ii) install required telecommunications facilities to each lot. The original contract did not include telecommunications infrastructure scope of work as the design and NBN agreement at the time was not finalised. Council entered into an agreement with NBN to finalise the design. NBN confirmed they will be in a position to commence install once all telecommunications facilities are installed on site. The head contractor provided a quotation to install required infrastructure as part of the electrical works they will undertake in the coming weeks.					

**Contract Number: LCC-807**

Contract Title	Supplier Name	Date Approved	Variation Value	Within budget	Funding Source (Federal/State/Council)	Variation Type
<b>Lead Design Consultant - Multi-Level Car Park Development Traralgon</b>	Katz Architecture Pty Ltd	17-Jul-2024	\$ 24,640	Yes	State Government Grant	Principal/Client directed variation
Variation Title	Geotechnical Investigations					
Variation Reason	Current Geotech information is limited on depths greater than 5 meters. Additional sampling is required to be better understand soil conditions at depths greater than 5 meters (12-20m) to guide design of footings and extent and depth required.					

**Contract Number: LCC-814**

Contract Title	Supplier Name	Date Approved	Variation Value	Within budget	Funding Source (Federal/State/Council)	Variation Type
<b>Hyland Highway Landfill - Construction of Landfill Cap - Cells 4 and 5 (Stage 3)</b>	Goldsmith Civil and Environmental Pty Ltd	26-Sep-2024	\$ 451,998	Yes	Council Funded	Latent Condition
Variation Title	Changes to liner construction due to subgrade settlement					
Variation Reason	<p>During construction of the stage 3 landfill cap, it was found that the existing stage 2 cap liner was about 500-700 mm below the designed stage 3 cap liner at the stage 2/stage 3 interface due to settlement. It is required to connect the liners from stage 2 and stage 3 to function as one integrated liner.</p> <p>To connect the two liners in accordance with the EPA design standards, the landfill sub-grade was redesigned to match the surfaces. Due to the change in design, the liner panel layout substantially changed at the western part of the cap.</p> <p>In the revised design that connects the stage 3 subgrade surface to the existing cap, the subgrade had to be sloped towards the stage 3 western boundary, and the slope length is more than the width of a GCL liner panel. The EPA landfill standard (which is also the industry standard) doesn't allow cross seams on slopes. Due to this reason, the liner orientation had to be changed to meet the EPA landfill standard.</p> <p>Due to this change in orientation, the number of seams, T-joints (need patches), and vacuum box testing has substantially increased compared to the original design. This change also requires more liner material than the contractor purchased for this job. Purchasing extra material before the liner works are complete is an impossible task, as some materials have a 2-3-month lead time and must undergo independent quality testing. Therefore, the only option available is to reduce the net liner area to suit the quantity of available material.</p> <p>The pipe boots for nine vertical gas wells were not included in the tender BOQ, and 8 horizontal wells (90 mm HDPE pipes) exposed during construction need pipe boots where they cross the plastic liner to prevent landfill gas migration.</p> <p>The contractor assessed all the extra work based on time and provided the attached estimate. The work to be done on daywork rates with the cap of \$451,998.00.</p>					
<b>Hyland Highway Landfill - Construction of Landfill Cap - Cells 4 and 5 (Stage 3)</b>	Goldsmith Civil and Environmental Pty Ltd	07-Aug-2024	\$ 42,385	Yes	Council Funded	Delay Damages
Variation Title	Stand down charges during subgrade design change					
Variation Reason	The subgrade redesign was required due to settlement in cell 3 cap. During this time the contractor had to stand down as there was no work on site. Contractor claimed 50% of their stand down cost.					

Contract Title	Supplier Name	Date Approved	Variation Value	Within budget	Funding Source (Federal/State/Council)	Variation Type
<b>Hyland Highway Landfill - Construction of Landfill Cap - Cells 4 and 5 (Stage 3)</b>	Goldsmith Civil and Environmental Pty Ltd	07-Aug-2024	\$ 53,519	Yes	Council Funded	Principal/Client directed variation
Variation Title	Design changes due to settlement of the existing cap					
Variation Reason	The settlement of the Cell 3 cap necessitated a change in the subgrade design. The newly constructed cap has to be connected to the existing Cell 3 cap, and because of the settlement, the EPA-approved gradients couldn't be achieved. A redesign of the cap was done, and the work quantities changed. This includes the out-of-scope work conducted by the contractor's project director for ground truthing the design by test pitting, etc.					
<b>Hyland Highway Landfill - Construction of Landfill Cap - Cells 4 and 5 (Stage 3)</b>	Goldsmith Civil and Environmental Pty Ltd	07-Aug-2024	\$ 17,261	Yes	Council Funded	Latent Condition
Variation Title	Landfill gas pipes obstructing construction					
Variation Reason	The horizontal landfill gas pipes crossing the boundary between cell 4 and cell 3, not shown in the design drawings, slowed down construction and the contractor had to spend extra time to work around those pipes.					
<b>Contract Number: LCC-816</b>						
Contract Title	Supplier Name	Date Approved	Variation Value	Within budget	Funding Source (Federal/State/Council)	Variation Type
<b>Construction of signalised intersection at Traralgon Maffra Road and Marshalls Road, Traralgon</b>	Fowlers Asphaltting Pty Ltd	01-Aug-2024	\$ 475,447	Yes	Council Funded / Developer Contribution Plan Funds	Principal/Client directed variation
Variation Title	Variation to cover changes between tender issue vs. construction issue plans					
Variation Reason	This variation is to cover the costs associated with design changes which have come about through review and approval of plans by Department of Transport and Planning and Gippsland Water. Plans were still under DTP review during tender period, therefore the contractor has now provided a revised pricing based on construction issue pricing schedules. Issue for Tender plans were also tendered to expedite the project to align with the Coles Supermarket delivery at this site.					
<b>Construction of signalised intersection at Traralgon Maffra Road and Marshalls Road, Traralgon</b>	Fowlers Asphaltting Pty Ltd	01-Aug-2024	\$ 76,132	Yes	Council Funded / Developer Contribution Plan Funds	Latent Condition
Variation Title	Variation for extra over of treatment of unsuitable subgrade					
Variation Reason	Fowlers have encountered unsuitable subgrade across the full pavement of stages 1 and 2 of this project. Unsuitable subgrade has been treated by removing 400mm of subgrade and replaced with approved type 'B' capping layer at DTP's request. This amount is over and above what has already been claimed under provision items.					



**Contract Number: LCC-828**

Contract Title	Supplier Name	Date Approved	Variation Value	Within budget	Funding Source (Federal/State/Council)	Variation Type
<b>Traralgon Railway Reservoir Upgrade</b>	McInnes Earthmoving Pty Ltd	13-Sep-2024	\$ 90,426	Yes	State Government Grant / Council Funded	Principal/Client directed variation
Variation Title	Design and Construction of Deane's Bridge					
Variation Reason	Additional design and construction work for the concrete structure of "Deane's Bridge" to ensure it aligns with the aesthetic standards of the reserve while meeting the structural requirements specific to concrete construction. This element of the structure had not reached an agreement between the TRRCR committee in time for Tender, and the input of the principal contractor was preferred to warrant the outcome of the product.					

<b>Traralgon Railway Reservoir Upgrade</b>	McInnes Earthmoving Pty Ltd	16-Aug-2024	\$ 28,400	Yes	State Government Grant / Council Funded	Design Omission/Error
Variation Title	Re-levelling of Large Dam at TRRCR					
Variation Reason	The material designated for re-levelling the dam has been found to be unsuitable by the Consultant Dam Engineer as it does not meet the necessary engineering standards for dam construction. Appropriate, high-quality material that meets safety and structural specifications is recommended to be sourced and imported to ensure the dam's continued operation into the future. Additionally, an extra volume of crushed rock is required to fully cover the entire crest of the dam to enhance durability and erosion resistance. The quantities identified in the specification included a 2.5m width for reinstating the existing path, but the entire dam crest width of 6m is required for treatment.					

**Contract Number: LCC-840**

Contract Title	Supplier Name	Date Approved	Variation Value	Within budget	Funding Source (Federal/State/Council)	Variation Type
<b>Construction of Park Lane Preschool</b>	Langden Constructions Pty Ltd	04-Sep-2024	\$ 39,150	Yes	State Government Grant	Principal/Client directed variation
Variation Title	Demolition & Tree Removal					
Variation Reason	This variation includes demolition of the existing building and tree removal at Park Lane Preschool. Work to be undertaken by Crosby Contractors with all waste removed to a registered waste or recycling facility. Allowance for footing removal to a depth of 600mm and tree stumps ground to 100mm below proposed levels.					

**11. QUESTIONS ON NOTICE**

Nil reports

# **NOTICES OF MOTION**

## 12. NOTICES OF MOTION

Item Number 12.1 16 December 2024

Regional City Strategy & Transition

# NOTICE OF MOTION 2024/15 - COUNCIL SUPPORT AND EXPENSE POLICY

I, Cr Pugsley, hereby give notice of my intention to move the following motion at the Council Meeting to be held on Monday 16 December 2024:

**That Council receive a report at a future Council Meeting in relation to a review of the Council Support and Expenses Policy to**

- a) allow Councillors to be reimbursed for hospitality expenses, excluding alcohol, for Councillors and attendees, when undertaking meetings with community members, community groups and businesses operators related to Council business.**
- b) provide benchmark data in relation to support and expenses policies in place at Regional Cities in Victoria and a sample of other similar sized Victorian Councils.**

Signed

Cr Adele Pugsley

09 December 2024

### COUNCILLOR STATEMENT

In regard to Councillors being reimbursed for reasonable expenses while meeting with the public.

I believe that it facilitates open engagement with meeting with the public, in a neutral setting, and provision of hospitality is not unreasonable in those circumstances. Some residents may not feel comfortable in a formal setting.

The benchmarking requested may identify other opportunities to improve the policy.

### OFFICER COMMENT

#### Background

The Council Support and Expense Policy was last updated in 2023. At that time, officers reviewed the policy content against best practice policies provided on the Local Government Inspectorate website. Amendments were endorsed to better align with the best practice policies, largely around clarity and consistency rather than any substantive increase or decrease to expense reimbursement and support entitlements.

The Policy does not currently provide for reimbursement for hospitality expenses incurred in meetings as described in the Notice of Motion. Existing meal and refreshment reimbursement entitlements extend to:

- Clause 4.6.5: a Councillor's duties requiring them to be away from home during mealtimes or for an extended period;
- Clause 4.17.1: where these expenses are reasonably incurred as part of attendance at external meetings, conferences and functions;
- Clause 4.19.3: as part of the expenses of individual professional and personal development.

The above do not extend to meals or refreshments for third parties.

In accordance with Section 22.5 of the Governance Rules, a response is provided on the four specific items detailed in the Rules.

*22.5.1 Whether the Notice of Motion, if passed, will have budget implications and, if so, what.*

There are no budget implications for Officers to provide a report on the Council Support and Expense policy.

*22.5.2 Whether the Notice of Motion, if passed, will impact on internal resources and, if so, how.*

The Notice of Motion would require internal staff resourcing to complete the review of the Policy.

*22.5.3 How the Notice of Motion relates to the Council Plan and any relevant Council policies.*

Section 41 of the *Local Government Act 2020* requires Council to adopt and maintain an expenses policy in relation to reimbursement of out of pocket costs for Councillors and members of delegated committees. The policy must cover, at a minimum:

- procedures to follow for reimbursement;
- reimbursement of childcare expenses; and
- expenses incurred by a Councillor who is a carer in a care relationship as defined by the *Carers Recognition Act 2012*.

In addition to those matters, Council's policy is intended to cover circumstances where Councillors and members of Delegated Committees are entitled to reimbursement as well as the various resources available to Councillors.

The Council Plan sets out Council Capabilities related to Governance, including:

- Demonstrate high levels of compliance with legislative requirements.
- Ensuring financial sustainability to ensure funding of council priorities and maintenance of community assets.

*22.5.4 How the Notice of Motion relates to work that has already been undertaken by Officers or Committees.*

The current Council Support and Expenses Policy was adopted 3 July 2023.

## 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*.

## **Attachments**

Nil

## NOTICE OF MOTION 2024/16 - BUSINESS DEVELOPMENT SUPPORT

I, Cr Pugsley, hereby give notice of my intention to move the following motion at the Council Meeting to be held on Monday, 16 December 2024:

**That Council receive a report at a future Council Meeting in relation to a review of the fees, charges and associated regulatory costs to establish and undertake business in Latrobe City including an assessment of the options to:**

- a) reduce red tape (the rules and processes that are considered unnecessary, rigid, or excessive),**
- b) reduce green tape (the environmental regulations) and**
- c) fast track regulatory approvals.**

Signed

Cr Adele Pugsley

09 December 2024

### COUNCILLOR STATEMENT

The reason for the notice of motion is to assess the options to streamline business approvals by removing red tape, green tape and to look at opportunities to fast-track approvals and improve approval processes.

The removal of red tape, green tape and a fast-track approvals process is intended to assist new business to set up in Latrobe City and to help existing business to grow and expand as well as in the planning and implementation of the development of roads and parks.

### OFFICER COMMENT

#### Background

Many of the fees charged and associated regulatory approvals that are implemented by Latrobe City Council are prescribed by the State Government such as for planning permits applications or building documentation required to be submitted to Council. As a result, Council has no discretion in terms of these applications.

Council does however have discretion in relation to fees charged for example for footpath trading permits and some health registrations required by businesses noting there is already a cost to rate payers associated with administering regulatory requirements under legislation.

*22.5.1 Whether the Notice of Motion, if passed, will have budget implications and, if so, what.*

There are no significant budget implications in the process of researching and preparing a report to Council in relation to a review of the fees, charges and associated regulatory costs to establish and undertake business in Latrobe City.

*22.5.2 Whether the Notice of Motion, if passed, will impact on internal resources and, if so, how.*

Internal resources will be required to research the subject, identify issues and opportunities in regard whether there are any unnecessary requirements that could be removed to support businesses in Latrobe City.

*22.5.3 How the Notice of Motion relates to the Council Plan and any relevant Council policies.*

This Notice of Motion relates to the following strategies in the Council Plan:

#### SMART

- Continue to support our existing business community so they can prosper and grow
- Support reactivation of the local economy and deliver support to the start-up ecosystem through delivery of council's economic development program.

#### CREATIVE

- Promoting economic growth and job creation through events and recreation related tourism, capitalising on our arts, cultural and sporting facilities.
- Support job creation and industry diversification including in creative industries to enable new directions for economic growth across Latrobe City.

#### HEALTHY

- Provide spaces and services that support the community's physical health and mental wellbeing for the benefit of all.
- Support community groups and sporting clubs across the community, to increase engagement, participation and volunteerism, which will increase social connections within community.

#### CONNECTED

- Promote our role as Gippsland's Regional City to support economic growth and events programming, cultural events and recreation and sporting attractions.
- Facilitate appropriate urban growth, industry diversification, liveability, and connectivity throughout Latrobe City.



*22.5.4 How the Notice of Motion relates to work that has already been undertaken by Officers or Committees.*

Latrobe City Council have a dedicated business support function, Business Concierge officer, that works in tandem with regulatory areas both internally and externally of Council to support and facilitate business development in Latrobe City. More information regarding business support at Latrobe City can be found at the [Support for Business](#) webpage.

Many of the regulatory assessments, particularly environment regulations, are set out under State Government legislation where Council is required to administer them and there is little flexibility to change these requirements or to be inconsistent with them.

It is noted that over recent years Latrobe City Council has introduced a new internal streamlined permit application process to assist business operators including a Business Concierge officer to help businesses through the regulatory process. In addition, as example with planning permit applications, Latrobe City Council's approval timeframes are better than the regional city average with planning permit applications being decided on average in 128 days so far this calendar year while the Regional City average is nearly two weeks longer to decide on planning applications at 141 days.

Noting the above and the existing support provided for business development in Latrobe City, preparing a report on this matter is considered a worthwhile opportunity to further explore opportunities to support business growth and what would be required to achieve this.

#### 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*.

#### **Attachments**

Nil

## NOTICE OF MOTION 2024/17 - REVIEW OF GOVERNANCE RULES

I, Cr Gibson, hereby give notice of my intention to move the following motion at the Council Meeting to be held on Monday, 16 December 2024:

**That Council receive a report at a future Council Meeting in relation to a review of the Governance Rules detailing the process to be undertaken to amend the Governance Rules to incorporate changes to Section 22 (Notices of Motion) and Section 67 (Petitions) as detailed in Attachment One**

Signed

Cr Sharon Gibson

11 December 2024

### COUNCILLOR STATEMENT

The justification for the proposal to undertake the review of the governance rules is to review two sections of the rules.

The first section to be reviewed is the process for Notices of Motions and to update the practices to bring them into line with other Council's and to ensure that Councillors are able to present motions for Council to consider and ensure accountability to the community.

The second section relates to Petitions and the review process is proposed in order to amend the rules to allow the community to utilise alternative e-petition platforms that are available.

### OFFICER COMMENT

#### Background

Council's Governance Rules (the Rules) contain the procedures that govern the operation of Council Meetings. The current version was adopted on 2 October 2023. While potential amendments have been raised for consideration since that time, following a petition and Notice of Motion respectively, on both occasions Council resolved not to proceed with the process required to consider the relevant amendments further.

The Rules are a vital part of accountable, evidence-based decision making in Council Meetings. Since 2023, the Independent Broad-based Anti-corruption Commission (IBAC) has released two reports on investigations into alleged corrupt conduct at local councils, being Operation Sandon and Operation Leo. These reports identified the importance of having and following appropriate governance processes, to ensure decisions made at Council Meetings are open and transparent, with a clear rationale that can be understood by the community. Adequate meeting procedures and compliance with them were also considered important in preventing improper conduct. More broadly, governance rules (along with the councillor codes of conduct) were noted as providing the main framework to guide Councillor behaviour in performing their duties.

The Rules should support responsible, transparent and informed decision making. The process for amendment of the Rules under the *Local Government Act 2020* accords with that direction, through community engagement requirements.

In accordance with Section 22.5 of the Governance Rules, a response is provided on the four specific items detailed in the Rules.

*22.5.1 Whether the Notice of Motion, if passed, will have budget implications and, if so, what.*

There are no budget implications associated with this Notice of Motion. Should the matter proceed further to proposed amendment of the Governance Rules, there may be budget implications associated with the changes.

*22.5.2 Whether the Notice of Motion, if passed, will impact on internal resources and, if so, how.*

The Notice of Motion will not impact internal resourcing beyond the staff resourcing required to compile the Council Meeting report. Should the matter proceed further to proposed amendment of the Governance Rules, there would be additional staff resourcing associated with that process.

*22.5.3 How the Notice of Motion relates to the Council Plan and any relevant Council policies.*

Section 60 of the *Local Government Act 2020* requires a Council to develop, adopt and keep in force Governance Rules with respect to the conduct of Council and delegated committee meetings. Section 60(4) states that a Council must ensure that a process of community engagement is followed in developing or amending its Governance Rules unless it is only adopting a good practice guideline issued by the Minister.

The Council Plan sets out Council Capabilities related to Governance, including:

- Demonstrate high levels of compliance with legislative requirements.
- Support rigorous evidence-based planning and decision making.
- Commit to high levels of community engagement consistent with strategy.

*22.5.4 How the Notice of Motion relates to work that has already been undertaken by Officers or Committees.*

The current Governance Rules were adopted at the Council Meeting held on 2 October 2023, following completion of community engagement and consideration of the feedback received through that 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*.

## **Attachments**

1. Governance Rules Excerpt

# 12.3

## Notice of Motion 2024/17 - Review of Governance Rules

1 Governance Rules Excerpt ..... 510

## **Attachment One – Governance Rules Excerpt**

### **Division 4 – Motions and Debate**

#### **21 Councillors may propose Notices of Motion**

21.1 A Councillor may submit a Notice of Motion to the Chief Executive Officer for a matter to be listed on a meeting agenda.

21.2 A Notice of Motion cannot be accepted by the Chair unless it has been listed on the agenda for the meeting at which it was proposed to be moved or unless it is accepted by Council as urgent business.

#### **22 Notice of Motion**

22.1 A Notice of Motion must:

22.1.1 be in writing;

22.1.2 be signed and dated by the Councillor (including by electronic means);

~~22.1.3 include a statement setting out the justification and background of the notice of motion.~~

22.1.4 be raised for discussion at a Councillor Briefing Session by the Councillor who is proposing to move it, at least seven days prior to the Council meeting at which it is proposed to be moved; and

22.1.5 be lodged with the Chief Executive Officer by 10:00am six days before the next scheduled Council meeting to allow inclusion in the agenda in accordance with Sub-Rule 13.1;

22.1.6 relate to the objectives, role and functions of Council as outlined in the Act.

22.2 The Chief Executive Officer must reject a Notice of Motion which:

22.2.1 does not relate to the objectives, roles and function of Council as outlined in the Act;

22.2.2 is vague or unclear in intention;

22.2.3 is identical or substantially similar to a Notice of Motion or a rescission motion that has been considered by the Council and lost in the preceding six months;

22.2.4 is defamatory, discriminatory or offensive;

22.2.5 may be prejudicial to any person or Council;

22.2.6 is outside the powers of Council;

22.2.7 relates to an operational service request;

22.2.8 relates to a matter that can be handled under delegation;

22.2.9 is a Notice of Motion submitted during the Election period; or

22.2.10 is a matter subject to a Council decision making process which has commenced but is not yet complete.

22.3 If the Chief Executive Officer rejects a Notice of Motion under Sub-Rule 22.2, the Chief Executive Officer must, in writing, inform the Councillor who lodged the Notice of Motion of that rejection and the reasons for it within 24 hours of receiving the Notice of Motion. The Chief Executive Officer will collaborate with the Councillor to develop

revised wording to the draft Notice of Motion to facilitate compliance with the requirements for Notices of Motion under these rules. The Councillor may submit a revised Notice of Motion within 24 hours of being informed of the rejection.

~~22.4 The Chief Executive Officer may reject and refer any Notice of Motion to one or more of the following:~~

~~22.4.1 the Council's operational service request process;~~

~~22.4.2 Council officers to prepare a report for consideration at the next reasonably practicable Councillor Briefing Session;~~

~~22.4.3 a Councillor out of session Workshop;~~

~~if it relates to a matter that the Chief Executive Officer determines is more appropriately addressed in one of these ways.~~

~~22.5 Once a Notice of Motion is lodged, the Chief Executive Officer will arrange for an Officer comment to accompany the agenda item which will include setting the Councillors justification and background relevant to the Notice of Motion, including, but not limited to:~~

~~22.5.1 whether the Notice of Motion, if passed, will have budget implications and, if so, what;~~

~~22.5.2 whether the Notice of Motion, if passed, will impact on internal resources and, if so, how;~~

~~22.5.3 how the Notice of Motion relates to the Council Plan and any relevant Council policies; and~~

~~22.5.4 how the Notice of Motion relates to work that has already been undertaken by Officers or Committees.~~

22.6 Once lodged with the Chief Executive Officer a Notice of Motion may be withdrawn by, no later than two business days before the meeting at which it was to be considered, the Councillor who lodged the Notice of Motion submitting written advice to the Chief Executive Officer that it is to be withdrawn.

22.7 Subject to Sub-Rule 22.9 a Notice of Motion must call for a Council report if the Notice of Motion:

22.7.1 substantially affects the level of Council services;

~~22.7.2 commits the Council to expenditure in excess of \$5,000 and that has not been included in the adopted budget;~~

~~22.7.3 establishes or amends a Council policy; or~~

22.7.4 commits the Council to any contractual arrangement,

as determined by the Chief Executive Officer.

22.8 Where a Notice of Motion is likely to commit Council to significant expenditure not included in the adopted budget then the Notice of Motion must only call for referral to and for Council's consideration as part of its future year's annual budget and public submission process.

22.9 The Chief Executive Officer may designate a Notice of Motion to be confidential in accordance with the Act, in which case the Notice of Motion will be confidential unless the Council resolves otherwise.

- 22.10 The full text of any Notice of Motion accepted by the Chief Executive Officer must be included in the agenda.
- 22.11 The Chief Executive Officer must cause all Notices of Motion to be numbered, dated and entered in the Notice of Motion register in the order in which they are received.
- 22.12 Except by leave of Council, each Notice of Motion before any meeting must be considered in the order in which they were entered in the Notice of Motion register under Sub-Rule 22.12.
- 22.13 The motion moved must not be substantially different to the motion published in the agenda, however, it may be amended by resolution of the Council.
- 22.14 If a Councillor who has given a Notice of Motion is absent from the meeting or fails to move the motion when called upon to do so by the Chair, any other Councillor may move the motion.
- 22.15 If a Notice of Motion is not moved at the meeting at which it is listed, it lapses.

### **67. Petitions**

- 67.1 The community has the right to lobby Council and can do so through petitioning. For a petition from the community to be considered valid, accepted and presented to a Council meeting on its own merits, the requirements in Sub-Rules 67.2 to 67.4 must be met:
- 67.2 A petition must be:
- 67.2.1 in the prescribed template format (attached to these Governance Rules at Appendix One);
  - 67.2.2 addressed to Latrobe City Council;
  - 67.2.3 refer to a matter on which Latrobe City Council has the power to act;
  - 67.2.4 state the reasons for petitioning Latrobe City Council;
  - 67.2.5 contain a request for action by Latrobe City Council;
  - 67.2.6 be signed by at least ten people (must not be in pencil);
  - 67.2.7 not relate to a matter under consideration through a current submission/objection process (e.g. through the Act or the *Planning and Environment Act 1987*).
- 67.3. The terms of the petition must:
- 67.3.1 be placed at the top of every page;
  - 67.3.2 not contain any alterations;
  - ~~67.3.3 not exceed 250 words;~~
  - 67.3.4 not be illegal and must not promote illegal acts; and
  - 67.3.5 language must not be objectionable or inflammatory in nature.
- 67.4 Only paper-based petitions (in the prescribed format) or e-petitions ~~that are submitted through an approved Council e-petition facility~~ that meet the above criteria will be accepted.
- 67.5 Submitting your petition



67.5.1 Paper-based petitions should be forwarded by mail with the details of the head petitioner or other nominated person for follow up, to:

Latrobe City Council

PO Box 264

Morwell VIC 3840

or delivered in person to any Latrobe City Council customer service centre during business hours.

67.5.2 E-petitions can be forwarded in accordance with the criteria specified by Council for that facility.

67.6 Once received, officers will provide written acknowledgement of receipt, and undertake an initial assessment against the criteria specified in these Rules to ensure that it complies prior to being presented to the next available Council meeting.

67.7 Where the petition does not meet the specified criteria, the following will apply:

67.7.1 If the subject matter relates to a current submission process (e.g. through the Act or the Planning and Environment Act 1987), the petition will be considered as a submission/objection to that process;

67.7.2 Any other matter it will be considered as general correspondence and not presented to Council;

and the head signatory or other nominated person notified accordingly.

67.8 A petition that meets the criteria will be listed for tabling at the next available Council meeting with the following information

67.8.1 The terms of the petition;

67.8.2 The number of signatures.

67.9 No discussion or debate will be entered into when a petition is being tabled, however, if the petition relates to an operational matter, Council must refer the petition to the Chief Executive Officer for consideration. If this occurs, a further report to Council is not required.

67.10 Follow up of Petition

67.10.1 Once tabled, the petition is forwarded to the appropriate Divisional General Manager for action. A report is then presented to a subsequent Council meeting, which will include officers' recommended response for Councils consideration.

67.10.2 Officers may contact the head petitioner or other nominated person as appropriate to clarify any of the issues raised in the petition.

67.10.3 The head petitioner will be advised in writing of the outcome of the request contained in the petition within a reasonable timeframe.

67.10.4 It is the responsibility of the head signatory to advise other signatories of the outcome.



## NOTICE OF MOTION 2024/18 - DELEGATION OF THE CEO AND COUNCIL PROCUREMENT POLICY

I, Cr Joanne Campbell, hereby give notice of my intention to move the following motion at the Council Meeting to be held on Monday, 16 December 2024:

**That Council receive a report at a future Council Meeting in relation to a review of the procurement approval, contract award and contract variation delegations detailed in the Procurement Policy 2021 with the intention to reduce;**

- a) The level of delegation to the Chief Executive Officer to \$500,000; and**
- b) The limits of delegation as detailed in the Procurement Policy 2021 for all Approving Officers by fifty percent (50%).**

Signed

Cr Joanne Campbell

10 December 2024

### COUNCILLOR STATEMENT

The request for a report is being presented in relation to a review of the level of delegations that are appropriate for Officers and also decisions that are appropriate to be made by Council. It is important that as a new Council term has commenced Council determines the appropriate level of delegation that should apply to Council Officers.

### OFFICER BACKGROUND

Section 108 of the Local Government Act 2020 requires that Council must adopt a Procurement Policy, with a review of the policy to occur at least once during each four year term of Council. The Procurement Policy was last reviewed in 2021 with the policy adopted at the 6 December 2021 Council meeting.

### OFFICER COMMENT

In accordance with Section 22.5 of the Governance Rules 2023, a response is provided on the four items detailed in the rules.

*22.5.1 Whether the Notice of Motion, if passed, will have budget implications and, if so, what.*

Preparation of a report will not have a budget implication.

*22.5.2 Whether the Notice of Motion, if passed, will impact on internal resources and, if so, how.*

Preparation of a report will not have an impact on internal resources.

*22.5.3 How the Notice of Motion relates to the Council Plan and any relevant Council policies.*

The Notice of Motion relates to the Council adopted Procurement Policy 2021 and also the Council Capabilities theme of the Council Plan 2021-2025.

*22.5.4 How the Notice of Motion relates to work that has already been undertaken by Officers or Committees.*

The Notice of Motion does not relate to any recent work undertaken by officers or committees.

The Council Report presented at the 6 December 2021 Council Meeting included analysis on the CEO Delegation with information provided to support the proposed increase of the CEO delegation from \$500,000 to \$1,000,000. The Audit & Risk Committee also reviewed and endorsed the policy at its meeting on 2 December 2021, prior to adoption by Council.

#### 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*.

#### **Attachments**

Nil

# ITEMS FOR TABLING

## 13. ITEMS FOR TABLING

Item Number 13.1 16 December 2024

Regional City Strategy & Transition

# COUNCILLOR OATHS AND AFFIRMATIONS

## PURPOSE

This report is being tabled to meet Section 30(2)(c) requirement that the Councillor oath or affirmation of office must be recorded in the minutes of the Council.

## EXECUTIVE SUMMARY

- Section 30(1) of the Local Government Act (Act) states that a person elected to be a councillor is not capable of acting as a councillor until they have taken the oath or affirmation of office in the manner prescribed by Regulation 5(c) of the Local Government (Governance & Integrity Regulations) 2020.
- On Monday 11 November 2024, Council held a Swearing in Ceremony, in the Nambur Wariga Room of the Latrobe City Council Morwell headquarters.
- At this Ceremony all Councillors took the prescribed Oath or Affirmation of Office.
- Each Councillor took an oath or affirmation to undertake the duties of the office of Councillor in the best interests of the municipal community, to abide by the Model Councillor Code of Conduct, to uphold the standards of conduct set out in the Model Councillor Code of Conduct, and to faithfully and impartially carry out and exercise the functions, powers, authorities and discretions vested in them under *the Local Government Act 2020* and any other Act to the best of their skill and judgement.

## Attachments

1. Councillor Signed Oath or Affirmation of Office

# 13.1

## Councillor Oaths and Affirmations

- 1 Councillor Signed Oath or Affirmation of Office..... 520



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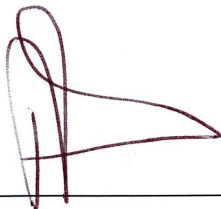
1300 367 700 | [LATROBE.VIC.GOV.AU](http://LATROBE.VIC.GOV.AU)

### Oath/Affirmation of Office

I will undertake the duties of the office of Councillor in the best interests of the municipal community.

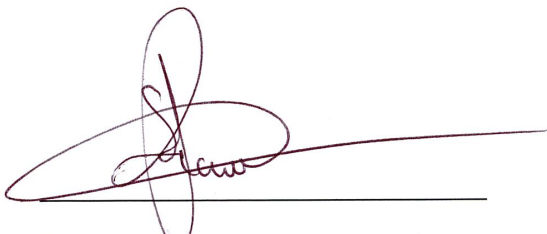
I will abide by the Model Councillor Code of Conduct and uphold the standards of conduct set out in the Model Councillor Code of Conduct.

I will faithfully and impartially carry out and exercise the functions, powers, authorities and discretions vested in me under the *Local Government Act 2020* and any other Act to the best of my skill and judgement.



David Barnes

Declared at Morwell on this 11<sup>th</sup> day of November 2024, before me



Steven Piasente

Chief Executive Officer

Latrobe City Council





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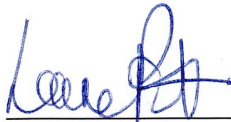
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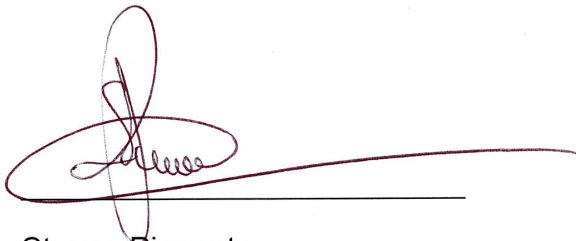
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I will faithfully and impartially carry out and exercise the functions, powers, authorities and discretions vested in me under the *Local Government Act 2020* and any other Act to the best of my skill and judgement.



Leanne Potter

Declared at Morwell on this 11<sup>th</sup> day of November 2024, before me



Steven Piasente

Chief Executive Officer

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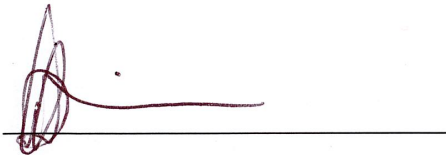
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Dale Harriman

Declared at Morwell on this 11<sup>th</sup> day of November 2024, before me



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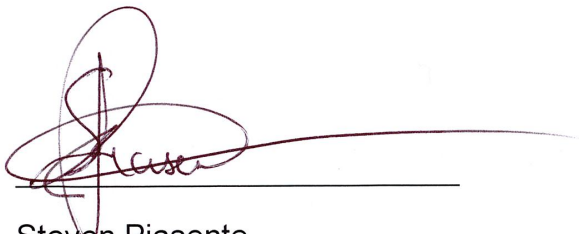
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Adele Pugsley

Declared at Morwell on this 11<sup>th</sup> day of November 2024, before me



Steven Piasente

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Tracie Lund

Declared at Morwell on this 11<sup>th</sup> day of November 2024, before me



Steven Piasente

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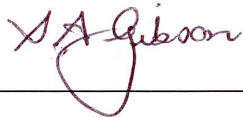
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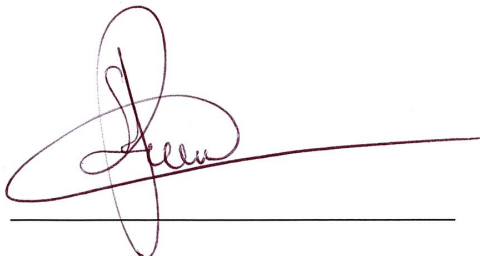
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Sharon Gibson

Declared at Morwell on this 11<sup>th</sup> day of November 2024, before me



Steven Piasente

Chief Executive Officer

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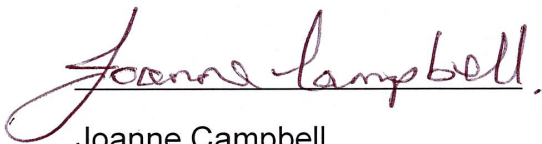
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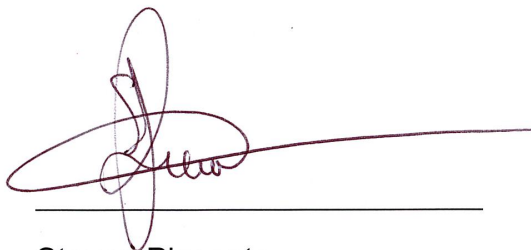
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Joanne Campbell

Declared at Morwell on this 11<sup>th</sup> day of November 2024, before me



Steven Piasente

Chief Executive Officer

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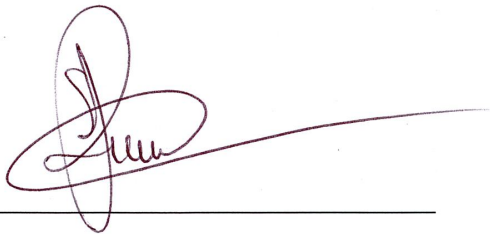
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Darren Howe

Declared at Morwell on this 11<sup>th</sup> day of November 2024, before me



Steven Piasente

Chief Executive Officer

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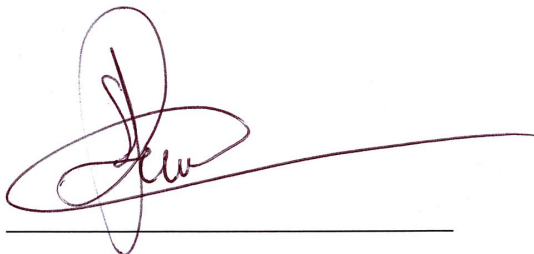
I will abide by the Model Councillor Code of Conduct and uphold the standards of conduct set out in the Model Councillor Code of Conduct.

I will faithfully and impartially carry out and exercise the functions, powers, authorities and discretions vested in me under the *Local Government Act 2020* and any other Act to the best of my skill and judgement.



Steph Morgan

Declared at Morwell on this 11<sup>th</sup> day of November 2024, before me



Steven Piasente

Chief Executive Officer

Latrobe City Council



**14. ACKNOWLEDGEMENTS**

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

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

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

Section 66 of the *Local Government Act 2020* enables Council to close the meeting to the public to consider *confidential information* as defined in that Act.

**Proposed Resolution:**

**That Council pursuant to section 66(1) and 66(2)(a) of the *Local Government Act 2020* (the Act) close the Council Meeting to the public to consider the following items containing confidential information as defined in section 3(1) of the Act:**

- 15.1 Australia Day Awards - approval of nominations**  
This item is confidential as it contains confidential meeting information, being the records of meetings closed to the public under section 66(2)(a) (section 3(1)(h)). This ground applies because Awards are embargoed until announced on Australia Day 2025.