



LATROBE CITY COUNCIL

MINUTES FOR THE ORDINARY COUNCIL MEETING

HELD IN NAMBUR WARIGA MEETING ROOM
CORPORATE HEADQUARTERS, MORWELL
AT 6.00 PM ON
07 MAY 2018

CM515

PRESENT:

Councillors:	Cr Darrell White OAM, Mayor	South Ward
	Cr Dan Clancey, Deputy Mayor	East Ward
	Cr Graeme Middlemiss	Central Ward
	Cr Darren Howe	East Ward
	Cr Dale Harriman	East Ward
	Cr Kellie O'Callaghan	East Ward
	Cr Alan McFarlane	Central Ward
	Cr Brad Law	West Ward
	Cr Sharon Gibson	West Ward
Officers:	Gary Van Driel	Chief Executive Officer
	Sara Rhodes-Ward	General Manager Community Services
	Gail Gatt	Acting General Manager City Development
	Greg Drumm	General Manager Corporate Services
	Steven Piasente	General Manager Infrastructure & Recreation
	Brett McCulley	Manager Governance
	Amy Phillips	Coordinator Governance

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1. OPENING PRAYER

The Mayor read the opening prayer.

2. ACKNOWLEDGEMENT OF THE TRADITIONAL OWNERS OF THE LAND

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

3. APOLOGIES AND LEAVE OF ABSENCE

Nil.

4. DECLARATION OF INTERESTS

Deputy Mayor Clancey declared an indirect interest under Section 78B of the *Local Government Act 1989* in respect to Item 15.2 Proposed building demolition plan 2017/18.

Councillor Harriman declared an interest, not being a Conflict of Interest under Section 79B of the *Local Government Act 1989* in respect to Item 14.5 Use and Development of land with an Office and Reduction of Car Parking Requirements.

Councillor Harriman declared an interest, not being a Conflict of Interest under Section 79B of the *Local Government Act 1989* in respect to Item 16.3 Yinnar and District Memorial Hall and Yinnar Preschool Works

5. ADOPTION OF MINUTES

MOTION

Moved: Cr Gibson

Seconded: Cr McFarlane

That Council confirm the minutes of the Ordinary Council Meeting held on 3 April 2018.

CARRIED UNANIMOUSLY

6. ACKNOWLEDGEMENTS

Nil.

7. PUBLIC PARTICIPATION TIME

Public Questions on Notice

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

The questions and responses are listed below.

1. From: Mr Nicholas Lock

Topic: Improving street names with the objective of them improving property "sellability" and value.

Question: What does Council think of improving names in Latrobe city?

Response:

Council, as a naming authority, is responsible for submitting naming proposals that comply with the Geographic Place Names Act 1998 and the Naming rules for places in Victoria – Statutory requirements for naming roads, features and localities 2016 (naming rules) to the State Government Office of Geographic Names.

These naming rules are mandatory and there are a number of principles which must be adhered to by Council when considering the naming or renaming of a road, feature, and locality.

Individuals, community groups, organisations, government departments or authorities can propose a new name or request a change to an existing name. Any such request would be assessed against the naming rules.

Should you wish to discuss the matter further, Council officers are available to meet with you.

Public Speakers

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

The following persons spoke on an item on the agenda:

14.2 Two lot subdivision of land and Removal of Reserve Status

- Mr Al Wilbur
- Ms Fiona McCrae
- Ms Julie Timbs
- Mr Mick Maye

14.3 Extension of time for planning permit 2011/297, Construction of 16 dwellings at 4-6 McClure Court Traralgon

- Mr Sean Kennedy
- Ms Jeanette Steevens
- Ms Cecile Leibowitz on behalf of Mr Pogorzelski

14.6 Use and development of land for Industry (private asbestos disposal)

- Mr Barry Dungey
- Ms Christine Sindt
- Mr Merv Geddes

16.3 Yinnar and District Memorial Hall and Yinnar Preschool Works

- Ms Glenys Webster

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

[Chief Executive Office](#)

[City Development](#)

[Infrastructure & Recreation](#)

[Community Services](#)

[Corporate Services](#)

Date of Council Meeting	Item	Date of Future Council Meeting Report
Chief Executive Office		
11 September 2017	2017/14 Morwell / Hazelwood Mine	19 October 2017 A further report will be scheduled in 2018
13 November 2017	Memorandum of Understanding with the State of Victoria to develop a City Deal	19 January 2018 A report will be scheduled in mid to late 2018.
City Development		
06 November 2013	Latrobe Regional Motorsport Complex	2015 A briefing report and Council report will be presented in April 2016. 30 March 2016 A briefing report will be presented in May 2016. 26 May 2016 A briefing report will be presented to Councillors at the 30 May 2016 Councillor Briefing. 30 May 2016 A report was presented to the Councillor Briefing on 30 May 2016, and a further report will follow in September. 20 September 2016 A tour of possible sites for the development of a Motorsport Complex will be organised for early in 2017.

Date of Council Meeting	Item	Date of Future Council Meeting Report
		<p>26 April 2017 A report to Council is tentatively scheduled for June 2017.</p> <p>05 June 2017 The report to Council has been rescheduled while the Committee's Terms of Reference are drafted.</p> <p>04 October 2017 New Terms of Reference have been adopted at the 2 October 2017 Council Meeting. A further report as required by this resolution is not expected to occur until March 2018.</p> <p>19 April 2018 A report is planned to be provided June 2018.</p>
31 July 2017	<p>International Relations Advisory Committee Recruitment of Community Members</p> <p><i>Confidential under section 89(2)(a) personnel matters</i></p>	<p>09 August 2017 A report will be prepared for Council by 30 September 2017.</p> <p>19 October 2017 Report to be provided at Council Meeting 13 November 2017</p> <p>06 December 2017 A further report will be presented to Council in 2018.</p>

Date of Council Meeting	Item	Date of Future Council Meeting Report
21 August 2017	<p>Proposal to establish a broad-based Economic Development Advisory Committee</p> <p><i>Confidential under Section 89(2) (d) of the Local Government Act 1989, as it deals with contractual matters.</i></p>	<p>30 August 2017 A report will be presented to a Councillor Briefing in October 2017.</p> <p>13 November 2017 A report will be presented to Council in early 2018.</p> <p>14 February 2018 A report was presented to the 05 February 2018 Council meeting. This item has been deferred to a future meeting.</p> <p>19 April 2018 A report is planned for the May 2018 Council meeting.</p>
23 October 2017	<p>Development Proposal - Expression of Interest</p> <p><i>Confidential under Section 89(2) (d) (e) of the Local Government Act 1989, as it deals with contractual matters; AND proposed developments.</i></p>	<p>19 January 2018 A report will be scheduled as required.</p>
23 October 2017	<p>Recreation Needs Assessment</p>	<p>19 January 2018 A report will be scheduled in 2018 in relation to building permit fees.</p> <p>19 April 2018 A report is planned to be presented at the 07 May 2018 meeting.</p>
13 November 2017	<p>Petition for the Provision of Fenced off Dog Parks</p>	<p>16 January 2018 A report will be presented by 30 June 2018.</p>

Date of Council Meeting	Item	Date of Future Council Meeting Report
05 February 2018	Signage on Overhead Bridges on Freeway	<p>19 April 2018</p> <p>A report will be scheduled once a response from VicRoads has been received.</p>
05 February 2018	<p>Latrobe City Council Economic Development Advisory Committee</p> <p><i>Confidential under Section 89(2) (h) of the Local Government Act 1989, as it deals with prejudicial matters.</i></p>	<p>21 February 2018</p> <p>A report for a future meeting is being prepared.</p>
05 March 2018	Latrobe Creative Precinct Construction Contractor and Options for the Macfarlane Burnet and Latrobe Rooms.	<p>05 March 2018</p> <p>A further report is scheduled in 2018.</p>
03 April 2018	<p>Future Use of the Visitor Information Centre Building</p> <p><i>Confidential under Section 89(2) (e) of the Local Government Act 1989, as it deals with proposed developments.</i></p>	<p>19 April 2018</p> <p>A further report will be scheduled in accordance with the resolution.</p>
03 April 2018	Use and Development of land with an Office and Reduction of Car Parking Requirements	<p>19 April 2018</p> <p>A further report will be scheduled once a further parking study has been undertaken by the applicant.</p>

Date of Council Meeting	Item	Date of Future Council Meeting Report
Community Services		
04 December 2017	Draft Positive Ageing Strategy and Plan-Release for Community Comment	<p>17 January 2018</p> <p>A future report is required in March 2018.</p> <p>19 April 2018</p> <p>A further report is planned for the May 2018 meeting.</p>
04 December 2017	Potential changes to Aged & Disability Services and their impact on Council	<p>17 January 2018</p> <p>A future report is required in March 2018.</p> <p>19 April 2018</p> <p>A further report will be provided once the full investigation has been completed.</p>
05 February 2018	Our Future Our Place	<p>19 April 2018</p> <p>A further report will be provided once community consultation processes have been completed.</p>
Corporate Services		
25 May 2015	<p>MAV Workcare Self Insurance</p> <p><i>Confidential under Section 89(2) (d) of the Local Government Act 1989, as it deals with contractual matters.</i></p>	<p>2015</p> <p>A report will be presented to Council in the second half of 2019.</p> <p>14 March 2017</p> <p>A report to Council is scheduled for the end of the current financial year.</p> <p>18 July 2017</p> <p>A report will be presented to Council in 2020/2021 Financial Year.</p>

Date of Council Meeting	Item	Date of Future Council Meeting Report
14 September 2015	Long Term Lease Renewal Agreement – Moe Racing Club	<p>19 January 2018</p> <p>Still pending finalisation of negotiations with the Moe Racing Club before a final agreement is provided to Council for ratification.</p>
31 July 2017	Proposed Long Term Lease - Yinnar Bowling Club	<p>04 August 2017</p> <p>A public notice inviting community comment will be published on 10 August 2017. Submissions close 11 September 2017. A report will be prepared for Council following the consultation period if required.</p> <p>19 April 2018</p> <p>As no submissions were received following the public consultation period, this matter no longer requires to be returned to Council as per the resolution.</p>
11 September 2017	Proposed Road Renaming - Ashley Avenue, Morwell	<p>20 September 2017</p> <p>Pending further discussions before a report is rescheduled for decision.</p>
23 October 2017	<p>Gippsland Logistics Precinct Potential Business Opportunity</p> <p><i>Confidential under Section 89(2) (e) of the Local Government Act 1989, as it deals with proposed developments.</i></p>	<p>05 December 2017</p> <p>A report will be presented to Council in 2018.</p>
04 December 2017	Potential Road Discontinuance-Keegan Street Morwell	<p>05 December 2017</p> <p>A report will be presented to Council in 2018.</p>
05 March 2018	Council Committee Review	<p>05 March 2018</p> <p>A further report is scheduled for 2018.</p>

Date of Council Meeting	Item	Date of Future Council Meeting Report
05 March 2018	Former Budgeree Primary School No 2864, 36 Roys Road, Budgeree	19 April 2018 A further report will be scheduled accordingly.
03 April 2018	Moe Racing Club request for a half-day public holiday for the 2018 Moe Cup	19 April 2018 A further report will be scheduled accordingly.
03 April 2018	Proposed Public Highway Declarations - Laneways in the Moe Central Business District	19 April 2018 A further report will be scheduled if submissions are received in accordance with the resolution.
03 April 2018	2018/19 Draft Budget (including fees & charges)	19 April 2018 A Special Council Meeting has been scheduled for 15 May 2018 commencing at 6:00pm.
Infrastructure & Recreation		
27 March 2017	Disposal of Illegally Dumped Rubbish on HVP Plantations Land	28 March 2017 A report will be presented to Council in 2018, at the conclusion of the one year period. 19 April 2018 A report was tabled at the 5 March 2018 meeting. Council resolved to extend the subsidy for a further twelve months.
21 August 2017	2016/17 Outdoor Pool Season Report	23 August 2017 A report will be presented to Council by July 2018.

Date of Council Meeting	Item	Date of Future Council Meeting Report
23 October 2017	Latrobe Creative Precinct <i>Confidential under Section 89(2) (e) of the Local Government Act 1989, as it deals with proposed developments.</i>	19 April 2018 A report is planned for the 07 May 2018 Council meeting.
05 March 2018	Hazelwood Pondage Caravan Park Petition Response Report	19 April 2018 A further report will be scheduled once consultation processes have been completed.
05 March 2018	Draft Carpark Asset Management Plan for Endorsement for Public Exhibition	05 March 2018 A further report will be scheduled in 2018. 19 April 2018 A report is now planned to be tabled at the 04 June 2018 Council meeting.
05 March 2018	Draft Bridges and Major Culvert Asset Management Plan for Public Exhibition	05 March 2018 A further report will be scheduled in 2018. 19 April 2018 A report is now planned to be tabled at the 02 July 2018 Council meeting.
05 March 2018	Moe Bus Routes and Parking review	06 March 2018 A further report is required by June 2018.
05 March 2018	Suitable Street Tree Planting List 2018	06 March 2018 A further report will be scheduled in 2018.
03 April 2018	2018/04 - Black Tank Road and Railway Avenue Glengarry	19 April 2018 A report is planned to be tabled at the 06 August 2018 Council meeting.

Date of Council Meeting	Item	Date of Future Council Meeting Report
03 April 2018	2018/05 - MacPherson Road, Moe	19 April 2018 A report is planned to be tabled at the 06 August 2018 Council meeting.
03 April 2018	Partial closure of Fowler Street Service Road between Vale Street and South Street, Moe	19 April 2018 A report is planned for the October 2018 Council meeting.
03 April 2018	Draft Building Asset Management Plan 2018	19 April 2018 A further report will be scheduled once consultation processes have been completed.
03 April 2018	Petition For Change of Speed Limits on Latrobe Road and Old Melbourne Roads	19 April 2018 A report is planned to be tabled at the 06 August 2018 Council meeting.

Any proposed timings of reports listed above advised up to 19 April 2018 have been included in the table. Items are removed only once a report has been tabled at Council and advised accordingly.

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

NOTICES OF MOTION

9. NOTICES OF MOTION

9.1 2018/07 WEST GIPPSLAND CATCHMENT MANAGEMENT AUTHORITY

Cr Graeme Middlemiss

I, Cr Middlemiss, hereby give notice of my intention to move the following motion at the Council Meeting to be held on Monday, 07 May 2018:

MOTION

Moved: Cr Middlemiss

Seconded: Cr Gibson

That Council:

- 1. requests The Minister for Environment authorises the West Gippsland Catchment Management Authority to develop an improved standard of appearance and ongoing program of maintenance for the banks of the following creeks where they pass through the urban areas for each of;**
 - Waterhole Creek, Morwell**
 - Narracan Creek, Moe and**
 - Traralgon Creek, Traralgon**
 - Eel Hole Creek, Churchill and;**
- 2. requests the standard of appearance and ongoing program of maintenance is to be developed in consultation with Latrobe City Council and the local communities to recognise the urban and park nature of the areas and local community expectations, and;**
- 3. requests The Minister for Environment provide to the West Gippsland Catchment Management Authority the funding required, on a recurrent basis, to maintain the agreed appearance standard including rubbish removal.**

CARRIED UNANIMOUSLY

Signed
Cr Middlemiss
07 May 2018

Attachments
Nil

ITEMS REFERRED BY THE COUNCIL TO THIS MEETING FOR CONSIDERATION

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

Nil reports

CORRESPONDENCE

11. CORRESPONDENCE

Agenda Item: 11.1

Agenda Item: Correspondence - Great Latrobe Park proposal

Sponsor: General Manager, Infrastructure and Recreation

Council Plan Objective: Grow the civic pride of our municipality and solidify Latrobe City's image as a key regional city.

Status: For Decision

MOTION

Moved: Cr Middlemiss

Seconded: Cr Gibson

That Council:

- 1. Notes the correspondence from Ms Nina Burke representing the Great Latrobe Park project team; and**
- 2. Supports in principle the proposal for the Great Latrobe Park as an alternative strategy for rehabilitation of the Hazelwood coal mine**
- 3. Advocates and promotes the addition of the words “visually attractive” and “useful” to the goals for the Latrobe Valley Regional Rehabilitation Strategy, so that the specified rehabilitation goals would become: “safe”, “stable”, “visually attractive”, “useful” and “sustainable”**
- 4. Supports and advocates further exploration of the principles and concepts of the development of a world-class “Great Latrobe Park” through the rehabilitation of the Hazelwood Mine.**

CARRIED UNANIMOUSLY

Executive Summary:

- Correspondence has been received from the Great Latrobe Park project team, requesting council’s consideration to a motion that supports adjusting the rehabilitation strategy of the Hazelwood mine
- Additional correspondence has been received from Advance Morwell requesting that the current rehabilitation strategy goals should be amended to include the goals of “visually attractive” and “useful”.

- The letter expresses concern about the potential for open cuts to become “virtual wastelands” which Latrobe Valley residents could have to live with for “perhaps hundreds of years”
- Further concerns are held by the apparently narrow strategy goals “safe”, “stable” and “sustainable” outcomes with regards mine rehabilitation.
- The correspondence proposes a concept for a “Great Latrobe Park” - multi-purpose, multi-use recreation and environmental area set in an attractive sunken landscape with a mixture of gentle hills, lakes and plains, encompassing the rehabilitated areas of the Hazelwood and Yallourn Open Cuts and surrounding land
- The correspondence also cites a number of successful projects parks with similar functions across the world
- Finally the correspondence calls for support from council, via a motion to support a strategy to include the words “visually attractive” and “useful” in the rehabilitation strategy of Hazelwood mine and give effect to advocacy and further exploration of the concept of the Great Latrobe Park.
- It is considered appropriate for Council to provide in-principle support to this request to advocate for community consideration of an alternative strategy to rehabilitating Hazelwood mine.

Attachments

- 1 [↓](#). Letter from Great Latrobe Park project
- 2 [↓](#). Letter from Advance Morwell

11.1

Correspondence - Great Latrobe Park proposal

- | | | |
|----------|--|-----------|
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9 February 2018

To the Mayor and Councillors
Latrobe City Council
PO Box 264
Morwell 3840

Dear Mayor and Councillors

Rehabilitation of Hazelwood Open Cut

and the proposal for the establishment of a

“GREAT LATROBE PARK”

The Latrobe Valley’s brown coal open cuts cover a total area of approximately 50 sq. kms. or approximately the same area as Sydney Harbour. These massive open cuts are located in relatively central, and, potentially, very valuable locations within the Latrobe Valley.

The way in which these open cuts are rehabilitated could result in these enormous areas becoming virtual wastelands providing no significant long term economic, social or environmental benefits to our community or to the State. Alternatively, they could be carefully rehabilitated in a manner which will provide substantial long term benefits for all.

Decisions which are being made now could well determine whether the Latrobe Valley is going to be left with a legacy of virtual wastelands or of attractive, productive areas providing a range of highly valuable economic, social and environmental benefits. In this context, generations of Latrobe Valley and Victorian residents will have to live with the results of these decisions, perhaps for hundreds of years.

It would be all too easy to simply adopt the lowest cost and a least difficult rehabilitation option without having adequate regard as to whether other strategies would provide far greater long term and substantial economic, social and environmental benefits. It is immensely important therefore that current decisions impacting on mine rehabilitation are made very carefully with a strong focus on the future.

Present government rehabilitation strategy goals aim to achieve “safe”, “stable” and “sustainable” outcomes. These are clearly crucial outcomes, but the term “sustainable” is vague and very open to widely divergent interpretations. The term could easily be interpreted to encompass outcomes which are visually unattractive with few clear and productive benefits.

It is therefore considered essential that current rehabilitation strategy goals should be amended to add the goals “visually attractive” and “useful” to the “safe”, “stable”, and “sustainable”.

These additions would ensure that all rehabilitation plans would be required to be evaluated in terms of their long term usefulness, visual attractiveness and public acceptability.

The 20 sq. km. Hazelwood mine is located right in the heart of the Latrobe Valley, only 400 metres from the southern edge of Morwell. How this massive, 100+ metre deep void can be rehabilitated to become a source of substantial long term benefits to the Latrobe Valley, enhance the amenity and economy of Morwell and provide a major additional tourist attraction for Victoria needs to be considered. It is contended that one way in which all these objectives could be achieved would be through it being developed as the first major component of a GREAT LATROBE PARK as already presented to representatives of Latrobe City.

It is envisioned that the GREAT LATROBE PARK would be an extensive multi-purpose, multi-use recreation and environmental area set in an attractive sunken landscape with a mixture of gentle hills, lakes and plains. It would eventually encompass the areas of the rehabilitated Hazelwood and Yallourn Open Cuts and much of their immediate surrounds.

Among the wide variety of facilities and activities which could be created within the GREAT LATROBE PARK would be nature reserves, wetlands, botanic gardens, low maintenance fields, arboretums, playgrounds, aquatic sports, walking, cycling and mountain biking, cabins and camping facilities, sports fields, sports clubs, golf ranges, adventure and fun parks, farming activities, arts performance spaces, amphitheatres, educational and interpretative centres, display and exhibition areas, historical and mining heritage features, kiosks and restaurants.

There are a number of very successful world-class parks which have been developed in rehabilitated mining and industrial areas in other parts of the

world. These include Butchart Gardens (Canada); Eden Project (Cornwall, England); Duisburg Landscape Park (Rhur, Germany); Crawick Multiverse (Scotland). In Australia, examples include Sydney Park (St Peters, NSW) and Wilson Park (Berwick, Victoria).

These rehabilitated facilities parks have been enormously successful in terms of tourist attraction, environmental promotion, employment generation, and regional enhancement. For example, both the Butchart Gardens and the Eden Project attract over 1 million visitors every year and have about 400 core staff with additional seasonal and volunteer staff.

It is suggested that similar developments could be implemented through the intelligent and visionary rehabilitation of the Hazelwood Mine. Although this former facility is physically much larger than most of the international examples mentioned, it is already more readily accessible by both private and public transport than most of the above international examples.

Representatives of the growing informal community group supporting the establishment of the GREAT LATROBE PARK greatly appreciated the opportunity to make a presentation about our concerns, concepts and ideas to a group of Councillors and staff representatives at the City offices on 1st November 2017. This group would be very pleased to provide any further information or presentations which the Council feels might assist its further considerations of these matters.

Having regard to the comments provided earlier in this letter, it is requested that Latrobe City Council give consideration to a motion to:-

1. Promote addition of the words “**visually attractive**” and “**useful**” to the goals for the Latrobe Valley Regional Rehabilitation Strategy, so that the specified rehabilitation goals would become: “safe”, “stable”, “visually attractive”, “useful” and “sustainable”.
2. Actively support careful consideration being given by all relevant parties to the principles and concepts which have been outlined for the commencement of the development of a world-class GREAT LATROBE PARK through the rehabilitation of the Hazelwood Mine.

Yours sincerely
Nina Burke
Spokesperson/Strategist
GREAT LATROBE PARK Project Team



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PO BOX 1061 MORWELL 3840 AUSTRALIA

Chairman: John Guy
Phone: 51342371
Secretary: Keith Brownbill
Phone: 51342676
Email: keithjbr@hotmail.com

April 7, 2018

Mr Gary van Driel
Chief Executive Officer
Latrobe City Council
PO Box 264
Morwell 3840

Dear Gary

RE: MANAGEMENT OF HAZELWOOD MINE REHABILITATION WORKS

At its April 6 committee meeting Advance Morwell Inc. discussed the proposed rehabilitation to be done on the Hazelwood mine. It was agreed that if the mine is to be soundly rehabilitated and be an environmental treasure for future generations, the current rehabilitation strategy goals should be amended to include the goals **visually attractive** and **useful**.

On behalf of Advance Morwell Inc. I ask that Council give favourable consideration to this request.

Yours faithfully

Keith Brownbill
Secretary
Advance Morwell Inc.

Advancing Morwell and Latrobe City through unity and active community involvement.

PRESENTATION OF PETITIONS

12. PRESENTATION OF PETITIONS

Nil reports

CHIEF EXECUTIVE OFFICE

13. CHIEF EXECUTIVE OFFICE

Nil reports

CITY DEVELOPMENT

14. CITY DEVELOPMENT

Agenda Item: 14.1

Agenda Item: **Two Lot Subdivision within the Farming Zone and Bushfire Management Overlay**

Sponsor: **General Manager, City Development**

Council Plan Objective: **Ensure Council operates openly, transparently and responsibly.**

Status: **For Decision**

Proposed Resolution:

That Council:

Issue a Notice of Decision to Refuse to Grant a Permit for a two lot subdivision within the Farming Zone and Bushfire Management Overlay at 160 Rifle Range Road, Glengarry known as L 2 PS 546206, on the following grounds:

- 1. The proposal is inconsistent with the strategic direction of the State Planning Policy Framework, at Clause 11.10 (Gippsland), Clause 14.01-1 (Protection of Agricultural Land) and Clause 16.02-1 (Rural Residential Development).**
- 2. The proposal is inconsistent with the strategic direction of the Local Planning Policy Framework, at Clause 21.02-4 (Key Issue – Rural Living) and Clause 21.05-1 (Key Issue – Agriculture).**
- 3. The proposal is inconsistent with Clause 35.07 of the Latrobe Planning Scheme, more particularly the purpose of the Farming Zone.**
- 4. The proposal is inconsistent with Clause 35.07-6 of the Latrobe Planning Scheme, more particularly the decision guidelines of the Farming Zone.**
- 5. The proposal is inconsistent with Clause 65 Decision Guidelines of the Latrobe Planning Scheme.**

MOTION

Moved: Cr O'Callaghan

Seconded: Cr Clancey

That Council:

Issue a Planning Permit, for a two lot subdivision in the Farming Zone and Bushfire Management Overlay at 160 Rifle Range Road, Glengarry (L 2 PS 546206), on the following grounds:

Standard Conditions

1. The layout of the subdivision as shown on the endorsed plan must not be altered without the permission of the Responsible Authority.
2. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity, gas and telecommunication services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.
3. All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.
4. The plan of subdivision submitted for certification under the *Subdivision Act* 1988 must be referred to the relevant authority in accordance with section 8 of that Act.

Health Conditions

5. Prior to certification a report from a licensed plumber is required which details:
 - a) A plan which details the position, type and condition of the present septic tank system ensuring that the septic tank wastewater system is wholly contained within the proposed new boundary (the septic tank(s) and disposal system must be now closer than 6 metres setback to the all proposed new boundaries);
 - b) An assessment of whether the existing septic tank system has been desludged within the last three years or have the septic tank system desludged and evidence of this is submitted with the plumbers assessment report; and
 - c) that the existing septic tank system is capable of containing all effluent from the existing buildings on site, in accordance with the EPA Onsite Wastewater Management Code of Practice, before any further comment can be made by the Council's Health Services

Please note that additional drainage, or other works, may still be required to ensure that all wastewater is treated and contained on-site.

Engineering Conditions

6. Prior to the issue of a Statement of Compliance for this subdivision under the Subdivision Act 1988, the operator of this permit must complete the following works to the satisfaction of the Responsible Authority:
 - a) The existing vehicle crossing providing to access lot 2 from Brooks Lane must be upgraded to comply with the vehicle crossing

standards set out in Latrobe City Council's Standard Drawing LCC 306 and LCC 212.

Expiry Condition

7. This permit will expire if:

- a) the plan of subdivision is not certified within 2 years of the date of this permit; or
- b) the registration of the subdivision is not completed within 5 years of certification.

For Crs O'Callaghan, Middlemiss and Clancey
Against: Crs White, Gibson, McFarlane, Howe and Law
Abstained: Cr Harriman

LOST

MOTION

Moved: Cr McFarlane
Seconded: Cr Howe

That Council:

Issue a Notice of Decision to Refuse to Grant a Permit for a two lot subdivision within the Farming Zone and Bushfire Management Overlay at 160 Rifle Range Road, Glengarry known as L 2 PS 546206, on the following grounds:

1. The proposal is inconsistent with the strategic direction of the State Planning Policy Framework, at Clause 11.10 (Gippsland), Clause 14.01-1 (Protection of Agricultural Land) and Clause 16.02-1 (Rural Residential Development).
2. The proposal is inconsistent with the strategic direction of the Local Planning Policy Framework, at Clause 21.02-4 (Key Issue – Rural Living) and Clause 21.05-1 (Key Issue – Agriculture).
3. The proposal is inconsistent with Clause 35.07 of the Latrobe Planning Scheme, more particularly the purpose of the Farming Zone.
4. The proposal is inconsistent with Clause 35.07-6 of the Latrobe Planning Scheme, more particularly the decision guidelines of the Farming Zone.
5. The proposal is inconsistent with Clause 65 Decision Guidelines of the Latrobe Planning Scheme.

For Crs White, Middlemiss, Gibson, McFarlane, Howe and Law
Against: Crs O'Callaghan and Clancey
Abstained: Cr Harriman

CARRIED

Executive Summary:

The application seeks a permit for a two lot subdivision of land in the Farming Zone. Proposed Lot 1 would have a total site area of 1.6 hectares and would contain an existing dwelling. Proposed Lot 2 would have a total area of approximately 55.41 hectares and would be vacant grazing land.

No submissions objecting to the application have been received.

Having considered the proposal against the relevant provisions of the Latrobe Planning Scheme (Scheme) and the current Planning Scheme Amendment C105 'Live Work Latrobe', it is considered that the proposal does not accord with the relevant State and Local Planning Policy Framework, Farming Zone purpose and decision guidelines, or the strategic direction of 'Live Work Latrobe'. The proposal does not seek to protect high quality agricultural land and would impact on the continuation of primary production in relation to development and amenity issues.

The application has been called into the Council Meeting for a determination at the request of Councillors.

It is therefore recommended that a Notice of Decision to Refuse to Grant a Permit be issued.

Declaration of Interests:

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

Background:

Summary

Land: 160 Rifle Range Road, Glengarry, known as L 2 PS 546206

Proponent: C & DR Bowlen C/- Beveridge Williams & Co Pty Ltd

Zoning: Farming Zone (FZ)

Overlay Bushfire Management Overlay (BMO)

A Planning Permit is required:

- Clause 35.07-2 (Farming Zone) – A permit is required to subdivide land; and
- Clause 44.06-2 (Bushfire Management Overlay) - A permit is required to subdivide land.

Proposal

The application is for a two lot subdivision of Farming Zone land. The particulars of the proposed lots are as follows:

- Lot 1 would be located in the south-western corner of the site and would contain the existing dwelling, outbuildings, domestic garden, orchard and stockyards. It would be 1.6 hectares and would have frontage to Rifle Range Road on its western boundary. The existing vehicle access for the dwelling would be utilised to access the lot.
- Lot 2 would encompass the remainder of the site and would be 55.41 hectares. It would contain an existing hayshed located towards the south western corner and would have frontage to Rifle Range Road on its western boundary and Brooks Lane on its northern boundary. Vehicle access to the lot would be via an existing crossover from Brooks Lane located in the middle of this frontage.

A copy of the proposed Subdivision Plan can be viewed as Attachment 1 of this report.

Subject Land

The subject site is irregular in shape and is located on the south-eastern corner of Brooks Lane and Rifle Range Road in Glengarry. It is located approximately 1.2 kilometres north-west of the Glengarry Township and has a frontage to Brooks Road of 598 meters and a frontage to Rifle Range Road of 485 meters and an overall area of 57.01 hectares. It is not encumbered with any easements and is relatively flat.

The site has been developed with a single storey brick dwelling, attached garage, machinery shed and cattle yards located in the south-west corner. There is also a hayshed located to the east of the existing dwelling supports the agricultural use of the land. The remainder of the site has been divided into paddocks and contains pasture grass.

The site is currently used as an organic beef farm. Established planted shelterbelt vegetation is located along paddock fence lines and the property boundaries. Scattered remnant trees are located mainly in the north-east of the site.

Vehicle access to the site is via an existing gravel crossover located towards the southern end of the Rifle Range Road frontage that leads to the dwelling and surrounding shedding. There is a further informal access point from Rifle Range Road to the cattle yards in the south-west corner of the site. The site is also accessed from Brooks Lane via an existing gravel crossover located approximately mid-way along this frontage.

Land surrounding the site is primarily used for extensive animal husbandry (livestock grazing for both beef cattle and dairying) with ancillary dwellings. To the north-west of the site is Birmingham Park, a nature conservation reserve that is also used for passive and active recreation.

Surrounding Land Use

The land that is located to the north of the subject site abuts Brooks Lane, which is utilised for grazing land and comprises Birmingham Park to the north-west of the land. The land to the north is within the Farming Zone and the land to the north-west is affected by the Bushfire Management Overlay.

The land to the east and west of the subject site is zone for farming and currently utilised for grazing.

The land to the south of the site is zoned as farming and currently utilised for grazing. A portion of land to the south-west is affected by the Land Subject to Inundation Overlay.

A Site and Context plan is included as Attachment 2 of this report.

Reasons for Proposed Resolution:

The proposal is considered to be:

- Inconsistent with the strategic direction of the State and Local Planning Policy Frameworks;
- Inconsistent with the 'Purpose' and 'Decision Guidelines' of the Farming Zone; and
- Inconsistent with Clause 65 (Decision Guidelines).

Issues:

Strategy Implications

The subject site is identified in the Rural Land Use Strategy that forms part of the strategic basis for Planning Scheme Amendment C105 'Live Work Latrobe', which is currently on exhibition.

This amendment identifies the site as being agriculturally significant land that should be protected from further fragmentation. The subject site is proposed to be rezoned under the amendment to Farming Zone Schedule 1 – Large Scale Farming with a proposed minimum lot size of 80 hectares.

In addition, it is proposed to add new local policies to the Scheme, which will encourage intensive agricultural enterprises on land zoned for Farming Zone Schedule 1 and discourage the establishment of rural-lifestyle dwellings in the preferred intensive agriculture areas.

Therefore it is considered that the proposal does not align with the proposed future strategic direction as identified in Amendment C105 as the proposal will result in a loss of land to agriculture and has the potential for land use conflicts between rural living residents and farming operations.

Communication

Notification:

The application was advertised pursuant to the following Sections of the *Planning and Environment Act 1987* (the Act):

- S. 52(1)(a): to adjoining property owners and occupiers;
- S. 52(1)(d): by displaying a sign on the subject land for 14 days

There were no objections received to the application.

External:

The application was referred in accordance with the requirements of Section 55 of the Act to CFA for consideration. There was no objection to the granting of a planning permit and no conditions required.

Internal:

The application was referred internally to Council's Engineering and Strategic Planning teams for consideration.

There was no objection from Engineering to the granting of a planning permit subject to the inclusion of appropriate conditions.

Strategic Planning objected to the proposal. The following is a summary of the objection:

Strategic Planning object to the proposal as it does not meet the objectives of the Farming Zone by creating fragmentation of farming land, and potentially a proliferation of dwellings in the area. Additionally it has been identified for intensive agriculture in its future, which is reliant on larger land holdings and this proposal would remove this quality. Strategic Planning recommend the refusal of this permit.

Financial Implications

Additional resources or financial cost will only be incurred should the planning permit application require determination at the Victorian Civil and Administrative Tribunal (VCAT). The anticipated time required for a Council Officer to prepare a VCAT submission and collate all relevant documentation is 5 business days with an additional day required to attend and present at the appeal, resulting in a total of 6 business days. This equates to a financial cost in the order of \$2,400. This cost would be far greater if a consultant is required to attend on Council's behalf and would likely to be in excess of \$10,000.

Risk Analysis

There is a possible likelihood of risk occurring that may result in damage to Councils reputation if the application is not refused given the existing state policy direction and the current policy direction from Council, which is currently being exhibited to the public as part of Planning Scheme Amendment C105. As a result of the policy direction there is an expectation created to protect viable farming land from the creation of smaller lifestyle lots.

To manage and limit the potential risk, the recommendation has been considered against the relevant sections of the Latrobe Planning Scheme.

Legal and Compliance

Latrobe Planning Scheme

The State Planning Policy Framework (SPPF) and Local Planning Policy Framework (LPPF) including the Municipal Strategic Statement (MSS) have been considered as part of the assessment of this application.

The following clauses are relevant to this application:

State Planning Policy Framework

- Clause 10.02 Objectives
- Clause 11.07 Regional Victoria
- Clause 11.10 Gippsland
- Clause 13.05 Bushfire
- Clause 14.01-1 Protection of agricultural land
- Clause 16.02 Rural Residential Development

Local Planning Policy Framework

- Municipal Strategic Statement (Clause 21)
- Clause 21.02-4 Key Issue – Rural Living
- Clause 21.04-4 Key Issue - Bushfire
- Clause 21.05-1 Key Issue – Agriculture
- Clause 21.09-7 Glengarry

Zoning

The site is located in the Farming Zone. The purpose and decision guidelines of the Farming Zone have been taken into account as part of the assessment of this application. The proposal is considered to be generally inconsistent with the zoning provisions, as discussed further in this report.

Overlay

The north-west corner of the site is subject to the Bushfire Management Overlay with the purpose and decision guidelines of the overlay been taken into account as part of the assessment of this application. The proposal is considered to be generally consistent with the overlay provisions.

Particular Provisions

Clause 52.47 Planning for Bushfire

This provision sets out objectives, measures and decision guidelines that must be addressed for subdivision of land subject to the Bushfire Management Overlay. The proposal is considered to be consistent with the clause requirements.

Decision Guidelines (Clause 65):

Clause 65.02 sets out the decision guidelines to consider before deciding on an application to subdivide land.

Incorporated Documents (Clause 81):

No Incorporated Documents are considered to be relevant to this application.

Strategic direction of the State and Local Planning Policy Frameworks:

Both the State and Local Planning Policy Frameworks aim to protect productive farmland. Agricultural land is a finite natural resource which must be managed to maintain its long term sustainable use. High quality agricultural land is encouraged to be used primarily for farming purposes and the subdivision of land should not detract from the long-term productive agricultural capacity of the land.

The relevant State and Local Planning policies are discussed as follows:

- Clause 14.01-1 of the State Policy Framework (Protection of agricultural land) outlines that when considering a proposal to subdivide agricultural land, the following factors must be considered:
 - *The desirability and impacts of removing the land from primary production, given its agricultural productivity.*
 - *The impacts of the proposed subdivision or development on the continuation of primary production on adjacent land, with particular regard to land values and to the viability of infrastructure for such production.*
 - *The compatibility between the proposed or likely development and the existing uses of the surrounding land.*
 - *Assessment of the land capability.*
- Clause 21.05-1 of the Local Planning Policy Framework (Key Issue – Agriculture) identifies the importance of agriculture to the economic, social and physical development of the Latrobe City municipality, with a specific strategy to *'limit subdivision, use and development of land that is incompatible with the use of the land for a sustainable resource'*.

This application proposes to subdivide a highly productive farming lot into two lots, one being a rural residential lot, permanently removing this land from agricultural production and potentially causing land use conflict. The subdivision would further create a lot in the Farming Zone that exceeds 40 hectares and therefore does not require planning permission for the use and development of the land with a further dwelling.

The applicant has not provided any evidence that the proposed subdivision will improve farm economics and viability or create two lots that would be capable of holding sustainable agricultural uses.

The proposed subdivision does not seek to protect the agricultural land as it would further fragment the site by creating a small lot that will ultimately be lost to agriculture as it would be attractive for rural-residential living, and a larger lot that would allow the 'as-of-right' development of a dwelling.

The creation of small lots within the Farming Zone has been discussed in several VCAT cases with the case *Pincott & Ors v Baw Baw SC* [2012] VCAT 1137 (2 August 2012) clearly discussing the creation of small lots. The member made the following statement regarding the impact of the creation of small lots in the Farming Zone and the conflict that can arise between incompatible uses, which stated:

"I have previously identified that it has been regularly stated and inferred that the purpose of the small realignment lot is to provide for a dwelling for a member of the Toscano family. However, despite this stated intent, the allotment would be a separate entity in its own right that could be on-sold at any time in the future as a small rural residential lot located in the Farming Zone. This is not encouraged in the planning scheme, and the planning system is regularly complicated by objections against farming and associated activity in the rural zones by rural-living residents who appear to have limited understanding of or tolerance for surrounding uses for which the land is specifically zoned."

'Purpose' and 'Decision Guidelines' of the Farming Zone:

The purpose of the Farming Zone relates to the use of the land for agriculture, retaining productive agricultural land, and ensuring that non-agricultural land uses do not adversely affect the use of land for agriculture. The proposed subdivision will not support or enhance agricultural production as it will further fragment productive agricultural land by creating a rural residential lot, resulting in land being permanently removed from agriculture. The rural residential lot also has the potential to impact on the operation and expansion of adjoining and nearby agricultural uses. The larger lot would be able to be developed with an 'as-of-right' dwelling under this current zoning.

The applicant has not provided sufficient justification for the subdivision which takes into account the productivity of the land and how the proposal will support and enhance agriculture.

The proposed subdivision of the land is therefore considered to be contrary to the purpose and decision guidelines of the zone.

'Purpose' and 'Decision Guidelines' of the Bushfire Management Overlay and Clause 52.47:

The site is only partly covered by the Bushfire Management Overlay in its north-western corner, therefore proposed Lot 1 including the existing dwelling and the majority of proposed Lot 2 are not subject to it.

The application was referred to CFA who had no objection to the granting of a planning permit for the proposed subdivision. It is considered that the proposal

satisfies the purpose and decision guidelines of the Bushfire Management Overlay. The proposal has also been assessed against the standards and objectives of Clause 52.47 and found to comply.

Clause 65 (Decision Guidelines):

The application has been assessed against the decision guidelines of Clause 65.02. In response to the guidelines it is considered that the subject site is not suitable for the proposed subdivision as it would create a rural residential lot that would remove land permanently from agriculture, create potential land use conflicts, and allow the site to be further developed with an 'as-of-right' dwelling. A rural residential land use is not appropriate in the Farming Zone and should be located in designated zones such as the Rural Living Zone. The future strategic direction of the site also directs that subdivision should only occur to support agricultural activities. The proposal does not accord with this direction. The proposal therefore is considered to be contrary to the orderly and proper planning of the area.

Community Implications

No objections to the application were received.

Environmental Implications

There are no environmental implications associated with the proposed subdivision.

Consultation

As discussed, the surrounding owners and occupiers of the site were notified by mail of the application and a sign was placed on site notifying the broader community of the proposal.

Options

Council has the following options in regard to this application:

1. Issue a Planning Permit
2. Issue of Notice of Refusal to Grant a Permit

Council's decision must be based on planning grounds, having regard to the provisions of the Latrobe Planning Scheme.

Supporting Documents:

Live Work Latrobe Rural Land Use Strategy

Attachments

1. [Attachment 1 - Plan of Subdivision](#)
2. [Attachment 2 - Site and Context Plan](#)

14.1

Two Lot Subdivision within the Farming Zone and Bushfire Management Overlay

- | | | |
|----------|---|-----------|
| 1 | Attachment 1 - Plan of Subdivision..... | 49 |
| 2 | Attachment 2 - Site and Context Plan | 51 |



NOTE
 H - EXISTING DWELLINGS

NOTE:
 ALL DIMENSIONS ARE APPROXIMATE AND
 SUBJECT TO FINAL SURVEY.

50 0 50 100 150 200 250
 SCALE 1:5000
 1701837
 VERSION 1
 SHEET 1 OF 2

TO GLENGARRY 1.2kms

Proposed Plan of Subdivision
 Lot 2 PS 546206J - Volume 10973 Folio 043
 C & D.R. BOWLEN 160 RIFLE RANGE ROAD, GLENGARRY

BW Beveridge Williams
 development & environment consultants
 Traralgon ph : 03 5176 0374
 www.beveridgewilliams.com.au



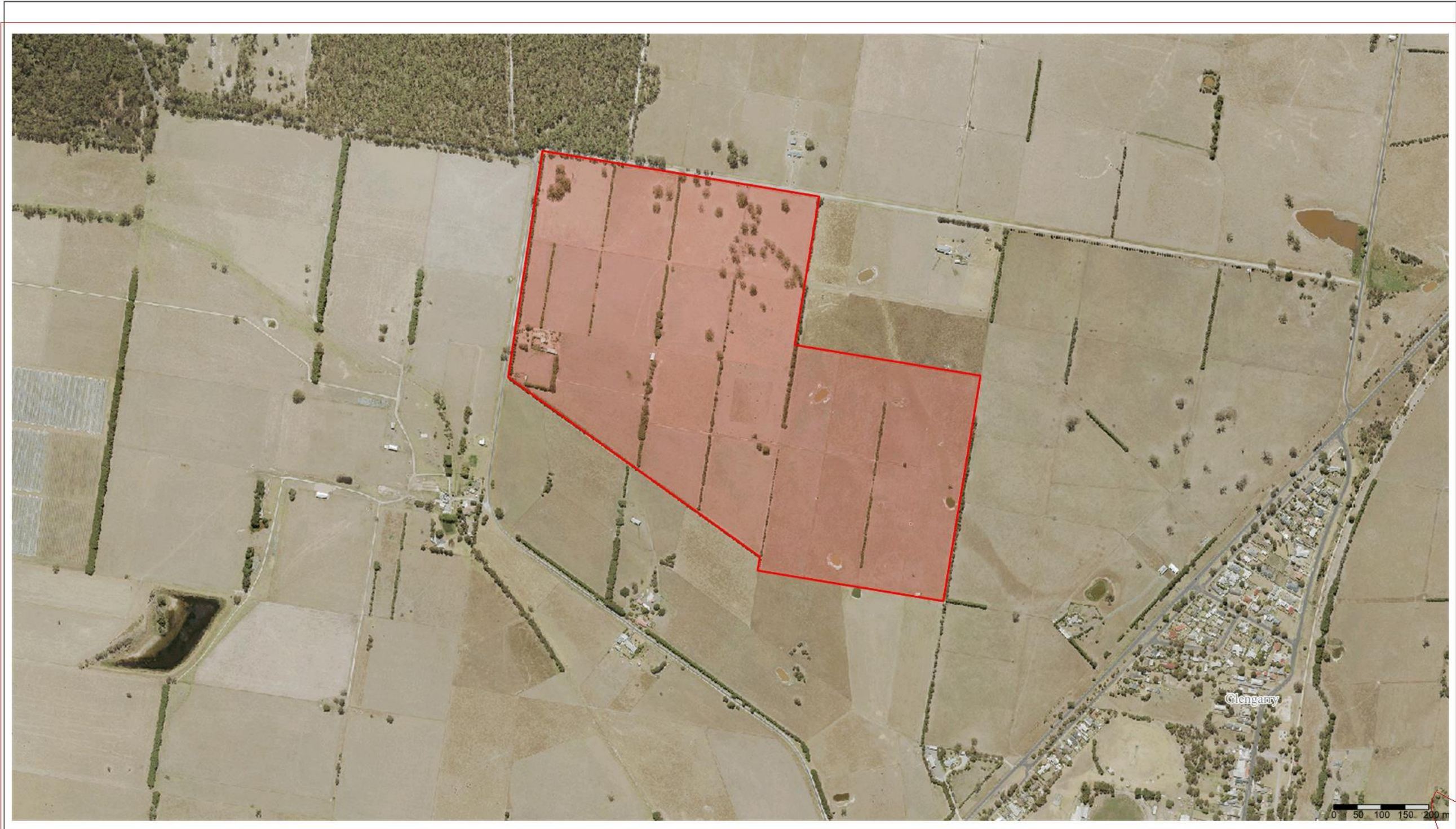
NOTE:
 ALL DIMENSIONS ARE APPROXIMATE AND
 SUBJECT TO FINAL SURVEY.



SCALE 1:800
 1701837
 VERSION 1
 SHEET 2 OF 2

Proposed Plan of Subdivision
Lot 2 PS 546206J - Volume 10973 Folio 043

C & D.R. BOWLEN 160 RIFLE RANGE ROAD, GLENGARRY

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	<p>Note The information shown on this map is derived from a variety of sources including, but not limited to, Vicmap Data, other State and Local Government Agencies data and Latrobe City Data.</p> <p>Disclaimer: The State of Victoria does not warrant the accuracy or completeness of information in this publication and any person using or relying upon such information does so on the basis that the state of Victoria shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information. Latrobe City does not guarantee the accuracy or the currency of the information presented on this map and therefore Latrobe City will not be held liable for any loss or damage arising as a result of using this information. The location of features shown on this map is indicative only. The underground infrastructure location shown is not to be used as a substitute for Dial Before You Dig. The compilation of this map is subject to copyright laws and regulations, no part of this map can be reproduced without prior written consent of Latrobe City Council.</p>	<p>Site and Context Plan</p>	<p>3/04/2018</p>	
			<p>Scale 1:8000</p>	

Agenda Item: 14.2

Agenda Item: Two lot subdivision of land and Removal of Reserve Status

Sponsor: General Manager, City Development

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

Status: For Decision

MOTION

Moved: Cr Harriman

Seconded: Cr Law

That Council:

Issue a Notice of Decision to Grant a Permit, for a Two Lot Re-Subdivision of Land and Removal of Reserve Status in the General Residential Zone (GRZ1) and the Public Park and Recreation Zone (PPRZ) at 30-50 Rangeview Drive, Traralgon and Merindah Court, Traralgon known as CP 152629, RES 1 LP 217700 and RES 1 PS 322585, with the following conditions:

1. The layout of the subdivision as shown on the endorsed plan must not be altered without the permission of the Responsible Authority.
2. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities, electricity, gas and telecommunication services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.
3. All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.
4. The plan of subdivision submitted for certification under the *Subdivision Act 1988* must be referred to the relevant authority in accordance with section 8 of that Act.

Engineering Conditions

5. Prior to the certification of the plan of subdivision under the *Subdivision Act 1988*, a site drainage plan including levels or contours of the land must be submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and an electronic copy (PDF) must be provided. The drainage plan must be prepared in accordance with the requirements of Latrobe City Council's

Design Guidelines and must provide for the following:

- a) **How the land including all buildings, open space and paved areas will be drained to the legal point of discharge for a 1 in 5 year ARI storm event. Provisions shall include the collection and conveyance of all overland stormwater flows from open space areas within lot 1, to the lot's legal point of discharge.**
 - b) **An underground pipe drainage system conveying stormwater discharge from the legal point of discharge of the proposed lot 1 to Latrobe City Council's stormwater drainage system.**
 - c) **The underground pipe drainage system from one lot may only cross other land within an appropriately reserved drainage easement.**
- 6. The plan of subdivision submitted for certification under the Subdivision Act 1988 must show to the satisfaction of the Responsible Authority:**
- a) **Easements set aside for drainage purposes.**
 - b) **The proposed boundary between lot 1 and the reserve is to be located not less than one metre to the south side of the concrete shared pathway traversing the reserve.**
- 7. Appropriate measures must be implemented throughout the construction stage of the development to rectify and/or minimise mud, crushed rock or other debris being carried onto public roads or footpaths from the subject land, to the satisfaction of the Responsible Authority.**
- 8. Prior to the issue of a Statement of Compliance for this subdivision under the Subdivision Act 1988, the operator of this permit must complete the following works to the satisfaction of the Responsible Authority including all necessary permits being obtained and inspections undertaken:**
- a) **The construction of all new property stormwater drainage works in accordance with the approved site drainage plan, so that all stormwater arising from lot 1 is discharged to lot 1's legal point of discharge.**
- 9. Prior to the issue of a Statement of Compliance for this subdivision under the Subdivision Act 1988, a contract for the sale of the land must be signed by all parties to the sale, to the satisfaction of the Responsible Authority**
- Expiry Condition:**
- 10. This permit will expire if:**
- a) **the plan of subdivision is not certified within 2 years of the date of this permit; or**
 - b) **the registration of the subdivision is not completed within 5 years**

of certification.

The Responsible Authority may extend the time if a request is made in writing before the permit expires or within six months of expiry of permit.

Note: The commencement of the subdivision is regarded by Section 68(3A) of the *Planning and Environment Act 1987* as the certification of the plan, and completion is regarded as the registration of the plan.

For Crs White, O'Callaghan, Middlemiss, Harriman, McFarlane, Howe, Clancey and Law

Against: Cr Gibson

CARRIED

Executive Summary:

The application seeks a permit for the approval of a two lot re-subdivision of land and removal of reserve status in the General Residential Zone (GRZ1) and the Public Park and Recreation Zone (PPRZ). The applicant seeks to re-align the boundaries between the land at 30-50 Rangeview Drive and the adjoining Council reserve, to allow for the sale of part of the reserve to St Gabriel's School following a Council resolution at a Council Meeting on 29 May 2017 to sell part of the existing reserve. The subject sites are located within the General Residential Zone (GRZ) and Public Parks and Recreation Zone which are not affected by any overlays.

A total of five submissions have been received to the application, which have raised concerns relating to:

- Sale of the Reserve;
- Loss of access to open space and impact on the health and wellbeing of the surrounding properties;
- The reserve area being fenced off;
- Impact of school traffic as a result of the proposal;
- The application was not advertised properly with sufficient time not afforded to consider the application; and
- Detrimental impact on property prices.

Having considered the submissions and assessed the proposal against the relevant provisions of the Latrobe Planning Scheme (the Scheme), it is considered that the proposal is generally in accordance with the relevant objectives and decision guidelines of the Scheme.

The application has been called in to a Council Meeting for determination at the request of Councillors.

It is therefore recommended that a Notice of Decision to Grant a Planning Permit be issued.

Declaration of Interests:

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

Background:

Summary

Land: 30-50 Rangeview Drive, Traralgon and Merindah Court, Traralgon known as CP 152629, RES 1 LP 217700, RES 1 PS 322585

Proponent: Roman Catholic Trusts Corp for the Diocese of Sale C/- Beveridge Williams and Co Pty Ltd

Zoning: Public Park and Recreation Zone

Overlay: None

A Planning Permit is required for the following:

- Clause 32.08-3 (General Residential Zone) - A permit is required to subdivide land.
- Clause 36.02-2 (Public Park and Recreation Zone) - A permit is required to subdivide land
- Clause 52.02 (Easement, Restrictions and Reserves) – A permit is required to remove the reserve status.

Proposal

Council resolved at the Ordinary Council meeting on 29 May 2017 to sell off part of the reserve adjoining the northern boundary of 30-50 Rangeview Drive, Traralgon (approximately 3000 square metres) to St Gabriel's School. The resolution was made following a previous resolution to give public notice advising of the potential sale in accordance with Sections 189 and 223 of the Local Government Act 1989 and invited written submissions on the potential sale, which was made on 13 February 2017.

The applicant seeks a two lot re-subdivision the details of the re-subdivision are as follows:

- Lot 1(Reserve) – Proposed to contain the remaining section of reserve which is boarded by the existing pathway along the proposed southern boundary and abuts the existing residential properties to the north. The lot created will be an irregular shape and comprise approximately 3,504 square metres.
- Lot 2 (St Gabriel's Primary School) – Proposed to contain the area of reserve along the southern side of the existing foot path and abutting the north side of

the existing school boundary. The lot created will be an irregular shape and comprise approximately 3,000 square metres from the reserve and the existing area of 30-50 Rangeview Drive (approximately 3.62Ha).

- Remove the reserve status from the portion of municipal reserve proposed to be acquired by the permit applicant.

A copy of the proposed Subdivision Plan can be viewed as Attachment 1 of this report.

Subject Land

The subject sites are located along the eastern side of Stirling Avenue. The subject site comprises two adjoining land parcels of land located at 30-50 Rangeview Drive, Traralgon and the adjoining municipal reserve, which is more formally known as Reserve 1 on Plan of Subdivision 217700C, and situated north of the property at Rangeview Drive.

The site at 30-50 Rangeview Drive currently comprises of St. Gabriel's Primary School, with the school buildings located centrally on the land with the sporting field to the north of the school building and car parking and basketball courts along the southern boundary.

There are three easements that cross the land currently occupied by the St. Gabriel's Primary School which are for the purpose of providing drainage and sewerage with each easement comprising a width of 2.0 metres.

The land located to the north of 30-50 Rangeview Drive is the reserve and abuts St Gabriel's along its southern boundary and abuts Stirling Drive along its eastern boundary. The site is an irregular shape which comprises an area of 6504 square metres.

The reserve comprises an area of 6,504 square metres with a pedestrian path which runs east to west and links Stirling Avenue to Springfield Court, Merindah Court and Sandalwood Court. With the exception of the pathway the reserve is generally grassed with football goals located towards the eastern end of the reserve along the southern side of the path.

The reserve is currently encumbered by implied easements in favour of Latrobe City Council and Gippsland Water for the provision of drainage and sewerage.

Both lots are not affected by any covenants or Section 173 agreements.

Surrounding Land Use

To the north, east and west of the site the land is generally zoned and developed for residential purposes. The residential properties within close proximity are generally single dwellings with some examples of medium density developments. There are a number of reserves that link into the sites which provide pedestrian access into public open space areas.

To the south of the Council reserve is the existing school that is identified as St Gabriel's Primary School. The land has been developed to comprise school buildings within the middle of the land, car parks and basketball courts abutting Rangeview Drive to the south and an existing sports oval abutting the existing reserve to the north.

A site context plan is included as Attachment 2 of this report.

Reasons for Proposed Resolution:

The proposal is considered to be:

- Consistent with the strategic direction of the State and Local Planning Policy Frameworks;
- Consistent with the 'Purpose' and 'Decision Guidelines' of the General Residential Zone and Public Parks and Recreation Zone;
- Consistent with Clause 65 (Decision Guidelines); and
- The objections received have been considered against the provisions of the Latrobe Planning Scheme and the relevant planning concerns have been considered. Where relevant, permit conditions addressing these issues will be required, while noting that some concerns raised in the objections do not form planning grounds on which the application should be refused.

Issues:

Strategy Implications

The proposed re-subdivision is considered to align with Council's Strategy to implement a town planning regime which facilitates appropriate urban growth, industry diversification, liveability and connectivity of Latrobe City. The proposed subdivision will result in an increase area of the school to operate and provide a valuable service to the community. Further the proposal will maintain the existing open space connectivity within the immediate area.

Communication

Notification:

The application was advertised pursuant to Sections 52(1)(a) and (d) of the Planning and Environment Act 1987 (Act), with notices were sent to all adjoining and adjacent landowners and occupiers and four notices were displayed on site, with a notice located at each entry and were displayed on the site for a minimum of 14 days.

Five submissions in the form of written objections have been received.

A copy of the objections can be viewed at Attachment 3 of this report, with a map showing the location of the objection within Attachment 4.

External:

The application was not referred to any external authorities under either Section 52 or 55 of the Planning and Environment Act 1987.

Internal:

Internal officer comments were sought from Council's Infrastructure Planning Team Recreation Team, Strategic Planning and Council Operations (Legal).

Details of Community Consultation following Notification:

Following the completion of the public notification period, Council had received six objections to the application. Written correspondence was sent to each objector in response to the objections received. Following the correspondence being sent to objectors, one objection was withdrawn, which has reduced the number of objections for the application to five.

Financial Implications

Additional resources or financial cost will be incurred should the planning permit application require determination at the Victorian Civil and Administrative Tribunal (VCAT). The anticipated time required for a Council Officer to prepare a VCAT submission and collate all relevant documentation is 5 business days with an additional day required to attend and present at the appeal, total 6 business days.

This equates to a financial cost in the order of \$2,400. This cost would be far greater if a consultant is required to attend on Councils behalf and would likely to be in excess of \$10,000.

Risk Analysis

There is a possible likelihood of risk occurring that may result in damage to Councils reputation if the application is not approved due to objections received from the community. To manage and limit the potential risk the recommendation has been considered against the relevant sections of the Latrobe Planning Scheme and in accordance with the Council Motion made at the Council Meeting of 29 May 2017. The Council motion which has been previously made at a Council Meeting is clear on to the process behind the sale of the land.

Further there is a considered risk of loss/ damage to Council assets as a result of the proposed application. However the sale of the Council property which is implicated with this application has been considered by Council at a Council Meeting on 29 May 2017 as surplus and can be sold. Therefore it is unlikely to cause any loss or damage to a Council asset.

Latrobe Planning Scheme

The State Planning Policy Framework (SPPF) and Local Planning Policy Framework (LPPF) have been considered as part of the assessment of this application.

The following clauses are relevant to the consideration of this application.

State Planning Policy Framework

- Clause 11.04 Open Space
- Clause 11.07-1 Regional Planning
- Clause 15.01-3 Neighbourhood and Subdivision Design
- Clause 15.01-4 Design for Safety
- Clause 15.01-6 Healthy Neighbourhoods
- Clause 19.02-2 Education Facilities

Local Planning Policy Framework

- Clause 21.02-6 Key issue: Public Open Space
- Clause 21.02-8 Key issue: Healthy Urban Design
- Clause 21.08-2 Key issue: Community Infrastructure
- Clause 21.09-4 Traralgon

Zoning

The land associated with the subject site located at 30-50 Rangeview Drive is located within the General Residential Zone with the reserve located within a Public Parks and Recreation Zone. The purpose and decision guidelines for the General Residential Zone and Public Parks and Recreation Zone have been taken into account as part of the assessment from this application and is considered to be generally consistent with the zoning provisions.

This will be further discussed in this report.

Overlay

There are no overlays affecting the subject sites.

Particular Provisions

Clause 52.02 - Easements, restrictions and reserves

The application includes the proposed removal of the reserve status affecting the Reserve (Reserve 1 on Plan of Subdivision 217700C). A 'Reserve' is defined in the Subdivision Act 1988 as 'land set aside as public open space, or for the use of a public authority or the Council'.

The potential sale of land process commenced on 13 February 2017 when Council resolved to give public notice advising of the potential sale in accordance with Sections 189 and 223 of the Local Government Act 1989 and invited written submissions on the potential sale, which received 7 submissions.

Following the closure of the public notice period a further report was prepared for consideration by Council at its meeting of 29 May 2017 where it was resolved that the site was surplus to community and Council requirements and could be sold.

In order to allow the site to be purchased by St Gabriel's Primary School, the reserve status of the site is required to be removed prior to its sale. As Council has resolved that the site is no longer required for public open space, it is considered appropriate to remove the reserve status of the site.

Decision Guidelines (Clause 65):

Clause 65.01 sets out the decision guidelines to consider before deciding on an application or approval of a plan.

Incorporated Documents (Clause 81):

The incorporated documents that relate to the consideration of this application are:

- Latrobe Bicycle Plan 2007-2010
- Healthy Urban Design Good Practice Guideline 2008
- Latrobe City Public Open Space Strategy 2013

Strategic direction of the State and Local Planning Policy Frameworks:

The application to subdivide the land is considered to be generally in accordance with the relevant State and Local Planning Policies which have detailed above in this report.

Whilst the subdivision will result in a reduction to the existing reserve area of 3,000 square metres, the land will be used to allow for the growth of an existing school to the south of the reserve which in turn will provide for the wider community needs.

As a result of the subdivision it will cause a reduction to the open space area provided by the reserve. The space will continue to maintain and provide passive surveillance of the area through the retention of the existing pedestrian pathway crossing the site from east to west. The space will also continue to provide a connection to the existing walking and cycling networks that provide access to larger areas of the open space within the immediate area. In addition the remaining public open space will still provide a space where people can continue to undertake recreational activities within close proximity to the existing dwellings.

Therefore the propose subdivision is considered to be generally in accordance with the relevant State and Local Planning Policies. The subdivision will support the wider community needs by allowing additional space for the school, whilst maintaining the balance of reserve to support the residential properties by providing accessible public open space.

'Purpose' and 'Decision Guidelines' of the General Residential Zone:

The proposal is considered to be generally consistent with the Zone 'Purpose' and decision guidelines as:

- The proposed subdivision has been considered against the relevant section of the State and Local Planning Policy Framework as discussed above in this report.

- The application is considered to generally meet the purpose of the zone particularly as the subdivision will allow the existing school to continue to service the needs of the local community.
- Further the application to subdivide the land will not impact on the spacing of buildings as the area of reserve that is proposed to be subdivided abuts an existing sports field and there in no development plans submitted for consideration as part of the application.

'Purpose' and 'Decision Guidelines' of the Public Park and Recreation Zone:

The proposal is considered to be generally consistent with the Zone `Purpose' and decision guidelines as:

- The proposed subdivision has been considered against the relevant section of the State and Local Planning Policy Framework as discussed above in this report.
- The public land manager has provided the following comments to the proposal:
 - The Property & Statutory Services Team supports the proposed subdivision and removal of the reservation status from the land subject to appropriate conditions.
- The subdivision for the land does not include any development.

Clause 65 (Decision Guidelines):

The application is considered to appropriately respond to the guidelines pursuant to Clause 65.02 of the Scheme having been considered below within this report.

Community Implications

The application received five submissions in the form of objections. The issues raised were:

1. Sale of the Reserve

The section of reserve which abuts the northern boundary of St Gabriel's Primary School has been subject to Council's consideration on two occasions at two separate Council Meetings.

The potential sale of land process commenced on 13 February 2017 when Council resolved to give public notice advising of the potential sale in accordance with Sections 189 and 223 of the Local Government Act 1989 and invited written submissions on the potential sale.

Public notices appeared in the Latrobe Valley Express on 2 and 9 March 2017, notice displayed at Council's Corporate Headquarters and Traralgon Service Centre, details placed on Council's website and officers hand delivered letters to approximately 170 nearby residents advising of the potential sale of land and inviting written submissions.

Following closure of the public consultation period, a further report was prepared to Council to consider the written submissions received and the potential sale. Council's resolved to sell the land at its 29 May 2017 Meeting.

2. Loss of access to open space and impact on the health and wellbeing of the surrounding properties

The application will result in a reduction to the overall size of the reserve by approximately 3000 square metres. The affected section of land is located along the southern side of the pathway and north the existing school boundary.

The balance of approximately 3504 square metre of reserve will be retained and will continue to connect with other Council Reserves within close proximity.

It is recognised that there will be a loss of the existing open space area, although this will result is the reserve abutting the residential boundaries being maintained and continuing to providing separation from the school. Further, the remaining reserve will continue to maintain a connection with the existing open areas within close proximity of the existing reserve.

3. To the reserve area being fenced off.

The application does mention the construction of a fence in the proposal section of the report provided by the applicant. The Council resolution from the meeting on the 29 May does not require a fence to be constructed along the north boundary of the reserve.

Further, the application for a planning permit does not entail the construction of a fence as part of the application. The applicant has applied for a two lot subdivision and removal of the reserve status only.

It should be noted that proposed construction of a fence within the Public Parks and Recreation Zone will require a planning permit as this would not be exempt within the current zoning of the land. Therefore a note will be included to advise that should any fence be propose that all required approvals should be sought.

4. Impact of school traffic as a result of the proposal

The existing school traffic would be unlikely to change as a result of the subdivision, as the school is currently utilising this area which is proposed to be subdivided. Further it has been advised that there is no fence as part of the application which could impact the flow of pedestrian traffic.

5. The application was not advertised properly and sufficient time was not afforded to consider the application.

Application was advertised between 22 December 2017 and 16 January 2018, which is a total of 25 days which is beyond the required advertising period. The advertising of the application consisted of letters to the adjoining owners and occupiers directly adjoining the reserve and four signs on site which were visible from each entry into the reserve area. In conjunction to the advertising required by Section 52 of the Planning and Environment Act 1987 detailed above, a hard

copy of the plans and associated report were available in the Traralgon Service Centre during the duration of the application with plans also available on Council's website for review. In accordance with the Act, the application is required to be advertising for a minimum period of 14 days. For this application as a result of the Christmas break the application was advertised in excess of the statutory requirements.

6. Detrimental impact on property prices

As discussed within numerous VCAT decisions the consideration of property prices is not a planning consideration.

Environmental Implications

There are no environmental implications associated with the proposed subdivision.

Options

Council has the following options in regard to this application:

1. Issue a Notice of Decision to Grant a Permit
2. Issues a Notice of Decision to Refuse to Grant a Permit

Council's decision must be based on planning grounds, having regard to the provisions of the Latrobe Planning Scheme.

Supporting Documents:

Nil

Attachments

1. Attachment 1 - Plan of Subdivision
2. Attachment 2 - Site and Context Plan
3. Attachment 3 -Copies of Objections (Published Separately) (Confidential)
4. Attachment 4 - Objector's Locations (Published Separately) (Confidential)

14.2

Two lot subdivision of land and Removal of Reserve Status

- 1 Attachment 1 - Plan of Subdivision..... 65**
- 2 Attachment 2 - Site and Context Plan 67**





Note
The information shown on this map is derived from a variety of sources including, but not limited to, Viemap Data, other State and Local Government Agencies data and Latrobe City Data.

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Site and Context Plan

5/03/2018

Scale 1:4000



Agenda Item: 14.3

Agenda Item: Extension of time request for Planning Permit 2011/297 for 4, 5 & 6 McClure Court, Traralgon

Sponsor: General Manager, City Development

Council Plan Objective: Ensure Council operates openly, transparently and responsibly.

Status: For Decision

Proposed Resolution:

That Council extends the commencement and completion date of Planning Permit 2011/297 pursuant to Section 69(2) of the *Planning and Environment Act 1987* by 12 months. The permit will now expire if the development does not commence by 23 April 2019, or is not completed by 23 April 2021.

MOTION

Moved: Cr O'Callaghan

Seconded: Cr Harriman

That Council:

Refuse the application made under Section 69(1) of the *Planning and Environment Act 1987* to extend Planning Permit 2011/297 at 4, 5 & 6 McClure Court, Traralgon (Lots 252, 253 & 254 on PS545548), on the following grounds:

- 1. The application is inconsistent with Planning Scheme Amendment C105 'Live Work Latrobe' and in particular the Draft Housing Strategy.**
- 2. It is considered that the land owner is 'warehousing' and the total lapse of time since the issue of the permit is excessive.**

CARRIED UNANIMOUSLY

Executive Summary:

The landowner of 4, 5 and 6 McClure Court, Traralgon is seeking an extension of time of 18 months to Planning Permit 2011/297. The permit allows for the development of 16 dwellings on the site.

The permit was issued in April 2013. It allowed two years to commence the development. Two extensions of time have previously been granted which have extended the permit to give it an expiry date of 23 April 2018 if the development has not commenced. The development has not commenced to date.

An assessment of the application against the 'Kantor principles' as established by the Supreme Court in *Kantor v Murrindindi SC* (1997) 18 AATR 285 has been undertaken. Legal advice regarding Planning Scheme Amendment C105 'Live Work Latrobe' with regard to its status in assessing a planning application has also been taken into consideration in the assessment. The legal advice stated that as the amendment is in its early stages it would be premature to give it undue weight in a decision to extend a permit.

It is considered that the permit should be extended however it should only be extended by 12 months, not the requested 18 months, given the progress of the Amendment C105 which may rezone the land to a zone which would not support such an intensive development. A 12 month time frame to commence the development is considered to be reasonable given the circumstances of the landowner and possible pending changes to planning policy and zoning.

Declaration of Interests:

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

Background:

Summary

Land: 4, 5 & 6 McClure Court, Traralgon, known as Lots 252, 253 & 254 PS 545548

Proponent: Michael Pogorzelski

Zoning: General Residential Zone Schedule 1 (GRZ1)

Overlay: No overlays

The owner of land to which a permit applies may apply for an extension of time for a planning permit pursuant to section 69(1) of the *Planning and Environment Act 1987* (the Act).

Proposal

The application is for an extension of time to Planning Permit 2011/297. The owner is seeking to extend the time to commence the development by 18 months.

Subject Land:

The subject site is irregular in shape and is located at the top (southern) end of McClure Court. It is comprised of three allotments with frontage to McClure Court on its northern boundary and frontage to Berwick Street on the south-western boundary. The site has an overall area of 2,837 square metres. The site is currently vacant and does not have any significant vegetation. It is located approximately 1.5 kilometres from the Traralgon Primary Activity Centre.

McClure Court forms part of the Sherwood Park Estate in which housing construction commenced approximately ten years ago. Dwellings to the north of the subject site have been constructed in recent years. Dwellings to the south are part of an older more established area of Traralgon with dwellings generally of post-war construction. Both the older and more recently developed lots are generally made up of single detached dwellings on allotments ranging from 700 to 1000 square metres. Dwellings are generally single storey.

A locality plan can be found at Attachment 1.

History of Application

Planning Permit 2011/297 was issued at the direction of the Victorian Civil and Administrative Tribunal (VCAT) on 23 April 2013 for the development of 16 dwellings on the site. The expiry condition of the permit gives the applicant two years to commence the development and four years to complete.

Since the permit was issued it has been extended twice. The first extension was on 13 March 2015 where the owner was given 18 months until 23 October 2016 to commence the development and until 23 October 2018 to complete it. The second extension was on 18 November 2016 which gave the owner a further until 23 April 2018 to commence the development and until 23 April 2020 to complete.

A copy of the endorsed plans for Planning Permit 2011/297 can be found at Attachment 2.

The development has not commenced.

The application to extend the permit was received by Council on 6 March 2018.

Reasons for Proposed Resolution:

The proposal has been assessed against the principles set out in *Kantor v Murrindindi SC* (1997) 18 AATR 285 (Kantor) which are used to guide decision making by responsible authorities such as councils and VCAT for extension of time requests. An extension of time of 12 months is considered reasonable as discussed below.

Issues:

Strategy Implications

This report is aligned with the Council Plan as it supports two major objectives of the Plan, being:

- *Ensure Council operates openly, transparently and responsibly.*
- *Enhance Council's engagement with the community to better understand the community's priorities.*

An extension of time application is generally dealt with at officer level and approved or refused under delegation. Councillors have requested that the application for an extension of time be decided at an Ordinary Council Meeting.

Communication

Notification:

There is no capacity under the Act to notify any third party of an application to extend a planning permit. It is noted that the original application attracted 55 objections.

External:

There is no capacity under the Act to refer the application to any referral authority. It is noted that the original application was referred to Gippsland Water under Section 52 of the Act. Gippsland Water did not object to the proposal.

Internal:

Nil

Financial Implications

Additional resources or financial cost will only be incurred should the extension of time request require determination at VCAT. The anticipated time required for a Council Officer to prepare a VCAT submission and collate all relevant documentation is 5 business days with an additional day required to attend and present at the appeal, resulting in a total of 6 business days. This equates to a financial cost in the order of \$2,400. This cost would be far greater if a consultant is required to attend on Council's behalf and would likely to be in excess of \$10,000.

Risk Analysis

There is a possible risk of damage to Council's reputation if the officer's recommendation is adopted given the status of the proposed policy direction from Council which is currently being exhibited to the public as part of Planning Scheme Amendment C105 (see discussion below).

Whilst the proposed policy direction identifies a future of limited development for the suburban areas of Traralgon, the amendment has not progressed sufficiently for it to be given full weight as part of the decision making process for this application. Legal advice received by Council advised that little weight can be given to Amendment C105 given it is in its early stages, the strategies that form the basis of the amendment have not been formally adopted by Council, and the amendment is currently being exhibited and submissions are currently being received.

To manage and limit the potential risk, the recommendation has been considered against the relevant sections of the Act and relevant case law. Therefore, there is some risk associated with the approval or refusal of this proposal.

Legal and Compliance

Section 69(1) of the Act states:

"Before the permit expires or within 6 months afterwards, the owner or the occupier of the land to which it applies may ask the responsible authority for an extension of time."

Planning Permit 2011/297 expires on 23 April 2018 as the development has not commenced. The owner of the subject site has applied for an extension of time to the permit of 18 months so that he is able to commence the development by 23 October 2019. He has cited ill health as the reason for not commencing the development. Council must decide whether this request is reasonable.

It must be noted that the decision cannot comprise a review of the original decision to grant a permit. Council can only decide on whether it is reasonable to extend the time to commence and complete the development.

The Supreme Court in *Kantor v Murrindindi SC* (1997) 18 AATR 285 (Kantor) established the generally accepted principles to guide decision making for a request to extend a planning permit. These are listed and addressed as follows:

1. *Has there been a material change in planning policy since the original granting of the permit?*

Policy

Planning Scheme Amendment C105 'Live Work Latrobe' (C105) is currently on exhibition. C105 comprises the development of three distinctive yet complementary strategies that will shape the future growth and development of Latrobe City. One of these strategies is the Housing Strategy which identifies the site as being located in an area recognised as 'Regional Suburbs' and having a proposed zoning of Neighbourhood Residential Zone Schedule 4. The purpose of the proposed zone is:

- *To reinforce a spacious regional suburban character of existing and new neighbourhoods by providing generous front and side building setbacks and landscaped front setbacks with canopy trees.*
- *To minimise the prominence of buildings within the streetscape by recessing upper levels of buildings and siting garages and carports behind the front façade.*
- *To ensure new development appropriately responds to the Latrobe City Urban Design Guidelines and where adjacent to Heritage Overlay land, the Heritage Victoria Guidelines (as amended).*

The proposed zone would allow residential buildings to have a height of no greater than 9 metres and the building must contain no more than two storeys. The zone schedule lists a number of additional Clause 55 ResCode requirements.

C105 is currently on exhibition until 11 May 2018 whereby all submissions will be collated and presented to Council along with any recommended changes to the current amendment documents. Given the early stages of the amendment and the possibility of changes that may be made to the final policy and zoning controls that impact the site, C105 can only be given minimal weight in the consideration of this extension of time request.

Zones and Overlays

When the permit was issued, the site was located in the Residential 1 Zone and there were no overlays. Since this time a number of changes have come about with regard

to the zoning controls for the site. It is noted that the site is not subject to any overlays.

- a) The zone name has changed from Residential 1 Zone to General Residential Zone Schedule 1.
- b) General Residential Zone Schedule 1 contains maximum building height controls for a dwelling or residential building whereby a building must not exceed 11 metres in height and must not contain more than 3 storeys at any point. The former zoning did not have a height control. It is noted that the permitted development satisfies the height controls.
- c) General Residential Zone Schedule 1 contains mandatory 'garden area' requirements that are applicable to the site. A lot that is greater than 650 square metres must have a minimum garden area at ground level of 35% of the lot. 'Garden area' is defined in the Latrobe Planning Scheme (the Scheme) as:

"An uncovered outdoor area of a dwelling or residential building normally associated with a garden. It includes open entertaining areas, decks, lawns, garden beds, swimming pools, tennis courts and the like. It does not include a driveway, any area set aside for car parking, any building or roofed area and any area that has a dimension of less than 1 metre."

It is noted that the permitted development satisfies this requirement.

Clause 55 ResCode

Since the permit was issued there have been no changes to Clause 55 ResCode that affect the application. Therefore the application still complies with Clause 55.

2. Does it appear the land owner is 'warehousing' the permit?

The landowner has been granted two extensions of time to the permit in addition to the current request. On each occasion, the land owner has cited poor health as the reason behind the inability to commence the project. As such, it is considered that the land owner is not warehousing the permit as he does not appear to be extending the permit in order to sell the land with a valid development permit.

3. Have there been any intervening circumstances bearing on the grant or refusal of the extension?

Whilst there have not been any intervening circumstances such as a change to the site's surrounding environment that would have any bearing on the grant or refusal of the extension, the uncertain economic climate of the Latrobe Valley given the closure of the Hazelwood Power Station may be considered a factor in granting an extension of time to the permit.

4. Whether the total lapse of time is excessive?

The permit originally permitted two years to commence the development. This was extended by 18 months in 2015, and then by an additional 18 months in 2016, giving the permit an expiry date of 23 April 2018. Five years have elapsed since the issue

of the permit. This is not considered to be excessive given the size of the development and the need to find suitable investors, particularly in a difficult economic climate. It is noted that the applicant has not raised this as an issue for not commencing the development.

5. Is the time limit originally imposed on the permit adequate?

The time limit originally imposed on the permit was two years to commence the development and four years to complete. This is a standard time limit imposed on residential development. This time frame has not been sufficient for the landowner who has not been able to commence the build due to ill health.

The landowner is seeking an additional 18 months to commence the development. This is considered to be excessive given the progress of C105. A 12 month extension of time should give the land owner sufficient time to commence.

6. Whether there is an economic burden imposed on the land owner?

There does not appear to have been an economic burden placed on the landowner as a result of the issue of the permit at this point in time other than costs associated with obtaining the permit and holdings costs for the land.

7. Is it likely that a permit would be issued if a fresh application is made?

If a fresh application was made today whilst C105 is in its early stages, it is highly likely a permit would issue for the development as planning policy has not substantially changed in the intervening years.

Environmental Implications

No environmental impacts would result should the recommendation be adopted.

Consultation

As discussed, the *Planning and Environment Act 1987* does not provide an opportunity for community engagement for an extension of time request.

Other

Options

Council has the following options in regard to this application:

1. Approve the extension of time.
2. Refuse the extension of time.

Council's decision must be based on planning grounds, having regard to the provisions of the Act.

Supporting Documents:

Nil

Attachments



- 1 [↓](#). Locality Plan
- 2 [↓](#). 4, 5 & 6 McClure Court Endorsed Plans

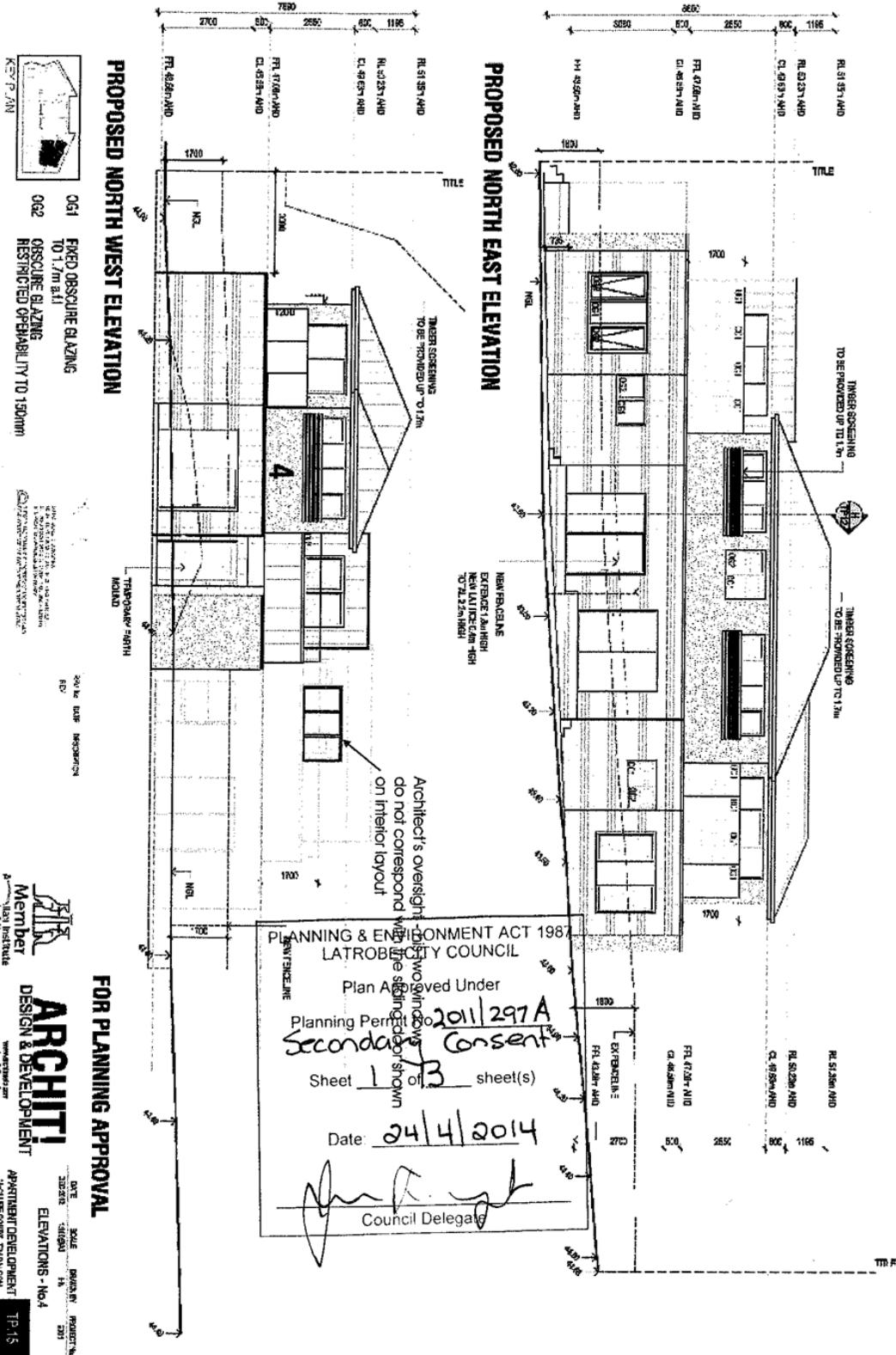
14.3

Extension of time request for Planning Permit 2011/297 for 4, 5 & 6 McClure Court, Traralgon

1	Locality Plan.....	77
2	4, 5 & 6 McClure Court Endorsed Plans	79



	<p>Note The information shown on this map is derived from a variety of sources including, but not limited to, Vicmap Data, other State and Local Government Agencies data and Latrobe City Data.</p> <p>Disclaimer: The State of Victoria does not warrant the accuracy or completeness of information in this publication and any person using or relying upon such information does so on the basis that the state of Victoria shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information. Latrobe City does not guarantee the accuracy or the currency of the information presented on this map and therefore Latrobe City will not be held liable for any loss or damage arising as a result of using this information. The location of features shown on this map is indicative only. The underground infrastructure location shown is not to be used as a substitute for Dial Before You Dig. The compilation of this map is subject to copyright laws and regulations, no part of this map can be reproduced without prior written consent of Latrobe City Council.</p>	<p>6/04/2018</p>	
		<p>4, 5 & 6 McClure Court, Traralgon</p>	



0G1
FIXED OBSCURE GLAZING
TO 1.7m A.F.I.

0G2
OBSCURE GLAZING
RESTRICTED OPENABILITY TO 150mm

DATE OF APPROVAL: 24/04/2014
BY: ARCHITECT
PROJECT NO: 2011/297A

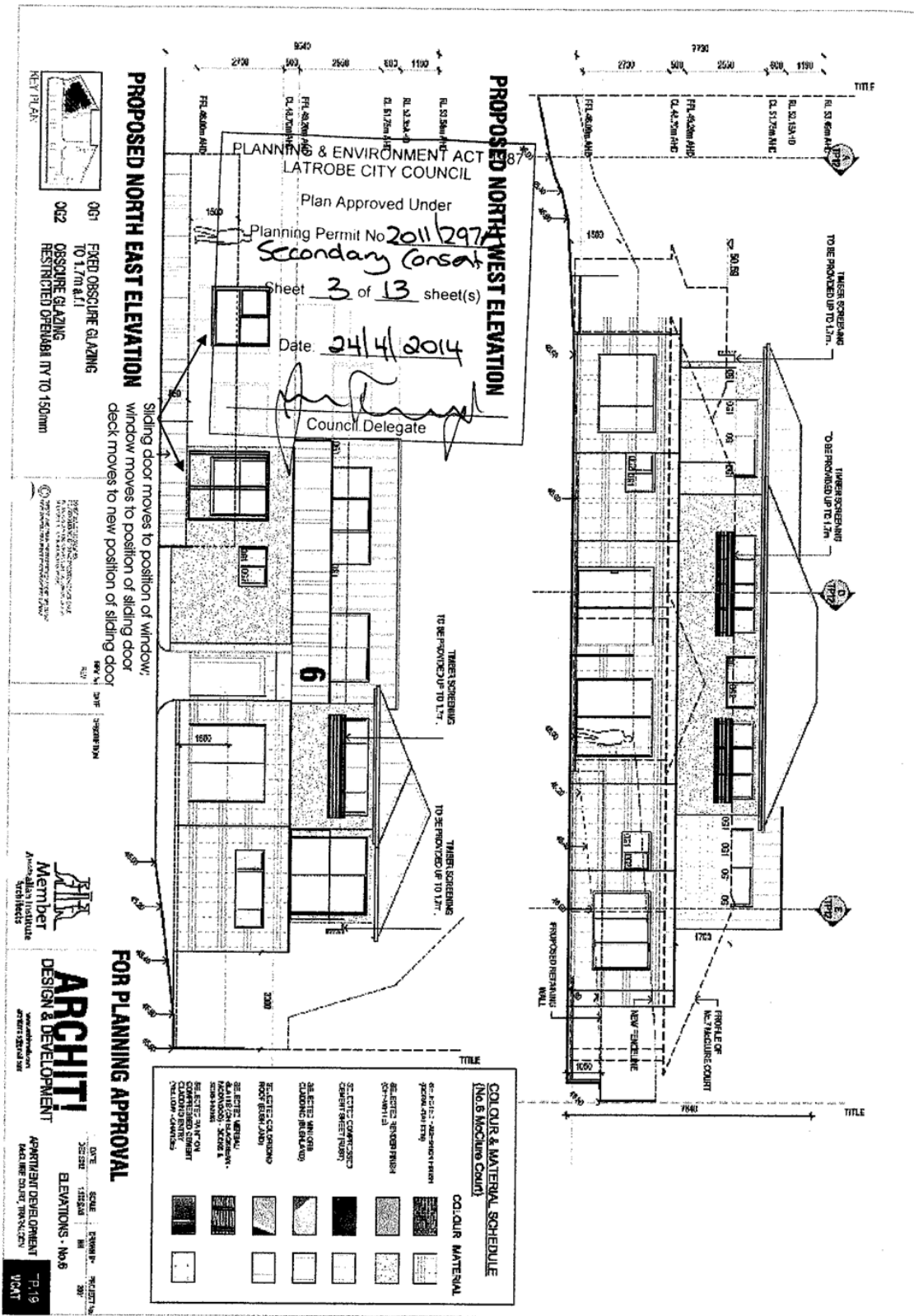
DATE OF ISSUE: 24/04/2014
REV: 1



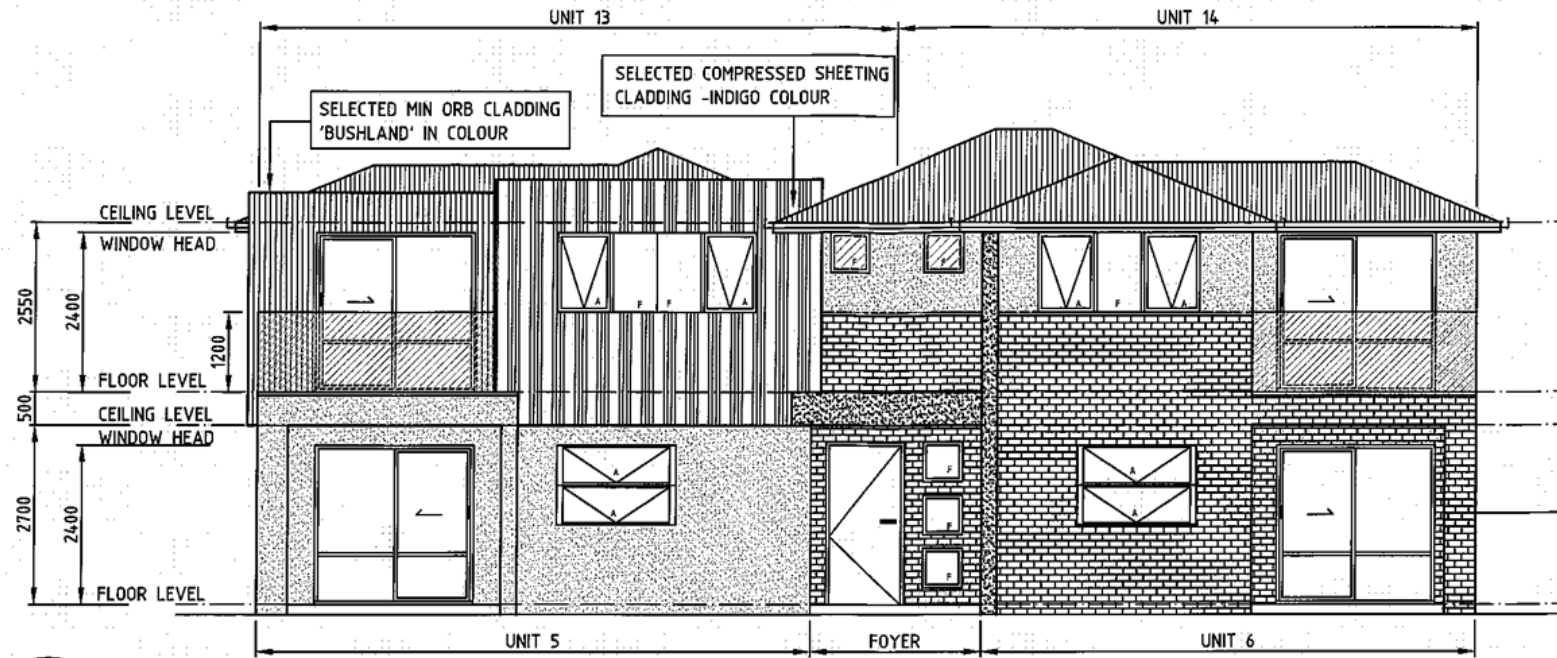
ARCHITECT
DESIGN & DEVELOPMENT

DATE: 20/03/14
SCALE: AS SHOWN
PROJECT NO: 2011/297A
ELEVATIONS - No.4
APPERTAINMENT DEVELOPMENT
SCALE CODE: TPA/CLC
TPS
VCAT

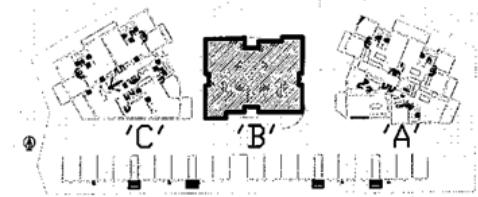
PLANNING & ENVIRONMENT ACT 1987
LATROBE CITY COUNCIL
Plan Approved Under
Planning Permit No. 2011/297A
Secondary Consent
Sheet 1 of 3 sheet(s)
Date: 24/4/2014
Council Delegate



ALUMINIUM AWNING WINDOWS
@ 2400 HEAD HEIGHT
OBSCURE TO BATHROOMS
SCREENING AS PER PLANNING
REQUIREMENTS
OPENABLE PORTIONS TO UPPER
LEVEL GLAZING AS PER BUILDING
REGULATIONS



TO BE READ IN CONJUNCTION WITH ALL ENGINEERING,
PLANNING PERMIT AND ENDORSED PLANS



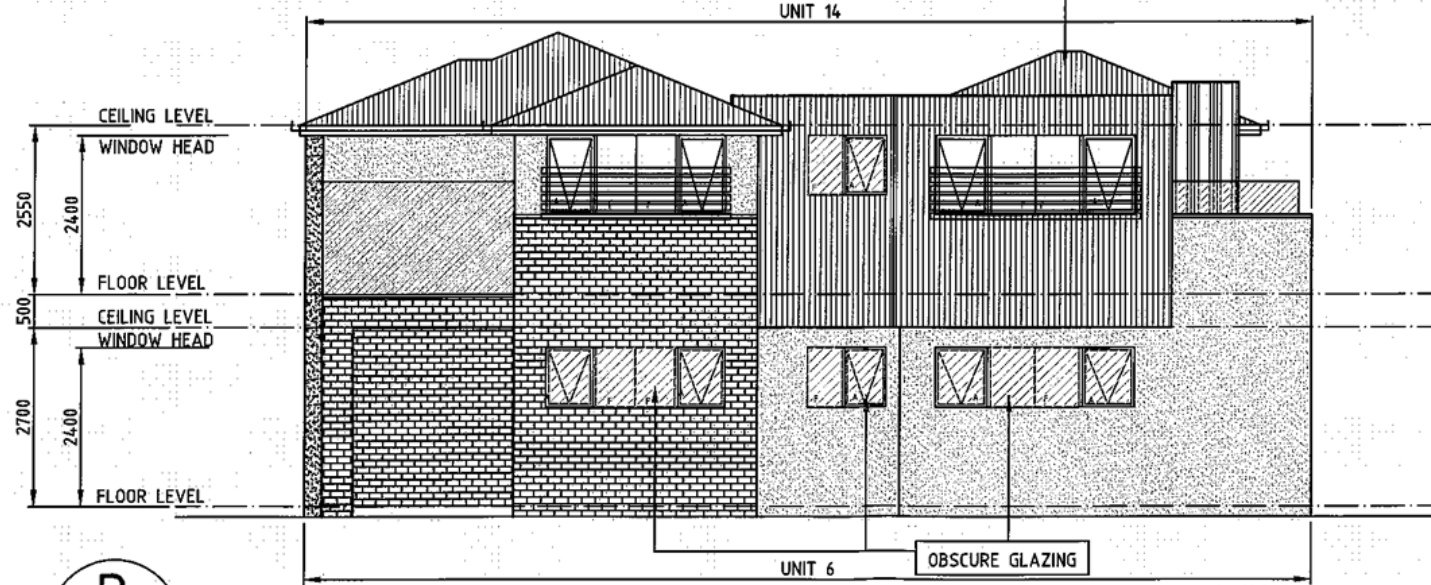
BRICK VENEER TO ALL EXTERNAL
WALLS 6m MAX. SPAN FOR
CONSTRUCTION JOINTS

ELEVATION

A
B01

NOTE: ALL SCREENING TO WINDOWS
AND BALCONIES AS PER ENDORSED
PLANNING PERMIT PLANS

COLOURBOND SHEET ROOFING
@ 22.5° PITCH - ROOF TRUSSES
AS PER ENGINEER DESIGN @ 900c/c



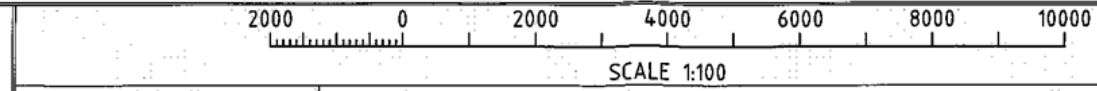
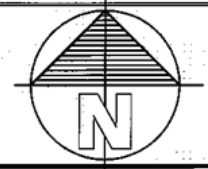
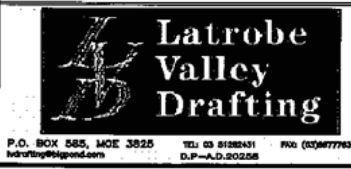
PLANNING & ENVIRONMENT ACT 1987
LATROBE CITY COUNCIL
Plan Approved Under
Planning Permit No. 2011/297A
Secondary Consent
Sheet 4 of 13 sheet(s)
Date: 24/4/2014
[Signature]
Council Delegate

ALUMINIUM AWNING WINDOWS
@ 2400 HEAD HEIGHT
OBSCURE TO BATHROOMS
SCREENING AS PER PLANNING
REQUIREMENTS
OPENABLE PORTIONS TO UPPER
LEVEL GLAZING AS PER BUILDING
REGULATIONS

ELEVATION

B
B01

- 7 APR 2014



REV 01 ISSUED 26/03/14

SCALE 1:100

DRAWN: S. ABBOTT
DATE: 24/09/13
CHECKED: SLA
SHEET No: 32

4-6 McCLURE COURT TRARLAGON
FOR: CECILE LEIBOWITZ
BLOCK B' (UNITS 5-6, 13-14)
ELEVATIONS A & B

SCALE 1:100
DRG. NO. Lv2400-B05
REV. 01

A3 SIZE SHEET

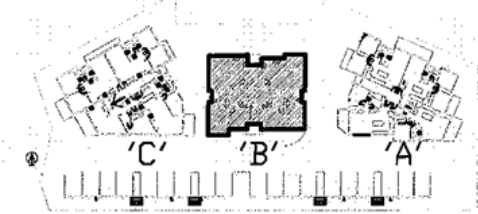
Energy Rating

Single-dwelling rating
 Multi-unit development (with/without rating)

Heating: M3
 Cooling: M3
 Rerouted daylight to construction: Rated with Rated without

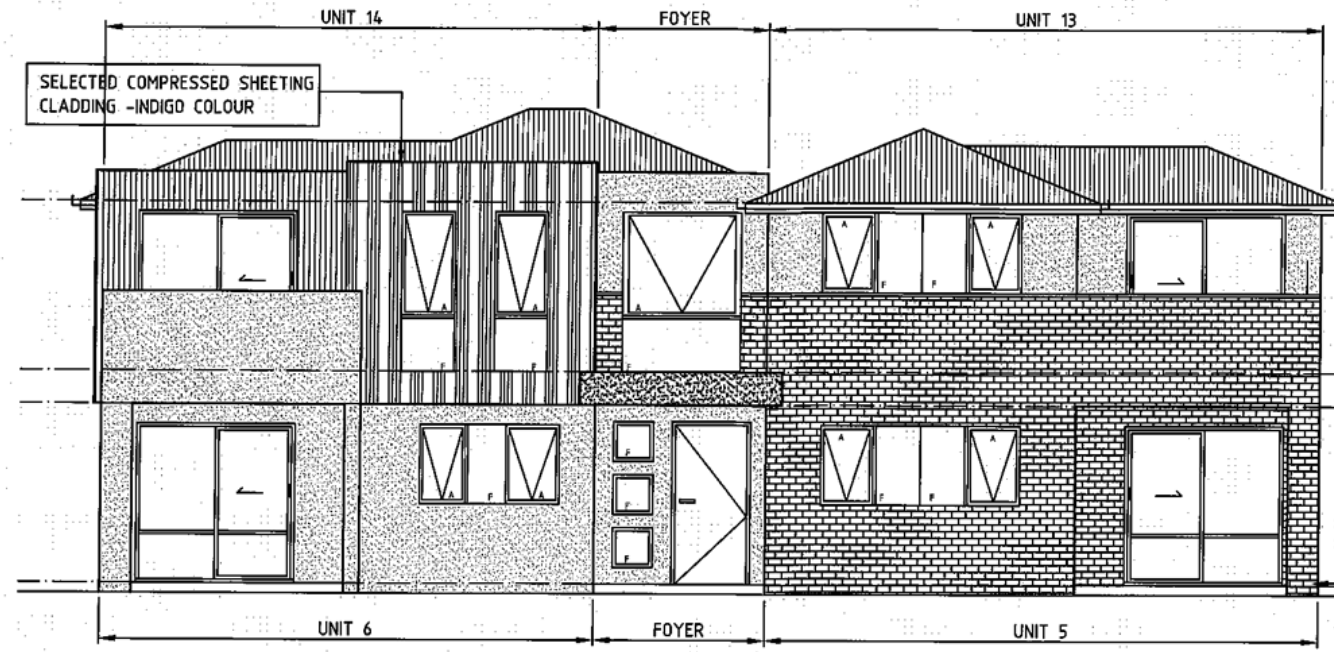
Assessor Name/Number: S. Abbott VICBDAW160392
 Assessor Signature: *S. Abbott* Date: 01/09/13

TO BE READ IN CONJUNCTION WITH ALL ENGINEERING, PLANNING PERMIT AND ENDORSED PLANS



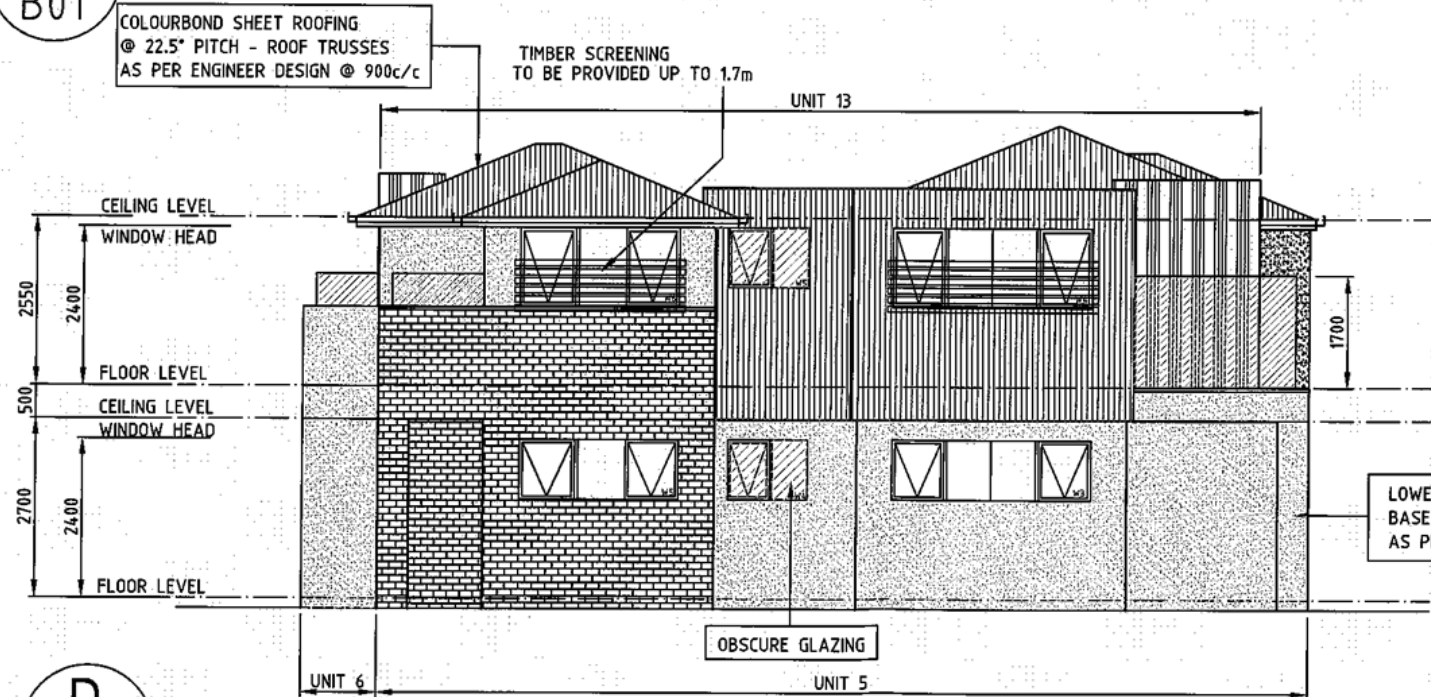
ELEVATION

C
B01



PLANNING & ENVIRONMENT ACT 1987
 LATROBE CITY COUNCIL
 Plan Approved Under
 Planning Permit No. 2011/297 A
 Sheet 5 of 13 sheet(s)
 Date: 24/4/2014
[Signature]
 Council Delegate

COLOURBOND FASCIA AND GUTTERING ALL ROUND DOWNPIPES TO CONNECT INTO LEGAL POINT OF DISCHARGE



LOWER LEVEL OF BUILDING BRICK VENEER BASE WITH SELECTED COLOURED RENDER AND FINISHES AS PER ENDORSED PLANNING PLANS

NOTE: ALL SCREENING TO WINDOWS AND BALCONIES AS PER ENDORSED PLANNING PERMIT PLANS

1700 HIGH HAND RAIL AND BALUSTRADE WITH COMBINED CUSTOM MIN ORB AND OBSCURE GLAZING

LOWER LEVEL OF BUILDING BRICK VENEER BASE WITH SELECTED COLOURED RENDER AND FINISHES AS PER ENDORSED PLANNING PLANS

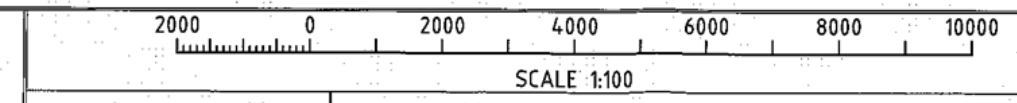
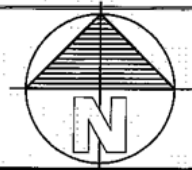
ELEVATION

D
B01

- 7 APR 2014

Latrobe Valley Drafting

P.O. BOX 585, MOE 3825 TEL: 03 51229431 FAX: 03 59777636
 info@latrobedrafting.com.au D.P. - A.D. 20256



REV 01 ISSUED 26/03/14

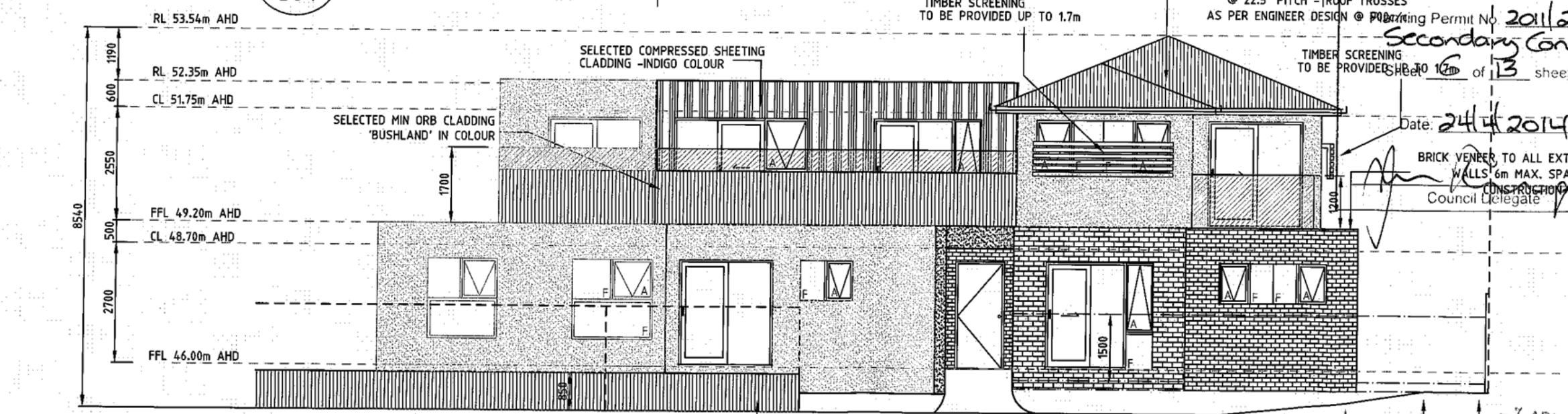
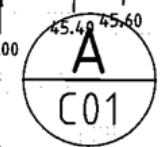
DRAWN: S. ABBOTT	4-6 McCLURE COURT TRARLAGON FOR: CECILE LEIBOWITZ BLOCK B' (UNITS 5-6, 13-14) ELEVATIONS C & D
DATE: 24/09/13	
CHECKED: SLA	
SHEET No: 33	
SCALE 1:100	DRG. NO. Lv2400-B06
A3 SIZE SHEET	REV. 01

Energy Rating

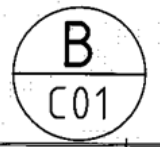
Single-dwelling rating
 Multi-unit development (where basis of rating is assessed on a per-unit basis)
 Assessor Name/Number: S. Abbott VIC65041618392
 Assessor Signature: [Signature] Date: 01/09/13
 RT: 53.69m AHD



ELEVATION



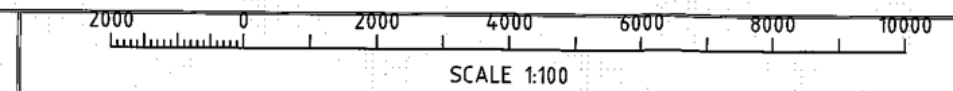
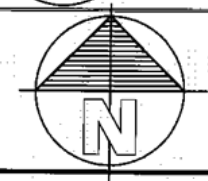
ELEVATION



PLANNING & ENVIRONMENT ACT 1987
 LATROBE CITY COUNCIL
 Plan Approved Under
 Planning Permit No. 2011/297A
 Secondary Consent
 Date: 24/4/2014
 Council Delegate: [Signature]

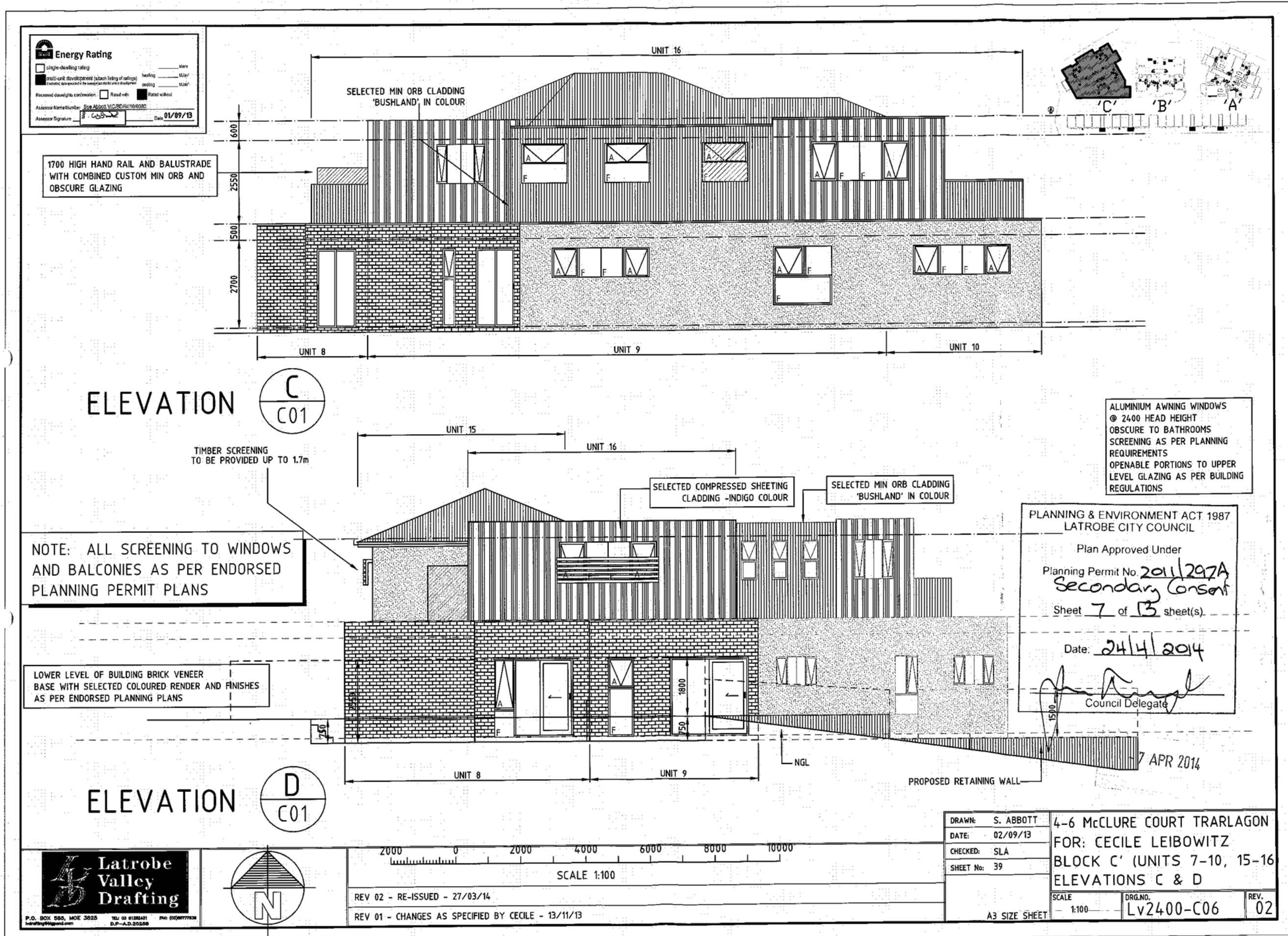
Latrobe Valley Drafting

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 drafting@lvdrafting.com.au D.P. - A.D. 20236



REV 02 - RE-ISSUED - 27/03/14
 REV 01 - CHANGES AS SPECIFIED BY CECILE - 13/11/13

DRAWN: S. ABBOTT	4-6 McCLURE COURT TRARLAGON FOR: CECILE LEIBOWITZ BLOCK C' (UNITS 7-10, 15-16) ELEVATIONS A & B
DATE: 02/09/13	
CHECKED: SLA	
SHEET No: 38	
SCALE: 1:100	DRG. NO. Lv2400-C05
A3 SIZE SHEET	REV. 02



Energy Rating

Single dwelling rating: stars

Multi-unit development (each loting of ratings): stars

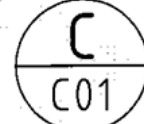
Received daylight confirmation: Rated with Rated without

Assessor Name/Number: Sue Abbott VICBDA/1600380

Assessor Signature: *Sue Abbott* Date: 01/09/13

1700 HIGH HAND RAIL AND BALUSTRADE WITH COMBINED CUSTOM MIN ORB AND OBSCURE GLAZING

ELEVATION C



TIMBER SCREENING TO BE PROVIDED UP TO 1.7m

NOTE: ALL SCREENING TO WINDOWS AND BALCONIES AS PER ENDORSED PLANNING PERMIT PLANS

LOWER LEVEL OF BUILDING BRICK VENEER BASE WITH SELECTED COLOURED RENDER AND FINISHES AS PER ENDORSED PLANNING PLANS

ELEVATION D



ALUMINIUM AWNING WINDOWS @ 2400 HEAD HEIGHT
 OBSCURE TO BATHROOMS
 SCREENING AS PER PLANNING REQUIREMENTS
 OPENABLE PORTIONS TO UPPER LEVEL GLAZING AS PER BUILDING REGULATIONS

PLANNING & ENVIRONMENT ACT 1987
 LATROBE CITY COUNCIL

Plan Approved Under
 Planning Permit No 2011/297A
 Secondary Consent
 Sheet 7 of 13 sheet(s)

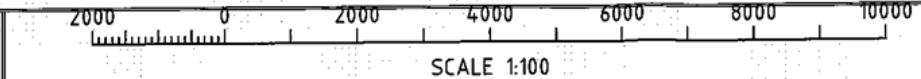
Date: 24/4/2014

[Signature]
 Council Delegate

DRAWN: S. ABBOTT	4-6 McCLURE COURT TRARLAGON FOR: CECILE LEIBOWITZ BLOCK 'C' (UNITS 7-10, 15-16) ELEVATIONS C & D
DATE: 02/09/13	
CHECKED: SLA	
SHEET No: 39	
SCALE: 1:100	DRG. NO. Lv2400-C06
REV. 02	

Latrobe Valley Drafting

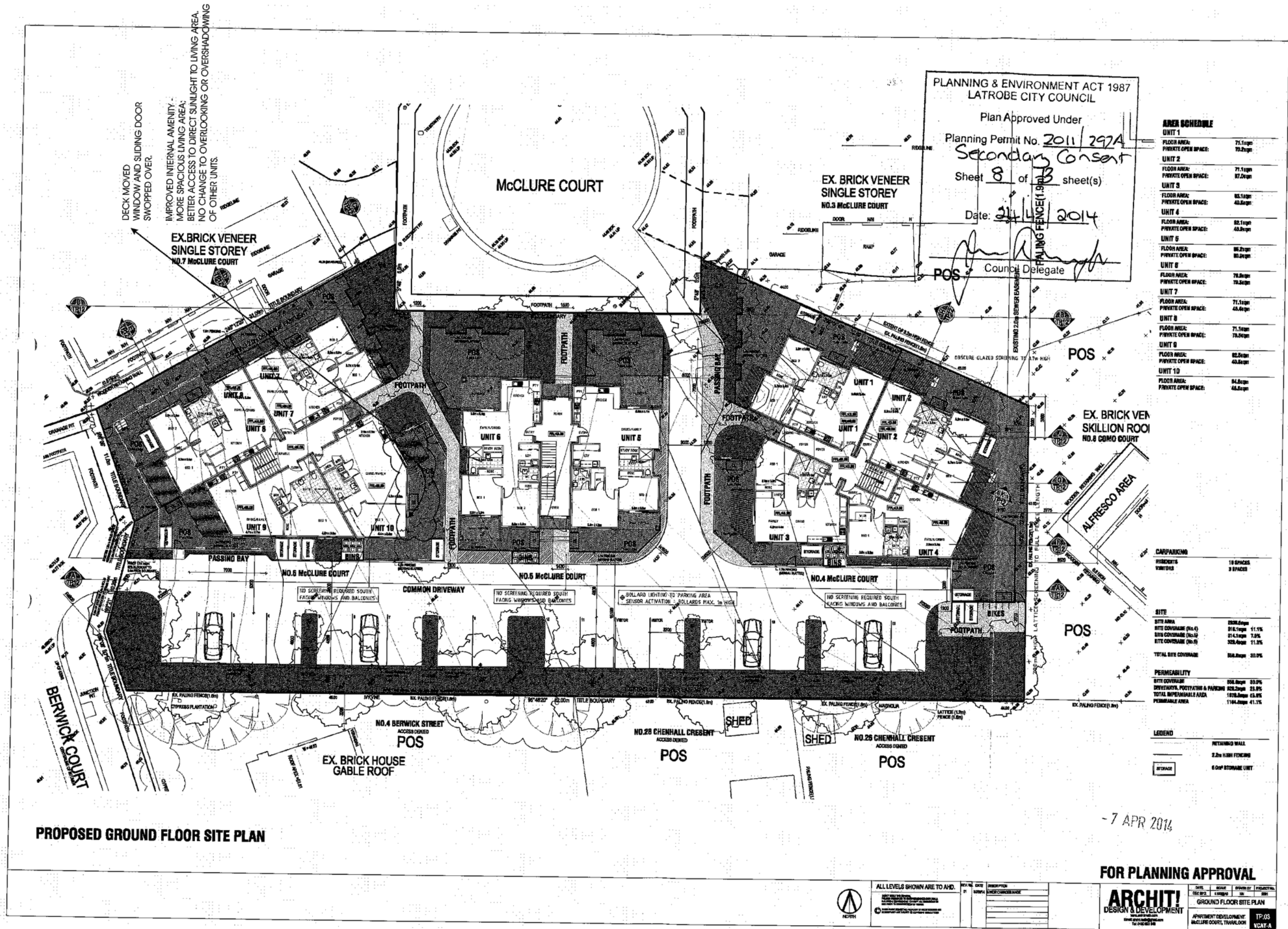
P.O. BOX 585, MOE 3625 TEL: 03 8128411 FAX: 03 81277308
 drafting@lvdrafting.com.au D.P. - A.D. 2008

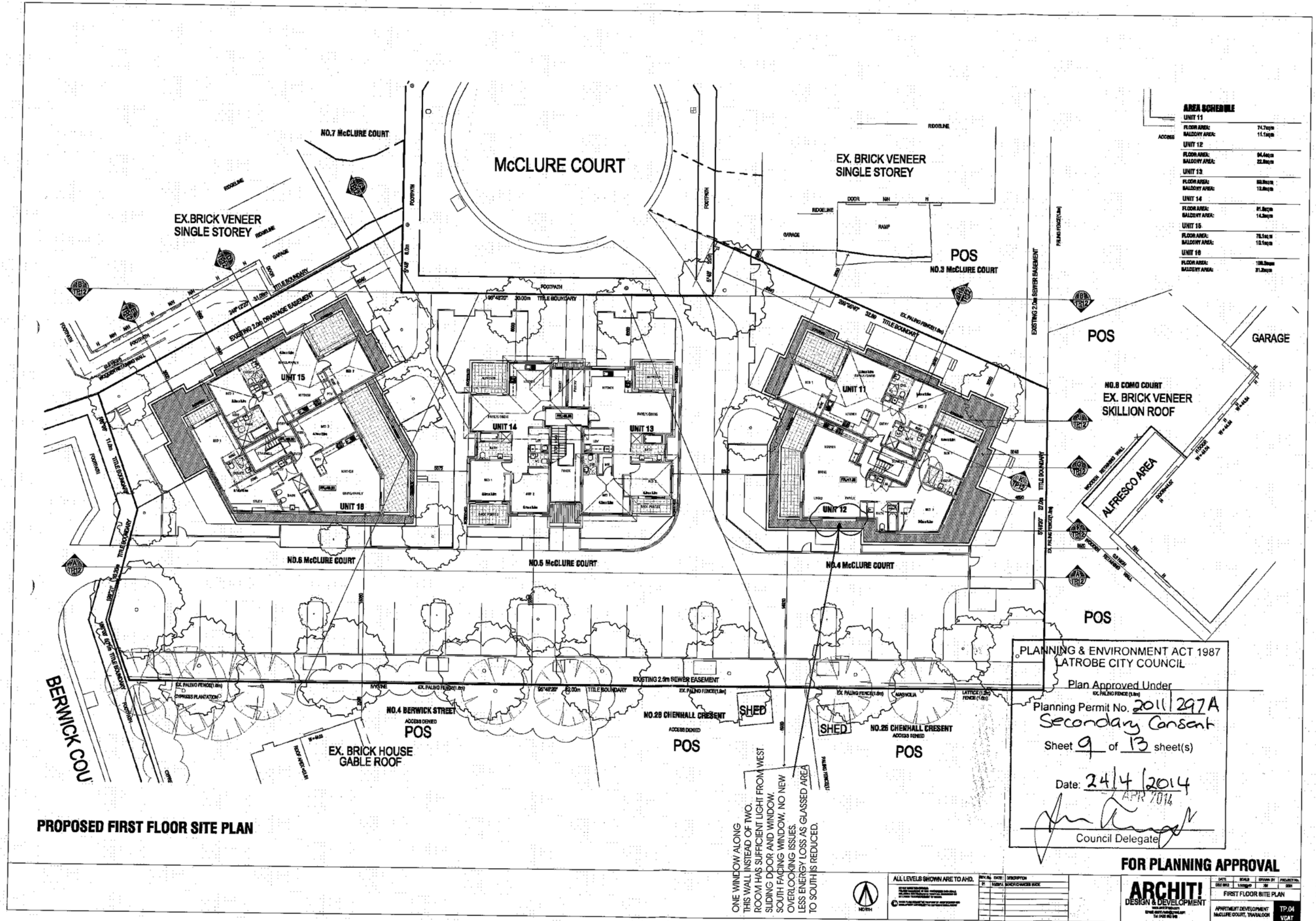


REV 02 - RE-ISSUED - 27/03/14
 REV 01 - CHANGES AS SPECIFIED BY CECILE - 13/11/13

PROPOSED RETAINING WALL

7 APR 2014





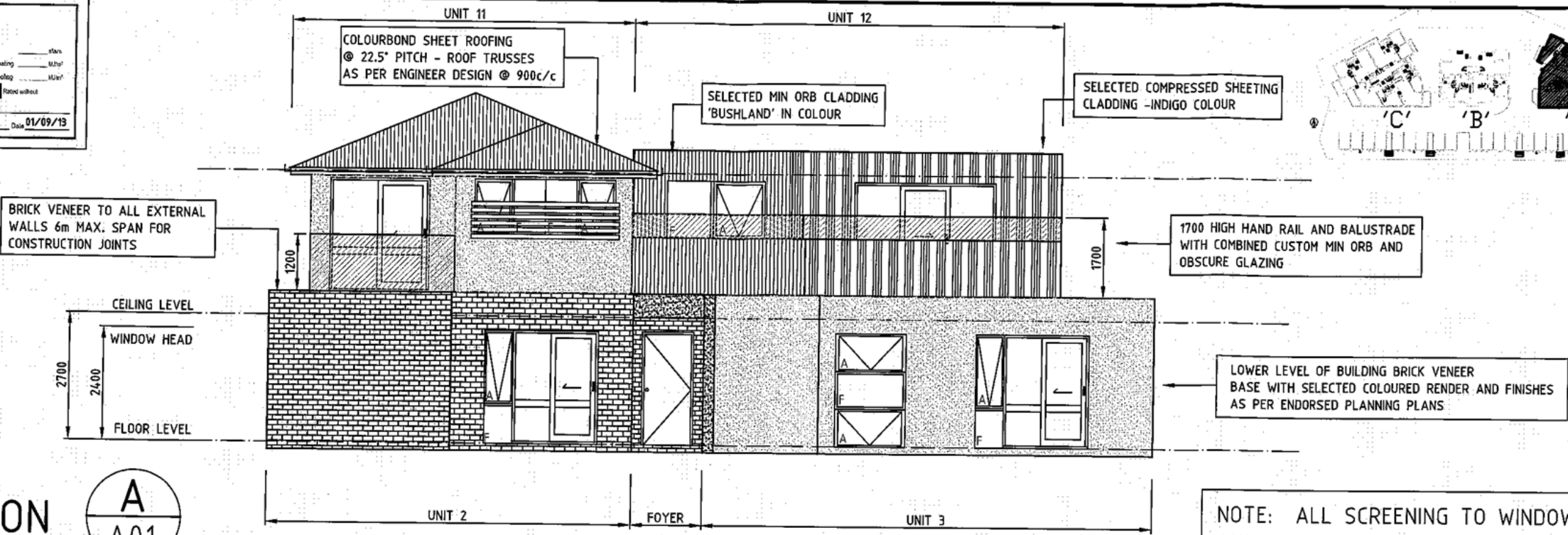
Energy Rating

Single dwelling rating
 Multi-unit development (actual rating of ratings)
 Planning and/or other assessment for other use/zone

Recessed downlights Rated with Rated without
 Assessor Name/Number: Sue Abbott VIC/BD/AV100380
 Assessor Signature: *[Signature]* Date: 01/09/13

NW
ELEVATION

A
A01



NOTE: ALL SCREENING TO WINDOWS AND BALCONIES AS PER ENDORSED PLANNING PERMIT PLANS

PLANNING & ENVIRONMENT ACT 1987
LATROBE CITY COUNCIL

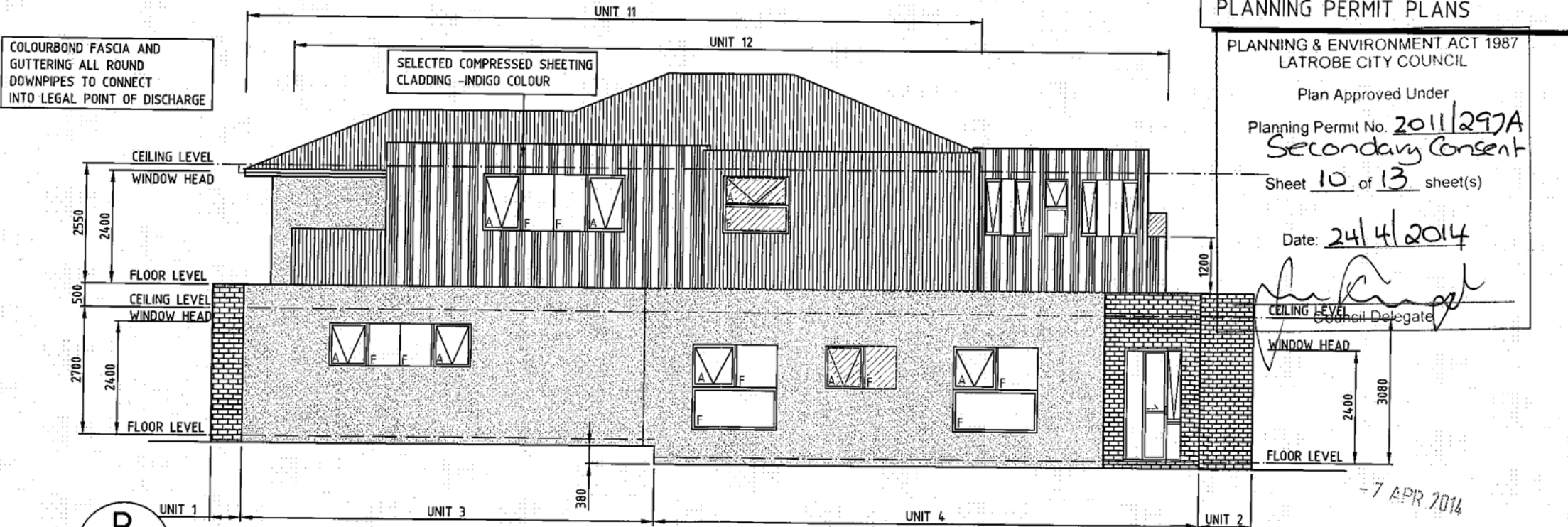
Plan Approved Under
Planning Permit No. 2011/297A
Secondary Consent
Sheet 10 of 13 sheet(s)

Date: 24/4/2014

[Signature]
Council Delegate

ELEVATION

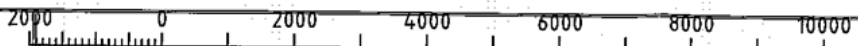
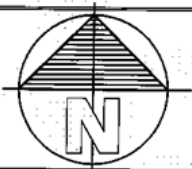
B
A01



-7 APR 2014

Latrobe Valley Drafting

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drafting@latrobedrafting.com.au D.P.-A.D.20258



SCALE 1:100

REV 03 - RE-ISSUED - 27/03/14

REV 02 - CHANGES AS SPECIFIED BY CECILE - 13/11/13

DRAWN: S. ABBOTT	4-6 McCLURE COURT TRARLAGON FOR: CECILE LEIBOWITZ BLOCK A' (UNITS 1-4, 11-12) ELEVATIONS A & B
DATE: 02/09/13	
CHECKED: SLA	
SHEET No: 16	
SCALE 1:100	DRG.NO. Lv2400-A05
A3 SIZE SHEET	REV. 03

Energy Rating

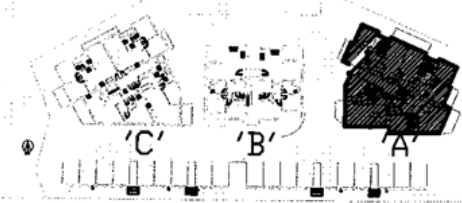
Single-streets rating: 1 star, 2 star, 3 star, 4 star, 5 star

Multi-unit development (attach listing of ratings): 1 star, 2 star, 3 star, 4 star, 5 star

Recessed downlights confirmation: Rated with, Rated without

Assessor Name/Number: Sue Abbott VIC6040/10/0330

Assessor Signature: [Signature] Date: 01/09/13



ELEVATION



1700 HIGH HAND RAIL AND BALUSTRADE WITH COMBINED CUSTOM MIN ORB AND OBSCURE GLAZING

SELECTED MIN ORB CLADDING 'BUSHLAND' IN COLOUR

SELECTED COMPRESSED SHEETING CLADDING -INDIGO COLOUR

ALUMINIUM AWNING WINDOWS @ 2400 HEAD HEIGHT OBSCURE TO BATHROOMS SCREENING AS PER PLANNING REQUIREMENTS OPENABLE PORTIONS TO UPPER LEVEL GLAZING AS PER BUILDING REGULATIONS

PLANNING & ENVIRONMENT ACT 1987
LATROBE CITY COUNCIL
Plan Approved Under
2011/297A
LOWER BALCONY BRICK VENEER
BASE WITH SELECTED COLOURED RENDER AND FINISHES AS PER ENDORSED PLANNING PLANS
Sheet 11 of 13 sheet(s)

Date: 24/4/2014
[Signature]
Council Delegate

NOTE: ALL SCREENING TO WINDOWS AND BALCONIES AS PER ENDORSED PLANNING PERMIT PLANS

COLOURBOND SHEET ROOFING @ 22.5° PITCH - ROOF TRUSSES AS PER ENGINEER DESIGN @ 900c/c

SELECTED COMPRESSED SHEETING CLADDING -INDIGO COLOUR

ELEVATION



CEILING LEVEL
WINDOW HEAD
FLOOR LEVEL

3080
2400

CEILING LEVEL
WINDOW HEAD SCREENING
FLOOR LEVEL
CEILING LEVEL
WINDOW HEAD
FLOOR LEVEL

1700
2400
2550
500
2400
2700

-7 APR 2014

BRICK VENEER TO ALL EXTERNAL WALLS 6m MAX. SPAN FOR CONSTRUCTION JOINTS

Latrobe Valley Drafting

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latrobedrafting@gmail.com D.P.-A.O.20258



REV 03 - RE-ISSUED - 27/03/14
REV 02 - CHANGES AS SPECIFIED BY CECILE - 13/11/13

DRAWN: S. ABBOTT
DATE: 02/09/13
CHECKED: SLA
SHEET No: 17

4-6 McCLURE COURT TRARLAGON
FOR: CECILE LEIBOWITZ
BLOCK A' (UNITS 1-4, 11-12)
ELEVATIONS C & D

SCALE: 1:100
DRG. NO.: Lv2400-A06
REV. 03

A3 SIZE SHEET

Agenda Item: 14.4

Agenda Item: Planning Permit Application 2017/212 for the Use of the Land for a Restricted Recreation Facility (gymnasium) in retrospect at 40 Moore Street, Moe

Sponsor: General Manager, City Development

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

Status: For Decision

Proposed Resolution:

That Council:

Issue a Notice of Decision to Grant a Permit, for the Use of Land for a Restricted Retail Facility (gymnasium) in retrospect in the Commercial 1 Zone at 40 Moore Street, Moe, known as Lot 1 on Title Plan 669108J, with the following conditions:

- 1. Within 3 months of the date of the permit, revised plans must be submitted to and approved by the Responsible Authority. The plans must be consistent with those provided but modified to show:**
 - a) The parking bays marked along the western (rear) facade of the building to be deleted.**

When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided.
- 2. The use as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.**
- 3. The use must be managed so that the amenity of the area is not detrimentally affected, through the:**
 - a) transport of materials, goods or commodities to or from the land;**
 - b) appearance of any building, works or materials;**
 - c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;**
 - d) presence of vermin;**

or otherwise, to the satisfaction of the Responsible Authority.
- 4. All waste material not required for further on-site processing must be regularly removed from the site. All vehicles removing waste must have**

fully secured and contained loads so that no wastes are spilled or dust or odour is created to the satisfaction of the Responsible Authority.

5. All security alarms or similar devices installed on the land must be of a silent type in accordance with any current standard published by Standards Australia International Limited and be connected to a security service.
6. Except with the prior written consent of the Responsible Authority, the use authorised by this permit may operate 24 hours, 7 days a week.
7. Not more than fifteen (15) patrons may be present on the premises at any one time without the written consent of the Responsible Authority.
8. Noise levels emanating from the premises must not exceed those required to be met under State Environment Protection Policy (Control of Music Noise from Public Premises) No. N-2.
9. This permit will expire if:-
 - a) the use does not start within (2) years of the date of this permit, or
 - b) the use is discontinued for a period of two (2) years.

Before the permit expires, or within six (6) months afterwards, the owner or occupier of the land may make a written request to the responsible authority to extend the expiry date. An extension of time to complete the development or a stage of the development may be requested if—

- the request for an extension of time is made within 12 months after the permit expires; and
- the development or stage started lawfully before the permit expired.

MOTION

Moved: Cr Gibson

Seconded: Cr Harriman

That Council defers consideration of this matter to the next Council meeting.

For Crs Middlemiss, Harriman and Gibson

Against: Crs White, O'Callaghan, McFarlane, Howe, Clancey and Law

LOST

MOTION

Moved: Cr Law

Seconded: Cr McFarlane

That Council:

Issue a Notice of Decision to Grant a Permit, for the Use of Land for a Restricted Retail Facility (gymnasium) in retrospect in the Commercial 1 Zone at 40 Moore Street, Moe, known as Lot 1 on Title Plan 669108J, with the following conditions:

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 - a) The parking bays marked along the western (rear) facade of the building to be deleted.**

When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided.**
- 2. The use as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.**
- 3. The use must be managed so that the amenity of the area is not detrimentally affected, through the:
 - a) transport of materials, goods or commodities to or from the land;**
 - b) appearance of any building, works or materials;**
 - c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;**
 - d) presence of vermin;**or otherwise, to the satisfaction of the Responsible Authority.**
- 4. All waste material not required for further on-site processing must be regularly removed from the site. All vehicles removing waste must have fully secured and contained loads so that no wastes are spilled or dust or odour is created to the satisfaction of the Responsible Authority.**
- 5. All security alarms or similar devices installed on the land must be of a silent type in accordance with any current standard published by Standards Australia International Limited and be connected to a security service.**
- 6. Except with the prior written consent of the Responsible Authority, the use authorised by this permit may operate 24 hours, 7 days a week.**
- 7. Not more than fifteen (15) patrons may be present on the premises at any one time without the written consent of the Responsible Authority.**
- 8. Noise levels emanating from the premises must not exceed those**

required to be met under State Environment Protection Policy (Control of Music Noise from Public Premises) No. N-2.

9. This permit will expire if:-

- a) the use does not start within (2) years of the date of this permit, or**
- b) the use is discontinued for a period of two (2) years.**

Before the permit expires, or within six (6) months afterwards, the owner or occupier of the land may make a written request to the responsible authority to extend the expiry date. An extension of time to complete the development or a stage of the development may be requested if—

- the request for an extension of time is made within 12 months after the permit expires; and**
- the development or stage started lawfully before the permit expired.**

For Crs White, O'Callaghan, Middlemiss, Harriman, McFarlane, Howe, Clancey and Law
Against: Cr Gibson

CARRIED

Executive Summary:

The applicant is seeking retrospective planning permission for the use of the land for a restricted recreation facility (gymnasium). The application land is located at 40 Moore Street, Moe, more formally known as Lot 1 on Title Plan 669108J and located within the Commercial 1 Zone (C1Z) applies to the site.

A total of seven submissions objecting to the application have been received. The objections relate to the following points:

- Loss of on-street parking;
- Waste not managed to the rear of the land;
- Use operating without a permit;
- Access to proposed parking through private property; and
- Inaccuracies on plans.

Having considered the submissions and assessed the proposal against the relevant provisions of the Latrobe Planning Scheme (the Scheme), it is considered that the proposal is generally in accordance with the relevant objectives and decision guidelines of the Scheme. It is therefore recommended that a Notice of Decision to Grant a Permit be issued.

Declaration of Interests:

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

Background:

Summary

Land: 40 Moore Street, Moe, known as L1 TP669108J
Proponent: Ellamanny T/A Fitness 4U
Zoning: Commercial 1 Zone (C1Z) and abuts a Road Zone, Category 2 (RDZ2)
Overlay No overlays affect the subject site

A Planning Permit is required for the following:

- Clause 34.04-1 (Commercial 1 Zone) – A permit is required for the use of the land for a restricted recreation facility (gymnasium).

Proposal

The proposal is for the retrospective approval to use the land for a restricted recreation facility in the form of a gym. The key points of the proposal are as follows:

- Operating hours would be 24 hours a day, seven days a week.
- A maximum of 15 patrons at any one time.
- Classes are proposed to be held approximately ten times per week with six to ten members attending, with a duration time of 45 minutes.

A copy of the Proposed Site Plan can be viewed as Attachment 1 of this report.

Subject Land

The subject site is regular in shape and is located on the western side of Moore Street in Moe. It has a frontage of 13.7 metres, a depth of 45.7 metres, and an overall area of 626m². The site also has rear access via a carriageway easement from Templeton Lane to the south. A 1.83 metre wide sewerage easement runs parallel to the rear boundary of the site.

The site has been developed with a single storey shop which is currently occupied by the proposed use. The existing building on site has a floor area of 500m². There is an existing concrete parking area located at the rear of the site, accessed via the carriageway easement from Templeton Lane, which is currently unmarked.

Pedestrian/customer access to the property is provided via the frontage to Moore Street. On-street angle parking is provided along both sides of Moore Street in the vicinity of the site.

Surrounding Land Use

The land that is located to the north and south of the subject site abuts land zoned as commercial and has been developed with shop fronts which comprise a mixture of retail and food and drink premises.

The land to the west of the subject site is zoned as Commercial 1 and is currently utilised as private parking of each property which has title boundaries extending into the space.

The land to the east of the subject site abuts Moore Street which is a Road Zone (Category 2), with a number of restricted retail premises (Betta Electrical, Harvey Norman) and food and drink premises (Hungry Jacks) located further to the east on the other side of Moore Street.

A Site and Context plan is included as Attachment 2 of this report.

Reasons for Proposed Resolution:

The proposal is considered to be:

- Consistent with the strategic direction of the State and Local Planning Policy Frameworks;
- Consistent with the 'Purpose' and 'Decision Guidelines' of the Commercial 1 Zone;
- Consistent with Clause 65 (Decision Guidelines); and
- The objections received have been considered against the provisions of the Latrobe Planning Scheme and the relevant planning concerns have been considered and the objections do not form planning grounds on which the application should be refused.

Issues:

Strategy Implications

The land use being considered under this application is considered to align with Council's Strategy to support job creation and industry diversification to enable economic growth in Latrobe City as outlined in Objective 1 of the Council Plan 2017-2021. The proposal will see a business operating in the central activity district of Moe, adding to the vibrancy and diversity of businesses in the town.

Communication

Notification:

The application was advertised pursuant to Sections 52(1)(a) and (d) of the *Planning and Environment Act 1987* (Act), with notices were sent to all adjoining and adjacent landowners and occupiers and a notice was displayed on site for a minimum of 14 days.

Seven submissions in the form of written objections have been received.

A copy of the objections can be viewed at Attachment 3 of this report, with a map showing the location of the objection within Attachment 4.

External:

Clause 66 of the Scheme details that the application is exempt from the referral requirements of Section 55 of the Act.

Internal:

The application was referred internally to Council's Engineering Team who had no objection to the granting of a planning permit and did not require any conditions to be included on the planning permit.

Details of Community Consultation following Notification:

Seven submissions objecting to the application were received. The objections were from shop owners in the immediate vicinity of the area. The grounds of objection relate to:

- Loss of on-street parking;
- Waste not managed to the rear of the land;
- Use operating without a permit;
- Access to proposed parking through private property; and
- Inaccuracies on plans.

The concerns raised by the objectors could not be resolved despite Officers efforts.

Financial Implications

Additional resources or financial cost will only be incurred should the planning permit application require determination at the Victorian Civil and Administrative Tribunal (VCAT). The anticipated time required for a Council Officer to prepare a VCAT submission and collate all relevant documentation is 5 business days with an additional day required to attend and present at the appeal, resulting in a total of 6 business days. This equates to a financial cost in the order of \$2,400. This cost would be far greater if a consultant is required to attend on Council's behalf and would likely to be in excess of \$10,000.

Risk Analysis

There is a possible likelihood of risk occurring that may result in damage to Council's reputation if the application is not approved due to objections received. To manage and limit the potential risk the recommendation has been considered against the relevant sections of the Latrobe Planning Scheme and appropriate conditions have been recommended to reduce detriment to adjoining properties.

Latrobe Planning Scheme

The State Planning Policy Framework (SPPF) and Local Planning Policy Framework (LPPF) have been considered as part of the assessment of this application.

The following clauses are relevant to the consideration of this application.

State Planning Policy Framework (SPPF)

- Clause 11.10-1 A Diversified Economy
- Clause 11.10-3 Sustainable Communities
- Clause 17.01-1 Business
- Clause 18.02-5 Car Parking

Local Planning Policy Framework (LPPF)

- Clause 21.07-1 Economic Growth
- Clause 21.09-2 Moe-Newborough

Zoning

The land associated with the subject site located at 40 Moore Street, Moe is located within the Commercial 1 Zone. The purpose and decision guidelines for the Commercial 1 Zone have been taken into account as part of the assessment for this application and are considered to be generally consistent with the zoning provisions.

This will be discussed further in the report.

Overlays

No overlays affect the subject land.

Particular Provisions

Clause 52.05 Advertising Signs:

In order to not require a planning permit for the display of business identification signage at a property in the C1Z, the total advertising area to all signs must not exceed 8m². The applicant has nominated 7m² of total advertising area and therefore is not applying for planning approval under this application.

Clause 52.06 Car Parking:

Table 1 to Clause 52.06 does not provide a car parking rate for a restricted recreation facility therefore car parking must be to the satisfaction of the Responsible Authority. In determining the appropriate amount of car parking spaces to be provided on the site, the purpose of the clause has been taken into consideration:

- *To ensure that car parking is provided in accordance with the State Planning Policy Framework and Local Planning Policy Framework.*

- *To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.*
- *To support sustainable transport alternatives to the motor car.*
- *To promote the efficient use of car parking spaces through the consolidation of car parking facilities.*
- *To ensure that car parking does not adversely affect the amenity of the locality.*
- *To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.*

The proposal is for a 24 hour a day, seven days a week gym facility with a maximum of 15 patrons. The applicant has advised that the peak hours of the gym fall between 6:00 am to 7:30 am and from 5:30 pm - 7:30 pm.

A restricted retail facility, Snap Fitness, is located at 114-116 Argyle Street in Traralgon. This use was the subject of an appeal at VCAT in 2013. (Snap Fitness Pty Ltd v LaTrobe CC [2013] VCAT 1689) In approving the application, the Tribunal applied a car parking rate of 0.8 spaces per patron. This rate therefore seems appropriate to be applied in this instance and results in the requirement for 12 car parking spaces to be provided.

The subject site currently has an existing credit of 20 spaces from the previous use of the land as a shop, which does not include any spaces on the land. This is in excess of the car parking requirement for the current proposal, being 12 spaces and it is considered that the proposal will not generate any additional car parking demand above that already credited to the existing premises. It is therefore considered that the proposal satisfies the purpose and the decision guidelines of the clause.

The site plan submitted with the application shows the line marked to the rear of the existing building to provide additional spaces which do not meet the Australian Standards or complies with the clause. Therefore, a condition will be recommended to be included as part of any planning permit issued to delete the line marking shown to the rear of the existing building and maintain the existing condition of the site.

Decision Guidelines (Clause 65):

Clause 65.01 sets out the decision guidelines to consider before deciding on an application or plan. As discussed previously the proposal is generally consistent with the relevant provisions of the Scheme.

Incorporated Documents (Clause 81):

The incorporated documents that relate to the consideration of this application are:

- Australian Standard AS/NZS 2890.1:2004, Parking Facilities – Off-street car parking, Standards Australia 2004

- Australian Standard AS2890.2-2002, Parking Facilities – Off-street vehicle facilities, Standards Australia 2002

The proposed car parking spaces at the rear of the building will not meet the minimum required requirements of the Australian Standard and therefore a condition will be recommended as part of any permit considered to delete the marked spaces at the rear of the building.

Strategic direction of the State and Local Planning Policy Frameworks:

The proposal is considered to be generally consistent with the relevant provisions of the State Planning Policy Framework. The proposed land use will add to the economic base of Moe and is in an accessible location in the central activity district. The property has access to public car parking spaces, the majority of which will be required for the gymnasium outside of the peak demand hours for the parking associated with the surrounding retail and office land uses.

The proposal is further considered to be generally consistent with the relevant provisions of the Local Planning Policy Framework. The relevant policies generally support the relocation of the business to a larger building will allow the expansion and growth of the business. The location within the central activity district is consistent with the directions provided by the Moe-Newborough Town Structure Plan.

'Purpose' and 'Decision Guidelines' of the Commercial 1 Zone:

The proposal is considered to be generally consistent with the 'Purpose' and decision guidelines of the Zone as:

- The proposed subdivision has been considered against the relevant section of the State and Local Planning Policy Framework as discussed above in this report.
- The proposal is considered to be generally consistent with the purpose of the Commercial 1 Zone as the business will be of benefit to the health of community members that chose to utilise its services
- The peak hours of the gymnasium are just prior to and after the business hours of many of the surrounding retail premises. This will add to the vibrancy of the town. The staggering of peak times will also assist in the management of car parking occupation rates in this section of the business district. This will further limit the effect of existing uses on the proposed use of the land.
- The existing building will continue to utilise the existing services to the building which include, drainage, power and water.

Community Implications

The application received seven submissions in the form of objections. The issues raised were:

- Loss of on-street parking

The car parking that is provided along Moore, Albert and Market Street is public parking and is accessible to all members of the public and has not been reserved for any particular business or individual. Further as discussed above in this report the site has existing car parking credits associated with the land that exceed the number of car parking spaces required.

- Waste not managed to the rear of the land.

The management of waste at the rear of the subject site is not currently controlled by any planning permit conditions. If a planning permit is issued, Condition 4 of the proposed conditions would address the management of waste on the land.

- Use operating without a permit

The proposed use has been operating without permit for approximately 12 months and is now subject to this planning permit application to continue operating.

- Access to proposed parking through private property

The subject site has access to the rear of the site by means of a carriageway easement which provides access along the rear boundary of 38 Moore Street.

The site plan submitted by the applicant contains an error which incorrectly shows access to the rear of the subject site across the rear of 1-3 Market Street. However the actual access to the rear would be via a carriageway easement from Templeton Lane, which is currently unimpeded and any permit granted would not provide the subject site access over any other private property. A condition will be placed on any permit issued for the proposal requiring an amended site plan.

- Inaccuracies on plans.

There have been concerns raised around some of the details provided within application material which include the apparent removal of a fence and location of the rear title boundary.

The proposal does not seek to remove any fencing as part of the application. There is existing access to the rear of the land via a carriageway easement from Templeton Lane which is to be used.

Further, title boundaries of the land are determined by the certificated of title and will be considered to be consistent with the plans submitted to Council. The aerial photograph obtained from Council and subsequently marked by the applicant and used as a site plan does not accurately show the title boundaries against the underlying aerial photographs. The dimensions shown on the plans for the proposal are reflective of the dimensions of the site and are accurate. As detailed previously, a condition will be placed on any permit issued for the proposal requiring an amended site plan.

Environmental Implications

There are no environmental implications associated with the proposed land use. The land use will be required to comply with relevant Environment Protection Authority legislation that controls noise from businesses.

Option

Council has the following options in regard to this application:

1. Issue a Notice of Decision to Grant a Permit
2. Issue a Notice of Decision to Refuse to Grant a Permit.

Council's decision must be based on planning grounds, having regard to the provisions of the Latrobe Planning Scheme.

Supporting Documents:

Nil

Attachments

- 1 [↓](#). Attachment 1 - Proposed Site Plan
- 2 [↓](#). Attachment 2 - Site and Context Plan
3. Attachment 3 - Copies of Objections (Published Separately) (Confidential)
4. Attachment 4 - Location of Objectors (Published Separately) (Confidential)

14.4

Planning Permit Application 2017/212 for the Use of the Land for a Restricted Recreation Facility (gymnasium) in retrospect at 40 Moore Street, Moe

- 1 Attachment 1 - Proposed Site Plan 103
- 2 Attachment 2 - Site and Context Plan 105



1 Site Plan
1 : 200



Mitech 
BUILDING & DRAFTING SERVICES

31 Phoenix St
Warragul 3820
PH 56235478
MOB 041 6201980
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PROPOSED AMMENITIES FOR,
TOCOBA PTY LTD, 40 MOORE STREET, MOE.

DRAWN : M. HANLEY. BUILDING PRACTITIONER DP-AD 14619	COPYRIGHT 2008 UNAUTHORISED REPRODUCTION WILL BREACH COPYRIGHT	ISSUED JUNE 2010	DWG No 1006833 SHEET 1 OF 4	DRAWING TITLE WORKING DRAWINGS
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	<p>Note The information shown on this map is derived from a variety of sources including, but not limited to, Vicmap Data, other State and Local Government Agencies data and Latrobe City Data.</p> <p>Disclaimer: The State of Victoria does not warrant the accuracy or completeness of information in this publication and any person using or relying upon such information does so on the basis that the state of Victoria shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information. Latrobe City does not guarantee the accuracy or the currency of the information presented on this map and therefore Latrobe City will not be held liable for any loss or damage arising as a result of using this information. The location of features shown on this map is indicative only. The underground infrastructure location shown is not to be used as a substitute for Dial Before You Dig. The compilation of this map is subject to copyright laws and regulations, no part of this map can be reproduced without prior written consent of Latrobe City Council.</p>	6/03/2018	
		Scale 1:691	

Agenda Item: 14.5

Agenda Item: Use and Development of land with an Office and Reduction of Car Parking Requirements

Sponsor: General Manager, City Development

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

Status: For Decision

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

Proposed Resolution:

That Council:

Issues a Notice of Decision to Grant a Permit for the Use and Development of land with an office and reduction of car parking requirements at 161-163 Princes Drive, Morwell (Lot 1 PS 626529), with the following conditions:

Endorsed Plans

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

Standard 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. The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:**
 - a) transport of materials, goods or commodities to or from the land;**
 - b) appearance of any building, works or materials;**
 - c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;**
 - d) presence of vermin;**

or otherwise, to the satisfaction of the Responsible Authority
- 5. All waste material not required for further on-site processing must be**

regularly removed from the site. All vehicles removing waste must have fully secured and contained loads so that no wastes are spilled or dust or odour is created to the satisfaction of the Responsible Authority.

6. All security alarms or similar devices installed on the land must be of a silent type in accordance with any current standard published by Standards Australia International Limited and be connected to a security service.
7. Any external lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land to the satisfaction of the Responsible Authority.

Hours of Operation Condition

8. Except with the prior written consent of the Responsible Authority, the use authorised by this permit may only operate between the hours of:
 - a) Monday to Friday 7:30am to 5:30pm

Engineering Conditions

9. Before the use commences of the building hereby permitted, or by such later date as is approved by the Responsible Authority in writing, the following works must be completed in accordance with the endorsed plans and to the satisfaction of the Responsible Authority:
 - a) The areas shown on the endorsed plans for vehicle access and car parking must be constructed to such levels that they can be used in accordance with the approved plans including line marking to indicate each car space and all access lanes; and clearly marked to show the direction of traffic along access lanes and roadways.
10. Appropriate measures must be implemented throughout the construction stage of the development to rectify and/or minimise mud, crushed rock or other debris being carried onto public roads or footpaths from the subject land, to the satisfaction of the Responsible Authority.
11. The areas set aside for car parking and vehicle access lanes must be maintained in a continuously useable condition to the satisfaction of the Responsible Authority.
12. Car spaces, vehicle access lanes and driveways must be kept available for these purposes at all times.

Permit Expiry

13. This permit will expire if one of the following circumstances applies:
 - a) The development is not started within two years of the date of this permit;

- b) The development is not completed and the use has not commenced within four years of the date of this permit.

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or within six months of expiry of permit. An extension of time to complete the development or a stage of the development may be requested if—

- the request for an extension of time is made within 12 months after the permit expires; and
- the development or stage started lawfully before the permit expired.

MOTION

Moved: Cr Middlemiss

Seconded: Cr McFarlane

That Council request the Latrobe Valley Authority convenes a meeting of all Victorian government Departments or Bodies with Development proposals located within a 500 metre radius of 161 Prince's Drive Morwell with the intention of resolving Parking availability in that area.

CARRIED UNANIMOUSLY

MOTION

Moved: Cr O'Callaghan

Seconded: Cr Harriman

That Council grants an extension of time to Cr Middlemiss.

CARRIED UNANIMOUSLY

Executive Summary:

The proposal seeks to change the use of an existing retail showroom to an office, which will act as a 'Support and Safety Hub', undertake works associated with a façade upgrade, and reduce the number of car parking spaces required 161-163 Princes Drive, Morwell.

The application was initially heard at the Ordinary Council Meeting on 3 April 2018, where it was resolved that Council:

1. Defers consideration of Planning Permit Application 2017/201 at 161-163 Princes Drive, Morwell pending the receipt of a further report by the planning permit applicant into future parking availability in the vicinity of the subject site.
2. The report must consider as minimum the following points:

- a) the likely impact on availability of parking on VicTrack land for train users if a planning permit is granted
- b) the likely impact on parking availability for customers of nearby businesses
- c) the likely impact of availability of car parking on the current proposal should private carparks not be available
- d) the availability of suitable land in the vicinity of the subject site to address the insufficient level of car parking provided on the subject site

The applicant has submitted an amended Traffic Report which details that there is a sufficient supply of on-street parking to accommodate the demand that will be generated by the proposed development in consideration of the above points.

A copy of the amended Traffic Report can be viewed as Attachment 5 of this report.

Having considered the submissions and assessed the proposal against the relevant provisions of the Latrobe Planning Scheme (the Scheme), it is considered that the proposal is generally in accordance with the relevant objectives and decision guidelines of the Scheme.

It is therefore recommended that a Notice of Decision to Grant a Planning Permit be issued.

Declaration of Interests:

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

Background:

Summary

Land: 161-163 Princes Drive, Morwell, known as L 1 PS 626529

Proponent: APP Corporation Pty Limited

Zoning: Mixed Use Zone

Overlay Parking Overlay – Schedule 2

A Planning Permit is required for the following:

- Pursuant to Clause 32.04-8 of the Scheme, a permit is required to undertake buildings and works associated with a Section Two use.
- Pursuant to Schedule 2 of Clause 45.09-2 of the Scheme, a permit is required to reduce the number of car parking spaces required under Clause 3.0.
- Pursuant to Clause 52.06-3 of the Scheme, a permit is required to reduce the number of car parking spaces required under Clause 52.06-5.

Proposal

The applicant seeks to change the use of the existing retail showroom to an office with a floor area of 1070m², undertake works associated with a façade upgrade, and seeks to a reduction in car parking spaces.

The office will act as a ‘Support and Safety Hub’ bringing together professionals from varying sources and employers. The proposed hours of operation will be from 7:30am to 5:30pm Monday to Friday. The public area of the office will comprise consulting rooms (six), family meeting rooms (three), and amenity areas. The restricted area will comprise 66 work stations, meeting rooms (four) and staff amenities.

Whilst the office will accommodate 66 work stations, it is not expected that all these staff will be present at one time due to the nature of the use.

The proposal seeks to alter the current facade facing Princes Drive using a wooden panel design with a variety of other materials in an articulated design and the addition of front facing windows onto 161-163 Princes Drive. This façade upgrade increases the ability of the building to respond to its surroundings and is keeping with the evolving urban design of commercial buildings in Morwell.

To use a building for an office totalling 1,070 sqm, 32 car parking spaces are required to be provided, the applicant has sought a waiver of 12 spaces as part of this application, this will be disused later in the report.

A copy of the development plans can be viewed as Attachment 1 of this report.

Subject Land and Surrounding Land Use

The subject site is located at 161-163 Princes Drive Morwell and is more formally known as Lot 1 on Plan of Subdivision 626529. The site is rectangular in shape and has an area of approximately 1357 square metres, being approximately 27 metres in width and approximately 48 metres in depth.

The southern frontage abuts Princes Drive which is zoned Road Zone – Category 1 (RDZ1). The northern boundary abuts two lots, with the majority (20 metres) abutting a lot with a dwelling. A small portion of the northern boundary abuts land used as a carpark and as access to this lot’s undercover parking via the easement of way. The eastern abuts an office building, and the western boundary abuts the Church of England.

The site is flat and is currently contains an existing building covering the majority of the lot. Pedestrian access is provided from Princes Drive. Vehicle access is provided from the rear of the lot, via an easement of way over the northern lot and onto Buckley Street.

The subject land is located within the existing Morwell Town Centre in an existing office and retail area zoned Multi-Use Zone (MUZ) immediately north of Princes Drive, approximately 190 metres north-west of the Morwell Train Station. The site is surrounded by established buildings used for a variety of retail, commercial, office and community uses.

An aerial image showing the site context can be viewed as Attachment 2 of this report.

Reasons for Proposed Resolution:

The proposal is considered to be:

- Consistent with the strategic direction of the State and Local Planning Policy Frameworks;
- Consistent with the 'Purpose' and 'Decision Guidelines' of the General Residential Zone;
- Consistent with the 'Purpose' and 'Decision Guidelines' of the Parking Overlay Schedule 2;
- Consistent with the 'Purpose' and 'Decision Guidelines' of Particular Provision at Clause 52.06 Car Parking;
- Consistent with Clause 65 (Decision Guidelines); and
- The objection received has been considered against the provisions of the Latrobe Planning Scheme and the relevant planning concerns have been considered, while noting that some concerns raised in the objections do not form planning grounds on which the application should be refused.

Issues:

Strategy Implications

Morwell is identified as having a key role in supporting the region's commercial and government office centres. The Morwell Town Structure Plan identifies the subject land as being in Morwell's Primary Activity Centre and seeks to encourage new office development. This proposal includes the redevelopment of a currently underutilised building as an office for a government department and is therefore considered to support Morwell's role within the region.

Communication

Notification:

The application was advertised pursuant to Sections 52(1)(a) and (d) of the Planning and Environment Act 1987 (the Act), with notices were sent to all adjoining and adjacent landowners and occupiers and one notice displayed on site for a minimum of 14 days.

At the completion of the advertising period, one submission in the form of written objection had been received.

A copy of this objection can be viewed at Attachment 3 of this report.

External:

There were no external referral requirements pursuant to Section 55 of the Act.

Internal:

The application was referred to Council's Infrastructure team for consideration, particularly in relation to car parking, drainage and local infrastructure. There was no objection to the granting of a planning permit subject to the inclusion of appropriate conditions.

Financial Implications

Additional resources or financial cost will be incurred should the planning permit application require determination at the Victorian Civil and Administrative Tribunal (VCAT). The anticipated time required for a Council Officer to prepare a VCAT submission and collate all relevant documentation is 5 business days with an additional day required to attend and present at the appeal, total 6 business days. This equates to a financial cost in the order of \$2,400. This cost would be far greater if a consultant is required to attend on Councils behalf and would likely be in excess of \$10,000.

Risk Analysis

There is a possible likelihood of risk occurring that may result in damage to Councils reputation if the application is not approved due to one objection received from the community. The site is located in the CBD of Morwell, which is in an area where office use is supported and a high level of employment is proposed to be generated by the proposal. To manage and limit the potential risk, the recommendation has been considered against the relevant sections of the Latrobe Planning Scheme.

Latrobe Planning Scheme

The State Planning Policy Framework (SPPF) and Local Planning Policy Framework (LPPF) have been considered as part of the assessment of this application.

The following clauses are relevant to the consideration of this application.

State Planning Policy Framework

- Clause 11.02-3 – Planning for growth areas
- Clause 11.03-2 – Activity centre planning
- Clause 11.07-1 Regional planning
- Clause 11.10- Gippsland
- Clause 15.01-1 Urban Design
- Clause 17 – Economic Development
- Clause 18 – Transport

Local Planning Policy Framework

- Clause 21.01 – Introduction:
- Clause 21.06 – Key issue: Built Environment:

- Clause 21.07 – Economic Development:
- Clause 21.08-2 – Key issue – Community infrastructure:
- Clause 21.09-3 – Morwell

Zoning

The land associated with the subject site located at 161-163 Princes Drive, Morwell is located within the Mixed Use Zone. The purpose and decision guidelines of the Mixed Use Zone have been taken into account as part of the assessment of this application and the proposal is considered to be generally consistent with the zoning provisions.

Overlay

The subject site is affected by the Parking Overlay Schedule 2 with the purpose and decision guidelines of the overlay been taken into account as part of the assessment of this application and the proposal is considered to be generally consistent with the overlay provisions.

Particular Provisions

Clause 52.06 Car Parking:

The proposal seeks to reduce the car parking requirement under the Parking Overlay which will be discussed later in this report.

Clause 52.34 Bicycle Facilities:

The proposal provides for three employee and one visitor secure bicycle parking spaces with no showers or change rooms required to be provided.

Decision Guidelines (Clause 65):

Clause 65.01 sets out the decision guidelines to consider before deciding on an application or approval of a plan.

Incorporated Documents (Clause 81):

- Australian Standard AS/NZS 2890.1:2004, Parking Facilities – Off-street car parking, Standards Australia 2004
- Australian Standard AS2890.3-1993, Parking Facilities Part 3: Bicycle parking facilities, Standards Australia 1993

The application is considered to be consistent with the provisions of this document.

Strategic direction of the State and Local Planning Policy Frameworks:

The proposal is considered to be consistent with the State Planning Policy Framework of the Latrobe Planning Scheme. In particular, Clause 11.03-2 'Activity Centre Planning' encourages *'the concentration of major retail, residential, commercial, administrative, entertainment and cultural developments into activity centres which provide a variety of land uses and are highly accessible to the*

community', as the proposal is located within 200 metres of a major public transport interchange and in the Morwell Central Business District. The proposal is also supported by Clause 15.01-1 'Urban Design' as the proposal responds to the central location of the site, its interface with the public realm and the design direction for non-residential development in the Morwell Town Centre.

The proposal is also considered to be consistent with the Local Planning Policy Framework, specifically, Clause 21.07 – 'Economic Development' and Clause 21.06 – 'Built Environment' as this proposal provides an employment opportunity for up to 66 people, with enhancements to the building to improve the interface with the public realm. The strategy at Clause 21.09-3 identifies Morwell as having a key role in accommodating key commercial and government office centres. This application supports this strategy by allowing for a government office to be located within the Morwell Activity Centre. Further, the Commercial Strategy within the Morwell Town Structure Plan identifies this land as being in the Primary Activity Centre and seeks to encourage new office development.

'Purpose' and 'Decision Guidelines' of the Mixed Use Zone:

The proposal implements the SPPF including the Municipal Strategic Statement and local planning policies as detailed above. The proposal facilitates the use and redevelopment of an existing building to increase the delivery of community services, and provide employment in Morwell's primary activity centre. The proposal provides a use that complements the mixed-use nature of the locality. The proposal responds to the preferred neighbourhood character of the area with the proposed façade revitalisation and alterations.

'Purpose' and 'Decision Guidelines' of the Parking Overlay Schedule 2:

The proposal provides three car parking spaces (two tandems and one accessible) in the lower level of the building. The schedule requires car parking spaces to be applied at rate of three to each 100 sqm of net floor area. For this proposal to use a building for an office totalling 1,070 sqm, 32 car parking spaces are to be provided.

The reduction which has been sought for the development has been detailed in the table below:

	Rate	Required spaces	Provided spaces	Total
Previously restricted retail	75% of 2.5 to each 100 sqm of leasable floor area (1.9 spaces per 100 sqm)	24	7 (previously provided on site)	17
Proposed Office	3 spaces per 100 sqm of net floor area	32(.4)	3 (to be provided on site)	29
Reduction required				12

The Traffic Report submitted by the applicant demonstrates that there is appropriate provision of car parking space in the Morwell Activity Centre Parking Precinct to maintain a balance between car parking supply and demand, considering the impact of this proposal. It is identified in the traffic report that seven spaces are available on the subject land for car parking in addition to car parking being available in a number of private carparks within the area. Council officers note that there are only three spaces available on site and that there is no access to these private car parks. The inconsistencies in the report have been considered by Council officers in their assessment of the proposed car parking reduction.

The findings in the Traffic Report are consistent with the Car Parking Framework Review carried out by Council in August 2014. Car parking occupancy surveys were undertaken on Friday 4 May 2012 7 am to 7 pm. This study detailed that overall Morwell has 3,510 spaces, at the peak demand (1 pm) 1,811 spaces were being used which is an occupancy of 52 percent. It showed that north of the railway station only along Collins Street on-street parking was stressed in excess of 90 percent and along the length of Princes Drive between Collins Street and Church Street being near stressed.

The report further states that “*While there are high occupancy rates particularly in close proximity to the railway line, parking is available within a short walk (250m/4 minutes) of all ‘stressed’ areas*”.

It is therefore considered that there is sufficient on-street parking within the area to allow for a reduction of parking to be considered as part of the application. The application has been reviewed by Council’s Infrastructure team who has raised no objection to the reduction in parking that has been proposed as part of the application. Therefore a reduction in the number of car parking spaces requires is considered to be appropriate in this instance and consistent with the purpose and decision guidelines of the Parking Overlay Schedule 2.

The study area for Morwell from the Car Parking Framework can be viewed as Attachment 4 and the Amended Traffic Report can be viewed in Attachment 5 of this report.

Council Resolution:

The application was initially heard at the Ordinary Council Meeting on 3 April 2018, where it was resolved that Council:

1. Defers consideration of Planning Permit Application 2017/201 at 161-163 Princes Drive, Morwell pending the receipt of a further report by the planning permit applicant into future parking availability in the vicinity of the subject site.
2. The report must consider as minimum the following points:
 - a) the likely impact on availability of parking on VicTrack land for train users if a planning permit is granted
 - b) the likely impact on parking availability for customers of nearby businesses

- c) the likely impact of availability of car parking on the current proposal should private car parks not be available
- d) the availability of suitable land in the vicinity of the subject site to address the insufficient level of car parking provided on the subject site

In response to the Council's resolution the applicant has submitted an amended Traffic Report, with Section 8 of the report detailing that:

- the parking surveys within the report identify that there is existing parking availability to accommodate the demands of the proposed development, without relying on parking within the VicTrack land;
- the parking surveys within the report identify an existing on-street parking availability for 90 spaces. With the anticipated demand for 12 additional parking spaces as part of the proposal, there will remain 78 parking spaces in the vicinity for existing nearby businesses;
- the traffic report has not relied upon the private car parks in the vicinity of the site, noting that they will not be available for use by visitors to the subject site; and
- the anticipated additional parking demands generated by the proposed development are demonstrated to be accommodated through the existing on-street parking supply, without adversely restricting this parking for use by existing businesses.

A copy of the amended Traffic Report can be viewed as Attachment 5 of this report.

Clause 65 (Decision Guidelines):

The application is considered to appropriately respond to the guidelines pursuant to Clause 65.02 of the Scheme having been considered below within this report.

Community Implications

The application received one submission in the form of objection. The issues raised were:

1. Inaccuracies in the report.

It is noted that there are some inconsistencies with the provided reports from APP given the documentation was provided with the initial application and not amended which states that seven car parks are proposed to be located within the rear of the building. The revised plans submitted on 23 January 2018 and advertised show that three spaces are to be provided on site, consideration of the reduction of car parking have been on the revised plans. The parking survey does reflect the correct condition of the onsite parking, which will have been noted and will be considered as part of the assessment of the application.

It should be noted that the parking survey of the existing street parking has shown that the existing streets could provide adequate parking to support a reduction of 12 spaces proposed by the application.

2. Use of private parking to justify the reduction of car parking.

It has been noted within the traffic reports that there has been consideration given to a number of private car parks within study area which has been noted in the study.

However, there is currently sufficient on-street parking within the area to allow for a reduction of parking to be considered as part of the application. The application has been reviewed by Council's Engineering Team who has raised no objection to the reduction in parking that has been proposed as part of the application. Therefore as discussed above in this report, a reduction in the number of car parking spaces requires is considered to be appropriate in this instance.

- The potential for any future development by the CFA to impact on-street parking.

Council has not received any planning permit application for the use and or development of land within the area from the CFA.

Given that there is no application lodged with Council by the CFA, any potential impact on street parking impacts that may occur as a result of a future proposed development cannot be considered or assessed.

Environmental Implications

There are no environmental implications associated with the proposal.

Other

Options

Council has the following options in regard to this application:

1. Issue a Notice of Decision to Grant a Permit.
2. Issues a Notice of Decision to Refuse to Grant a Permit.

Council's decision must be based on planning grounds, having regard to the provisions of the Latrobe Planning Scheme.

Supporting Documents:

Nil

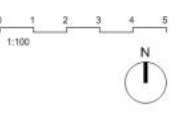
Attachments

- 1 [↓](#). Development Plans
- 2 [↓](#). Aerial Image
3. Objection (Published Separately) (Confidential)
- 4 [↓](#). Map for Car Parking Framework Review
- 5 [↓](#). Amended Traffic Report

14.5

Use and Development of land with an Office and Reduction of Car Parking Requirements

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5	Amended Traffic Report.....	129



REV	For Townplanning	2018/01/09
A	For Townplanning	2017/12/13
B	For Townplanning	2018/01/09

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FAMILY SAFETY
 VICTORIA

SUPPORT & SAFETY
 HUBS - MORWELL

SITE PLAN

Project No	16019
Scale	1:200@A1
Date	2018/01/09
Drawn By	Checked By
Author	Checker
Drawing No	Revision
AE01-0001	B

FOR
 TOWN PLANNING



REV	DESCRIPTION
A	For Townplanning 2018/01/09

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 Architects & Urban Planners
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 Melbourne 3000
 Victoria Australia
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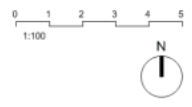
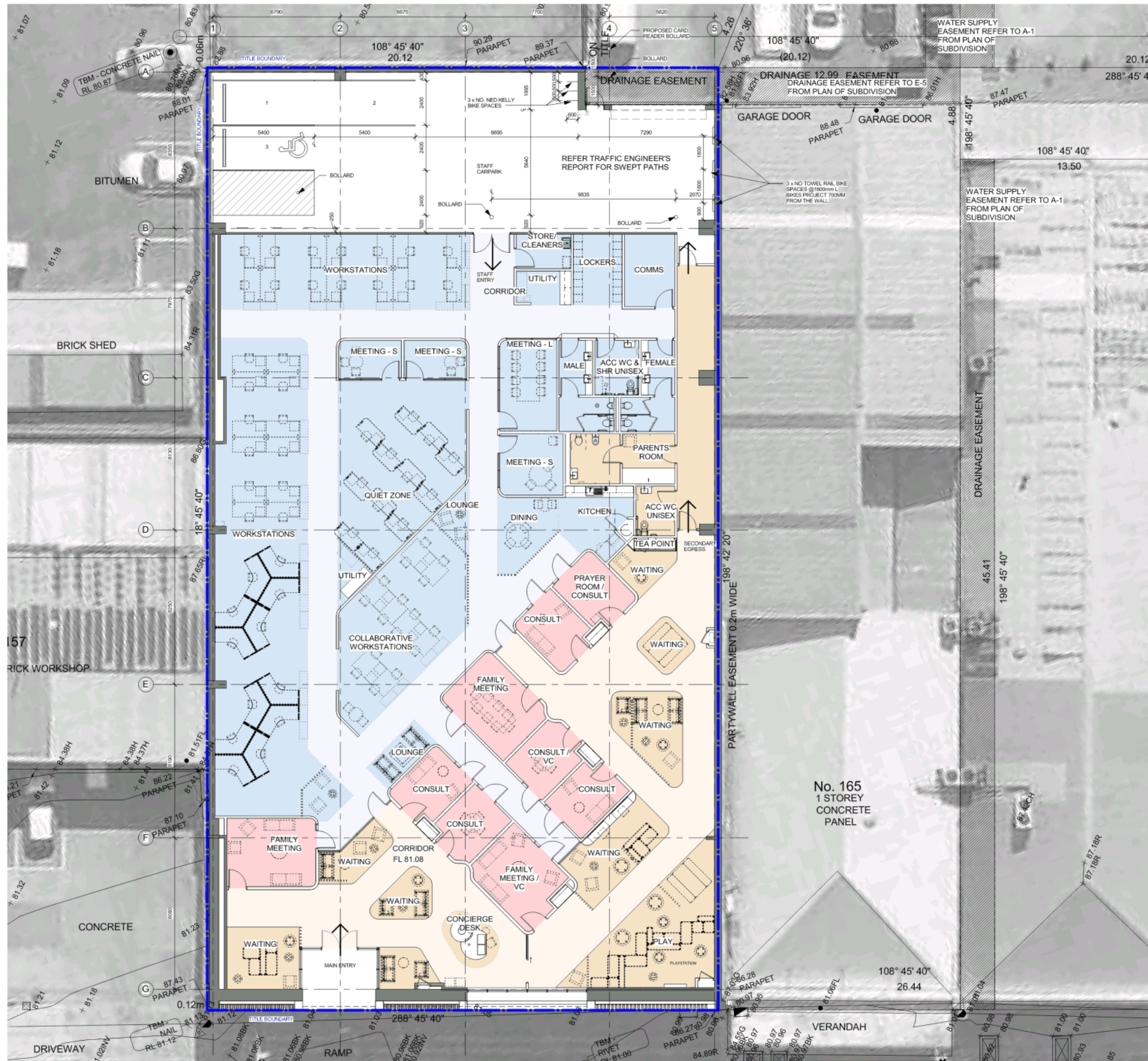
FAMILY SAFETY VICTORIA

SUPPORT & SAFETY HUBS - MORWELL

EXISTING PLAN - GROUND

Project No	16019
Scale	1:100@A1
Date	2018/01/09
Drawn By	Checked By
Author	Checker
Drawing No	Revision
AE03-0001	A

FOR TOWN PLANNING



Area	Morwell 1070 sq. m*	
	No.	Attributes
Department		
Family/Public Access		
Public Entry / Egress	2	
Concierge Desk	1	
Waiting / Play Clusters	7	
Beverage Bay	1	
Parents Room / Toilet	1	
Toilet - Accessible	1	
Consult / Meeting		VC Prayer
Standard Consult - Meeting rooms	6	1 1
Family Large Consult- Meeting rooms	3	1
Staff Only areas		VC
Entry / Exits	1	
Workstations	66	
Small Meeting Rooms	3	1
Large Meeting Rooms	1	1
Breakout Lounges	3	
Kitchen / Breakout	1	
Print / Utility	2	
Comms Room	1	
Lockers (banks)	20	
Toilet - Male	2	
Toilet - Female	2	
Toilet - Accessible	1	
Carparking	3	
* External areas not included		

- G For Townplanning 2016/01/08
- F For Townplanning 2017/12/13
- E For Information 2017/11/01
- D For Townplanning 2017/11/01
- C For Information 2017/08/20
- B For Information 2017/08/16
- A For Information 2017/08/06
- REV

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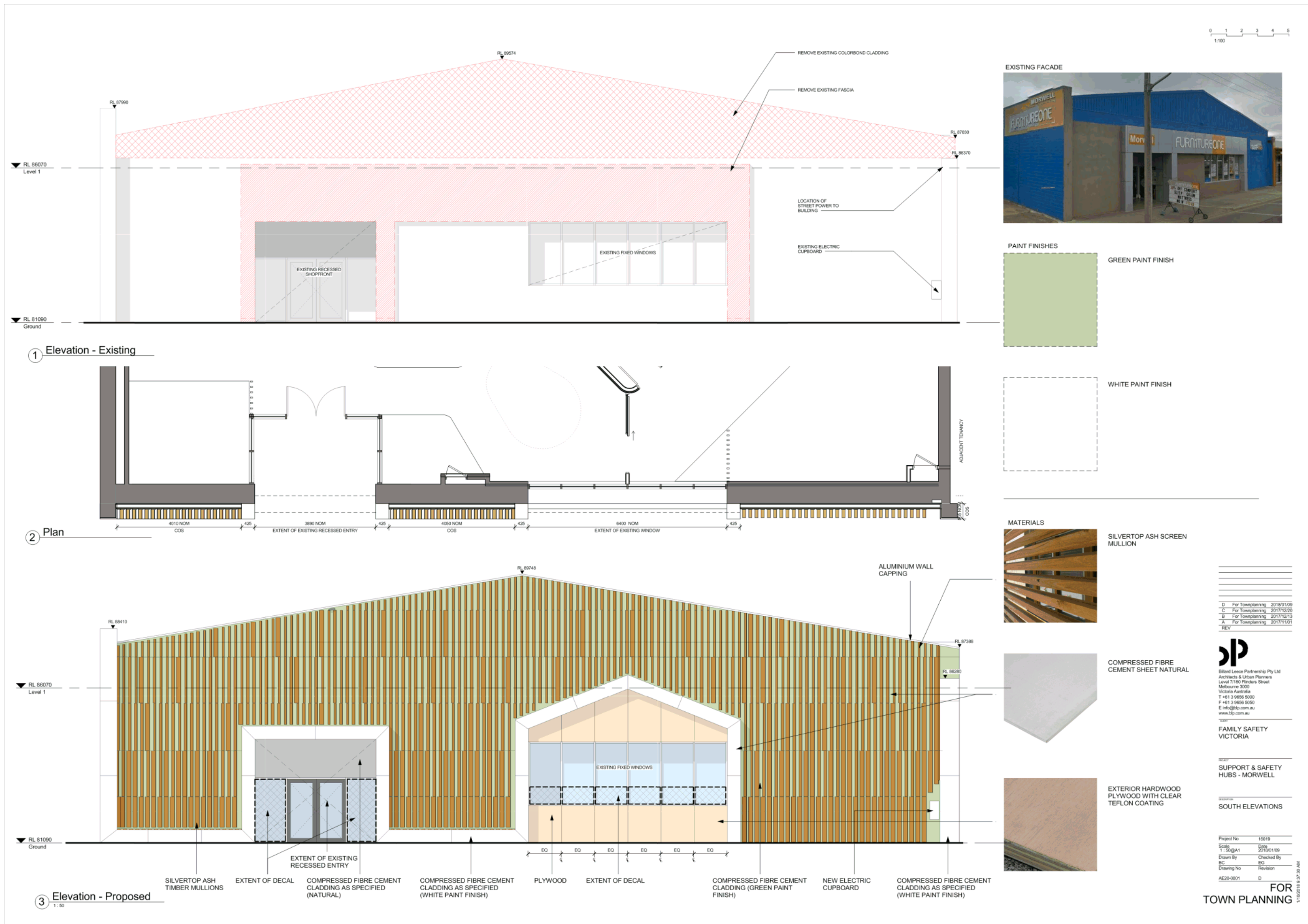
FAMILY SAFETY
 VICTORIA

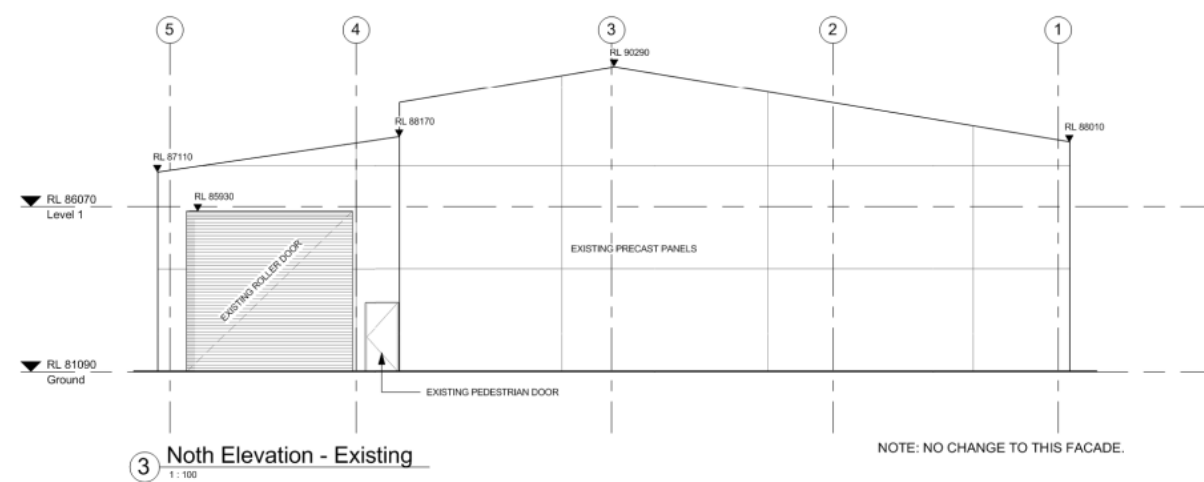
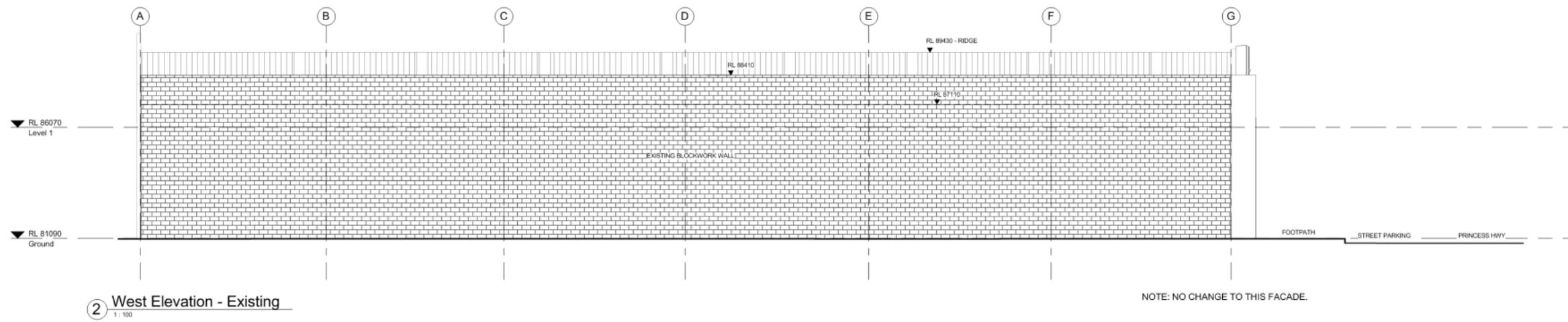
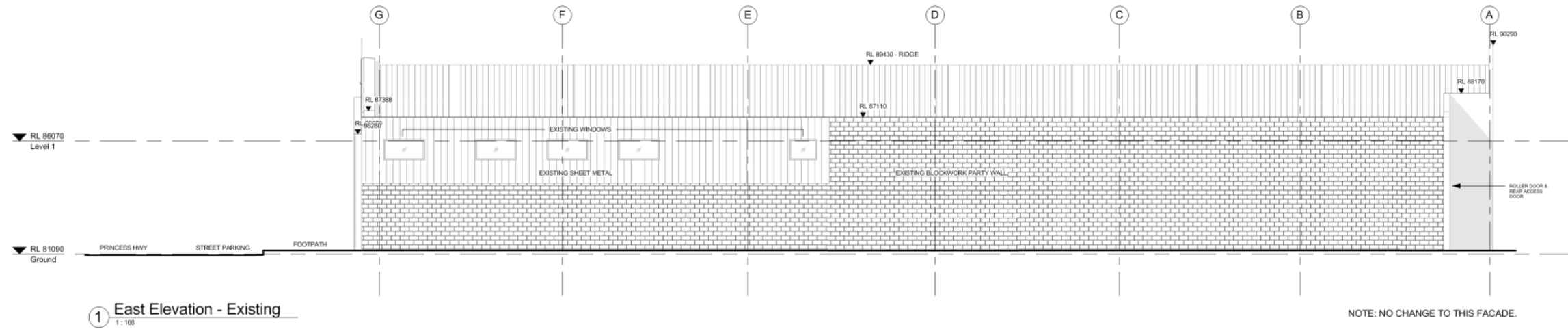
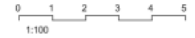
SUPPORT & SAFETY
 HUBS - MORWELL

GA PLAN - GROUND

Project No 16019
 Scale 1:100@A1 Date 2018/01/09
 Drawn By BC Checked By EG
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FOR
 TOWN PLANNING





REV		
A	For Townplanning	2017/12/20
B	For Townplanning	2018/01/09

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FAMILY SAFETY
 VICTORIA



SUPPORT & SAFETY
 HUBS - MORWELL

ELEVATIONS

Project No	16019
Scale	1:100@A1
Date	2018/01/09
Drawn By	Author
Checked By	Checker
Drawing No	Revision
AE20-0002	B

FOR
 TOWN PLANNING



	<p>Aerial Image of Site Context 161 - 163 Princes Drive Morwell</p>	
<p>Note The information shown on this map is derived from a variety of sources including, but not limited to, Vicmap Data, other State and Local Government Agencies data and Latrobe City Data.</p> <p>Disclaimer: The State of Victoria does not warrant the accuracy or completeness of information in this publication and any person using or relying upon such information does so on the basis that the state of Victoria shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information. Latrobe City does not guarantee the accuracy or the currency of the information presented on this map and therefore Latrobe City will not be held liable for any loss or damage arising as a result of using this information. The location of features shown on this map is indicative only. The underground infrastructure location shown is not to be used as a substitute for Dial Before You Dig. The compilation of this map is subject to copyright laws and regulations, no part of this map can be reproduced without prior written consent of Latrobe City Council.</p>	<p>22/03/2018</p> <p>1:1500</p>	

Car Parking Framework Review

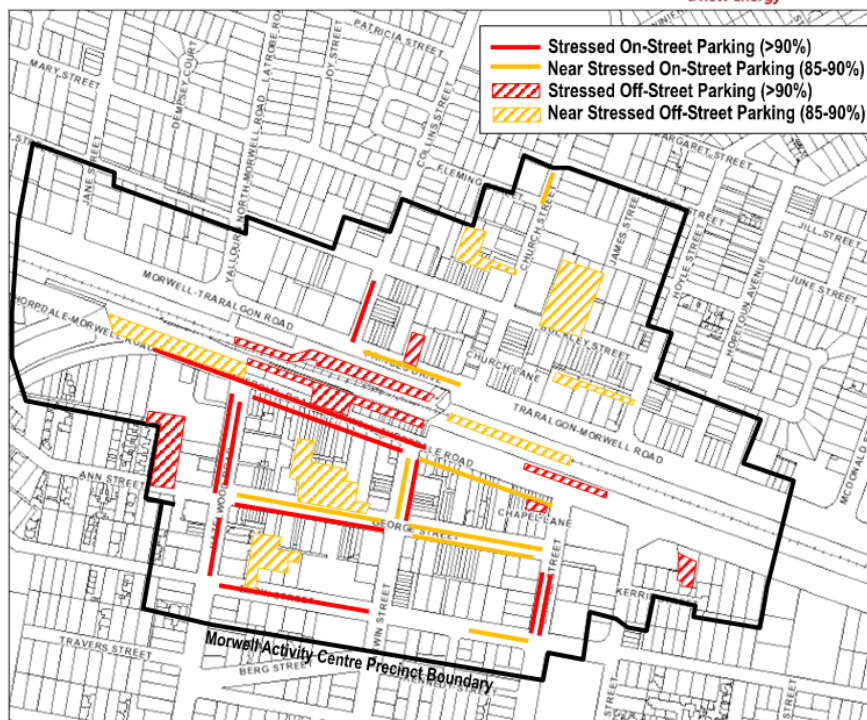


Figure 4: 'Stressed' and 'Near-Stressed' Parking Areas – Morwell (1pm Friday 4th May, 2012)

Car parking occupancy observations are set out below:

Traralgon

- On-street car parking demand in the Traralgon retail core is high but not 'stressed' (less than 85% overall within sub-precincts A and B), and on-street short-term car parking spaces are available at the peak time.
- Publicly available off-street car parking demand in the Traralgon retail core is very high (86% within sub-precincts A and B which is within the 'near-stressed' category at the peak time).
- The occupancy of publicly available off-street parking within the Traralgon retail core remained above 80% between 11:00am and 2:00pm on the peak day (Friday 19th November, 2011).
- The on-street car parking within the retail core is predominantly controlled by short-term restrictions.
- Much of the off-street parking is either unrestricted or has longer restrictions (3P at Stockland and in part of the Seymour Street carpark).
- The observed higher occupancy rate of off-street (predominantly long-term) parking compared with on-street (short-term) parking indicates that there may be an imbalance between short and long term parking supply versus demand in the Traralgon retail core, with a potential need to convert some existing short-term spaces to long-term restrictions to correct the imbalance.

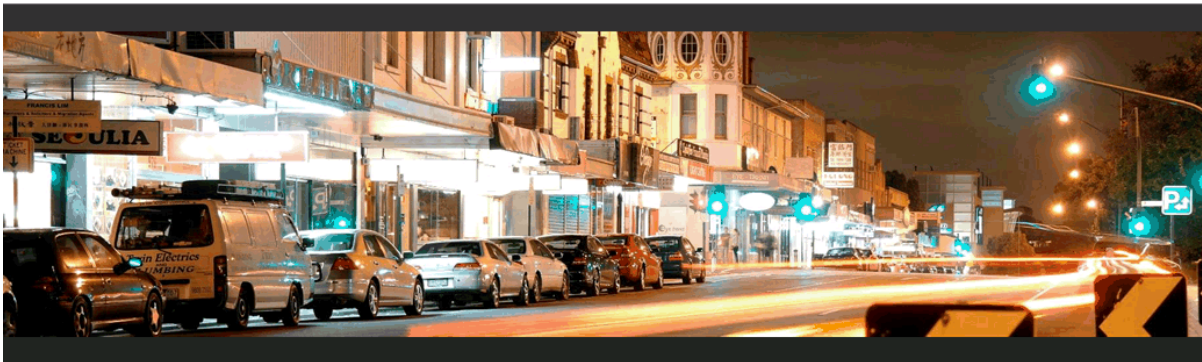


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Page 11



**Family Safety Hub – 163 Princes Drive,
Morwell**
Transport Impact Assessment



170760TIA001D-F

13 April 2018

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DOCUMENT INFORMATION

Prepared for	APP Corporation Pty Limited		
File Name	170760TIA001D-F	Report Date	13 April 2018
Prepared by	Julian Stone	Reviewed by	Jamie Spratt
Signature		Signature	

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1 INTRODUCTION

onemilegrid has been requested by APP Corporation Pty Limited to undertake a Transport Impact Assessment of the proposed support and safety hub development at 163 Princes Drive, Morwell.

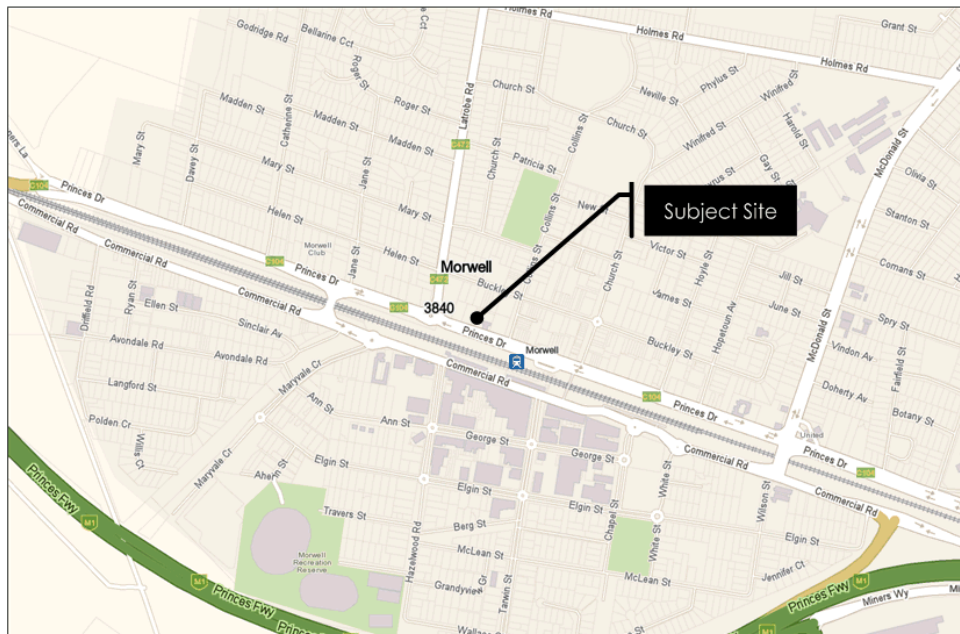
As part of this assessment the subject site has been inspected with due consideration of the development proposal, traffic data has been sourced and relevant background reports have been reviewed.

2 EXISTING CONDITIONS

2.1 Site Location

The subject site is located on the northern side of Princes Drive, approximately 45m to the east of the intersection with Latrobe Road, as shown in Figure 1.

Figure 1 Site Location



Copyright WhereIS

The site is located within the Morwell Activity Centre which includes retail and commercial uses to the east and south.

The subject site is currently occupied by a furniture store with a floor area of approximately 1,080 square metres. The existing site is advised to include seven parking spaces within the rear of the building with access site via the private car park to the north.

The private car park on the northern side of the site provides 59 parking spaces with access via two separate crossovers to Buckley Street.



The subject site and the private car park are shown in the aerial image included as Figure 2.

Figure 2 Subject Site Layout



Copyright Nearmap



2.2 Planning Zones

It is shown in Figure 3 that the site is located within a Mixed-Use Zone (MUZ), for which the permitted uses are listed in Clause 32.04 of the LaTrobe Planning Scheme.

Figure 3 Planning Scheme Zones



It is also noted that the subject site is located within a Parking Overlay, to which Precinct 2 Schedule to the Parking Overlay applies.

2.3 Road Network

2.3.1 Princes Drive

Princes Drive is an arterial road orientated generally east-west through Morwell. To the west the road continues as Morwell-Traralgon Road and to the east the road merges into Princes Highway.

At the frontage of the site, Princes Drive includes one traffic and one bicycle lane in each direction. Kerbside parking is provided on the northern side of the road and indented parking is provided on the southern side of the road.

A signed speed limit of 50km/h applies to Princes Drive.



2.4 Car Parking

Car parking surrounding the subject site includes generally unrestricted on-street parking and private off-street parking accessed via Buckley Street. In order to understand the existing use of parking in the area, Trans Traffic Surveys were commissioned to undertake a parking survey on Thursday 16th November 2017. The parking survey area is shown in Figure 4. It is noted that there is no kerbside parking provided on Latrobe Road.

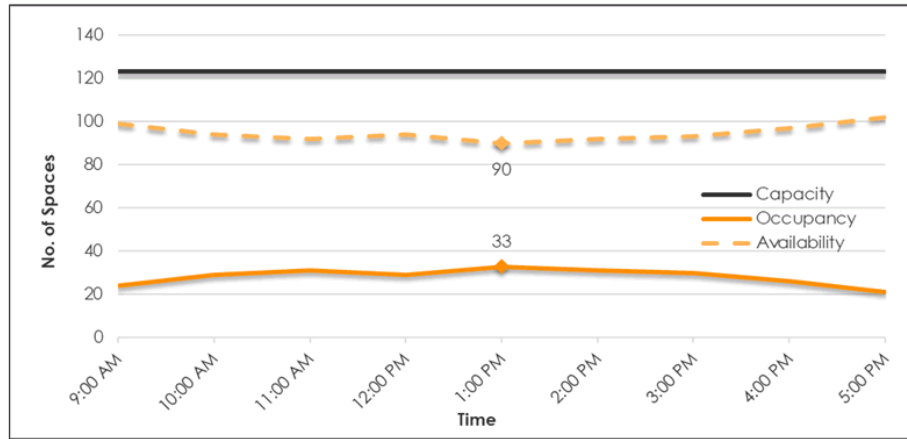
Figure 4 Parking Survey Area





The on-street parking areas include unrestricted parking and 2P restricted spaces, the 1/2P and 1/4P parking restrictions have been excluded from the survey results. The results for the on-street parking areas are shown in Figure 5.

Figure 5 On-Street Parking Survey Results



On the Thursday, the surveys identified a constant supply of 123 parking spaces throughout the survey period. Peak occupancy occurred at 1:00pm when 33 spaces were occupied and a minimum of 90 spaces remained vacant. Parking utilisation varied between 27% and 17% of capacity.

2.5 Sustainable Transport

Morwell Train Station is located approximately 200m to the east of the site, providing excellent access to existing public transport services. As well as V-line train services, the station includes a bus interchange with services to Traralgon, Pakenham and Melbourne.

Princes Drive includes on-road bicycle lanes which provide convenient bicycle access to the subject site.



3 DEVELOPMENT PROPOSAL

It is proposed to repurpose the existing building on the site for a family support and safety hub. The site will be utilised for consulting sessions and includes separate work stations.

The proposed use will have a floor area of approximately 1,080 square metres. The centre is to operate during typical business hours (7:30am-5:30pm, Monday-Friday).

It is proposed to utilise the northern end of the site for a staff parking area, which includes three parking spaces (inclusive of one DDA parking space and two tandem spaces) accessed via the private car park on the northern side of the site via Buckley Street.

4 DESIGN CONSIDERATIONS

The parking in the rear of the site has been assessed to cater for up to three vehicles. A swept path assessment has been undertaken, utilising the B85 design vehicle, demonstrating the three vehicles parking independently and entering and exiting the site in a forward direction. The swept path assessment is included within Appendix A.

The tandem parking spaces are to be allocated to staff to ensure that they are managed appropriately.

The DDA parking space has an adjacent shared area in accordance with AS/NZS 2890-6.

5 BICYCLE PARKING CONSIDERATIONS

The bicycle parking requirements for the subject site are identified in Clause 52.34 of the LaTrobe Planning Scheme. The most applicable use to the proposed development is considered to be a 'office' which has been adopted below.

Table 1 Clause 52.34 – Bicycle Parking Requirements

Component	No/Area	Requirement	Total
Office	1,080 sqm	1 to each 300 sqm for staff	3
		1 to each 1,000 sqm for visitors	1

It is recommended that a minimum of four bicycle parking spaces be provided to meet the requirements of Clause 52.34 of the Planning Scheme.



6 CAR PARKING CONSIDERATIONS

6.1 Statutory Car Parking Requirements

The car parking requirements for a development are typically identified in Clause 52.06 of the LaTrobe Planning Scheme, though where parking requirements are specified under another provision of the planning scheme, the requirements of Clause 52.06 do not apply.

In this case, Schedule 2 to the Parking Overlay (PO2) provides parking requirements for office uses and specifies that for all other users that 75% of the rate from Column B in Table 1 of Clause 52.06 is to be used.

Table 2 Car Parking Requirements – Schedule 2 to the Parking Overlay

Use	No/Area	Rate	Car Parking Measure	Total
Office	1,080 sqm	3	to each 100m ² of net floor area	32

The proposed provision of three car parking spaces within the rear of the site results in a shortfall of 29 parking spaces from the requirements of the Planning Scheme.

Clause 52.06-7 of the LaTrobe Planning Scheme indicates that an application to reduce (including reduce to zero) the requirement for car spaces must be accompanied by a Car Parking Demand Assessment. The Assessment must assess the car parking demand likely to be generated by the proposed development, having consideration to:

- The likelihood of multi-purpose trips within the locality which are likely to be combined with a trip to the land in connection with the proposed use.
- The variation of car parking demand likely to be generated by the proposed use over time.
- The short-stay and long-stay car parking demand likely to be generated by the proposed use.
- The availability of public transport in the locality of the land.
- The convenience of pedestrian and cyclist access to the land.
- The provision of bicycle parking and end of trip facilities for cyclists in the locality of the land.
- The anticipated car ownership rates of likely or proposed visitors to or occupants (residents or employees) of the land.
- Any empirical assessment or case study.

Practice Note 22 (June 2015) specifies that the provisions for reducing car parking requirements draw a distinction between the assessment of the likely demand for parking spaces (the Car Parking Demand Assessment), and whether it is appropriate to allow the supply of fewer spaces than assessed by the car parking demand assessment. These are two separate considerations, one technical while the other is more strategic. Different factors are taken into account in each consideration.

Accordingly, the applicant must satisfy the responsible authority that the provision of car parking is appropriate on the basis of a two-step process, which has regard to:

- The car parking demand likely to be generated by the use; and
- Whether it is appropriate to allow fewer spaces to be provided than the likely demands generated.

An assessment of the likely parking demands and the appropriateness of reducing the car parking provision below them is set out below.



6.2 Car Parking Demand Assessment

The proposed operation of the site for a family safety hub is unique in its proposed location in Morwell. For the purposes of the following assessment, the Planning Scheme parking rate for an office use has been adopted as the best representative parking demand for the proposal.

The proposed use of the site for a family safety hub will operate as a mixture of consulting areas and typical office areas. The consulting areas will operate with sessions where the families meet with consulting staff. The parking requirement for 32 spaces will be therefore reflective of staff and family demands.

The centre is to operate during typical business hours (7:30am-5:30pm, Monday-Friday) and will therefore generate a parking demand during these times.

Clause 52.06-7 of the LaTrobe Planning Scheme further indicates that a permit may be granted to reduce the number of parking spaces, in consideration of the following:

- The Car Parking Demand Assessment.
- Any relevant local planning policy or incorporated plan.
- The availability of alternative car parking in the locality of the land, including:
 - + Efficiencies gained from the consolidation of shared car parking spaces.
 - + Public car parks intended to serve the land.
 - + On street parking in non residential zones.
 - + Streets in residential zones specifically managed for non-residential parking.
- On street parking in residential zones in the locality of the land that is intended to be for residential use.
- The practicality of providing car parking on the site, particularly for lots of less than 300 square metres.
- Any adverse economic impact a shortfall of parking may have on the economic viability of any nearby activity centre.
- The future growth and development of any nearby activity centre.
- Any car parking deficiency associated with the existing use of the land.
- Any credit that should be allowed for car parking spaces provided on common land or by a Special Charge Scheme or cash-in-lieu payment.
- Local traffic management in the locality of the land.
- The impact of fewer car parking spaces on local amenity, including pedestrian amenity and the amenity of nearby residential areas.
- The need to create safe, functional and attractive parking areas.
- Access to or provision of alternative transport modes to and from the land.
- The equity of reducing the car parking requirement having regard to any historic contributions by existing businesses.
- The character of the surrounding area and whether reducing the car parking provision would result in a quality/positive urban design outcome.
- Any other matter specified in a schedule to the Parking Overlay.
- Any other relevant consideration.



6.3 Review of Car Parking Provision

6.3.1 Parking Credit

The existing store on the site has a total retail floor area of 1,080 square metres and a provision for seven parking spaces. The Planning Scheme parking rate for a 'restricted retail premises' in this location is the same as an 'office' use, however it is reduced to 75% due to the Parking Overlay.

Application of this retail to the existing tenancy equates to a requirement for 24 parking spaces. The existing provision of seven on-site parking spaces therefore results in an existing parking shortfall for 17 spaces.

The proposed use of the site for the support and safety hub has a shortfall of 29 parking spaces, which is a net increase of 12 spaces from the existing use of the site (when adopting the Planning Scheme parking rates).

6.3.2 Parking Survey

The parking surveys included within Section 2.4 of this report identified a minimum availability for 90 on-street parking spaces within the survey area surrounding the site. It is noted that the parking survey was undertaken at a time that the existing restricted retail use on the site was operating.

The parking surveys included on-street parking within the vicinity of the site and did not rely on the private parking areas accessed from Buckley Street or the VicTrack car park located towards the east. The private car parks accessed from Buckley Street are signed at the access for private use only and will therefore not be available for use by visitors to the subject site.

The potential demand for up to 12 additional parking spaces within the on-street parking will leave 78 parking spaces within the vicinity of the site available for other users. As such, the anticipated parking demand generated by the proposed use of the site is not expected to negatively impact on the existing supply of on-street parking in the area.

The existing level of parking availability in the immediate proximity to the site is able to cater for the anticipated additional parking demands of the proposal without utilising the VicTrack car park to the east or the private parking areas. There is expected to be no less than 78 parking spaces within the survey area remaining available for other uses.

6.3.3 Local Area Parking Management

The subject site is located within the Morwell Activity Precinct, categorised by the Parking Overlay. A number of uses to the east of the site, and further south of the train line, utilise a shared resource of on-street parking for the short term parking demands.

6.3.4 Alternative Modes of Transport

The subject site is well located within walking distance to Morwell Train Station, providing staff and visitors with access to alternative transport to and from the site than private vehicles.

6.3.5 Adequacy of Proposed Car Parking Provision

Based on the preceding parking assessment, the following is concluded:

- > The proposed use of the site is projected to generate an increased demand for 12 on-street parking spaces;



- The parking surveys identified a minimum availability for 90 spaces within the vicinity of the site, which is able to cater for the increased demand for 12 spaces generated by the proposed development;
- The existing on-street parking availability is expected to cater for the increased parking demands, without relying on the VicTrack car park or private car parks; and
- The subject site has convenient access to public transport, via Morwell Train Station, to offer an alternative to private vehicle use.

7 TRAFFIC CONSIDERATIONS

The proposed development is expected to generate peak hour traffic movements equivalent of staff arriving at the site in the morning and departing in the evening. It is also noted that the proposed development includes a reduced parking provision to the existing use of the site as a restricted retail premises.

Given the reduced on-site parking provision it is anticipated that the proposed redevelopment of the site will have no discernible impact on traffic conditions within the vicinity of the site.

8 RESPONSE TO INITIAL COUNCIL COMMENTS

It has been advised that the proposed development has been deferred to a Council Meeting held on 3rd April 2018. The following responses are provided for the comments raised within the Council Meeting:

Table 3 Council Meeting Comments Response

<i>Council Comment</i>	<i>Response</i>
The likely impact on availability of parking on VicTrack land for train users if a planning permit is granted	The parking surveys identified that there is existing parking availability to accommodate the demands of the proposed development, without relying on parking within the VicTrack land
The likely impact on parking availability for customers of nearby businesses.	The parking surveys identified an existing on-street parking availability for 90 spaces. With the anticipated demand for 12 additional parking spaces as part of the proposal, there will remain 78 parking spaces in the vicinity for existing nearby businesses
The likely impact of availability of car parking on the current proposal should private carparks not be available	The parking impact assessment has not relied upon the private car parks in the vicinity of the site, noting that they will not be available for use by visitors to the subject site
The availability of suitable land in the vicinity of the subject site to address the insufficient level of car parking provided on the subject site.	The anticipated additional parking demands generated by the proposed development are demonstrated to be accommodated through the existing on-street parking supply, without adversely restricting this parking for use by existing businesses



9 CONCLUSIONS

It is proposed to redevelop the subject site for the purposes of a family and safety hub. The hub will have a floor area of approximately 1,080 square metres and an on-site parking provision for three spaces.

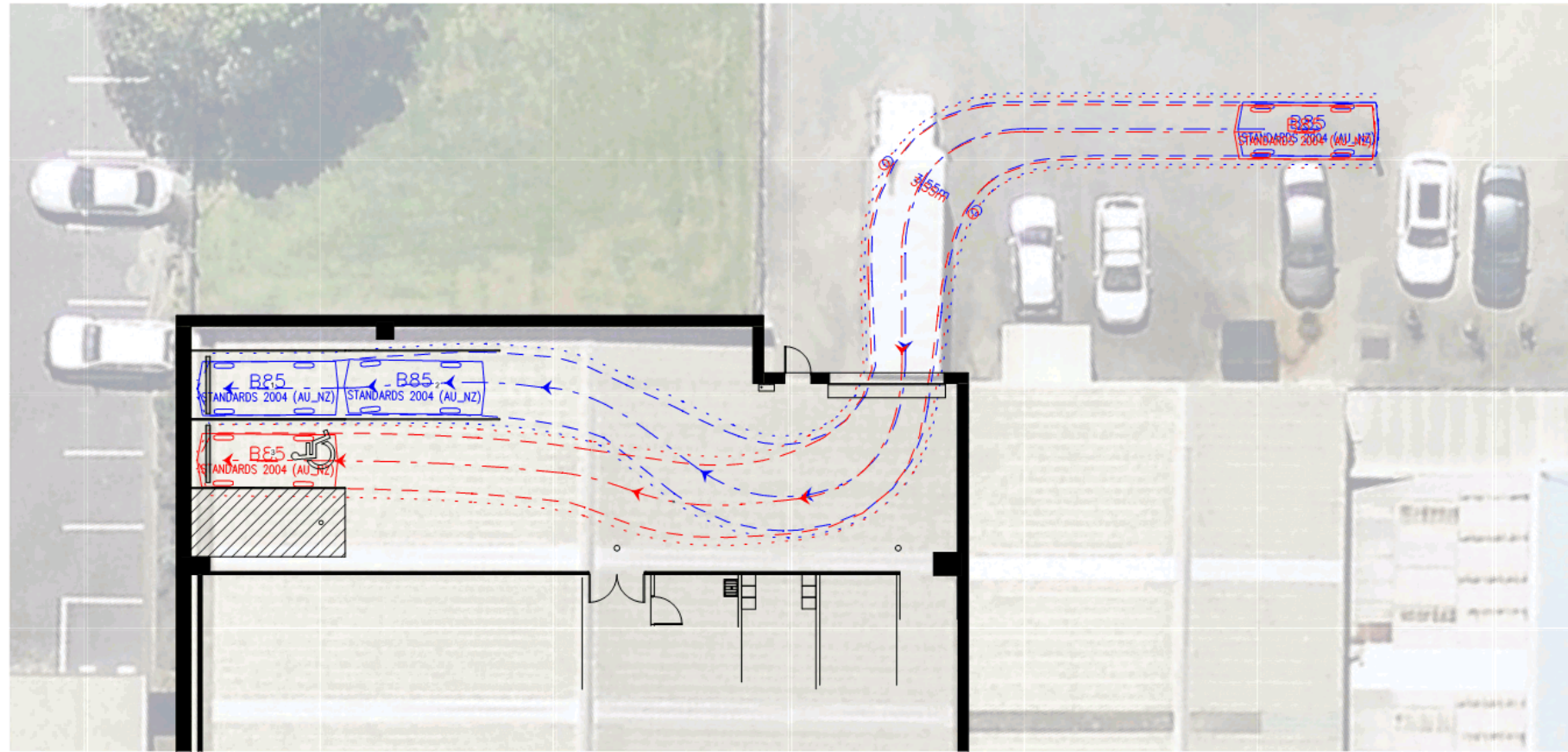
Based on the preceding assessment, the following is concluded:

- The changes to the parking at the rear of the site have been assessed to accommodate three B85 design vehicles;
- It is recommended that four bicycle parking spaces be provided to meet the requirements of Clause 52.34 of the Planning Scheme;
- The proposed provision of three car parking spaces results in a shortfall of 29 spaces from the requirements of the Parking Overlay and Planning Scheme;
- The parking assessment identified:
 - + The proposed use of the site is projected to generate an increased demand for 12 on-street parking spaces;
 - + The parking surveys identified a minimum availability for 90 spaces within the vicinity of the site, which is able to cater for the increased demand for 12 spaces generated by the proposed development;
 - + The existing on-street parking availability is expected to cater for the increased parking demands, without relying on the VicTrack car park or private car parks; and
 - + The subject site has convenient access to public transport, via Morwell Train Station, to offer an alternative to private vehicle use.
- Given the reduced on-site parking provision it is anticipated that the proposed redevelopment of the site will have no discernible impact on traffic conditions within the vicinity of the site.



Appendix A *Swept Path Assessment*





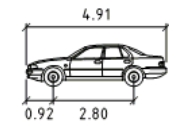
ENTRY MANOEUVRES

--- B85 CAR SWEEP PATH SHOWN DASHED
 300mm CLEARANCE ENVELOPE SHOWN DOTTED



EXIT MANOEUVRES

--- B85 CAR SWEEP PATH SHOWN DASHED
 300mm CLEARANCE ENVELOPE SHOWN DOTTED



B85 meters
 Width : 1.87
 Track : 1.77
 Lock to Lock Time : 6.0
 Steering Angle : 34.1



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 Phone (03) 9339 8250

Drawing Title
 FSV SAFETY HUB, MORWELL
 CAR PARK ACCESS
 SWEEP PATH ANALYSIS

Designed TCW	Approved JS	Melway Ref NA
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Project Number 170760	Drawing Number SPA100	Revision B
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Scale
 1:200 @ A3



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Date Plotted: 11-12-2017 12:59:29

Agenda Item: 14.6

Agenda Item: Use and development of land for Industry (private asbestos disposal)

Sponsor: General Manager, City Development

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

Status: For Decision

MOTION

Moved: Cr McFarlane

Seconded: Cr Law

That Council:

Issues a Notice of Decision to Grant a Permit for the Use and Development of Land for Industry (Refuse Disposal – Private Asbestos Disposal) and Alteration of Access to a Road Zone Category 1 in the Special Use Zone 1 and Environmental Significance Overlay 1 at 412 Commercial Road, Morwell (Lot 2 on Plan of Subdivision 449983A), with the following conditions:

Endorsed Plans Condition:

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

Amenity Conditions:

- 2. The use may operate only between the hours of 7.00am and 6.00pm Monday to Friday, and 7.00am and 5.00pm Saturday, unless with the written consent of the Responsible Authority.**
- 3. No waste materials other than those generated by the demolition works at Lot 2 on Plan of Subdivision 449983A are to be disposed of on the subject site.**
- 4. The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:**
 - a) transport of materials, goods or commodities to or from the land;**
 - b) appearance of any building, works or materials;**
 - c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;**
 - d) presence of vermin;**

or otherwise, to the satisfaction of the Responsible Authority.

5. All soil stockpiles and areas housing unburied waste materials must be maintained to avoid dust nuisance to any residential area to the satisfaction of the Responsible Authority. Measures to be implemented for the avoidance of dust amenity issues from the site must include:
 - a) The provision of watercarts on site to be used to control dust during dry and windy conditions;
 - b) Regular watering of unsealed internal haul roads; and
 - c) Vegetation of final cap areas as soon as practical as per the landscaping conditions included in this permit.

Landscaping Conditions:

6. Prior to the commencement of any works, further landscape plans must be submitted to and approved by the Responsible Authority. The plan must be generally consistent with the landscaping plans submitted with the planning permit application, but updated to show landscaping of a similar nature for 'Landfill B (Secondary Cell)' as what is shown for 'Landfill A (Primary Cell)'.
7. Within three (3) months of each landfill cell being filled and capped, the component of the landscaping works identified on the endorsed landscaping plan that applies to that landfill cell area must be carried out and completed to the satisfaction of the Responsible Authority.
8. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.

Standard Industrial Conditions:

9. Once building works have commenced they must be completed to the satisfaction of the Responsible Authority.
10. All buildings and works must be maintained in good order and appearance to the satisfaction of the Responsible Authority.

Engineering Conditions:

11. Before the commencement of any land use hereby permitted, an environmental management plan shall be submitted to and approved by the Responsible Authority. The plan must detail how issues such as erosion prevention, temporary drainage, dust generation and sediment control will be managed for the stockpiling of soil on the site. Details of a contact person/site manager must also be provided, so that this person can be easily contacted should any issues arise.
12. Control measures in accordance with the approved environmental management plan, shall be employed throughout the construction and

operation stages of the soil stockpile to the satisfaction of the Responsible Authority. The Responsible Authority must be kept informed in writing of any departures from the environmental management plan. If, in the opinion of the Responsible Authority, the departure from the approved plan is significant then an amended plan must be submitted to and approved by the Responsible Authority. The approved measures must be carried out continually and completed to the satisfaction of the Responsible Authority.

Environmental Health Conditions:

13. Prior to the commencement of works an EPA Works Approval is required for the proposal. All site activities must comply with the requirements of the relevant approved Works Approval to the satisfaction of the EPA.
14. The location of the landfill cells is to be GPS marked and recorded on both the EPA and Council waste databases.

Environmental Planning Condition:

15. Before works start, a fence must be erected around the tree to be retained on site. This tree is marked and identified in the documentation included in the Application for Planning Permit. This fence will protect the tree by demarcating the tree protection zone and must be erected at a radius of 12 x the diameter at a height of 1.3 metres to a maximum of 15 metres but no less than 2 metres from the base of the trunk of the tree. The fence must be constructed of star pickets/ chain mesh/ or similar to the satisfaction of the Latrobe City Council. The fence must remain in place until all works are completed to the satisfaction of the Latrobe City Council.
16. Except with the written consent of the Latrobe City Council, within the area of native vegetation to be retained and any tree protection zone associated with the permitted works, the following is prohibited:
 - a) vehicular or pedestrian access
 - b) trenching or soil excavation
 - c) storage or dumping of any soils, materials, equipment, vehicles, machinery or waste products
 - d) entry and exit pits for underground services
 - e) any other actions or activities that may result in adverse impacts to retained native vegetation.

EPA Conditions:

17. Effective noise levels from the use of the premises must comply with the requirements of the *State Environment Protection Policy (Control of*

Noise from Commerce, Industry and Trade) No. N-1.

- 18. All development and use of the premises involving the emission of dust and other air quality indicators must comply with the *State Environment Protection Policy (Air Quality Management)*.**
- 19. Nuisance dust and/or airborne particles must not be discharged beyond the boundaries of the premises.**
- 20. Odours offensive to the senses of human beings must not be discharged, emitted or released beyond the boundaries of the premises.**
- 21. Surface water discharged from the premises must not be contaminated with waste.**

Permit Expiry Condition:

- 22. This permit will expire if one of the following circumstances applies:**
 - a) The development is not started within two years of the date of this permit;**
 - b) The development is not completed and the use has not commenced within four years of the date of this permit;**

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires, or within six months of expiry of permit. An extension of time to complete the development or a stage of the development may be requested if -

the request for an extension of time is made within 12 months after the permit expires; and

the development or stage started lawfully before the permit expired.

For Crs White, McFarlane, Clancey and Law

Against: Crs O'Callaghan, Middlemiss, Harriman, Gibson and Howe

LOST

MOTION

Moved: Cr Harriman

Seconded: Cr Gibson

That Council grants an extension of time to Cr Middlemiss.

CARRIED UNANIMOUSLY

The meeting was suspended to allow for a motion to be developed, the time being 7:55 pm.

The meeting resumed at 8:04 pm.

Cr Kellie O'Callaghan left the meeting, the time being 08:04 PM

Cr Kellie O'Callaghan returned to the meeting, the time being 08:05 PM

MOTION

Moved: Cr Middlemiss

Seconded: Cr Harriman

That Council defers consideration of the use and development of land for industry (private asbestos disposal) to a future meeting of the Council to allow for other locations to be explored.

CARRIED UNANIMOUSLY

Executive Summary:

The applicant seeks a permit to use and develop land for industry (refuse disposal – private asbestos disposal) and to alter access to a Road Zone, Category 1. The asbestos waste to be disposed of on site will be restricted to the materials from the proposed demolition of the Morwell power station within the same allotment.

Following notification of the application one submission in the form of an objection was received which raised the following concerns:

- Impact on waterways;
- Exposure of people to asbestos historically;
- Consideration of alternative sites;
- Lack of community consultation; and
- Lack of sufficient detail provided in the submission of support from the Gippsland Waste and Resource Recovery Group.

The application has been called into the Council Meeting for a determination at the request of Councillors.

Having considered the submissions and assessed the proposal against the relevant provisions of the Latrobe Planning Scheme (the Scheme), it is considered that the proposal is generally in accordance with the relevant objectives and decision guidelines of the Scheme. It is therefore recommended that a Notice of Decision to Grant a Permit be issued.

Declaration of Interests:

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

Background:

Summary

Land: 412 Commercial Road, Morwell, known as Lot 2 on Plan of Subdivision 449983A

Proponent: Energy Brix Australia Corporation Pty Ltd C/- GHD Pty Ltd

Zoning: Special Use Zone, Schedule 1 (SUZ1), Industrial 1 Zone (IN1Z) and abuts a road in the Road Zone, Category 1 (RDZ1)

Overlay Environmental Significance Overlay, Schedule 1 (ESO1), Floodway Overlay (FO) and Land Subject to Inundation Overlay (LSIO)

A Planning Permit is required for:

- The use of land in the SUZ1 for a Section 2 use (industry - refuse disposal) in accordance with Clause 1.0 to the Special Use Zone;
- The construction of a building or construction or carrying out of works in the SUZ1 in accordance with Clause 37.01-4;
- The construction of a building or construction or carrying out of works in the ESO1 in accordance with Clause 42.01-2; and
- The alteration of access to a road in the Road Zone, Category 1, in accordance with Clause 52.29 of the Scheme.

Proposal

The application is for the use and development of land for industry (refuse disposal – private asbestos removal) and alteration of access to a Road Zone, Category 1, in the Special Use Zone 1 and Environmental Significance Overlay 1.

This application seeks to accommodate the disposal of asbestos from the Morwell Power Station which is proposed to be demolished. It should be noted that the proposed demolition of the Morwell Power Station is subject to a separate approval process through Heritage Victoria.

The design of the proposed refuse disposal facility sees the creation of five cells that are to collectively accept up to 15,000m³ of debris from the power station. The construction will be separated into 'Landfill A' and 'Landfill B'. The intent of 'Landfill A' is to contain the 10,000m³ of asbestos material that is estimated to be generated by the power station demolition. The four cells that make up 'Landfill A' will be combined to be approximately 100 metres long, 40 metres wide and 6 metres deep.

'Landfill B' is proposed to be constructed if more than the initially estimated 10,000m³ of asbestos material requires disposal. 'Landfill B' will have a capacity to accept 5,000m³ of waste materials if constructed. This fifth cell is proposed to be 71 metres long, 46 metres wide and 6 metres deep.

Once the cells are full, the waste materials are to be contained below ground level, with the soil cap protruding above ground level. The maximum capped height of the landfill will be 3.5 metres above natural ground level. These cap areas are to be landscaped upon completion of use of each cell so as to avoid erosion issues.

An earthen bund is proposed to be built around the perimeter of the landfill. This perimeter bund will prevent stormwater runoff from surrounding land entering the landfill. The final cap will be tied into this bund. Small earthen bunds would also be built to separate the cells to assist in the segregation of uncontaminated stormwater and leachate during the landfilling of a cell. A leachate collection system would be provided on the base of the landfill.

The outside perimeter of the bunds will be secured by temporary fencing whilst the cells are receiving waste materials. Once the operations are completed these security fences will be removed and replaced with more visually appropriate rural post and wire fencing.

The facility is proposed to operate between the hours of 7.00 am and 6.00 pm Monday to Friday, and 7.00 am and 5.00 pm on Saturdays.

Vehicle movements to and from the site will be via the existing access point to Commercial Road and are estimated to comprise of up to 10 semi-trailers arriving and leaving per month for the 3 month construction phase; up to one semi-trailer arriving and leaving two days per month for the 18 month operational phase; and no truck movements to and from the site upon the completion of the project.

A copy of the development plans are located at Attachment 1 of this report.

Subject Land:

The subject site comprises of Lot 2 on Plan of Subdivision 449983A, more commonly known as 412 Commercial Road, Morwell. The land is irregular in shape, with a total site area of 91.07 hectares. The site is located approximately 1 km south of the town centre of Morwell.

Access to the site is provided via an informal internal access road that connects to Commercial Road in the north-western portion of the site. This internal access road extends along a portion of the western site boundary leading to a car parking area and gated entrance to the Morwell Power Station. Native vegetation is scattered along the site boundary.

The land is relatively flat and currently contains a recently decommissioned power station, briquette factories and associated buildings and infrastructure. The balance of the site is largely undeveloped with the exception of a settlement pond collecting stormwater runoff. This settlement pond is located centrally within the site and discharges to Bennetts Creek.

A number of easements are located on site. The proposed works would not be located near the easements.

Surrounding Land Use:

To the north of the subject site beyond the Princess Freeway (RDZ1) is the interface of the industrial area with the established residential area of Morwell which is located in the General Residential Zone (GRZ). This interface is approximately 650 metres from the proposed landfill sites. Bennetts Creek which is located in the FO and the LSIO extends along the eastern site boundary. Industrial warehouses in the IN1Z are located further east across Monash Way (RDZ1). Two power stations, the gas fired Jeeralang A and B stations, the unoccupied Hazelwood Power Station and Hazelwood Cooling Pond are all located to the south in the SUZ1

An aerial image showing the context of the site is located at Attachment 2 of this report.

Reasons for Proposed Resolution:

The proposal is considered to be:

- Consistent with the strategic direction of the State and Local Planning Policy Frameworks;
- Consistent with the 'Purpose' and 'Decision Guidelines' of the Special Use Zone Schedule 1;
- Consistent with the 'Purpose' and 'Decision Guidelines' of the Environmental Significance Overlay Schedule 1;
- Consistent with the 'Purpose' and 'Decision Guidelines' of Clause 52.29 Land Adjacent to a Road Zone, Category 1;
- Consistent with Clause 65 (Decision Guidelines); and
- The objection received has been considered against the provisions of the Latrobe Planning Scheme and the relevant planning concerns have been considered, while noting that some concerns raised in the objections do not form planning grounds on which the application should be refused.

Issues:

Strategy Implications

The proposed use and development of the land is considered to align with Council's strategy to implement a town planning regime which facilitates appropriate urban growth, industry diversification, liveability and connectivity of Latrobe City. The use and development of the site for the disposal of asbestos will reduce the risk to the surrounding community from potential asbestos contamination by retaining and disposing of hazardous materials on site.

Communication

Notification:

The application was advertised pursuant to Sections 52(1)(a) and (d) of the Planning and Environment Act 1987 (the Act), with notices were sent to all adjoining and adjacent landowners and occupiers, one notice displayed on site for a minimum of 14

days, and publication of a notice in the Public Notices section of two issues of the Latrobe Valley Express.

At the completion of the advertising period, two submissions were received – one submission of support and one objection.

A copy of the submissions can be viewed at Attachment 3 of this report.

External:

Referrals were provided under Section 55 of the Act to:

- Department of Economic Development, Jobs, Transport and Resources who consented to the granting of a planning permit, with no conditions required.
- Environment Protection Authority who consented to the granting of a planning permit, subject to the inclusion of conditions.
- VicRoads who consented to the granting of a planning permit, with no conditions required.

Notice of the application was given under Section 52 of the Act to:

- Heritage Victoria who consented to the granting of a planning permit, with no conditions required.
- Worksafe Victoria who consented to the granting of a planning permit, with no conditions required.

Internal:

The application was referred to Council's Infrastructure, Environment, Strategic Planning and Health Services teams for consideration. There was no objection to the proposal subject to planning permit conditions from Infrastructure, Environment and Health Services.

Financial Implications

Additional resources or financial cost will only be incurred should the planning permit application require determination at the Victorian Civil and Administrative Tribunal (VCAT). The anticipated time required for a Council Officer to prepare a VCAT submission and collate all relevant documentation is 10 business days with an additional three days required to attend and present at the appeal, resulting in a total of 13 business days. This equates to an estimated financial cost in the order of \$5,200. This cost would be greater if a consultant and any expert witnesses were required to attend on Council's behalf and would likely be in excess of \$21,000.

Risk Analysis

There is a possible likelihood of risk to Council's reputation if the application is not approved due to one objection received from the community. In the event that approval is granted for the demolition of the power station buildings, the disposal of asbestos on site would provide the safest option for the disposal of the asbestos. To manage and limit any potential risk to Council, the recommendation has been

considered against the relevant sections of the Latrobe Planning Scheme and advice from relevant referral authorities.

Legal and Compliance

Latrobe Planning Scheme

State Planning Policy Framework

- Clause 11.10 Gippsland
- Clause 11.10-1 A Diversified Economy
- Clause 13.03-1 Use of Contaminated and Potentially Contaminated Land
- Clause 13.04-1 Noise Abatement
- Clause 13.04-2 Air Quality
- Clause 14.02-2 Water Quality
- Clause 14.03 Resource Exploration and Extraction
- Clause 17.02-2 Design of Industrial Development

Local Planning Policy Framework

Municipal Strategic Statement (Clause 21)

- Clause 21.04-5 Mine Fire
- Clause 21.05-2 Water
- Clause 21.05-4 Coal Resources
- Clause 21.07-3 Industry

Zoning

Special Use Zone, Schedule 1 (Clause 37.01)

The proposal is considered to be consistent with the purpose and decision guidelines of the SUZ1. This will be further discussed in this report.

Industrial 1 Zone (Clause 33.01)

The need for a planning permit is not triggered under Clause 33.01 as the proposed development is not within the land area zoned Industrial 1. Assessment of the application against this land zoning is therefore not required.

Overlay

Environmental Significance Overlay, Schedule 1 (Clause 42.01)

The proposal is considered to be consistent with the decision guidelines at Schedule 1 to the Environmental Significance Overlay. This will be further discussed in this report.

Floodway Overlay (Clause 44.03) and Land Subject to Inundation Overlay (Clause 44.04)

As the proposed development site is located outside the area of the site affected by these overlays, the need for a planning permit is not triggered under this clause and assessment under these provisions of the Scheme is not required.

Particular Provisions

Clause 52.10 Uses with Adverse Amenity Potential:

The table to Clause 52.10 specifies that the proposed facility requires a threshold distance of 100 metres from land in a residential zone, land used for a hospital or an education centre or land in a public acquisition overlay to be acquired for a hospital or an education centre. These threshold distances are exceeded with the development site being over 800 metres from a residential zone thereby ensuring that the use will not cause offence or unacceptable risk to the neighbourhood.

Clause 52.29 Land Adjacent to a Road Zone, Category 1:

The proposal is considered to be generally consistent with the provisions of this particular provision as VicRoads is satisfied that the likely increase in vehicle movements to and from the site will not impact on the operation of the road or public safety.

Decision Guidelines (Clause 65):

Clause 65.01 sets out the decision guidelines to consider before deciding on an application or approval of a plan. The proposal is considered to be generally consistent with these decision guidelines, as will be discussed later in this report.

Incorporated Documents (Clause 81):

No Incorporated Documents are considered to be relevant to this proposal.

Strategic direction of the State and Local Planning Policy Frameworks:

The proposal is considered to be generally consistent with the provisions of the relevant clauses under the SPPF and LPPF. The establishment of an on-site refuse disposal facility capable of handling asbestos materials generated from the site will assist in strengthening the economic resilience of the area as it would provide for the repurposing of the site through the safe demolition of the Morwell power station.

The applicant has demonstrated that the potential offsite amenity impacts from the facility such as air, soil and water contamination are able to be contained. This has been confirmed through referral responses from the relevant authorities including the EPA and internal departments subject to the inclusion of planning permit conditions. It is considered that the facility would be appropriately sited to minimise any off-site amenity impacts to the surrounding environment and the nearby Morwell urban area.

The site is located in the Gippsland Coalfields Policy Area. The establishment of the proposed facility will enable the continued productive use of the land while not unreasonably limiting the ability of the site to be accessed for brown coal resources in the future.

'Purpose' and 'Decision Guidelines' of the Special Use Zone 1:

The purpose of the Special Use Zone 1 is to provide for brown coal mining, electricity generation and non-urban uses that protect brown coal resources. The Decision Guidelines focus on the protection of the brown coal resource, and discouraging uses and developments that are at odds with the exploration of the resource and its processing.

The proposal is considered to be generally consistent with the purpose and decision guidelines of the zone as the proposed use and development would not impact on the ability for future mining of the broader area to occur. The application was referred to DEDJTR who had no objection to the proposal. As such the proposal should not have an effect on the brown coal resources in the area and is an acceptable use and development of the site.

'Purpose' and 'Decision Guidelines' of the Environmental Significance Overlay, Schedule 1:

The overlay provides an 'urban buffer' between urban settlements and coal mining and coal fired power stations. The proposal satisfies the environmental objectives of the overlay as it would allow for the continued economic productive use of the land while not impacting on the coal resource, and will involve a use and development that is compatible with the buffer area.

Clause 65 (Decision Guidelines):

The proposal is considered to be generally consistent with the Decision Guidelines at Clause 65.01. The proposal is considered to accord with the relevant provisions of the Scheme, Section 60 of the Act, and the orderly planning of the area.

Community Implications

The application received one submission in the form of an objection. The issues raised were:

1. Impact on waterways.

Groundwater and nearby waterways will not be contaminated by the proposed landfill. The proposed landfill cells are located approximately 600 metres away from any direct waterways and also significantly above any underlying groundwater catchment levels. The landfill cell will meet all relevant EPA requirements, including depths to groundwater. The design criteria for landfills are set by the EPA who has stringent requirements so as to ensure water quality is not impacted.

2. Exposure of people to asbestos at the site historically.

Whilst the previous activities conducted at the site are not a consideration in the assessment of the application, the applicant has advised that the input and feedback

of the Asbestos Council of Victoria (GARDS) has been actively sought throughout the planning application process. GARDS has provided a submission to Council in support of the proposal stating that the proposal is the lowest risk option in removing and disposing of the asbestos from the power station.

3. Lack of consideration of alternative sites.

Alternative options were considered by the planning permit applicant, and details of these investigations were submitted with the planning permit application. The report details that consultation with ENGIE and the EPA occurred to potentially create a single asbestos landfill that would service both site needs. This option was not pursued as:

- EPA regulations do not allow one company to take another companies waste without registering themselves as a waste disposal agent;
- The requirements to achieve this level of licensing are long, expensive and arduous; and
- Both companies did not wish to become licensed waste operators as with it brings potential liabilities.

Hence both companies resolved to dispose of their asbestos waste on their own site.

Furthermore, a further alternative to dispose of the asbestos material off site has been deemed high risk by the applicant and therefore an option not pursued. The option for on-site disposal seeks to minimise the risk associated with handling and disposing of the asbestos material.

4. Inadequate community consultation.

Notification of the proposal was required to be given pursuant to Section 52 of the Act by notifying adjoining owners and occupiers by mail, erecting a sign on the site for 14 days, and publishing a notice in the public notices section of the Latrobe Valley Express for two issues. It is noted that the landowner also conducted its own independent community information session on 29 November 2017. Furthermore, EBAC has a dedicated website which aims to update the community on the status of the project.

5. Lack of sufficient detail provided in the submission of support from the Gippsland Waste and Resource Recovery Group.

The information provided within the submission of support from the Gippsland Waste and Resource Recovery Group has been noted. It provides additional information to be considered as part of the overall application submitted.

Environmental Implications

Negative impacts on the environment are considered unlikely, particularly with the Works Approval requirements of the EPA. The authority has the ability to monitor the site and ensure ongoing compliance.

Options

Council has the following options in regard to this application:

1. Issue a Notice of Decision to Grant a Permit.
2. Issue a Notice of Decision to Refuse to Grant a Permit.

Council's decision must be based on planning grounds, having regard to the provisions of the Latrobe Planning Scheme.

Supporting Documents:

Nil

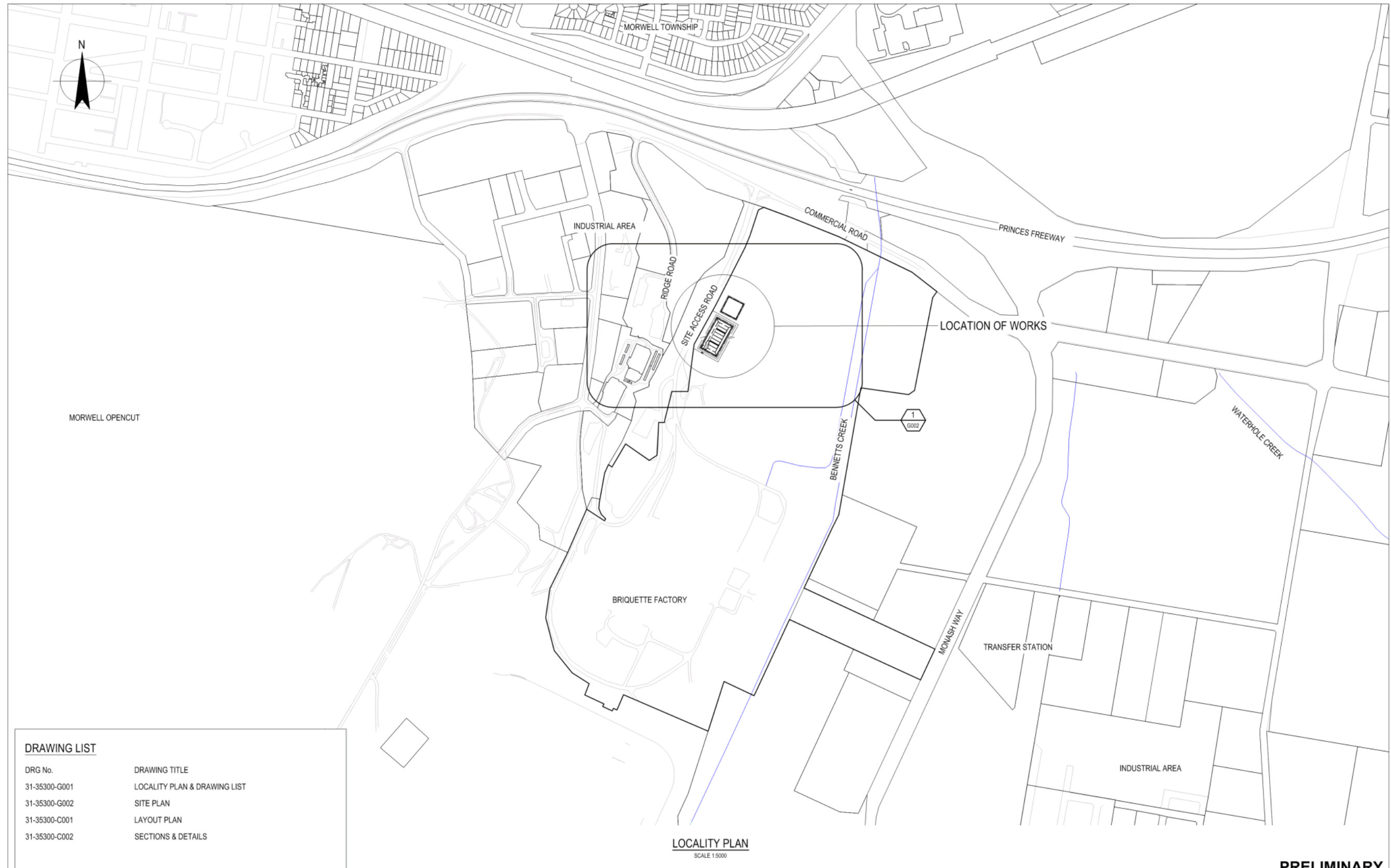
Attachments

- 1 [↓](#). Attachment 1 Development Plans
- 2 [↓](#). Attachment 2 Site Context
3. Attachment 3 Submissions (Published Separately) (Confidential)

14.6

Use and development of land for Industry (private asbestos disposal)

1	Attachment 1 Development Plans	161
2	Attachment 2 Site Context	177



PRELIMINARY

DRAWING LIST	
DRG No.	DRAWING TITLE
31-35300-G001	LOCALITY PLAN & DRAWING LIST
31-35300-G002	SITE PLAN
31-35300-C001	LAYOUT PLAN
31-35300-C002	SECTIONS & DETAILS

No	Revision	Note: * indicates signatures on original issue of drawing or last revision of drawing	Drawn	Job Manager	Project Director	Date
D	REVISED DRAWING		JR			30/01/18
C	UPDATED LANDFILL LEADERS		JR			16/01/17
B	AMENDED LOCALITY PLAN & ADDITIONAL CELL		JR			17/11/17
A	PRELIMINARY DRAWING ISSUED FOR REVIEW		JR			02/11/17



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Drafting Check		Design Check	
Approved (Project Director)		Date	
Scale	1:5000	This Drawing must not be used for Construction unless signed as Approved	

Client	ENERGY BRIX AUSTRALIA CORPORATION		
Project	PROPOSED ASBESTOS LANDFILL		
Title	LOCALITY PLAN & DRAWING LIST		
Original Size	A1	Drawing No:	31-35300-G001
Rev:	D		

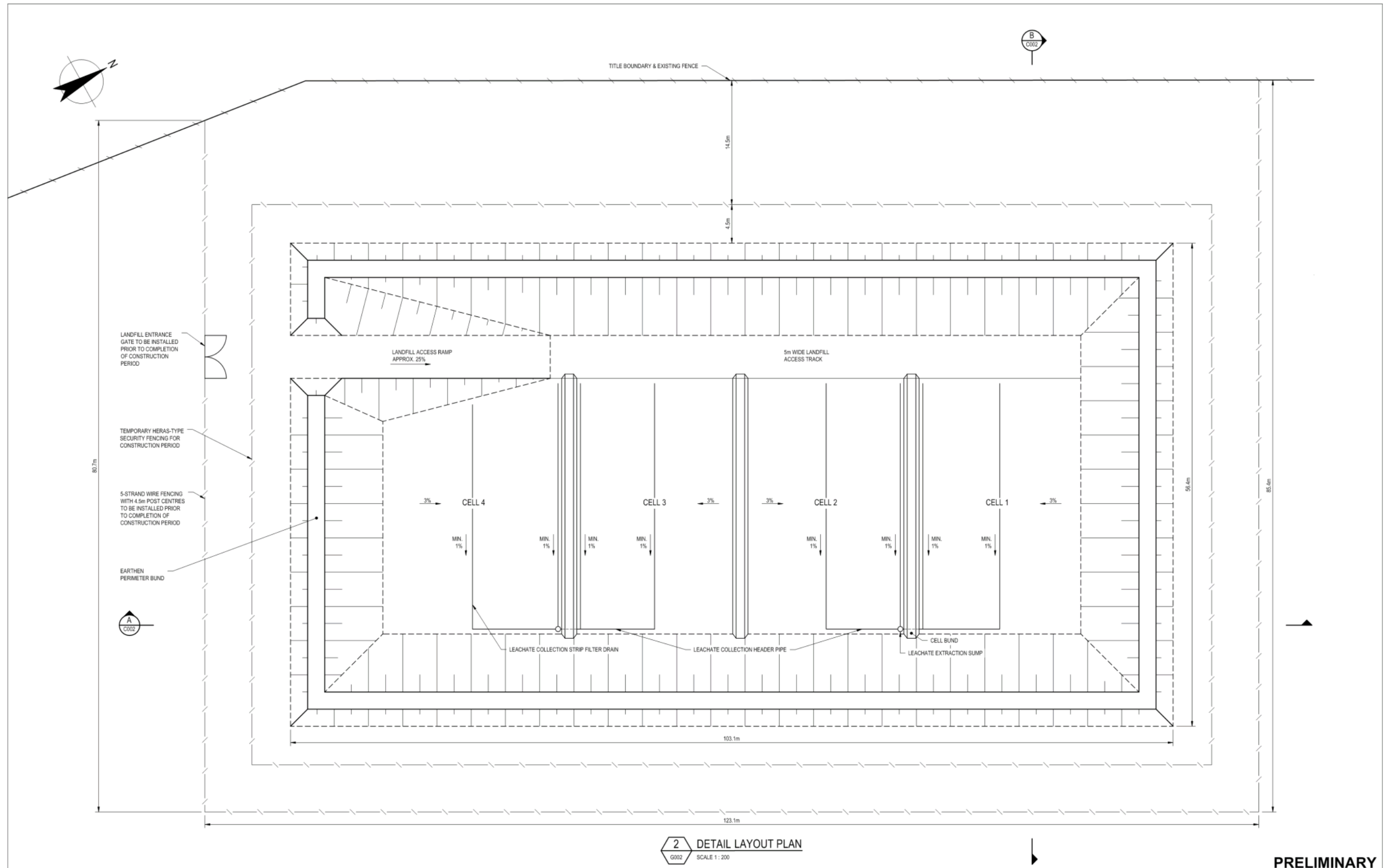


1
G001
DETAIL SITE PLAN
SCALE 1: 1000

PRELIMINARY

A PRELIMINARY DRAWING ISSUED FOR REVIEW		JR	31/01/18		<p>ENERGY BRIX AUSTRALIA CORPORATION PTY. LTD. MCM 074 758 000</p>	<p>5 Church St Traralgon VIC 3844 Australia PO Box 1040 Traralgon VIC 3844 T 61 3 5136 5800 F 61 3 5136 5888 E traralgonmail@ghd.com W www.ghd.com</p>	<p>DO NOT SCALE</p> <p>Conditions of Use: This document may only be used by GHD's client (and any other person who GHD has agreed can use this document) for the purpose for which it was prepared and must not be used by any other person or for any other purpose.</p>	Drawn J.ROBERTS Drafting Check Approved (Project Director) Date	Designer M. KOLLER Design Check	Client ENERGY BRIX AUSTRALIA CORPORATION Project PROPOSED ASBESTOS LANDFILL Title SITE PLAN	Original Size A1 Drawing No: 31-35300-G002 Rev: A
No	Revision	Note: * indicates signatures on original issue of drawing or last revision of drawing	Drawn					Job Manager	Project Director	Date	Scale 1:1000

Plot Date: 31 January 2018 - 12:45 PM Plotted by: John Roberts Cad File No: G:\3135300\CADD\Drawings\31-35300-G001_C001.dwg



2 DETAIL LAYOUT PLAN
G002 SCALE 1 : 200

PRELIMINARY

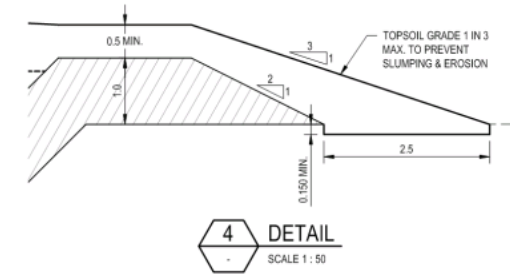
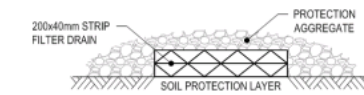
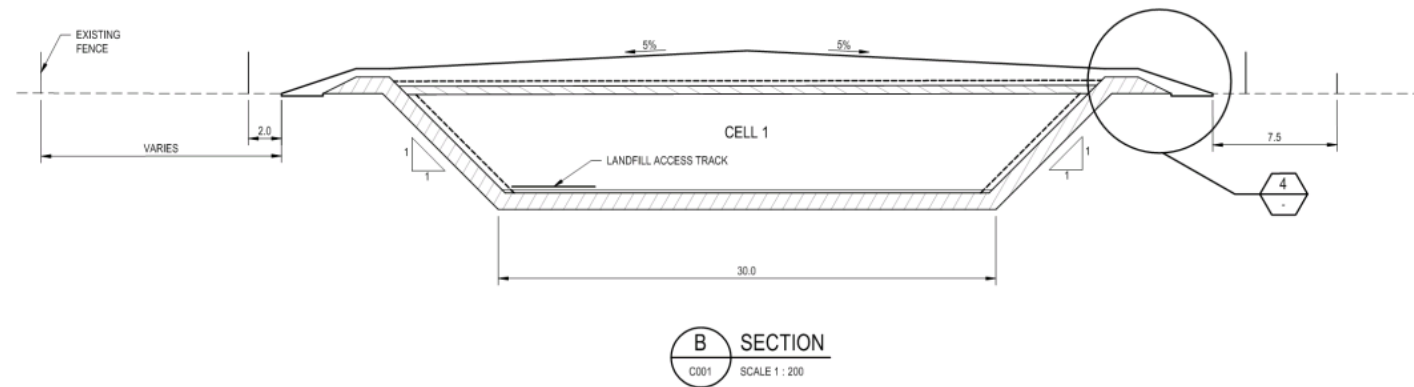
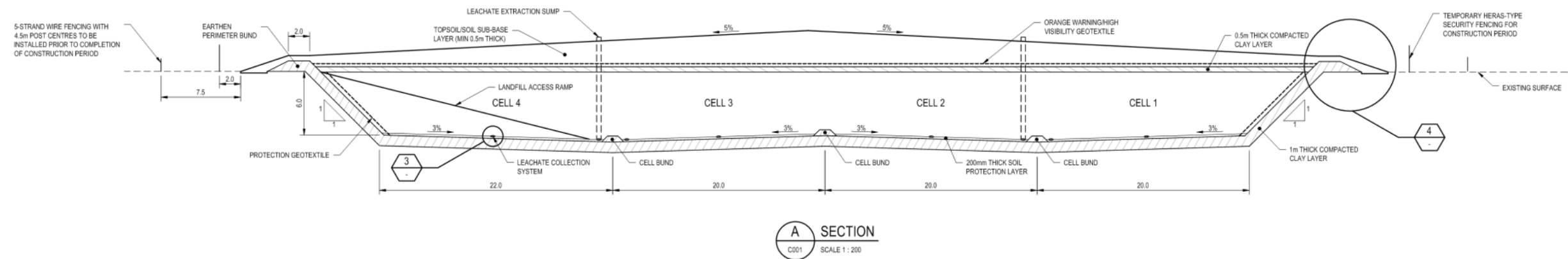
No	Revision	Note: * indicates signatures on original issue of drawing or last revision of drawing	Drawn	Job Manager	Project Director	Date
C	ADDITION OF OVERALL DIMENSIONS		JR			30/01/18
B	UPDATED PROPOSED FENCING PLAN		JR			27/11/17
A	PRELIMINARY DRAWING ISSUED FOR REVIEW		JR			02/11/17



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Drafting Check		Design Check	
Approved (Project Director)		Date	
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Client Project	ENERGY BRIX AUSTRALIA CORPORATION PROPOSED ASBESTOS LANDFILL
Title	LAYOUT PLAN
Original Size	A1
Drawing No:	31-35300-C001
Rev:	C

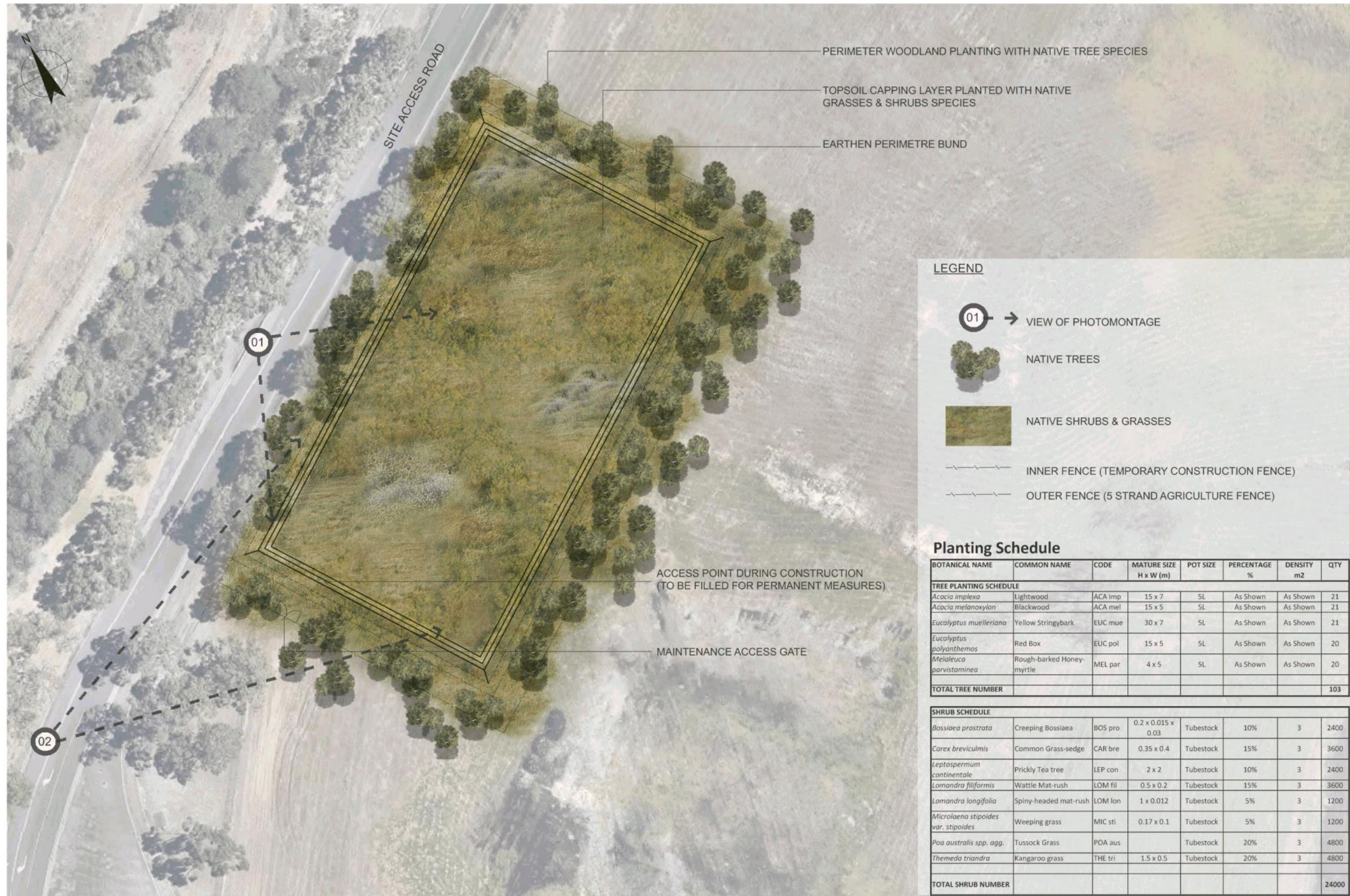


PRELIMINARY

C UPDATED DESIGN & ADDITIONAL DETAIL		JR	31/01/18				<p>DO NOT SCALE</p> <p>Conditions of Use: This document may only be used by GHD's client (and any other person who GHD has agreed can use this document) for the purpose for which it was prepared and must not be used by any other person or for any other purpose.</p>	Drawn J.ROBERTS Drafting Check Approved (Project Director) Date	Designer M. KOLLER Design Check	Client ENERGY BRIX AUSTRALIA CORPORATION Project PROPOSED ASBESTOS LANDFILL Title SECTIONS & DETAILS	
B UPDATED PROPOSED FENCING PLAN		JR	27/11/17					Scale AS SHOWN	This Drawing must not be used for construction unless signed as Approved	Original Size A1 Drawing No: 31-35300-C002	Rev: C
A PRELIMINARY DRAWING ISSUED FOR REVIEW		JR	02/11/17								

Plot Date: 31 January 2018 - 12:50 PM Plotted by: John Roberts

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PROPOSED ASBESTOS LANDFILL - PLAN AND PLANTING SCHEDULE

date: NOV 2017

job no: 31-35300

drawing: SK001





KEY PLAN



VIEW 01 - EXISTING



VIEW 01 - PROPOSED

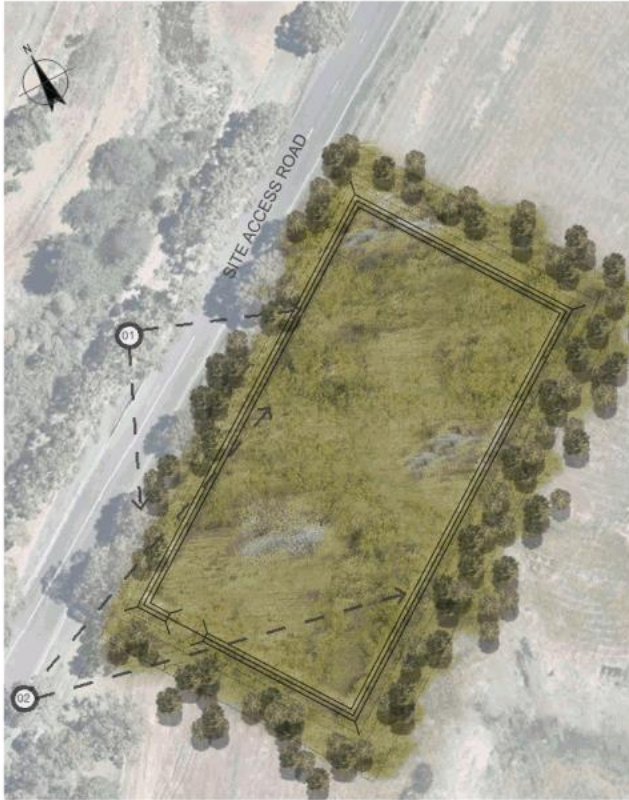


PROPOSED ASBESTOS LANDFILL - PHOTOMONTAGE 01

date: NOV 2017
job no: 31-35300
drawing: SK002



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KEY PLAN



VIEW 02 - EXISTING



VIEW 02 - PROPOSED

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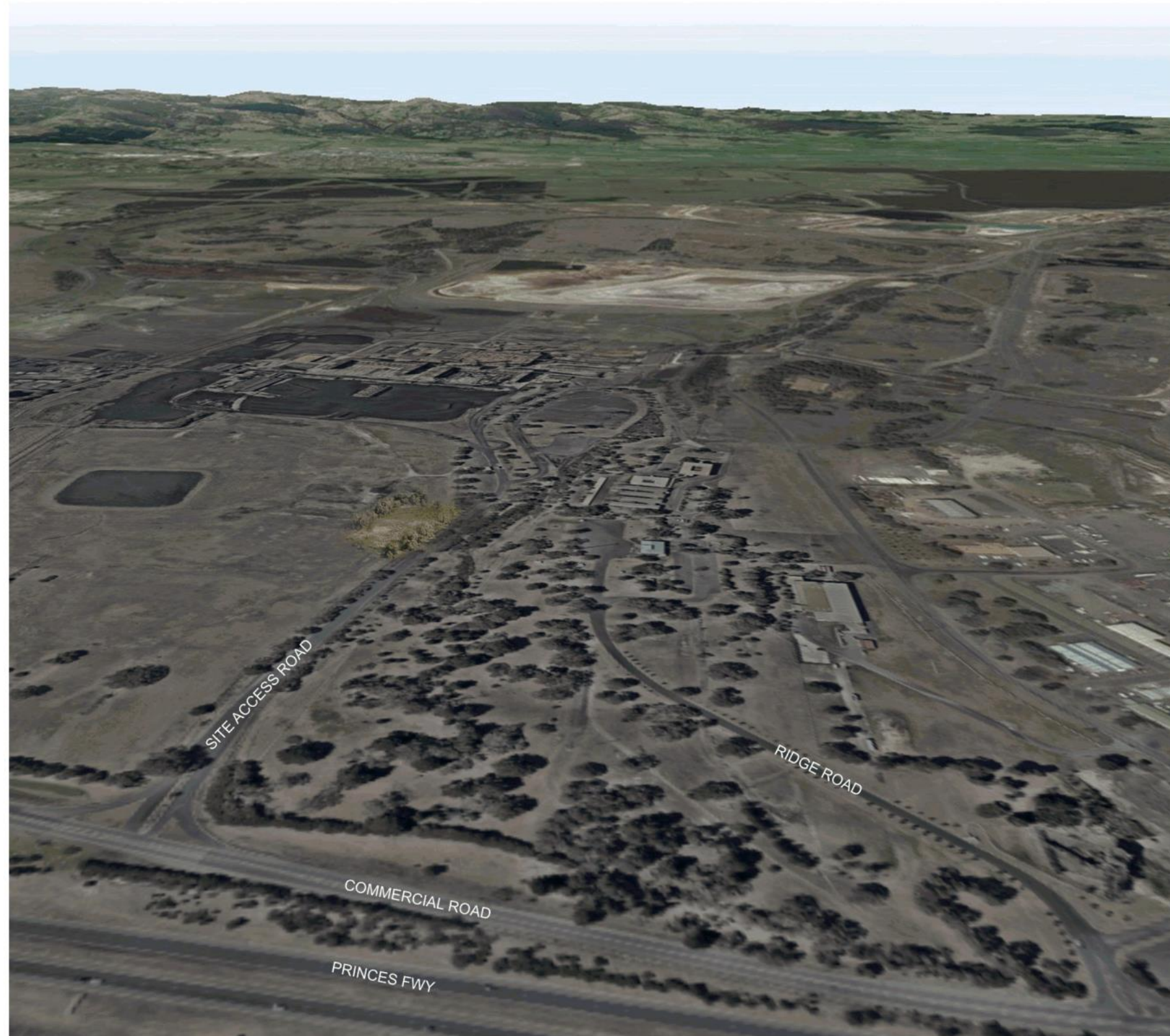
PROPOSED ASBESTOS LANDFILL - PHOTOMONTAGE 02

date: NOV 2017
job no: 31-35300
drawing: SK003





KEY PLAN



VIEW 03 - AERIAL PHOTOMONTAGE LOOKING SOUTH

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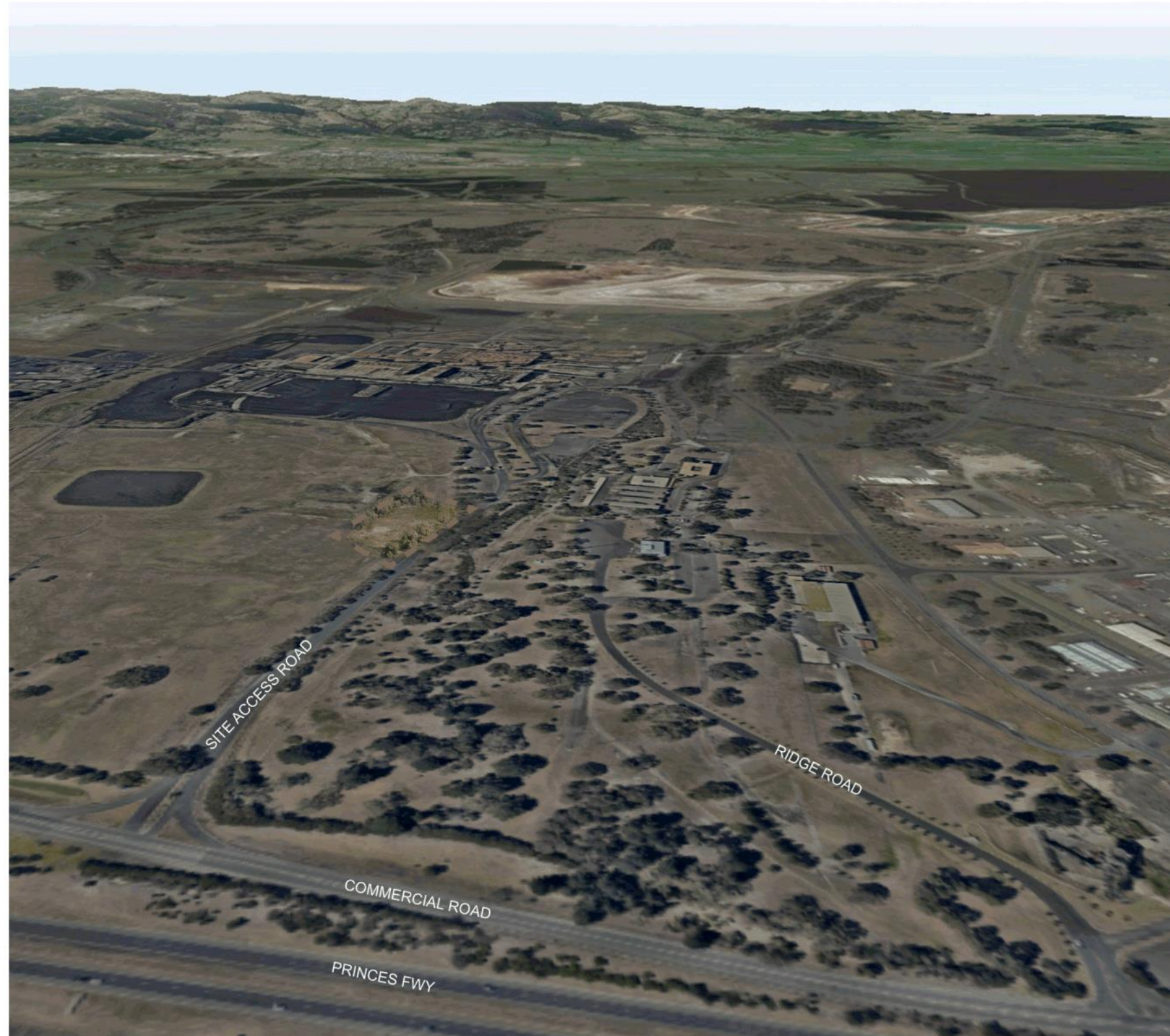
PROPOSED ASBESTOS LANDFILL - AERIAL IMAGE OPTION 01

date: NOV 2017
job no: 31-35300
drawing: SK004





KEY PLAN



VIEW 03 - AERIAL PHOTOMONTAGE LOOKING SOUTH

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PROPOSED ASBESTOS LANDFILL - AERIAL IMAGE OPTION 01

date: NOV 2017
job no: 31-35300
drawing: SK004A





KEY PLAN



VIEW 04 - AERIAL ZOOM IN DETAIL VIEW

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PROPOSED ASBESTOS LANDFILL - AERIAL IMAGE OPTION 03

date: NOV 2017
job no: 31-35300
drawing: SK005





LANDSCAPE LOCALITY PLAN
SCALE 1:1000

Drawing List

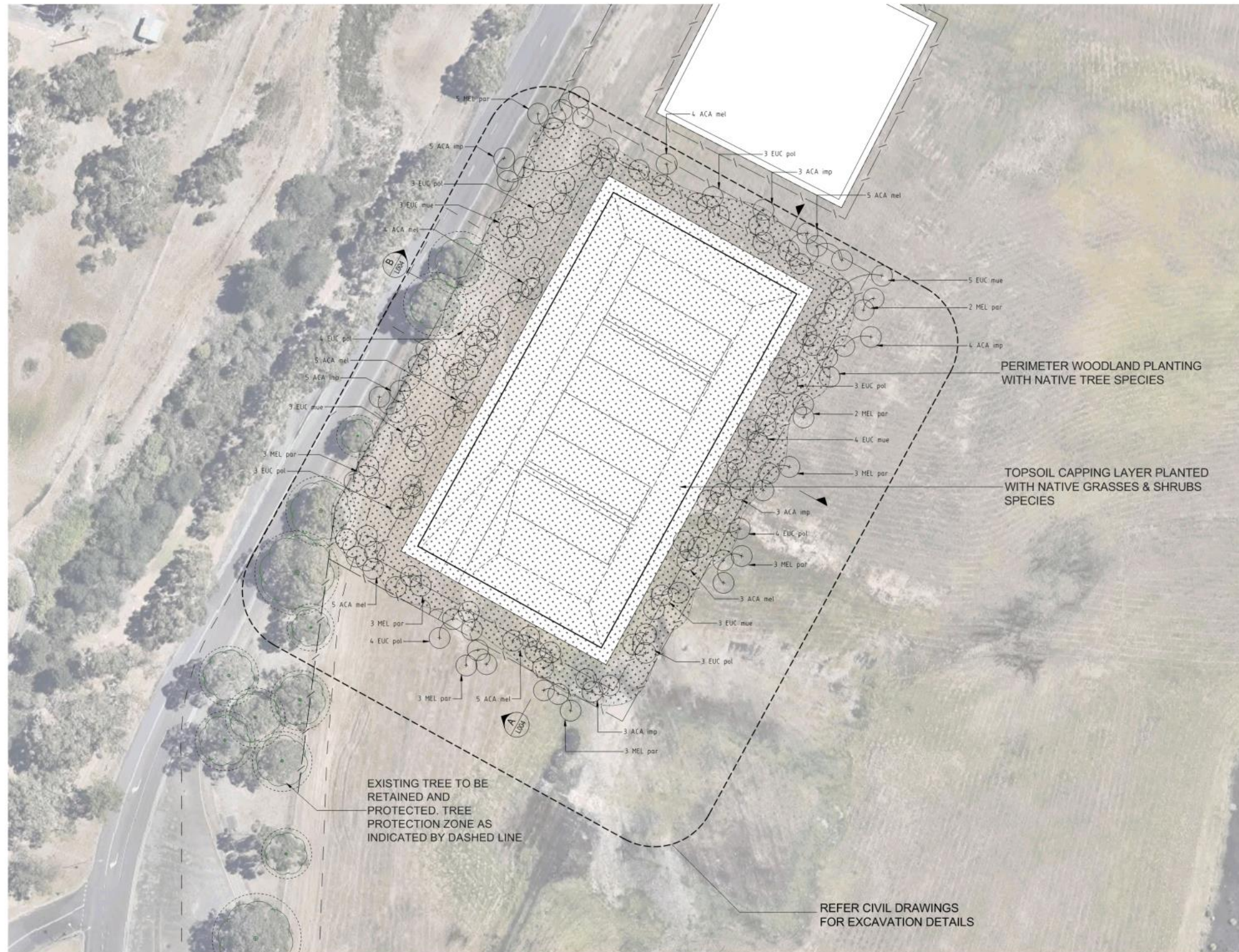
Drawing number	Drawing Title
31-35300-L001	COVER SHEET, LOCALITY PLAN AND DRAWING LIST
31-35300-L002	PLANTING SCHEDULE
31-35300-L003	LANDSCAPE PLAN
31-35300-L004	LANDSCAPE SECTIONS
31-35300-L005	LANDSCAPE DETAILS

PRELIMINARY







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GENERAL ARRANGEMENT LEGEND

-  SHRUB/ GROUNDCOVER PLANTING
-  EXISTING TREE TO BE RETAINED AND PROTECTED. TREE PROTECTION ZONE AS INDICATED BY DASHED LINE
-  PROPOSED TREE
-  FENCE (TEMPORARY CONSTRUCTION FENCE)
-  PERMANENT 5-STRAND FENCE
-  EXISTING FENCE

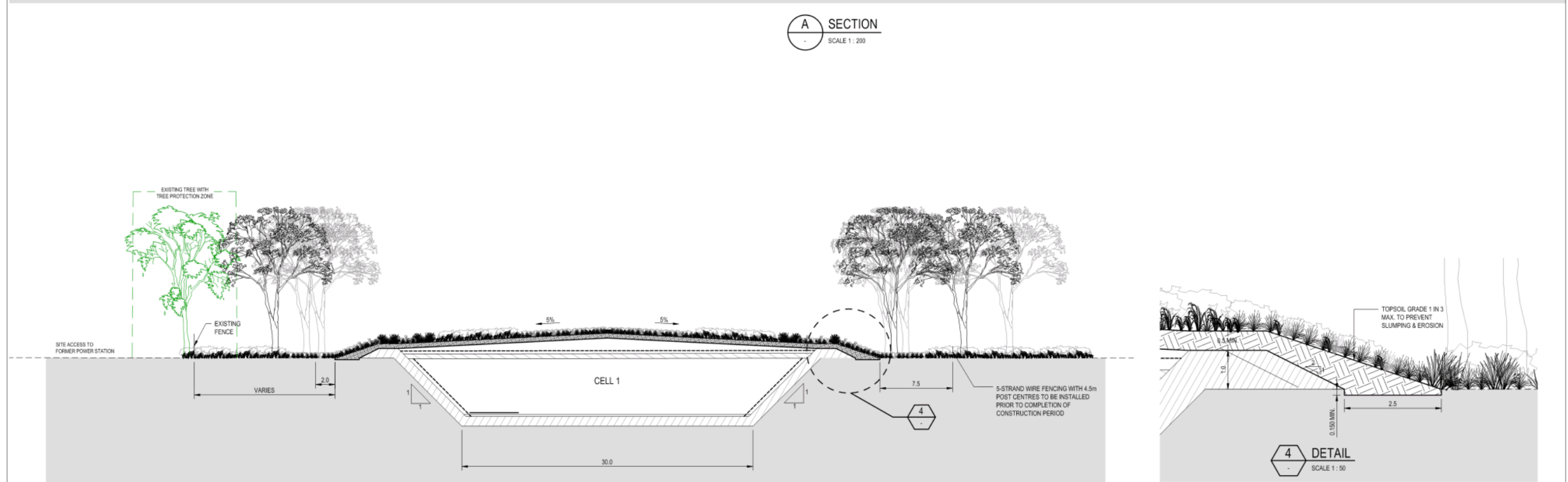
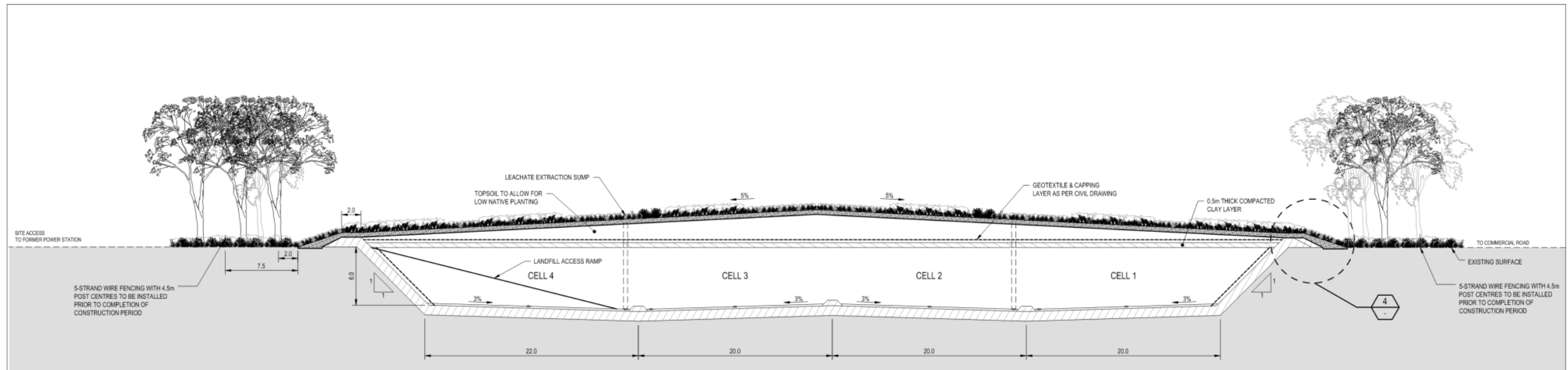
1 DETAIL LANDSCAPE PLAN
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PRELIMINARY

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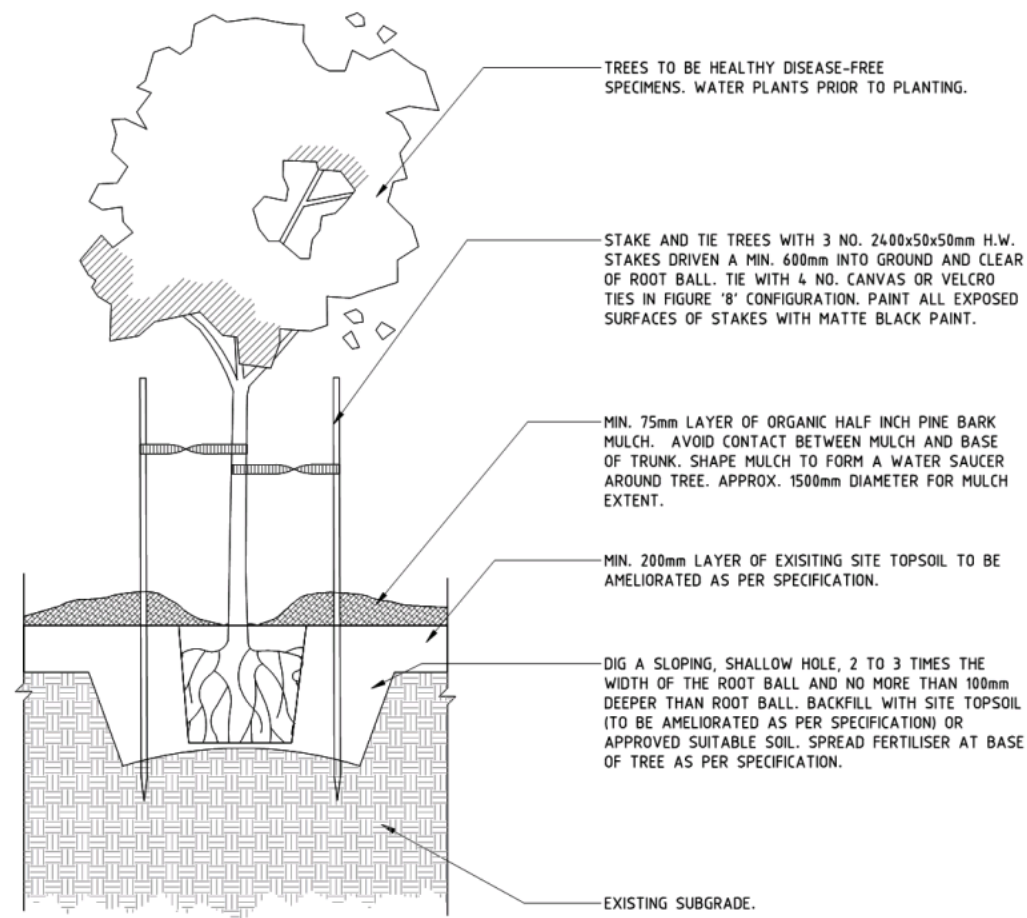
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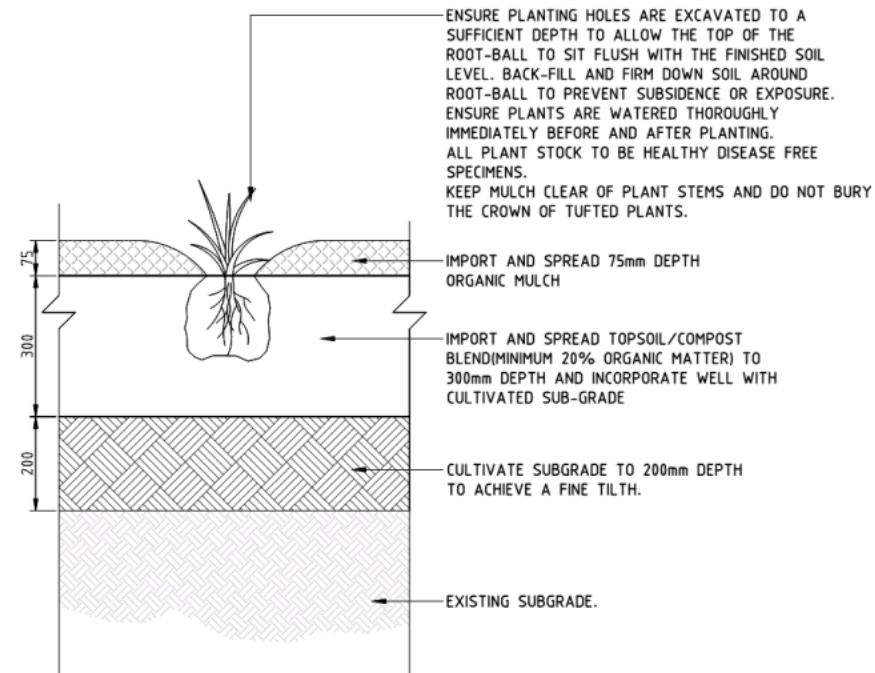
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TYPICAL TREE PLANTING DETAIL WITH STAKES

DETAIL 1
1:20



TYPICAL PLANTING IN ORGANIC MULCH

DETAIL 2
1:10

PRELIMINARY

<p>0 0.1 0.2 0.3 0.4 0.5m</p> <p>SCALE 1:10 AT ORIGINAL SIZE</p> <p>0 0.2 0.4 0.6 0.8 1.0m</p> <p>SCALE 1:20 AT ORIGINAL SIZE</p>		<p>ENERGY BRIX AUSTRALIA CORPORATION PTY LTD 425-574 784 834</p>	<p>Level 8, 180 Lonsdale Street, Melbourne VIC 3000 Australia T 61 3 8687 8000 F 61 3 8687 8111 E melmsk@ghd.com.au W www.ghd.com</p>	<p>DO NOT SCALE</p> <p>Conditions of Use: This document may only be used by GHD's client (and any other person who GHD has agreed can use this document) for the purpose for which it was prepared and must not be used by any other person or for any other purpose.</p>	<table border="1"> <tr> <td>Drawn H.BAEK</td> <td>Designer M.COYLE</td> </tr> <tr> <td>Drafting Check</td> <td>Design Check</td> </tr> <tr> <td>Approved (Project Director)</td> <td>Date</td> </tr> <tr> <td>Scale AS SHOWN</td> <td>This Drawing must not be used for Construction unless signed as Approved</td> </tr> </table>	Drawn H.BAEK	Designer M.COYLE	Drafting Check	Design Check	Approved (Project Director)	Date	Scale AS SHOWN	This Drawing must not be used for Construction unless signed as Approved	<table border="1"> <tr> <td>Client</td> <td>ENERGY BRIX AUSTRALIA CORPORATION</td> </tr> <tr> <td>Project</td> <td>PROPOSED ASBESTOS LANDFILL</td> </tr> <tr> <td>Title</td> <td>LANDSCAPE DETAILS</td> </tr> <tr> <td>Original Size</td> <td>A1</td> </tr> <tr> <td>Drawing No:</td> <td>31-35300-L005</td> </tr> <tr> <td>Rev:</td> <td>A</td> </tr> </table>	Client	ENERGY BRIX AUSTRALIA CORPORATION	Project	PROPOSED ASBESTOS LANDFILL	Title	LANDSCAPE DETAILS	Original Size	A1	Drawing No:	31-35300-L005	Rev:	A
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Note
 The information shown on this map is derived from a variety of sources including, but not limited to, Vicmap Data, other State and Local Government Agencies data and Latrobe City Data.

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 The State of Victoria does not warrant the accuracy or completeness of information in this publication and any person using or relying upon such information does so on the basis that the state of Victoria shall bear no responsibility or liability whatsoever for any errors, faults, defects or omissions in the information.
 Latrobe City does not guarantee the accuracy or the currency of the information presented on this map and therefore Latrobe City will not be held liable for any loss or damage arising as a result of using this information.
 The location of features shown on this map is indicative only. The underground infrastructure location shown is not to be used as a substitute for 'Dig Before You Dig'.
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Site Context

23/04/2018

Scale 1:10000



Agenda Item: 14.7

**Agenda Item: Latrobe Creative Precinct Early Contractor
Involvement Process Update**

Sponsor: General Manager, City Development

**Council Plan Objective: Improve the amenity and accessibility of Council
services.**

Status: For Decision

MOTION

Moved: Cr Law

Seconded: Cr Howe

That Council:

- 1. Endorse Option Three of the revised Early Contractor Involvement process for the delivery of the Latrobe Creative Precinct project, which provides for the elimination of one contractor during the process; and**
- 2. Request a report on the progress of the revised Early Contractor Involvement no later than the Ordinary Council Meeting on 6 August 2018.**

CARRIED UNANIMOUSLY

Executive Summary:

- At the Ordinary Council Meeting on 10 July 2017, the following resolution was made via a Notice of Motion (redacted):
2 (b) undertake an expression of interest process to shortlist at least three construction contractors, with the necessary skills and experience, that could be appointed by Council to undertake an early contractor involvement construction process.
- At the Ordinary Council Meeting on 5 March 2018, Council endorsed the selection of ADCO, Becon and Ireland Brown as the appointed construction contractors to undertake an early contractor involvement process for the Latrobe Creative Precinct.
- Ontoit has been engaged to help facilitate an early contractor involvement (ECI) process that meets current timelines and delivers Value Management outcomes for the Project.

- This report outlines three options for conducting the ECI program and recommends option three for delivery of the Latrobe Creative Precinct project. Officers consider that this option enables the process to be conducted and the contract awarded within the best value-for-money framework.

Acronyms

BAFO	Best and Final Offer
ECI	Early Contractor Involvement
EOI	Expression of Interest
GMP	Guaranteed Maximum Price
RFP	Request for Proposal
TGMP	Target Guaranteed Maximum Price

Analysis of Options

Option	Alignment with Objectives	Treatment of Risk
Option One: ECI, RFP, GMP and BAFO	MODERATE – there will be less interaction with the bid field unless three concurrent design teams can be mobilised, this reduces collaboration. The ECI fee will not be a big incentive for the contractors to service this process.	POOR – value management is unlikely to be effective without three independent parallel design streams. The process is cumbersome and overly complex for the scale of the project.
Option Two: ECI, RFP, TGMP, GMP	HIGH – a single bidder can be selected with a targeted GMP in place. There can be a lot of collaboration noting the final GMP can only be equal to or less than the target GMP.	MOSTLY SUITABLE - most risks are well managed and the timelines can be met. The process relies on accurate documentation being in place at the time a target GMP is tendered. The risk that contractor's prices rise if the documents are not well constructed still exists, particularly where design progresses between when a TGMP is struck and GMP is called. Projects can stall when the target GMP is over the available budget.
Option Three:	HIGH – one or two bidders can be selected with margins, preliminaries and pricing for	SUITABLE - The risks are well managed. The process requires the trade pricing to

ECI, RFP, GMP	<p>rates for self-performed works. There can be a high level of collaboration noting that full contestability is derived through open book trade pricing.</p> <p>One proponent will be eliminated throughout the process, with one proponent retained for competitive purposes.</p>	<p>be open book and the elements of the head contractor prices to be capped at the competitive tender stage. Full contestability is achieved through competitive trade pricing.</p>
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Declaration of Interests:

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

Background:

Council conducted an expression of interest for the ECI process and resolved at the Ordinary Council Meeting on 5 March 2018 to select three construction contractors to undertake an ECI process for the Latrobe Creative Precinct (LCP).

The ECI process seeks to deliver the following core objectives:

1. Establish a co-operative relationship in which the foundations will be established through a collaborative interactive tendering phase which will then flow on through the delivery phase;
2. Achieve a reduction in the development of risk through robust documentation analysis and review while in the Lump Sum Tender stage;
3. Identify construction cost reduction opportunities through the Lump Sum Tender stage; and
4. Limit the likelihood of contract variations, as the contractor has been involved for the entire process in order to optimise the design within the framework defined by Latrobe City Council's design consultants and forming part of the proposed Design and Construct Contract.

Reasons for Proposed Resolution:

Council requires an ECI process that will meet identified timelines to have a contract in place in late October 2018 to construct the Latrobe Creative Precinct and deliver value for money outcomes. It is considered that option three will deliver this objective.

The overall aim is to extract value from the construction market before the lump sum or GMP is struck and the design and construct risk allocation is locked in place.

This ensures any savings identified through the ECI process flow through to Council and not the contractor post-contract. The benefit to the contractor/s is a higher

likelihood of success and the ability to reduce the delivery risks associated with the project (hence lowering the cost of pricing risk), prior to a lump sum contract being in place.

Issues:

The following issues and risks have been identified:

- a. **Value Management** - The project needs savings to align the scope with the budget. The process to deliver best value needs to consider that there are elements of the project which are unique and/or new technologies which have a narrow pool of suppliers (e.g. seating, cross laminated timber structures etc.). This results in lower levels of competition at the supplier and sub-contractor levels.
- b. **Design Costs** – The tendered ECI process is currently a four-stage procurement and the designers are likely to incur additional fees (funded from the project budget) in servicing this process. The designers have foreshadowed that they may not be able to resource three separate and independent design solutions that reflect the unique inputs of the three bidders within the current fee structure.

The preferred option presents as an alternative version of what was outlined in the original EOI. The Ontoit consultant has identified that what is now being proposed is a more conventional ECI process. The EOI proposes a hybrid model, which is complex, expensive to implement, and has a higher risk level.

- c. **Process Risk** - More than two bidders in an interactive process increases the process risk (a probity issue) without necessarily delivering best value due to the shallow pool of suppliers for the specialist items that will drive key elements of the costs.

There is a need to separate the interactions between bidders and the development of the design across the three tenderers. When using a single design team with the same resources across the three bidders, the probity process generally results in less collaboration as people are less likely to interact openly (for fear of passing confidential information onto another bidder). Encouraging the transfer of ideas between the designers and the bidders, using the same design team, increases the likelihood that confidential information is transferred by human error.

- d. **Timelines** - The timelines to deliver the ECI process, as currently contemplated in the EOI documentation, leaves little scope for realising the benefits from the market engagement and to have any savings reflected in pricing before the lump sum or GMP is called for.

Strategy Implications

There are three options available to Council and this paper explores some of the ECI mechanisms that could be contemplated given the process that has been conducted to date. All three options draw on the process that has already been communicated to the market and incorporate the inputs from the market.

The three options are described in broad terms below:

Option One – ECI and RFP with BAFO

This is the current ECI model and involves a four stage process as described in the EOI documents with a competitive tender at the end of the ECI stage and a BAFO process to conclude the competitive pricing process. This ECI model is a process where pricing information is provided, but contractors are not held to the pricing until the RFP is called for:

Option 1 -Current EOI Model (Novated D&C lump sum)

ECI Agreement (17 April 2018)	Concept Design 27/4	Schematic/Design Development (50%) - 11/5		Design Development 100% - 10/7			Evaluate 21/8	Award (Report 07 Sept '18)	
	Bidder 1 - Meeting	Bidder 1 - Workshop 2	Bidder 1 - Workshop 3	RFP	1-Aug	Evaluate	GMP		Best and Final Offers (BAFO)
	Bidder 2 - Meeting	Bidder 2 - Workshop 2	Bidder 2 - Workshop 3						
	Bidder 3 - Meeting	Bidder 3 - Workshop 2	Bidder 3 - Workshop 3						

Option Two – RFP, TGMP and GMP

This is a three stage process with a TGMP (ceiling price) followed by a negotiated GMP. The ECI process is the collaboration with the contractor once a capped/ceiling price has been tendered and the contractor develops the design with the design team to realise the value management savings. A contract is not struck until a GMP that is lower than the TGMP is offered by the contractor. Trade letting gains flow to Council for packages let during the second stage:

Option 2 - TGMP and GMP (novated D&C Lump Sum)

ECI Agreement (17 April 2018)	Concept Design	Schematic/VM	ECI Pricing Call (11/5)	GMP (D&C Price Evaluate - Preferred bidder	Design Development 100% - 10/8		Evaluate	Award (Report 07 Sept '18)
	Bidder 1 - Workshop 1	Bidder 1 - Workshop 2			trade pricing, VM proposals, risk mitigations, VIPP and Local content plans	GMP	Negotiate	
	Bidder 2 - Workshop 1	Bidder 2 - Workshop 2						
	Bidder 3 - Workshop 1	Bidder 3 - Workshop 2						

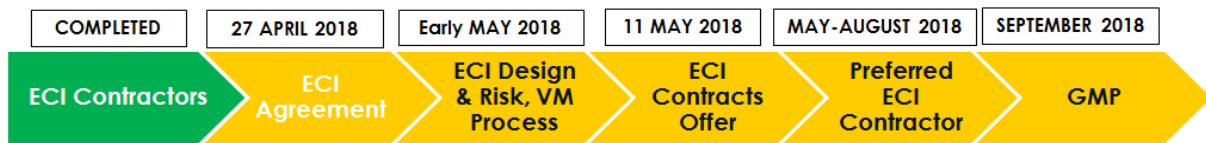
Option Three – ECI and RFP with GMP

This is a three stage process with a negotiated GMP. The margins and preliminaries are tendered and are locked in as a first stage. Contractors have to declare and bid up-front on self-performed works, providing capped prices or rates.

The lump sum GMP is struck when the value management savings are realised and there is confidence over the trade coverage and pricing. The letting gains flow to the Council:

Option 3 - GMP (Novated D&C Lump Sum)

ECI Agreement (17 April 2018)	Concept Design	Schematic/VM	ECI Pricing Call (margin, prelims, VM and rates) - 11/5	Evaluate	Design Development 100% - 10/7		Evaluate	Award (Report 07 Sept '18)
	Bidder 1 - Workshop 1	Bidder 1 - Workshop 2			trade pricing, VM proposals, risk mitigations, VIPP and Local content plans actioned.	GMP	Negotiate	
	Bidder 2 - Workshop 1	Bidder 2 - Workshop 2						
	Bidder 3 - Workshop 1	Bidder 3 - Workshop 2						



Maintaining Competitiveness Across ECI Proponents

- Competition is achieved through open-book pricing and contestability over the margins and preliminaries once the value management process has been established.
- One of the bidders will be retained (i.e. not released from their ECI agreement and paid the \$20,000 participation fee), to maintain competition tension and to provide a fall back for pricing the lump sum in the event Council does not agree on a lump sum with the first bidder.
- The preferred process (option three) systematically eliminates ECI proponents throughout the process until only one remains. Maintaining all three bidders throughout the entire process reduces competition for key sub-trades because it splits the sub-contractor/specialist supplier market across multiple head contractors. Reducing the bidders throughout the process releases the sub-contractors back into a competitive process where value can be extracted on an open book basis with letting gains flowing to Council.

Communication

Once endorsed, the revised ECI process for the delivery of the Latrobe Creative Precinct project will be communicated to the Project Reference Group, The Project Control Group and the Project Assurance Group.

A progress report on the revised Early Contractor Involvement process will be provided no later than the Ordinary Council Meeting on 6 August 2018.

Financial Implications

The proposed ECI process model aims to extract value from the construction market before the Guaranteed Maximum Price is struck and the design and construct risk allocation is in place. This ensures that any savings identified through the ECI process flow through to Council and not the contractor post-contract.

A highly efficient process that delivers the maximum amount of savings is desirable, given the project's current budgetary constraints.

Analysis shows that options two and three present better solutions for Council.

Officers consider that option three, on balance, will provide more certainty for Council at the conclusion of the collaborative process. Option two provides certainty earlier in the process; however this is likely to come at the cost of additional risk in the contractor's prices that are unlikely to be recovered by Council through the value management and trade pricing process.

By comparison, option three is the only option that provides Council the flexibility to call for prices from other bidders during the design development collaboration phase, without delaying the awarding of the contract by the scheduled date.

Council retains any gains from letting the sub-contractor packages under options two and three, though it is also possible under option one. However, it is unlikely the market will offer the letting gains in the initial pricing for option one.

Legal and Compliance

The proposed revised ECI process is in accordance with the procurement policy under the *Local Government Act 1989* and has been approved by the project's external probity advisor.

Community Implications

There are no community implications within the context of this report.

Environmental Implications

There are no environment implications within the context of this report.

Consultation

Consultation is not required within the context of this report.

Other

No additional staff resourcing requirements are required as a result of the adoption of the recommendations.

Supporting Documents:

Attachments

1 [↓](#). Probity Advisor Letter of Support

14.7

Latrobe Creative Precinct Early Contractor Involvement Process Update

- 1 Probity Advisor Letter of Support 187**



Our Ref: LC2077

22 April 2018

Mr Trevor Dando
Senior Project Manager – Latrobe Creative Precinct
Latrobe City Council
141 Commercial Road
MORWELL VIC 3840

Re: Probity Review of Early Contractor Involvement (ECI) Proposed Process

Dear Mr Dando

As requested, I have undertaken a probity review of the proposed ECI process for the engagement of a construction contractor for the Latrobe Creative Precinct, and in particular the recommended Option 3 process as documented in a briefing paper to Council for its meeting on 7 May 2018.

I confirm that, from a probity perspective, the recommended ECI process:

- Conforms with the Council's Procurement Policy; and
- Conforms with the requirements of the *Local Government Act (Vic) 1989*.

Accordingly, I do not have any probity concerns. Please note that Landell does not provide legal advice.

Yours sincerely

Lexton Gebert
Managing Director and Probity Advisor



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Agenda Item: 14.8

Agenda Item: Waiving and/or Reimburse Building Permit Fees

Sponsor: General Manager, City Development

Council Plan Objective: Ensure Council operates openly, transparently and responsibly.

Status: For Decision

MOTION

Moved: Cr Middlemiss

Seconded: Cr Gibson

That Council:

- 1. Adopts the Waiver of Building Permit Application Fees Policy with an effective date of 7 May 2018; and**
- 2. Makes this policy available to the public on Council's website.**

CARRIED UNANIMOUSLY

Executive Summary:

This report and draft policy has been prepared in response to the Council resolution on 23 October 2017 regarding to the Recreational Needs Assessment Report.

Requests that Council officers prepare a report for Council consideration that identifies options to waive and/or reimburse planning permit fees and building permit fees for approved projects on Council controlled land or facilities by not-for-profit clubs/organisations.

The report recommends the following integrated option for building permit fees being:

- The issue of building permits by the municipal building surveyor and waiving of associated fees and statutory fees payable to Council for projects up to \$10,000 in value,
- The issue of building permits by private building surveyors and the refund of statutory fees payable to council only, and
- The issue of building permits by the municipal building surveyor and waiving of associated fees and statutory fees payable to Council at the discretion of the General Manager – City Development for projects over \$1,000,000 in value.

Council resolved to adopt the 'Waiver of Planning Permit Application Fees Policy at its ordinary meeting on 13 November 2017.

Building permit fees can only be reimbursed, as consideration must be given to the *Competition and Consumer Act 2010* to ensure that no detriment is imposed to other service providers in the private sector.

Declaration of Interests:

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

Background:

Building permit fees are charged as a fee for service and cover the issuing of building permits, mandatory inspections and other associated functions required to verify statutory compliance with the Building Act 1993. In most instances, the building permit fees include statutory fees and these may comprise the following:

- Building permit levy payable to Victorian Building Authority (VBA) calculated at 0.128/value of building work. It should be noted that the actual 'cost of works' for community groups is significantly less than the 'value of works' as portions of free labour and donated materials can provide significant savings for the project
- Statutory lodgement fee (Council) currently \$39.10 for projects with a value of works over \$5,000
- Property information fee (Council) currently \$52.20
- Consent and report – demolition fee (Council) currently \$65.40
- Consent and report – siting fees (Council) currently \$260.00
- Consent and report – stormwater drainage fee (Council) currently \$65.40
- Goods & Services Tax (Taxation office) 10% of permit fee.

Reasons for Proposed Resolution:

A review of building permits that have been granted over recent years has revealed that approximately 24% of all permits have a value of less than \$10,000 and 3% of all building permits are issued to not for profit clubs and organisations. For 2017, 8 permits under \$10,000 and 32 permits in total. The projects included netball shelters, light towers, toilet alterations, change room upgrades, clubroom extensions, viewing platforms, church alterations, Mens' sheds, Rotary Centenary House, etc. The values of these projects vary considerably and in some instances are valued in the millions of dollars.

Some apprehensions expressed by private building surveyors combined with the previous experiences of the municipal building surveyor relating to the issue of building permits for not for profit clubs and organisations is the quality of design, poor quality plans, the failure to involve registered building practitioners and the capacity to construct in accordance with approved plans. It is acknowledged that many clubs have technicians and trades people who may be involved in a project (eg. draftsman, plumber, and concreter) but most lack qualified professionals to deliver the project as a whole.

The following table summarises building project values, type and level of reimbursement and the estimated annual cost to Council.

Project Value	Action	Cost per permit Based on 2017 fees	Approx. annual cost inclusive of officer hours
A. Projects less than \$10,000 in value	Municipal Building Surveyor issues building permit Reimburse fees Waive Council statutory fees	\$875/Application 8 applications recorded for 2017	\$7,000 Achievable within 2018/2019 budget
B. All projects	Private Building Surveyor issues building permit Waive Council statutory fees	\$156.25/Application 32 applications recorded for 2017	\$5,000 Achievable within 2018/2019 budget
C. Projects more than \$1 million in value	Municipal Building Surveyor issues building permit GM may decide to reimburse fees Waive Council statutory fees	\$9000/Application 1 application recorded 2014-2017	\$3,000 Achievable within 2018/2019 budget

Project Value A - The issue of building permits by the municipal building surveyor and waiving of associated fees and statutory fees payable to Council for projects up to \$10,000 in value.

To offer a building permit and inspection service to not for profit clubs and organisations is feasible within the teams current structure but will require the team to re-equip as a permit issuing authority. Based on 2017 figures, approximately 8 permits were issued to the subject group with a value of works up to \$10,000. A typical building surveyor's fee for these projects is estimated at \$875 including statutory fees (disbursements). This equates to an annual cost of \$7,000 or 100 hours of officer time. This option is achievable within the current budget.

Project Value B - The issue of building permits by private building surveyors and the refund of statutory fees payable to council only.

A not for profit club or organisation is able to select the private building surveyor to issue the building permit and inspection service. As an alternative to refunding building permit fees, Latrobe City Council may decide to refund the not for profit club or organisation statutory fees payable to council on application. These statutory fees are relatively static in value and are required to be paid by the relevant building surveyor at the time of issue of the building permit.

It is estimated that an amount of approximately \$5,000 will be required to refund those costs annually and would result in a minor increase in administrative functions which could easily be absorbed into normal operating processes. This option gives greater control over permit fee expenditure while still recognising the community spirit of good will offered by the club or organisation.

Project Value C - The issue of building permits by the municipal building surveyor and waiving of associated fees (at the discretion of the General Manager – City Planning) and statutory fees to payable to Council for projects over \$1,000,000 in value.

There are occasions when not for profit clubs and organisations approach Council for a building permit and inspection service for very large building projects that will deliver a significant benefit to the community. These projects have a value of works exceeding \$1,000,000 and it is potentially feasible within the teams current structure to facilitate a permit service. Based on permit statistics over recent years, it would appear that only 1 permit every 3 years would fall into this category and would also attract an estimated building surveyor's fee including statutory fees of \$10,000. This equates to an annual cost of \$3,000 or 40 hours of officer time. This option is achievable within the current budget.

Issues:

A number of private building surveyors have established themselves locally and a further group operate remotely from other municipalities to offer a building permit and inspection service within the municipality. These surveyors operate competitively and tailor their service to meet their clients' needs and expectations.

Council is not active in the building permit and mandatory inspection function while private building surveyors actively seek to offer that service. Permit fees, excluding statutory fees, are established by the relevant building surveyor. Council currently has funding programs to assist not for profit clubs and organisations with their development and building projects, therefore the refund of building permit fees and/or statutory fees to Council could be considered as duplication.

Strategy Implications

The policy supports the Council Plan objective 'Ensure Council operates openly, transparently and responsibly.

Communication

The adopted Waiver of Building Permit Application Fees Policy will be made available to the public on the Council's website.

Financial Implications

There will be an incremental increase in the Building Services Team budget to implements the 3 levels of funding to not for profit clubs and organisations of approximately \$15,000 inclusive of officer hours. This is achievable within the 2018/2019 budget. As detailed within the table, each component will potentially cost:

Projects less than \$10,000	\$7,000
All projects regardless of cost	\$5,000
Projects more than \$1,000,000	\$3,000
Total	\$15,000

Risk Analysis

The proposed resolution will improve management of potential risks being:

- Greater control of statutory supervision of building projects on Council controlled land, and
- Increased certainty for minor building projects proposed by not-for-profit clubs/organisations.

Legal and Compliance

There are no legal implications in relation to this report.

The Waiver of Building Permit Application Fees Policy ensures Council remains compliant with the *Competition and Consumer Act 2010* and that no detriment is imposed to other service providers in the private sector.

Community Implications

There are no other known legal and compliance issues with the adoption of the policy.

Environmental Implications

There are no environmental implications with the removal or adoption of this policy.

Consultation

Consultation has occurred within the organisation and other Gippsland Councils during the development of this policy. No other Gippsland Council offers to waive or reimburse building permit fees to not-for-profit clubs and/or organisations and only Bass Coast Shire offer a building permit and inspection service.

Other

There are no other implications in relation to this report.

Supporting Documents:

DRAFT Waiver of Building Permit Application Fees Policy

Attachments

1 [↓](#). DRAFT Waiver of Building Permit Application Fees Policy

14.8

Waiving and/or Reimburse Building Permit Fees

- 1 DRAFT Waiver of Building Permit Application Fees
Policy 195**



Waiver of Building Permit Application Fees Policy

Version 1

Approval Date: (insert date)

Review Date: (insert date)



Waiver of Building Permit Application Fees Policy

DOCUMENT CONTROL

Responsible GM	General Manager City Development	
Division	City Development	
Last Updated (who & when)	Manager Municipal Services – Ronda Bruerton	2018
DOCUMENT HISTORY		
Authority	Date	Description of change
	Click here to enter text.	
References	Refer to Section 8 and 9 of this policy	
Next Review Date	(Month & Year)	
Published on website	Yes	
Document Reference No	1	

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Responsible Division	City Development	Approved Date	(day, month, Year)	Review Date	(month & year)
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Waiver of Building Permit Application Fees Policy

1. Background

With a view to support community based infrastructure projects, Latrobe City Council may receive applications for Council issued building permits or refund of fees where not-for-profit clubs, organisations, community group or charitable organisations undertake building works on Council controlled land or facilities and have incurred fees charged by a private building surveyor.

2. Objective

The purpose of this policy is to provide clear direction to Council Officers when managing applications from not-for-profit clubs, organisations, community group or charitable organisations who are undertaking building works on Council controlled land or facilities, to issue a building permit or reimburse fees charged by a private building surveyor.

3. Scope

The policy applies to fees relating to building permits lodged with Latrobe City Council pursuant to the *Building Act 1993* (the Act) for approved projects on Council controlled land or facilities by not-for-profit clubs/organisations.

4. Principles of Management

Council will:

- ensure that the decision making will be transparent, equitable and fair
- have regard to its obligation under the *Competition and Consumer Act 2010* to ensure that no detriment is imposed to other service providers in the private sector
- continue to charge statutory fees as required (see clause 8)

The following sets out the circumstances in which Council will exercise its discretion to reimburse building permit fees for approved projects on Council controlled land or facilities by not-for-profit clubs/organisations.

Eligibility Criteria

Council will exempt not-for-profit clubs, organisations, and community groups or charitable organisations from paying statutory and non-statutory charges when all of the following requirements are met:

- The approved project is on Council owned or Council controlled land
- The owner/applicant is a not-for-profit club, organisation, community group or charitable organisation and is in effective control of the subject land
- A request to reimburse building permit fees is made in writing to the Municipal Building Surveyor and sets out the community benefit that will be achieved from the development

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Responsible Division	City Development	Approved Date	(day, month, Year)	Review Date	(month & year)
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Waiver of Building Permit Application Fees Policy

Reimbursements of building permit fees

In order for an owner/applicant to be provided with a reimbursement in line with this policy, the owner/applicant is required to apply in writing to the Municipal Building Surveyor outlining their compliance with this policy. The request can be provided either with an application for a permit or within 3 months of the initial building permit issue date. If fees have already been paid, a receipt of payment must accompany the application or request to reimburse those fees. If the owner/applicant seeks to gain written advice in relation to the reimbursement of fees prior to an application being made to Council, the correspondence outlining the request sought must be accompanied by details of the proposed building permit the applicant intends to make.

The decision to reimburse fees will be made by Manager Municipal Services following a recommendation by the Municipal Building Surveyor and will be based on the project scope. The reimbursement of fees permitted by Council must be recorded in line with Council's records management practices.

Reimbursement will be made by EFT if payment has already been made. Should the reimbursement claim be submitted simultaneously to the building permit application or prior to the issue of the building permit, the reimbursement amount may be deducted from the total fees payable for the building permit service.

Services and reimbursement values

The Municipal Building Surveyor may issue building permits and waive all fees payable to Council. This service will only be offered to not-for-profit clubs, organisations, community group or charitable organisations who are undertaking building works on Council controlled land or facilities with a 'value of works' of up to \$10,000.

Reimburse building permit disbursements payable to Council, disregarding the 'value of works' and where a reasonable benefit to the community is demonstrated. The building permit may be issued by a private or municipal building surveyor but must be to not-for-profit clubs, organisations, community group or charitable organisations who are undertaking building works on Council controlled land or facilities.

For properties owned or managed by Latrobe City Council where the project has been professionally design and documented by registered building practitioners, construction supervised by Council employees and the permit issued by the Municipal Building Surveyor, a discount of 50% of the scheduled building permit fee.

The General Manager – City Development may determine the appropriate amount to be reimbursed for major construction projects with a 'value of works' exceeding \$1 million. The permit must be issued by the Municipal Building Surveyor to not-for-profit clubs, organisations, community groups or charitable organisations who are undertaking building works on Council controlled land or facilities and a significant benefit to the community is demonstrated.

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Waiver of Building Permit Application Fees Policy

5. Accountability and Responsibility

Accountability and responsibility for this policy is outlined below.

5.1. 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

5.2. 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

5.3. General Manager City Development

- Responsibility for compliance with this policy
- Responsibility for enforcing accountability
- Responsibility for providing resources
- Responsibility for performance monitoring

5.4. Manager Municipal Services

- 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
- Provide performance reporting to General Manager

5.5. Building Services Team Employees

- Draft the development of frameworks and procedures in compliance with this policy for approval of Manager Municipal Services
- Comply with frameworks and procedures developed to achieve compliance with this policy.

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Responsible Division	City Development	Approved Date	(day, month, Year)	Review Date	(month & year)
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Waiver of Building Permit Application Fees Policy

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). However, a review will be undertaken within one year of implementation of this policy to determine its cost to Council and its effectiveness in relation to the offset of costs with the reimbursement of building permit fees.

7. Administrative Updates

It is recognised that, from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter this document, such a change may be made administratively. Examples include a change to the name of a Council department, a change to the name of a Federal or State Government department, and a minor update to legislation which does not have a material impact. However, any change or update which materially alters this document must be by resolution of Council.

8. Definitions

Building permit fees – Fees are calculated on commercial rates to deliver the service of assessing the application, issuing the building permit, carrying out of mandatory inspections, completing any necessary enforcement and issuing the certificate of final inspection and are inclusive of GST. Fees vary depending on the complexity of the project, quality of documentation and proven capacity to construct the works. A schedule of fees must be determined by the council in accordance with the *Local Government Act 1989 for permits issued by the municipal building surveyor*.

Building Permit Disbursements – Statutory fees that are payable in addition to the building permit fee to various authorities including Council. These include but are not limited to:

- Building permit levy, Victorian Building Authority (VBA) calculated at 0.128/value of building work. It should be noted that the actual 'cost of works' for community groups is significantly less than the 'value of works' as portions of free labour and donated materials provide significant savings for the club
- Statutory lodgement fee (Council) currently \$39.10 for projects with a value of works over \$5000
- Property information fee (Council) currently \$52.20
- Consent and report – demolition fee (Council) currently \$65.40
- Consent and report – siting fees (Council) currently \$260.00
- Consent and report – stormwater drainage fee (Council) currently \$65.40

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Waiver of Building Permit Application Fees Policy

Not-for-profit organisation, community group or charitable organisation – an incorporated body, cooperative or association that provides a service to the community and does not operate to make a profit and furthermore, does not include clubs with gaming machines on their premises.

Council controlled land – Land that is owned or managed by Council for the benefit of the community.

Value of works – The total commercial value of labour and materials determined in accordance with Section 205I of the Building Act 1993. This includes the full value of any volunteer labour and donated or subsidised materials.

Related Documents

Nil

9. Reference Resources

Building Act 1993

Building Interim Regulations 2017

Local Government Act 1989

Competition and Consumer Act 2010

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Responsible Division	City Development	Approved Date	(day, month, Year)	Review Date	(month & year)
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INFRASTRUCTURE AND RECREATION

15. INFRASTRUCTURE AND RECREATION

Agenda Item: 15.1

Agenda Item: Car Parking Proposal for Gippsland Regional Aquatics Centre and Latrobe Creative Precinct

Sponsor: General Manager, Infrastructure and Recreation

Council Plan Objective: Improve the amenity and accessibility of Council services.

Status: For Decision

MOTION

Moved: Cr Harriman

Seconded: Cr Clancey

That Council:

- 1. Endorse the development of car parking for the Gippsland Regional Aquatic Centre and Latrobe Creative Precinct as to the preferred concept for car parking for each facility as follows;**
 - a) Develop at-grade (ground level) car parking on the Hubert Osbourne park site to provide a minimum of 250 spaces.**
 - b) Develop a multi-level car park on the current site of the Traralgon Maternal and Child Health Centre, and surrounds, to provide a minimum number of spaces as determined through the planning approval process.**
- 2. Receive a further report detailing the following;**
 - a) Options for funding the car parking shortfall associated with the Latrobe Creative Precinct car parking.**
 - b) Options to relocate the Traralgon Maternal and Child Health Centre in the short and long term.**
 - c) Concept plans for the car park on the Maternal and Child Health Centre site and any supplementary additional on-street parking.**
 - d) The potential to undertake a Private Public Partnership (PPP) on the Maternal and Child Health Centre site to integrate the existing maternal and child health service and/or commercial activity and car parking on the site.**

CARRIED UNANIMOUSLY

Executive Summary:

The following paper (including the attachment showing further detail of the concepts) provides an analysis of the options to provide an adequate car parking supply for the new Gippsland Regional Aquatic Centre (GRAC), the new Latrobe Creative Precinct (LCP) and potentially to assist with the need for supplementary parking in the Traralgon CBD.

It has been established through an initial study by Ratio Consulting that a total of 363 additional car parks are required to support both GRAC (requiring 250 spaces) and the LCP (requiring 113 spaces).

It was originally proposed that the LCP site would require 208 spaces as part of the development of the business case when developed in 2016. This has subsequently been reviewed through the recent study undertaken by Ratio Consulting. Ratio have established that 113 parking spaces are required based on the requirements of the planning scheme and also through an assessment of parking demand.

Three concepts have been proposed as potential solutions and are addressed and analysed in more detail in the report however the following summary of what they offer and what their pros and cons is provided for consideration.

Concept 1 (GRAC at grade + Maternal & Child Health Site)

This proposal includes;

- Provision of 253 car spaces, at-grade (at current ground level), as part of the GRAC design within Hubert Osborne Park.
- Demolition of the Maternal Child Health centre on the corner Breed St and Kay St and the erection of a multi-deck car park on the site providing an additional 143 spaces.

This will provide 396 new off street spaces in total – (see Attachment Concept 1)

Concept 2 (GRAC multi-deck)

This proposal includes;

- The provision of a multi deck car park on the allocated space in Hubert Osborne Park overlaying the option 1 at-grade car park on Hubert Osborne Park.
- This option could provide potential for further expansion in the future.

This option will provide 421 new off street spaces in total – (see Attachment Concept 2)

Concept 3 (GRAC at grade + “Church St” multi-deck)

This proposal includes;

- The provision of the at-grade car park (ground level) as part of the GRAC design (253 spaces).
- The development of a multi-deck car park with a provision for 153 new spaces in the shopping centre bound by Kay and Grey Streets.
- This option could provide potential for further expansion in the future.

This option will provide 406 new off street spaces in total- (see Attachment Concept 3)

Summary of Key Findings

- All three concepts meet the current requirements for the two venues with concepts 2 and 3 providing opportunities for expansion to meet the future needs of the CBD.
- Concept 1 provides the least cost per space and requires additional funding of \$5.6 million above the current allocations (\$1.8m for GRAC and \$2.4m for LCP) for car parking for each project.
- Concept 2 provides the second lowest cost per space and requires ~\$7.8 million in additional funding.
- Concept 3 provides the highest cost per space and therefore the highest funding requirement however its location would best support future expansion and commercial opportunities for pay-back.
- None of the concepts provide surety in relation to planning and delivery timelines for both projects. However, Concepts 1 and 3 will not impact the planning or delivery of the GRAC project.
- All solutions require additional funding to be sourced however concepts 1 and 3 allow GRAC to continue delivery within its current budget and timeframes.

Declaration of Interests:

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

Reasons for Proposed Resolution:

A key component to the delivery of both the GRAC and LCP is the provision of adequate car parking to meet the statutory requirements.

A solution that meets both demands has been presented however there is a need to provide additional funding for the LCP car space requirements.

The proposed solution (concept 1) outlines a need for the least additional funding that would meet the understood requirements.

Further exploratory work is required for a final decision however it is necessary to agree on a single concept to expedite the outcomes.

Issues:

Strategy Implications

The proposed recommendation provides the necessary public amenity (in this case – car parking) to service the public needs in line with the construction of new major facilities in Traralgon as well as adds additional car parking opportunities for the general public in the city centre.

Communication

The requirement for suitable car parking to meet the requirements of the GRAC and LCP facilities has been the subject of public consultation throughout the development of the scope of work.

There will be a requirement for a planning permit associated with the LCP facility due to the removal of vegetation. Subject to the finalising the parking requirements for the site a planning permit may be required for parking.

Financial Implications

The proposed solution to the car parking requirements for GRAC and LCP (Concept 1) requires additional funding of between \$3.2 million and \$5.6 million. The source of this additional funding has not been confirmed and further analysis has to be undertaken to refine the final amount and also explore the funding availability.

Analysis outlining a comparison between the borrowing costs and the potential costs of leasing a space for the maternal and child health facility in the short term will need to be included in this option.

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
Lack of provision of parking facilities	Possible	Identify an appropriate site in order for detailed planning work to be undertaken.
Delay in the approval of a direction causing either or both projects to be delayed and not meet the government expectations	Possible	Separate the decisions allowing the GRAC designs to progress unhindered and have immediate further analysis done on delivery and funding options for LCP

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

The most significant risk to Council is that an appropriate site is not identified in order to provide parking for the LCP so that it can be constructed prior to the opening of the facility.

Project delivery risks such as those noted below will be dealt with as part of the project.

- Planning approval aspects
- Community and adjacent landowner acceptance
- Environmental impacts
- Heritage impacts
- Hidden cost factors such as utility relocation

Legal and Compliance

Council has a statutory obligation to provide car parking for the LCP and GRAC. Dependent upon the final form of parking to be developed a planning permit may be required for the parking project.

Community Implications

If appropriate car parking is not provided significant community concern will be raised with Council.

The proposed recommendation provides Council with a potential solution to address any car parking concern.

Environmental Implications

The proposal to provide car parking does not present a negative environmental impact.

Consultation

Council has established Project Reference Groups for both the LCP and GRAC. At this point the detail regarding parking has in part been articulated to these groups, primarily in relation to the likely amount of parking required for each project.

The reference groups will be provided with further information regarding the parking proposal once a more developed proposal is formed. The community will also be informed of the proposals at this point.

Other

Council will need to address the issue of further funding or achieving cost savings in the design of the LCP to provide the necessary funds for the provision of adequate and appropriate car parking.

Conclusion

It is considered that Concept 1 is the most practical, immediate and cost effective solution delivering the required parking for both the GRAC and LCP projects. Whilst it does not directly provide additional car parking for the CBD demands, Concept 1

does provide an additional 363 car parking spaces over the two sites that can be utilised by the broader community at particular times.

Council officers suggest further exploration using Concept 1 as the basis for a financial analysis and funding options that will allow Council to make a final determination and allow the two projects to continue in a timely and unhindered manner.

Supporting Documents:

Nil

Attachments

1 [↓](#). Analysis of Car Parking Options for GRAC and LCP

15.1

Car Parking Proposal for Gippsland Regional Aquatics Centre and Latrobe Creative Precinct

1	Analysis of Car Parking Options for GRAC and LCP	211
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Analysis of Car Parking Options for GRAC and LCP

Background

The planning and construction of the new Gippsland Regional Aquatics Centre (GRAC) and the Latrobe Creative Precinct (LCP) requires the provision of significant additional numbers of carparks to service the expected needs of both.

The fact that the two facilities are in close proximity to each other provides the opportunity to potentially consolidate car parking and allowing each venue to share during peak times or provide additional access when either venue is hosting a large event.

To better understand the requirements for both venues, a Car Parking Demand Assessment for LCP & GRAC study was commissioned and undertaken by Consultants. The resulting outcomes from that report, including feedback from Otium Planning (consultants working on the GRAC planning), the LCC Planning Department provided the following estimated car parking requirements for each venue.

The Ratio report showed a requirement for 358 additional car park spaces to be provided across the two new facilities in addition to the existing car provision in the surrounding area which is available to use.

Venue	Required Additional Car Spaces	Notes
GRAC	250	<ul style="list-style-type: none">Based on similar existing facilities and proposed facility componentsCarparks to be provided on site to meet requirements of venue
LCP	113	<ul style="list-style-type: none">Based on Ratio report and LCC Planning feedbackAllows for existing car parks on site and in surrounding area including the provision of GRAC car park as overflow

Key Issues/Considerations

- The Victorian Government funding for GRAC can only be used for car parking specific to the needs of the venue. The number of required car parks is 250.
- The current concept for GRAC has the capacity for 253 carparks at grade.
- Current planning and layout for GRAC is predicated on avoiding any need to trigger a planning permit application and therefore avoid any delays to the project.
- LCP does not have the capacity in the existing footprint and design to accommodate the required number (113) of car parks (other than a multi storey building on the M&CH centre site) and has to look for an alternative solution.
- LCP have an allowance of \$2.4 million to provide car parking for the venue.
- LCP requires a solution to car parking requirements as a planning approval requirement for the project.

- There is a need for additional car parking to be provided for the Traralgon CBD users in the medium term (within the next five years).
- All of the proposals would require additional funding. It is unlikely that the state or federal governments would provide additional funding for car parking to support the projects. Council would either need to fund the project from loan borrowings or a combination of borrowings and existing cash surplus.
- As a guide - for every \$1 million that Council borrows this currently equates to approximate repayments of \$140,000 per year for interest and principal payments over a normal term.
- Concept 1 proposes a multi-deck car park to be built on the site of the existing M&CH centre. There has been an allowance of \$2.4 million to build the equivalent space elsewhere (a site has not been identified and no allowance has been made for land purchase). There may be an opportunity to relocate the M&CH to an existing space on a lease arrangement as per the MidValley Shopping Centre exercise. Further exploration needs to be undertaken as to the leasing cost for a required space versus the cost of building a new facility.

Proposed Concepts for Consideration

With a focus on providing solutions for the parking needs of both GRAC and LCP, the following three concepts have been developed for consideration.

Concept 1 – The provision of 253 car spaces at-grade as part of the GRAC design within Hubert Osborne Park and the demolition of the Maternal Child Health centre on the corner Breed St and Kay St with the erection of a multi-deck car park on the site providing an additional 143 spaces – (see Attachment Concept 1)

Concept 2 - The provision of a multi deck car park on the allocated space in Hubert Osborne Park overlaying the option 1 at-grade design. This will provide 421 spaces in total – (see Attachment Concept 2)

Concept 3 – The provision of the at-grade car park as part of the GRAC design (253 spaces) plus the development of a multi-deck car park with a provision for 153 new spaces in the shopping centre bound by Kay and Grey Streets with the capacity for further expansion - (see Attachment Concept 3)

Analysis of Concepts

Cost estimates have been completed for Concepts 1 and 2 and can be seen in the following table. Concept 3 was proposed as part of a larger review of car park options in a report to Council in October 2017 and estimates of cost were developed at that time. This is used for the analysis below.

Concept and Location	Number of Car Parks Provided	Estimated Cost	Estimated Cost per Space	Pros and Cons/Considerations
<p>Concept 1</p> <p>GRAC at-grade and Multi-Deck over the Cleared Maternal Child Health Site</p>	<p>253 at-grade</p> <p>143 at MCH</p> <p>367 Total</p>	<p>\$1.8 million</p> <p>\$5.56 million</p> <p>\$2.42 million (to replace MCH)</p> <p>\$9.8 M Total</p>	<p>\$26,700</p>	<p>Pros</p> <ul style="list-style-type: none"> • Meets the current needs of both venues • Most cost effective per space <p>Cons</p> <ul style="list-style-type: none"> • Loss of visual amenity on corner with multi deck • Need to address the façade of the multi storey car park • Need to replace MCH either as new building or lease of existing space • Provides only limited expansion opportunities • May attract planning issues and community concern leading to time delays <p>Considerations</p> <ul style="list-style-type: none"> • Additional funding required ~ \$5.6 million • If the M&CH relocated to a leased site the additional funding may be reduced to \$3.2 million plus the ongoing cost of the lease • There may be potential to increase the footprint of the proposed car park to only require a single deck and therefore reduce the cost of the car park.

Concept and Location	Number of Car Parks Provided	Estimated Cost	Estimated Cost per Space	Pros and Cons/Considerations
<p>Concept 2 Multi-deck at GRAC only</p>	<p>175 at ground 153 at level 1 93 at level 2 421 Total</p>	<p>\$12 million \$12 M Total</p>	<p>\$28,500</p>	<p>Pros</p> <ul style="list-style-type: none"> • Meets the current needs of both venues • Can be accommodated close to the LCP site • GRAC car park could potentially be expanded at a later date (although it would likely raise concern from adjoining landowners) <p>Cons</p> <ul style="list-style-type: none"> • Loss of visual amenity of site • Need to address the façade • May attract planning issues and public rejection – time delays • Site would be dominated by car park • Does not cater for future expansion • Site is located out of CBD and therefore may not relieve CBD car parking demand. <p>Considerations</p> <ul style="list-style-type: none"> • Additional funding required ~ \$7.8 million
<p>Concept 3 GRAC at-grade and Multi-deck between Kay/Grey Streets</p>	<p>253 at-grade 153 at 2 decks 406 Total</p>	<p>\$1.8 million \$11 million \$12.8 M Total</p>	<p>\$31,500</p>	<p>Pros</p> <ul style="list-style-type: none"> • Meets the current needs of both venues • Allows GRAC to continue without planning issues and time delays • Provides for future parking options to meet needs of the broader CBD as well as venues • Community more likely to accept multi-deck option in the shopping precinct <p>Cons</p> <ul style="list-style-type: none"> • Would potentially require further consultation with shop keepers and community • May delay delivery of LCP <p>Considerations</p> <ul style="list-style-type: none"> • Additional funding required ~ \$8.6 million

Agenda Item: 15.2

Agenda Item: Proposed building demolition plan 2017/18

Sponsor: General Manager, Infrastructure and Recreation

Council Plan Objective: Improve the amenity and accessibility of Council services.

Status: For Decision

Deputy Mayor Clancey declared an indirect interest under Section 78B of the *Local Government Act 1989* in respect to this item. Cr Dan Clancey left the meeting, the time being 08:17 PM

Proposed Resolution:

That Council:

- 1. Endorses the demolition of the preschools at Watson Park, Churchill, and Walkley Park, Churchill; and**
- 2. Endorses continuing to explore options to repurpose the building at Andrews Park West, Churchill.**

MOTION

Moved: Cr Middlemiss

Seconded: Cr Gibson

That Council:

1. Endorses the demolition for the former preschool at Walkley Park, Churchill; and
2. Endorses continuing to explore options to repurpose the buildings at Andrews Park West and Watson Park Churchill.

CARRIED UNANIMOUSLY

Cr Dan Clancey returned to the meeting, the time being 08:18 PM

Executive Summary:

- The preschools at Watson Park and Walkley Park and Andrews Park West, Churchill are no longer aligned to Council's current or planned service delivery needs, have been subject to break-ins and vandalism, and are not fit for occupation. It has been recommended that they be demolished.

- An expression of interest (EOI) process was undertaken to ascertain if any potential groups would be willing to utilise the buildings at these sites.
- Only one response was received from the EOI process involving 31 clubs and organisations within Churchill area. The one response received did not propose any use for any of the sites, noting their time constraints to develop a grant application and determine the works required.
- Council Officers therefore recommend demolishing the Watson Park Preschool and the Walkley Park Preschool as soon as funds allow. There are sufficient funds to demolish one site and if savings are available, it is proposed to include both sites in 2017/18 program.
- Andrews Park West Preschool is proposed to be retained at this point in time and further, that Council Officers continue to explore options to reuse the building. This building however has also been vandalised recently. The general structure however is still sound and it may still be possible to repurpose the building.

Declaration of Interests:

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

Background:

The 2016/17 Building Demolition Program included demolishing the preschool at Walkley Park that had been vacant for approximately 9 years at that time and is in poor condition. Before demolishing however, an EOI process was undertaken to determine if there were any clubs or organisations that may wish to occupy the site and potentially fund refurbishment and/or lease the site.

Figure 1 shows the relative locations of three vacant preschools and Attachment 1 is a collection of representative photographs.

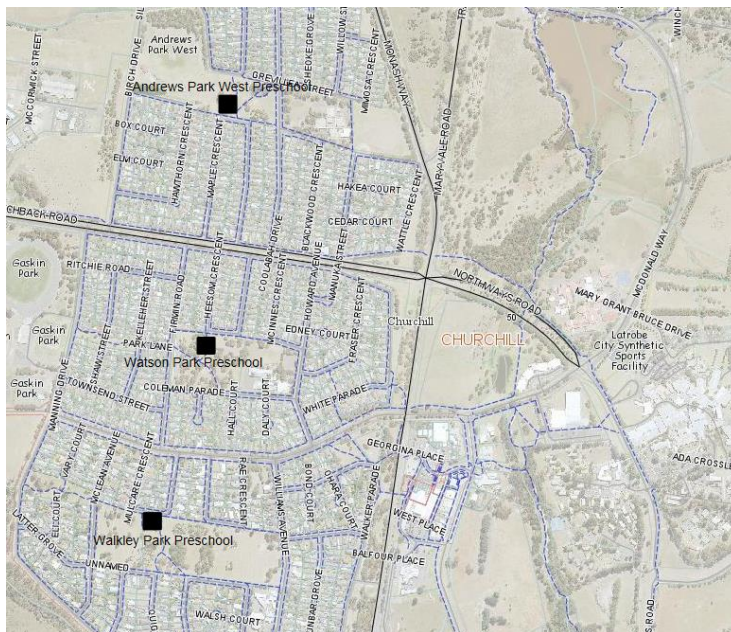


Figure 1 – Vacant Preschool locations

The Watson Park Preschool has also been vacant for some years, is in very poor condition, and is included in the 2017/18 program for demolition, and the Andrews Park West Preschool became vacant in September 2017.

There is no identified need for additional preschools in Churchill at this time, or a need to house other Council services.

The Watson Park and Walkley Park buildings and their surrounds are:

- Presenting poorly to the street and surrounding properties;
- Present a liability with ongoing costs for grounds maintenance, repairing vandalism, and insurance; and,
- Pose OHS risks to the public who continue to break in to the buildings.

Under Local Law 2, an owner of land must not allow the land to become unsightly or detrimental to the general character and amenity of the neighbourhood in which it is located.

Discussion

Estimating the cost to refurbish the Watson Park and Walkley Park facilities is difficult without defining what would be required, but they would both require all internal sheeting and stud walls, all the glazing, all the ceilings, the eaves and soffits and attached verandas etc. removed and replaced. New internal walls would need to be constructed. Conceptually this would be approximately \$200,000 per site depending on the extent of new works.

The Andrews Park West facility has recently been further vandalised but is still in fair to poor condition. Council officers have secured the site by boarding up the broken windows to manage the deterioration. Attachment 1 shows the relative condition of the buildings (prior to the recent break-ins at Andrews Park West).

Consultation

Attachment 2 lists the 31 clubs and organisations within Churchill who were contacted and asked for proposals to use any of the three buildings.

Attachment 3 is the response from one organisation noting the difficulty in proposing an alternate use due to the time needed to inspect the buildings, to assess refurbishment needs, to assess what work would be required to prepare meals, to identifying funding sources, and to submit a proposal to a funding body.

Although the request for EOI did include the Andrews Park West preschool, as there is no urgency to demolish it Council Officers have boarded up the windows of the facility to limit further vandalism until it is included in a future demolition program or repurposed.

Council Officers will continue to explore and seek options to repurpose the former preschool within Andrews Park West, including contacting the clubs within Attachment 2.

Reasons for Proposed Resolution:

The one respondent to the EOI process did not propose to repurpose any of the buildings, merely noted the difficulty in assessing the time and work required to bring the buildings to a reasonable standard for their potential activity and to explore funding opportunities.

Officers therefore recommend to demolish the Watson Park and the Walkley Park preschool buildings as soon as funding allows.

Although the request for EOI did include the Andrews Park West preschool, as there is no urgency to demolish it Council Officers have boarded up the windows of the facility to limit further vandalism until it is included in a future demolition program or repurposed.

In the meantime Council Officers will continue to explore options to repurpose the building within Andrews Park West, including a revised EOI to the clubs within Attachment 2.

Issues:

Strategy Implications

The recommendation is consistent with the strategy of providing fit for purpose facilities to the community in a cost effective manner.

Communication

Thirty-one clubs and organisations within Churchill were contacted and asked for proposals to use any of the three buildings proposed to be demolished. There were no proposals and it is intended to proceed with demolition of two of the buildings, whereupon the normal consultation with the adjacent properties will be undertaken.

Following the EOI process it has been confirmed that the Churchill District Community Association were contacted.

Financial Implications

The 2017/18 Building Demolition Program has sufficient funds to demolish one building. The building that presents the greatest risk at this time is Walkley Park Preschool as the vandals are breaking in and leaving it accessible.

Funding is available in the 2018/19 Building Demolition Program to demolish one additional building and it is proposed to demolish Watson Park Preschool.

Should surplus funds be available in 2017/18 Council officers will endeavour to demolish both buildings under the same contract.

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
Public injury from entering building	Possible	Boarding up the building and inspections as required.
Reputational risk	Likely	If demolition is not imminent, additional maintenance can be implemented to clear the vegetation around the property and to refresh the measures that limit public access.

The recommendation is presented in consideration of reducing the risk to Council.

Legal and Compliance

There are no legal or compliance issues with the recommendation.

Community Implications

The recommendation to demolish the buildings will positively impact the community by removing unsightly and dangerous buildings.

Environmental Implications

There are no environmental implications associated with the recommendation. All works would be undertaken to manage the potential environmental issues (dust, asbestos etc.).

Consultation

No further engagement is required other than that normally associated with demolition works in respect of the demolition of the identified buildings.

Further consultation will be undertaken to explore options to repurpose the building within Andrews Park West, including contacting the clubs within Attachment 2.

Other

Nil

Supporting Documents:

Nil

Attachments

1. [↓](#). Pictures of buildings showing condition
2. Clubs and Organisations contacted (Published Separately) (Confidential)
3. Response to request for expressions of interest (Published Separately) (Confidential)

15.2

Proposed building demolition plan 2017/18

- 1 Pictures of buildings showing condition..... 223**

Andrews Park West

External



Andrew Park West Inside



Watson Park Preschool

External



Internal



Walkley Park Preschool

External



Internal

Note: Walkley Park has since had a fire inside the structure.



COMMUNITY SERVICES

16. COMMUNITY SERVICES

Agenda Item: 16.1

Agenda Item: Draft Disability Action Plan 2018 - 2021

Sponsor: General Manager, Community Services

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

Status: For Decision

MOTION

Moved: Cr McFarlane

Seconded: Cr Law

That Council releases the Draft Disability Action plan (DAP) 2018 – 2021 for public comment.

CARRIED UNANIMOUSLY

Executive Summary:

A Disability Action Plan (DAP) aims to support people with a disability to have equitable access to infrastructure, services and opportunities within a Local Government Area. The DAP recognises that people with disability have the right to participate fully in society and documents actions that can assist to reduce barriers and improve access and inclusion.

The DAP seeks to eliminate discrimination for people with disability and their carers who use services, facilities and infrastructure provided by Council, or are current or prospective employees of Council.

As a community leader, Latrobe City Council commits to recognising, valuing and supporting people with disability through raising awareness and promoting inclusion within the business and community sector.

It is proposed that community consultation on the draft DAP will commence from 8 May 2018 to 10 June 2018. The final DAP will incorporate feedback from the community consultation processes.

Declaration of Interests:

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

Background:

Latrobe City Council first developed and adopted a DAP in 1996. Between 2006 and 2016 the DAP has been reviewed bi-annually and continues to drive improvements to community facilities, increase disability awareness and reduce barriers to inclusion within the Latrobe municipality. Since 2006 all actions from the DAP have been integrated into Departmental Business Plans, ensuring the needs of people with a disability are included in all aspects of Council's services as well as existing and future infrastructure.

Development of the draft Latrobe City Council DAP 2018-2021 commenced in late 2017. Consultation for the development of the document began in January 2018 and involved a range of stakeholders, including people with disability, their carers and local service providers. Discussions centred around the six strategic areas of the Municipal Public Health and Wellbeing Plan 2017-2021 focusing on access, awareness and inclusion and the capacity these areas have to improve lives for people with disability in Latrobe City. Engagement opportunities included an online survey, two focus groups and a Community Forum convened on Wednesday 28 February 2018.

Reasons for Proposed Resolution:

It is recognised that the disability community requires more in-depth consultation as a vulnerable group who continue to face barriers to full participation.

In the past Council had a Disability Reference Committee to oversee the development of previous DAP's. It was dissolved in 2016 in favour of a new network to include representation from community members and stakeholders. This network will continue to convene twice annually through community forums to identify local issues and seek local solutions.

Issues:

Strategy Implications

The Council Plan 2017-2021 reflects the clear understanding that Latrobe City is in significant economic and social transition. The focus of the DAP will be around these four Council Plan objectives:

- Encourage improved education & training outcomes in Latrobe city
- Improved liveability and connectedness to Latrobe City
- Improve the amenity and accessibility of Council Services
- Provide a connected, engaged and safe community environment which improves the wellbeing of all Latrobe Citizens

The DAP also aligns to the six strategic areas of the Municipal Public Health and Wellbeing Plan 2017-2021.

Communication

It is proposed that the final Latrobe City Council DAP 2018-2021 will be presented to Council for consideration at its meeting on Monday 2 July 2018.

Once adopted, the Latrobe City Council DAP 2018-2021 will be widely distributed to community stakeholders and actions integrated into Latrobe City's Departmental Business Plans for implementation.

Financial Implications

There are minimal financial implications in adopting this report. Any required works will be delivered within departmental budgets or via a capital works bid for major initiatives.

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
Unable to meet community expectation due to financial cost	4	Communicate with community on strategies for prioritising outcomes
Rural Access funding to change/cease in 2018/2019	5	Integrate disability responsibilities to all business units within council
Access and inclusion being prioritised internally i.e. council buildings and facilities upgrades / maintenance	3	Support required from management within all divisions

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

Legal and Compliance

The Disability Discrimination Act 1992 (DDA) requires that appropriate anti-discrimination standards be met where possible and reasonable, and applies to all local governments in Australia. The DDA encourages organisations to develop a DAP to eliminate discriminatory practices.

Community Implications

To eliminate discrimination for people with disability who use services, facilities and infrastructure provided by Council, or are current or prospective employees of Council.

Environmental Implications

Nil

Consultation

The community consultation process will commence upon the adoption of the report's recommendations and will include the draft Latrobe City Council DAP 2018 -2021 being released for community comment from 8 May until 10 June 2018. It will be available on the Latrobe City website, advertised via the Council Noticeboard in the Latrobe Valley Express, Community Sounding Board and will be available at all Latrobe City Service Centres. The draft Latrobe City Council DAP 2018 – 2021 will also be sent directly to the stakeholders and community members who indicated interest during the DAP development process.

Supporting Documents:

Disability Discrimination Act 1992 (DDA)

<https://www.legislation.gov.au/Series/C2004A04426>

1. **Victorian Department of Health & Human Services Disability Action Plan 2018 - 2020**

<https://dhhs.vic.gov.au/publications/disability-action-plan-2018-2020>

2. **Human Rights and Equal Opportunity Act, 1986;**

Attachments

1 [↓](#). Draft Disability Action Plan 2018 - 2021

16.1

Draft Disability Action Plan 2018 - 2021

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Latrobe City Council Disability Action Plan 2018 – 2021





Mayor's message

Latrobe City Council is committed to creating environments that support health and wellbeing within our communities, and recognises that inclusion for all people is a basic human right. Council acknowledges that disability is far reaching and can occur at any time in life. People are born with a disability, acquire a disability through injury and some disabilities are episodic, others are temporary, some disabilities are obvious, others are hidden.

Disability is a continuum of different levels of capacity and to acknowledge this Council has a Disability Action Plan (DAP) which is a document that requires Council to implement actions that reflect our desire to strive for continuous improvement in access and inclusion issues for people with disabilities within Latrobe City.

The Living Well Latrobe and Positive Aging Strategy support the principles of inclusion and access which is at the heart of the Disability Action Plan (DAP). Planning is the key, if we plan for inclusion in all events, activities, services and facilities we provide all residents an equal opportunity to participate.

I would like to commend the many community members who have generously given their time by completing the survey or attending the workshop to help ensure Latrobe City Council's Disability Action Plan is responsive to local needs and aspirations. This plan will be lodged with the Australian Human Rights Commission. Implementation of the plan will be reported annually to the Council.

CR DARRELL WHITE OAM



Disability Action Plan (DAP)

The Disability Action Plan sets out how we will work together to facilitate people with a disability having equality, inclusion and participate in our community. This plan has been developed with consultation with people with disability, carers of people with disability, service providers for people with disability and interested Latrobe City residents through forums, focus groups, individual interviews and survey responses. We are committed to investigating all reasonable requests made by community members in relation to access of the built environment and continue to work towards a fully inclusive community.

The DAP reflects that people with a disability represent all age groups at different stages of life. It acknowledges that people with a disability have different abilities, lifestyles, knowledge, experiences and confront barriers and inequalities.

DRAFT



The Council Plan 2017-2021 reflects the clear understanding that Latrobe City's community is in significant economic and social transition. Council focus will be on the seven objectives:

1. Support job creation and industry diversification to enable economic growth in Latrobe City
2. Encourage improved education & training outcomes in Latrobe City
3. Improved the liveability and connectedness of Latrobe City
4. Improve the amenity and accessibility of Council services
5. Provide a connected, engaged and safe community environment which is improving the wellbeing of all Latrobe Citizens
6. Ensure Council operates openly, transparently and responsibly
7. Grow civic pride of our municipality and solidify Latrobe City's image as a key regional city

The Municipal Public Health and Wellbeing Plan 2017-2021
Living Well Latrobe – A healthy, safe, vibrant and connected community

Focusing on:

- *Lifelong learning and opportunities*
- *Social and community connectedness*
- *Safe at home*
- *Safe in our community*
- *Active living*
- *Healthy living*

Latrobe City has had a Disability Action Plan (DAP) in place since 1996. Over this period, Council services, information and facilities have become more accessible and inclusive for the whole community. **This plan** brings a new opportunity to change the way we think about disability. We want a community that is inclusive and to achieve this council will work in partnership with business and our community to change attitudes, behaviours and outcomes, to remove barriers that inhibit people with disability going about their daily life.



The Disability Discrimination Act

The Commonwealth Disability Discrimination Act 1992 (DDA) was developed to protect everyone in Australia from discrimination based on their disability. Under the DDA, 'disability' is broadly defined to offer protection to everyone with a disability, and includes:

- Physical disabilities
- Intellectual disabilities
- Psychiatric disabilities
- Neurological disabilities
- Sensory disabilities
- Learning disabilities
- Physical disfigurement
- The presence in the body of disease-causing organisms.

The definition also includes:

- People who currently have a disability
- People who have had a disability in the past
- People who may have a disability in the future
- People who are believed to have a disability
- People who have assistance for a disability

The Act seeks to:

- Ensure that people with disability have the same rights to equality before the law as the rest of the community
- Promote recognition and acceptance within the community of the principle that people with disabilities have the same fundamental rights as the rest of the community and



- Where possible, eliminate discrimination against people based on disability in the areas of employment, education, access to premises, provision of goods, services and facilities.

The DDA requires that appropriate anti-discrimination standards be met where possible and reasonable, no matter how many people are involved. It applies to all local governments in Australia.

Latrobe City's commitment to people with disability is consistent with four guiding principles below for inclusion, as reflected in the *Disability Act 2006*. *The Act requires Victorian public sector bodies to prepare a Disability Action Plan for the purposes of:*

1. Reducing barriers to persons with a disability accessing goods, services and facilities;
2. Reducing barriers to persons with a disability obtaining and maintaining employment;
3. Promoting inclusion and participation in the community of persons with a disability;
4. Achieving tangible changes in attitudes and practices which discriminates against persons with a disability;

Goal of the Latrobe City Disability Action Plan

To produce an Action Plan to ensure people with a disability have equitable access to infrastructure and services provided by Latrobe City, in accordance with the Disability Discrimination Act 1992.

To eliminate discrimination for people with disability who use services, facilities and infrastructure provided by Council, or are current or prospective employees of Council.



Focus	Vision	Goal	Action	Outcome	Responsibilities
Social and community connectedness	Our neighbourhoods are informed, connected and supportive	Promote community participation and inclusion of people with disability	Create community awareness through community events	Promote International Day of people with disability	Community Development
				Promote Social Inclusion week	Community Development
				Investigate different mechanisms for advertising events	Events Communication
			Council Service centres have access to update communication boards	Staff have updated communication resources	Community Development
			Educate businesses on the benefits of being inclusive	Good access is good business grants program	Community Development
			Ensure council information is accessible	Council website meets accessibility guidelines WCAG 2. AA level	Work with communication team
			Auslan interpreters and hearing augmentation is available at meetings when requested	Inclusive meetings	All Departments
			Update Latrobe City Council Events Planner 2010	Council events permit process includes information on access and inclusion	Community Development / Events



Focus	Vision	Goal	Action	Outcome	Responsibilities	
Active living	An environment and community that cultivates and enjoys active living	Improve access to transport, goods and services	Promote to the community opportunities for people with disabilities to participate in recreation, arts and community programs	Increase PWD membership of sporting, recreation, arts, cultural and leisure groups	Events Community Development	
				Investigate options for assistive technology	Events All Staff	
				Advocate for an increase of accessible parking spaces	Infrastructure & Planning Community Development	
				Councils website reflects best practise access requirements	Improve access to events and facilities	Comms / Marketing Community Development
				All council meetings and community meeting run by council are held in accessible venues	Audit council venues	All departments
					Implement a process to fund identified access issue to council facilities	Relevant Departments
				Liaise with Public Transport Victoria to increase transport options	Build on transport connections	Regional Strategy
	Update Latrobe City Council 'Events Planner Guide 2010'	Provide information to the community on accessible facilities available within Latrobe City	Welcome pack with information on disability and promote 'Changing Places' facilities	Events Community Resilience		



Focus	Vision	Goal	Action	Outcome	Responsibilities
Safety at home and in the community	Our people feel safe in their homes, schools, workplaces, environment and community and can access appropriate support and services when needed	Safe sustainable environment	Continue to upgrade Accessible parking	Improved access for PWD	Infrastructure & Planning
			Continue to upgrade footpaths to provide accessible travel	Increase km of accessible footpaths	Infrastructure & Planning
			Continue to improve pedestrian access & lighting	Increase accessible paths between transport and businesses	Infrastructure & Planning
			Review accessibility criteria for council events and facilities	Clearly identifies the needs and PWD	Events Community Development
		Improve access to events and facilities for people with disabilities, their families carers and service providers	Advice provided to infrastructure team to prioritise improvements to car parking	Improved access and increased the number of disability parks for PWD	Infrastructure & Planning Compliance
			Ensure Council uses the principle of Universal Design for all new / upgraded council facilities	Work with community groups to development awareness of access issues.	Community Development
				Promote grants available to support upgrades	Community Development Grants
				Ensure Council events and facilities are as accessible and as inclusive as possible	Events All departments



Focus	Vision	Goal	Action	Outcome	Responsibilities
Healthy living	Our community has the knowledge and opportunities to make healthy choices and access appropriate responsive support services	Work with internal and external partners including community organisations, clubs and networks	Promote neighbourhood wellbeing through connection and engagement	Stronger neighbourhood communities that are inclusive	Community Development Community Resilience Infrastructure & Recreation
		Increase information to support PWD attend events	Promote use of Victoria companion card	Build inclusion neighbourhoods	Events Comms Community Development / Strengthening
		Latrobe Leisure staff will have an increased awareness of access and inclusion for people with a disability.	Conduct a disability awareness session for Latrobe Leisure. http://disabilityawareness.com.au/	Increase staff and community awareness about the needs of PWD	HR
		Investigate options for an Online Disability Awareness Program.	Increase awareness of the barriers to inclusion for PWD to all council staff http://disabilityawareness.com.au/	Promote access to community groups i.e. grants program	HR Managers
				Add Disability Awareness to council training for all staff	HR Managers
Increase the Information Service Teams awareness of access and inclusion issues of people with disabilities.	Provide Information Services Team training on Disability Awareness http://disabilityawareness.com.au/	Increase awareness within council of the needs of people with disability	HR Manager		



Focus	Vision	Goal	Action	Outcome	Responsibilities
Lifelong learning and opportunities	Our community have the skills and opportunities to be financially secure and participate in their community throughout their life	Ensure Council has employment policies and practices that eliminates discrimination	Investigate opportunities for employment within council for people with a disability	Increase numbers of PWD employed	HR
			Provide support to current workers who acquire a disability	Promote inclusive workforce	HR
		Increase focus on access and inclusion at community events	Promote skills training / leadership programs for people with disability and support them to participate	People with disability represented on working groups	MPHW reference group) Community Development
		Develop a listing of disability services and resources for new residents with a disability.	Develop 'welcome pack' for new residents will have access to information regarding local services and facilities for PWD	PWD are able to participate fully in Latrobe city	Community Development Community Resilience
		Provide training, information and support to organisations, clubs and groups to improve access to community events for people with disability	Develop a more inclusive community	Increase opportunities for PDW to participate within their community	Community Development Economic Development
		Promote and facilitate information on NDIS and My Aged Care to the community	Provide information to new and existing residents of services available	Increase community awareness of services Development of 'welcome packs'	Community Resilience Comms / Aged & Disability Services

Agenda Item: 16.2

Agenda Item: 2017 -2021 Positive Ageing Strategy and Plan

Sponsor: General Manager, Community Services

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

Status: For Decision

Proposed Resolution:

That Council adopts the 2017 – 2021 Positive Ageing Strategy and Plan.

MOTION

Moved: Cr Gibson

Seconded: Cr Middlemiss

That Council defers consideration of this matter to the next Council meeting.

For Crs Middlemiss, Harriman and Gibson

Against: Crs White, O'Callaghan, McFarlane, Howe, Clancey and Law

LOST

MOTION

Moved: Cr McFarlane

Seconded: Cr O'Callaghan

That Council adopts the 2017 – 2021 Positive Ageing Strategy and Plan.

For Crs White, O'Callaghan, Middlemiss, Harriman, McFarlane, Howe, Clancey and Law

Against: Cr Gibson

CARRIED

Executive Summary:

- The Positive Ageing Strategy and Plan 2017 – 2021 is being presented to Council for adoption.

- Adoption of the Positive Ageing Strategy and Plan 2017 – 2021 ensures that in 2021, and beyond, older people in our community enjoy a fulfilling life where they feel included, valued and are welcomed to contribute.
- Both the Strategy and Plan are unique, containing a high level of cohort input, direction and design. Community members of Council's Positive Ageing Advisory Committee (PAAC) received training on Facilitating Stakeholder Meetings and Community Engagement, designed the consultation process, facilitated community consultation sessions and ran the table discussions – providing a very high level of engagement, buy-in and ownership by older members of the community.
- The documents rely on information gained through this extensive community consultation and comparative demographic data.
- Cost to Council in delivering identified actions 2017 – 2021 is \$165,000, which will be subject to successful budget bids.
- The draft document was released for community feedback from 20 November 2017 to 16 February 2018, with four formal responses received.

Declaration of Interests:

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

Background:

Six community members of Council's Positive Ageing Advisory Committee, ranging from 75 to 88 years in age, received training on Facilitating Stakeholder Meetings and Community Engagement. The members then designed the consultation process. All six members facilitated community sessions and ran table discussions. This ensured a high level of engagement, buy-in and ownership by older members of the community.

The consultations were well advertised, with a number of strategies being used:-

- Major Towns – Advertising in the local paper, flyers distributed to older people in the main streets and at bowling clubs, flyers placed in pharmacies, waiting rooms of doctor's surgeries, eye specialists and hearing centres.
- Smaller Townships – Using rate base data, letters were sent to individuals aged over 65 years, flyers were placed on local noticeboards (usually local shops) and flyers were distributed by hand in main streets.

In addition to holding sessions within the towns of Moe, Newborough, Morwell x 2, Traralgon, Churchill, Boolarra, Yinnar, Tyers and Glengarry - 2 sessions were held at Probus Service Clubs (Maryvale and Moe).

To those that could not attend a consultation session, the invitation was extended to call the Manager Aged & Disability Services and their response was taken via phone

The following table identifies methodology used and the number of individuals engaged:-

Format	Individuals engaged
Consultations in towns/townships	125
Probus Service Clubs	134
Phone call response	4
Online survey	58

Whilst evaluating information from the community consultations, officers identified there was a strong alignment with the eight key pillars under which the World Health Organisation defines age-friendliness, namely:-

1. Outdoor spaces and buildings
2. Transportation
3. Housing
4. Social participation
5. Respect and social inclusion
6. Civic participation and employment
7. Communication and information
8. Community support and health services

Consequently, Key Actions within the 2017 – 2021 Positive Ageing Action Plan have been framed under these themes.

Reasons for Proposed Resolution:

Adoption of the Positive Ageing Strategy and Plan provides a roadmap for Council, on how to assist and support our community to age well.

In the past, planning for an ageing population has focused on those who are over 65 years. This is now considered too narrow a definition, as strategically, early interventions for ageing should be directed to people aged 50+. To adequately plan for ageing in Latrobe City, we took this age cohort into consideration.

Issues:

Financial Implications

The majority of actions contained within the Positive Ageing Plan will be achieved at no cost to Council, as our main role is to plan, advocate, promote, monitor and collaborate with others, on behalf of our community.

However, there are a number of action items which require the engagement of specialists and/or the manufacture and installation of hardware.

Action	Cost
Positive Ageing Strategy/Plan Brochure	\$500
Pull up bars in all public toilets	\$15,000
Audit of CBD walkability and public seating	\$100,000
Printing and placement of public maps showing walkability, seating and public amenities	\$50,000

The total cost of implementing actions within the 2017 – 2021 Positive Ageing Strategy and Plan is \$165,500, which will be subject to successful budget bids.

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
Risk to Council's reputation should it not adopt the Strategy/Plan	5 – Almost Certain	<ol style="list-style-type: none"> 1. Council adopt the Strategy/Plan 2. Should Council not adopt the Strategy/Plan a communications plan will be developed to inform the community of the decision and provide reasons behind the decision.

Given the high level of community engagement during development of the Strategy/Plan, there is a corresponding high level of community expectation that Council will adopt the Strategy/Plan and undertake actions contained within the documents.

Legal and Compliance

Nil

Community Implications

The document has been designed to provide strategic direction and identify actions that are primarily focused on preventative measures to prevent/manage/delay or ameliorate a number of challenges that come with ageing. The strategy and actions identified within the document provides the direction in which Council will assist older community members to remain healthy, active and engaged.

Environmental Implications

Nil

Consultation

The following table identifies methodology used and the number of individuals engaged during development of the Strategy and Plan.

Format	Individuals engaged
Consultations in towns/townships	125
Probus Service Clubs	134
Phone call response	4
Online survey	58

No further consultation will be required.

Supporting Documents:

Nil

Attachments

- 1 [↓](#). 2017 - 2021 Positive Ageing Strategy and Plan
- 2 [↓](#). Positive Ageing Strategy and Plan brochure

16.2

2017 -2021 Positive Ageing Strategy and Plan

- 1 2017 - 2021 Positive Ageing Strategy and Plan..... 253**
- 2 Positive Ageing Strategy and Plan brochure 327**

Latrobe City Council



POSITIVE AGEING STRATEGY 2017-21





LATROBE CITY



Message from the Mayor

The 2017-2021 Positive Ageing Strategy and Plan have been built on a strong foundation of community consultation and discussion.

At its heart, the document seeks to create a community in which older people are always valued, and a safe environment exists in which older people can actively live their lives to the fullest.

This Strategy and Plan seek to build on achievements from the 2007-2017 Older Persons Strategy and strongly reflect many of the principles and objectives identified within Council's key documents - Latrobe 2026 and the 2017-2021 Council Plan.

Our local community is rich in its social, cultural and human assets. We have a wealth of diversity, knowledge and experience that rests with our older community members. These are treasures that need to be valued and acknowledged.

Planning for community members to age well is an important consideration for Latrobe City Council, as it shapes the design of our service delivery, infrastructure and facilities.

Ultimately we would like all community members to increase their opportunity for good health, social participation and security by enabling them to remain active, productive and engaged within our community for as long as possible.

Latrobe City Council is committed to creating environments that support our communities' health and wellbeing. This Positive Ageing Strategy and Plan is the means by which our commitment, to mature members of our community, will be driven.

Councillor Darrell White
Mayor

4

Reinvigorating Our Strategy

In developing this Positive Ageing Strategy, older people in our community have come together to reimagine our future. They have aimed high and put a strong focus on what we need to do to ensure that in 2021 and beyond, older people in our community enjoy a fulfilling life where they are included, valued and are welcome to contribute in a liveable community.

Latrobe City Council's "Older Persons Strategy 2007-2017" is now due for renewal and review. Community aspirations for the future need to have an eye on the horizon; planning for positive ageing is one of the key planks in a constructive future for Latrobe City. A reinvigorated strategy for positive, active ageing in Latrobe City demands ambition and determination to bring our community along on the journey. An informed Positive Ageing Strategy looks to the future, while reflecting on the gains made to date. In order to help deliver on Latrobe City Council's vision for the future:

"In 2026 the Latrobe Valley is a liveable and sustainable region with collaborative and inclusive community leadership".

The vision for 'positive ageing' in Latrobe City is about access. It is fundamental that:

"All older people living in Latrobe City are recognised and valued and feel that they live in a safe, attractive city that provides them with the information, support and services they need to maintain a healthy lifestyle".

(Latrobe City Council Positive Ageing Advisory Committee (PAAC) Terms of Reference)



LATROBE CITY

Why are we planning for positive ageing?

POSITIVE AGEING STRATEGY OBJECTIVES

- ▶ To build on the achievements of the Latrobe City Council Older Person's Strategy 2007-2017 and make progress on matters yet to be realised
- ▶ To foster partnerships, 'buy-in' and an enhanced understanding of what an 'age-friendly' community is
- ▶ To respond to the changing needs of our people as they age
- ▶ Build a strong evidence base that leads to positive action on 'ageing well'
- ▶ To deliver a platform for strategic planning in Latrobe City that models:
 - The World Health Organisation (WHO) Age Friendly Cities
 - 'Environments for Health' focus (social, economic, physical and built environments)
- ▶ Is consistent with Latrobe City Council's commitment to 'Quadruple Bottom-line' (social, environmental, economic and civic leadership) outcomes through the lens of active ageing

The Latrobe City Council Positive Ageing Strategy 2017-2021 incorporates population data and the results of wide community consultation, specifically to give a voice to older people— their ideas, concerns, reflections and desires for the future. The strategy replaces the Latrobe City Council's Older Person's Strategy 2007-2017. The 2017-2021 strategy will be reviewed every two years.

This strategy provides a framework that captures the commitment of Latrobe City Council to 'spotlight' the needs and contributions of older people who work, live and play in Latrobe City. The strategy is purposeful and responsive to the changing dynamics of a rapidly ageing population. It details a rapidly changing community context, current and forecasted demographics, factors that will influence planning for an ageing population, takes account of policies and strategies already in place within Latrobe City Council and poses some questions to prompt thinking, participation and action that will encourage individuals to invest in an 'age friendly' future.



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What is 'positive ageing'?

According to the Australian Psychological Society (APS), positive ageing is "a term used to describe the process of maintaining a positive attitude, feeling good about yourself, keeping fit and healthy and engaging fully in life as you age".

APS goes on to say that "ageing is often associated with many rewarding experiences. It is however also a time when significant changes might occur. For example, some people experience changes in physical functioning, social networks, employment, and bereavement can become more common. Keeping a positive attitude toward ageing is particularly important as it allows you to continue to feel good and have a sense of control as you face another part of the life cycle. As people age it is natural for them to move in and out of periods of positive ageing. Those who age positively live longer and healthier lives, and enjoy a good quality of life".

Beyond the individual experience of, and attitude to getting older, the environment within which we live can have a constructive/beneficial or adverse/unfavourable impact on wellbeing. To age positively, we need to reflect on the built, social, economic and natural environments, at a whole of community level.

You said...

*"Ageing is not
for the faint
hearted, it
takes guts and
determination"*



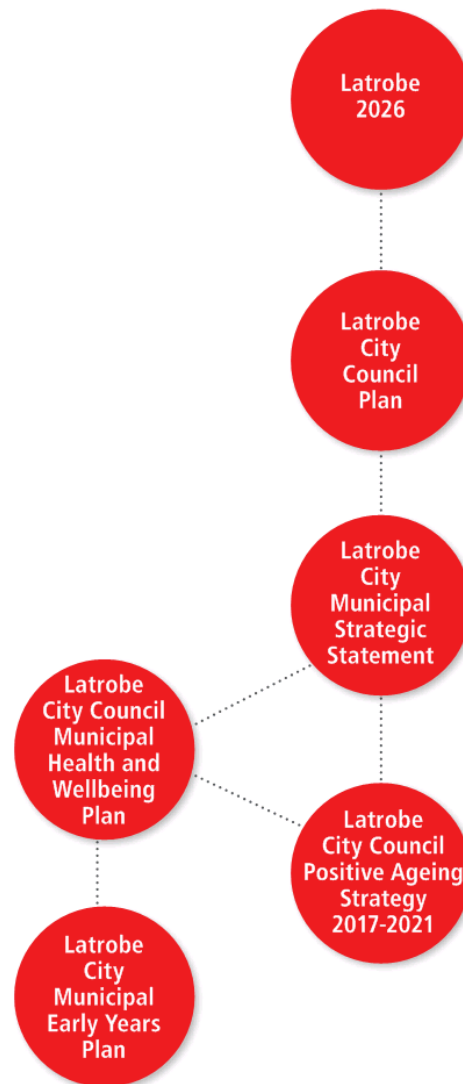
LATROBE CITY

Who is this strategy catering for?

Planning for an ageing population has in the past been focused on those who are over 65 years— an age which correlated with eligibility for the Aged Pension in Australia. It is commonly understood that this narrow definition is outdated. To adequately plan for ageing in Latrobe City, we now need to be cognisant of the burgeoning group of people that are aged 50 years and older in our community. This diverse sector of our population are not a homogenous grouping; individuals may or may not be active participants in civic life, they may or may not be working, they may or may not be physically active, some may suffer poor health, a number will be vulnerable, disadvantaged and isolated, many will bring diverse cultures to enrich our community. It is therefore essential to plan interventions and strategies much earlier in our lives to cater for an array of needs and open up opportunities to engage or re-engage in community life.

The Latrobe City Positive Ageing Strategy 2017-2021 is primarily focused on preventative measures that will keep individuals aged 50 years and older engaged with their community, and prevent, manage, delay or ameliorate some of the challenges that come with ageing. Strategies that promote 'ageing well' are enablers that help maintain a positive outlook, keep older people connected, value their contributions of the past, empower them to contribute in the future and create and/or maintain environments that are appealing, attractive, safe and cater to changing needs as people age.

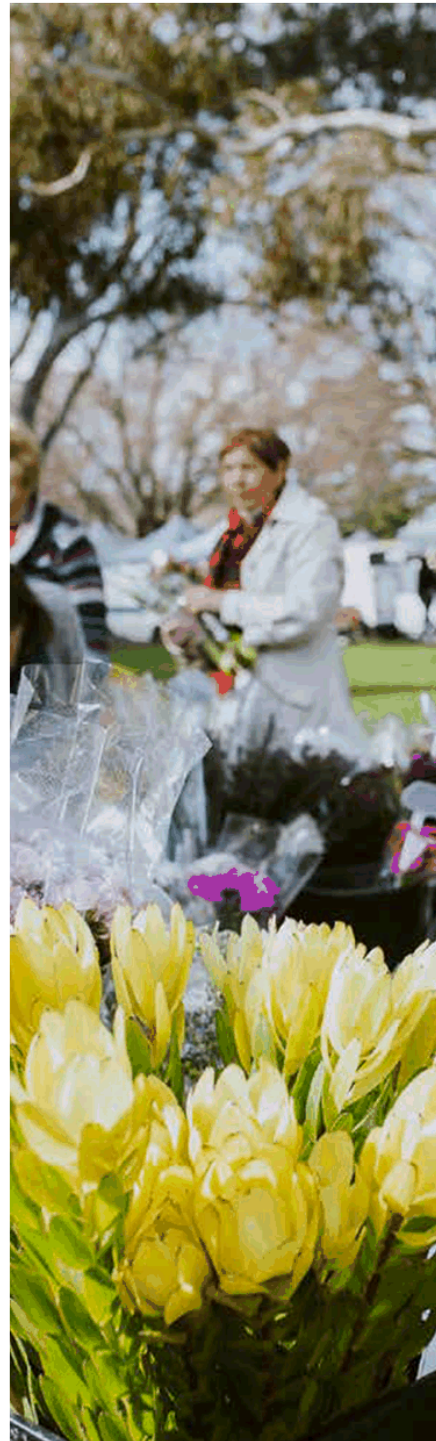
PLANNING CONTEXT



Latrobe City Council related strategies and plans

Latrobe City Council's strategies for positive ageing cannot occur in a vacuum; the strategies are intended to be owned by the community and consciously embedded into the programs and services provided by Council. Importantly, the development and review of policies, strategies and plans essentially need an older persons 'lens' to ensure that they support positive ageing. The key policies and strategies of Latrobe City that will complement the Positive Ageing Strategy are listed below.

- ▶ Latrobe City Council Plan
- ▶ Latrobe 2026: The Community Vision for Latrobe Valley
- ▶ Latrobe City Municipal Public Health and Wellbeing Plan
- ▶ Arts Strategy Action Plan
- ▶ Asset Management Strategy
- ▶ Bicycle Plan
- ▶ Building Asset Management Pla
- ▶ Car Park Asset Management Plan
- ▶ Community Engagement Strategy Action Plan
- ▶ Cultural Diversity Action Plan
- ▶ Customer Service Plan
- ▶ Disability Action Plan
- ▶ Footpath Asset Management Plan
- ▶ Public Toilet Plan
- ▶ Library Plan
- ▶ Events Strategy and Action Plan
- ▶ Domestic Animal Management Plan
- ▶ Latrobe Planning Scheme



Who can contribute to positive ageing?

The simple answer is all of us.

There is a shared onus for everyone to support the process of ageing and to help make ageing a fulfilling time of life.

You said...

"Our [community] organisation has set goals or rules that enable individuals of any age to reach a certain level of participation. These guidelines are clearly laid out to be non-discriminatory but open to any age providing they can be met"

(Connecting People 65+ in Latrobe City Survey)

You said...

"we believe retirees have time to 'donate' during normal working hours"

(Connecting People 65+ in Latrobe City Survey)

Those who have an important stake in making ageing a positive experience in Latrobe City include:

- ▶ Individuals
- ▶ Latrobe City Council
- ▶ Carers/family of older people
- ▶ Organisations
- ▶ Businesses
- ▶ Industry
- ▶ Service providers
- ▶ Health services
- ▶ Business units within Council
- ▶ Service clubs
- ▶ Training and education institutions
- ▶ Schools
- ▶ Lifelong learning organisations
- ▶ Neighbourhood centres
- ▶ Churches
- ▶ Sport and leisure organisations and clubs
- ▶ Disability groups
- ▶ Transport providers
- ▶ Private and public aged care accommodation providers
- ▶ Housing organisations
- ▶ Developers
- ▶ Emergency services and emergency management organisations
- ▶ Indigenous communities
- ▶ Cultural and ethnic groups
- ▶ Government departments
- ▶ Community wellbeing organisations
- ▶ Lifeline

Note: This list does not preclude incorporating the interests, ideas and contributions of others.

Implementing the new plan

It's a collaborative effort that will rely on energy and commitment from within Latrobe City Council, partner organisations, stakeholders and the community.

The Aged and Disability Services business unit of Latrobe City Council is leading the implementation of the Positive Ageing Strategy 2017-2021 and strategic integration across the organisation. Aged and Disability Services will advocate for the 'lens' of ageing to be consistently applied in key aspects of the remit of Latrobe City Council, working with other business units and external bodies to leverage benefits for positive ageing.

Where opportunities for new initiatives emerge, funding becomes available and/or forging partnerships to promote 'ageing well' become apparent, Latrobe City Council will work with and consult older people to shape actions that realise the intent of this Positive Ageing Strategy.



LATROBE CITY

What has happened since the last plan? What is yet to be achieved?

The Latrobe City Older Person’s Strategy 2007-2017 was framed to meet the needs of, and plan for people of sixty years and older. The intent of the Latrobe City Council 2017-2021 Positive Ageing Strategy will plan for people at an earlier stage in life in focusing on Latrobe City residents that are aged 50 years and older. The former strategy had 11 key principles to help facilitate the development of a Positive Ageing Plan. Achievements against the Plan were:

PRINCIPLES	TOP ACHIEVEMENTS	WE STILL NEED TO WORK ON
Respect and recognition	<ul style="list-style-type: none"> ▶ Raising the importance of positive ageing in the community ▶ The Positive Ageing Advisory Committee (PAAC) of Latrobe City Council has facilitated a platform for the aged to voice their concerns 	<ul style="list-style-type: none"> ▶ Promotion of the value of our older citizens ▶ Highlight more the achievements of active and positive residents during Seniors Week each year ▶ Further integration of the aged into local schools, sporting associations to impart their knowledge and experiences
Understanding population change Employment and education	<ul style="list-style-type: none"> ▶ Greater understanding of ageing data from the Australian Bureau of Statistics (ABS) which has influenced community planning 	<ul style="list-style-type: none"> ▶ Continued promotion of the value of employing older people locally ▶ Continued review of employment issues for older people ▶ ‘Incentivise’ and encourage local businesses to employ older persons
Social support Housing and accommodation	<ul style="list-style-type: none"> ▶ Greater recognition of the significant need and growth in the number of older people in Latrobe City ▶ PAAC has influenced planning for new residential developments to ensure they are ‘age-friendly’ 	<ul style="list-style-type: none"> ▶ Increase attention to the needs of older people living in small rural towns ▶ Rural accommodation availability ▶ Integration of aged residential accommodation with opportunities to engage with schools, youth and community centres

PRINCIPLES	TOP ACHIEVEMENTS	WE STILL NEED TO WORK ON
Active living and community participation	<ul style="list-style-type: none">▶ Gradual improvement in the number of accessible automatic door in community/business premises▶ Improvement in the number of seats in public places▶ Promotion of local walking groups▶ Community Volunteer training including First Aid, OH&S, Snake Awareness, Traffic Management▶ Established three park runs, with strong levels of participation from older people▶ Community groups training sessions held with high attendance from older people▶ Implemented the Good Access in Good Business Program▶ \$100k of works carried out on crossings in main CBDs to make them DDA compliant, including installation of tactile ground surface indicators	<ul style="list-style-type: none">▶ Continued improvement of accessible tracks, trails and paths to encourage safe mobility around the community▶ Continued establishment of adequate public toilets▶ Work with local seniors community groups to expand and attract membership

LATROBE CITY

PRINCIPLES	TOP ACHIEVEMENTS	WE STILL NEED TO WORK ON
Transport	<ul style="list-style-type: none"> ▶ Awareness of changing needs as people age 	<ul style="list-style-type: none"> ▶ We still need more flexibility and a quicker response to changing needs
Health and wellbeing	<ul style="list-style-type: none"> ▶ ParkTracks App developed and launched, identifying and rating walks within LCC ▶ Active Ageing classes commenced at Community Centres ▶ COTA classes operating at all Leisure Centres ▶ Aqua Classes operating at all Leisure Centres 	<ul style="list-style-type: none"> ▶ Better communication where/when/what ▶ Local forums to promote health and wellbeing and to raise awareness of elder abuse ▶ Improved promotion of seniors activities and highlighting the achievements of older people through electronic and media print options
Urban planning and development	<ul style="list-style-type: none"> ▶ Influenced planning schemes, where crossing points need to be/seating/ pedestrian lights 	<ul style="list-style-type: none"> ▶ Pedestrian 'walk' signals at traffic lights do not provide enough time to get across intersections at points where there is high usage by older persons, parents with prams/ young children and those with mobility challenges
Advocacy and influence	<ul style="list-style-type: none"> ▶ The voice of older people has been heard when advocating for planning new sub divisions 	<ul style="list-style-type: none"> ▶ There needs to be an opportunity for the needs of older people to be included when developing plans/ policies/strategies
Information and communication	<ul style="list-style-type: none"> ▶ Involvement of older people in community meetings to find out opinions, concerns and ideas 	<ul style="list-style-type: none"> ▶ A dedicated regular communication process for all seniors ▶ A welcome package for new residents

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PRINCIPLES	TOP ACHIEVEMENTS	WE STILL NEED TO WORK ON
Multiculturalism	<ul style="list-style-type: none"> ▶ Promotion of Community Grants program to culturally diverse community groups ▶ Forum on identifying the service needs of our culturally diverse community ▶ Encouraged stronger links between our culturally diverse community and Neighbourhood Houses/U3A 	<ul style="list-style-type: none"> ▶ Ensure cultural diversity is recognised in Seniors Week events
Safety – financial and personal	<ul style="list-style-type: none"> ▶ Safety forum conducted on gambling and gambling issues, with discussion on habits and needs of older people ▶ Conducted Safety Forum on Staying Safe at Home ▶ Older people identified and planned for in Vulnerable People and Emergencies ▶ Installation of lighting along Waterhole Creek / Churchill Underpass ▶ Installation of CCTV and increased lighting in Traralgon CBD 	<ul style="list-style-type: none"> ▶ Encouraging older people to report safety issues that negatively impact their perception of safety in public places ▶ In the event of a declared emergency event, information provided to the community will take into account the needs and concerns of older people and communicated in ways that are readily accessible to older people

LATROBE CITY

World Health Organisation Age Friendly Cities

Guiding tools to help communities to evolve in an age-friendly way is being led by the World Health Organisation (the WHO), with the International Federation on Ageing.

The WHO says:

“An age-friendly world enables people of all ages to actively participate in community activities and treats everyone with respect, regardless of their age. It is a place that makes it easy for older people to stay connected to people that are important to them. And it helps people stay healthy and active, even at the oldest ages and provides appropriate support to those who can no longer look after themselves.”

Consistent with the WHO Age Friendly Cities framework, the Latrobe City Council Positive Ageing Strategy includes the eight WHO focus areas and highlights Latrobe City Council’s commitments within the context of these themes:

- ▶ Housing
- ▶ Social participation
- ▶ Respect and social inclusion
- ▶ Civic participation and employment
- ▶ Communication and information
- ▶ Community support and health services
- ▶ Outdoor spaces and buildings
- ▶ Transportation

A comparison of the WHO ‘age-friendly’ cities and feedback from older Latrobe City residents can be found at Appendix 1.

**You gave us
many examples to
keep people active and
involved**

“One member [of our club] had a stroke and is now unable to drive. All other members are happy to provide transport so that she can still play every week. Another person had financial restraints. The club helps here by providing all necessary equipment at no charge.”

*(Connecting People 65+ in
Latrobe City Survey)*

**WHAT ARE LATROBE CITY COUNCIL'S COMMITMENTS?
HOW WILL YOU KNOW WE ARE ON THE RIGHT TRACK?**

WHO THEME/S	OUR COMMITMENTS	HOW YOU WILL KNOW WE ARE MAKING PROGRESS?
<ul style="list-style-type: none"> ▶ Civic participation ▶ Communication and information ▶ Outdoor spaces ▶ Social participation ▶ Respect and social inclusion 	<ul style="list-style-type: none"> ▶ We will improve the opportunity for older people to communicate their issues, ideas and aspirations ▶ We will facilitate the involvement of older people in developing long-term strategies in a variety of ways that are suitable and accessible to older people 	<ul style="list-style-type: none"> ▶ There will be measurable improvements in opportunities for older people to participate in community discussion/debate ▶ Latrobe City Council communication (verbal, written and electronic) is age-friendly ▶ A targeted communiqué for older people is initiated ▶ When we develop new policies, plans and strategies, we will plan for inclusion of the needs of the frail aged, socio-economically disadvantaged, new arrivals to Latrobe City, the people who identify as LGBTI and those who are from CALD communities as they age



LATROBE CITY

'Ageism'

Some individuals who participated in consultations for the development of Latrobe City Council's Positive Ageing Strategy 2017-2021 felt that they had been discriminated against in a work, family or social context due to their age. Ageism can, if we allow it, permeate everyday life, with little regard given to the positive attributes that come with getting older. Discrimination based on a person's age can be debilitating, disempowering, exclusionary and prevent participation.

The WHO says "ageism can take many forms, including prejudicial attitudes, discriminatory practices, or policies that perpetuate ageist beliefs. It can obstruct sound policy development, and it can significantly undermine the quality of health and social care that older people receive".

The 'Willing to Work: National Inquiry into Employment Discrimination Against Older Australians and Australians with Disability' study conducted by the Australian Human Rights Commission, was released in May 2016.

You said...

"At work you become invisible, as a younger group of people become the experts; they sometimes neglect the wisdom and knowledge in the room held by those who have detailed knowledge built through years of experience".

You said...

"Enjoying the community we live in carries some responsibility to contribute to that community in some way"

(Connecting People 65+ in Latrobe City Survey)

In its findings the Commission commented that "people who are willing to work but are denied the opportunity are also denied the personal and social benefits—of dignity, independence, a sense of purpose and the social connectedness—that work brings".

The Commission found that in the previous two years, almost a quarter of people interviewed for that study aged 50 years and over had at least one experience of age discrimination in the workplace and one third knew of age discrimination experienced by others. The Commission observed that "discrimination has an impact on the health of individuals, their career and job opportunities, their financial situation and their families.... from a broader economic perspective, employment discrimination is also a huge waste of human capital".

So, the question that emerges is – how do we in Latrobe City cement community protective factors that reduce and/or minimise the barriers to ageing well?

Understanding the make up of our community, the uniqueness and individuality that exists within our population, promoting equity of access to jobs for older people, having an appreciation of the social and economic conditions currently and into the foreseeable future will help foster a positive experience of ageing.

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**Some of the issues
raised by older citizen
of Latrobe City in our
consultations:**



LATROBE CITY

**WHAT ARE LATROBE CITY COUNCIL'S COMMITMENTS?
HOW WILL YOU KNOW WE ARE ON THE RIGHT TRACK?**

WHO THEME/S	OUR COMMITMENTS	HOW YOU WILL KNOW WE ARE MAKING PROGRESS?
<ul style="list-style-type: none"> ▶ Civic participation and jobs ▶ Respect and social inclusion ▶ Communication 	<ul style="list-style-type: none"> ▶ We will review the Positive Ageing Strategy 2017-2021 at least bi-annually ▶ We will empower older people to let us know their concerns, aspirations and ideas ▶ We will ask your opinions about community issues ▶ We will ensure that at Latrobe City Council older people will have equity of access to jobs ▶ We will seek out your feedback and report in a timely manner on implementation the Positive Ageing Strategy 2017-2021 	<ul style="list-style-type: none"> ▶ A 'score card' regarding progress on the commitments contained in the Positive Ageing Strategy 2017-2021 will be made publically available at least annually ▶ We will ask your advice, take action and get back to you with progress, closing the communication loop when we ask your advice ▶ The benefits of employing older people and the skill/ experience/reliability that they bring with them to employment will be promoted within, and external to, Latrobe City Council



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Positive Ageing Advisory Committee (PAAC)

Latrobe City has benefited from the collaboration between representatives of older members of the community, Latrobe City Council Councillors, Council officers and key stakeholders who have provided advice on positive ageing.

In March 2012, the first meeting of the Latrobe City PAAC was held. In February 2017, the Terms of Reference were revisited and refreshed to refine and bolster the purpose of the committee:

“To provide, when requested, advice information and feedback, to Council, in order that Council is well placed to make informed decisions.”

The stewardship role of the committee is to:

- ▶ Assist in the promotion of the Positive Ageing Plan to the Latrobe City community
- ▶ Through the Chair, inform Council on matters related to the needs of older people, which may affect their participation in community life

- ▶ Advocate on areas related to the needs of older people
- ▶ The Committee will carry out the following in order to achieve the objectives set:
 - Ensure the needs of older people are taken into consideration when planning delivery of services/ service development, open spaces and subdivisions, building and maintaining urban infrastructure

The Committee is to be consulted on and give input to:

- ▶ Landscape design and open space/ recreation strategies and plans, reviewing of asset management plans
- ▶ Provide advice as part of a policy, strategy (or other relevant document) review or development processes as required from time to time
- ▶ Perform other activities related to this, as requested by the Council

Whilst not a decision making body, the Positive Ageing Advisory Committee will oversee the roll out of the Positive Ageing Strategy 2017-2021



LATROBE CITY

Community consultation

The PAAC, in the development of this strategy over an 18-month period, has undertaken wide consultation with a focus on seeking opinions from people aged 65 years and older. These consultation were well advertised throughout Latrobe City; methods used have been:

FORMAT	TARGET POPULATION	NUMBER
Community consultations	Older people over 65 years	10 meetings 125 attendees
Probus Service Club presentations	Service Club members	2 meetings 134 attendees
Face-to-face interviews	Offered but not taken up	4 people over the phone

Latrobe City Council also investigated healthy ageing as part of a program funded by the Department of Health and Human Services (DHHS). In that external study, individuals 65 years and older were surveyed on a range of things that influenced their wellbeing and sought their input on ideas for the future. The survey was advertised through community networks, Latrobe City Council's PAAC, local media and through older person's services/programs.

Surveys

FORMAT	TARGET POPULATION	NUMBER
Survey voluntary opt-in (Survey Monkey online tool)	General population 65 years+	52 people
Survey voluntary opt-in (Survey Monkey online tool) – assistance was provided by support staff of Latrobe City Council	Home and Community Care clients	6 people

An internal survey was conducted within Latrobe City Council across Council business units with a focus on partnerships and building the organisation's strength in catering to the needs of older citizens. Information and instructions about the survey were distributed electronically through all business units within Council. Survey participants overwhelmingly agreed that strong partnerships are important to plan for an ageing population and that the benefits of such partnerships outweigh the perceived costs.

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FORMAT	TARGET POPULATION	NUMBER
Survey voluntary opt-in (Survey Monkey online tool)	Latrobe City officers	22 people

WHAT ARE LATROBE CITY COUNCIL'S COMMITMENTS? HOW WILL YOU KNOW WE ARE ON THE RIGHT TRACK?

WHO THEME/S	OUR COMMITMENTS	HOW YOU WILL KNOW WE ARE MAKING PROGRESS?
<ul style="list-style-type: none"> ▶ Civic participation ▶ Social Participation ▶ Communication 	<ul style="list-style-type: none"> ▶ We will resource the PAAC, provide them with the necessary information to do the job and facilitate their involvement in planning for ageing in practical ways ▶ We will empower older people to let us know their concerns, aspirations and ideas ▶ We will consult with you about things that matter to older people, within the remit of Latrobe City Council, and where appropriate, on broader community issues 	<ul style="list-style-type: none"> ▶ The advice of the PAAC is received and acted upon in a timely manner ▶ We will provide feedback on how we have delivered on expectations and what we have found through our consultations

LATROBE CITY

Latrobe City comparative demographics

Latrobe City is one of Victoria's four major regional centres along with Ballarat, Bendigo and Geelong. Located 150 kilometres east of Melbourne, our city is made up of four central towns; Churchill, Moe/ Newborough, Morwell and Traralgon; and smaller rural townships of Boolarra, Glengarry, Toongabbie, Tyers, Traralgon South, Yallourn North and Yinnar. It is spread over 1422 square kilometres. With a population of more than 70,000 people, Latrobe City is Victoria's only eastern regional city. The City is the residential and commercial hub of a larger catchment of more than 262,000 people stretching across the Latrobe Valley and Gippsland region. Latrobe Valley is one of the most liveable regions in Victoria, known for its high quality health, education and community services."

- Australian Bureau of Statistics (ABS).

Population growth in Gippsland – Victoria In Future 2016

- ▶ 2006-2011 growth was 1.4% p/a
- ▶ 2011-2016 growth was 1.2% p/a
- ▶ Steady decrease in population 0 to 24 years and 35 to 54 years
- ▶ Steady increase in population 25 to 34 years and 55 years and older
- ▶ Population is stable for 45 to 54 years

Income Levels 2016 Census

	LATROBE CITY	VICTORIA	AUSTRALIA
Personal Income	\$544	\$644	\$662
Family Income	\$1414	\$1715	1734
Household Income	\$1077	\$1419	\$1438

Victoria In Future 2016 – population projections across all age groups for Latrobe City

	2016	2021	2026	2031
	73,646	75,038	77,775	81,222

A key communication, information and education tool is access to the internet. In the 2011 Census, internet access in Latrobe City was 74.3%. Whilst this level has improved, as indicated in the 2016 Census, Latrobe City still falls behind the Victorian and Australian average. Community consultations and surveying of people in Latrobe City aged 65 years and older indicated that generally older people saw the value of having access to the internet; those who were more socially isolated and those receiving in-home care were less likely to have access to the internet.

Household Internet Access 2016 Census

	LATROBE CITY	VICTORIA	AUSTRALIA
No Internet	19.7%	13.6%	14.1%
Internet Connection	77.2%	83.7%	83.1%



LATROBE CITY

Our older population

Latrobe City has a growing population of people aged 55 years and older. Latrobe City recorded a median age in the 2016 Census of 41 years. When included with the six municipalities cross all of Gippsland, this figure increased to a median age of 45 years. Across all age brackets, beginning with 55-59 years of age, the 2016 Census revealed that in Latrobe City, the population of older citizens is greater than the Victorian and Australian averages.

To increase awareness of activities and organisations, you said...

"events, an expo, free social dinners, club open days, newspaper stories and advertising is needed and health professionals can provide this information"

(Connecting People 65+ in Latrobe City Survey)

2016 Census population breakdown for people aged 55 years and older

AGE BRACKET	LATROBE CITY %	VICTORIA %	AUSTRALIA %
55-59 years	7.1	6	6.2
60-64 years	6.6	5.4	5.6
65-69 years	6	4.9	5.1
70-74 years	4.4	3.7	3.8
75-79 years	3.4	2.8	2.8
80-84 years	2.4	2	2
85+ years	2.4	2.2	2.1

The Gippsland demographics are skewed toward an older population due to having older (stable) cohorts in the other five local government areas and in some respects to people relocating to Gippsland seeking a 'sea change' or tree change' as they get older.

Victoria In Future 2016 – population projections for people 65+ years

GIPPSLAND	LATROBE CITY	VICTORIA
2011 – 18.4%	2011 – 15.3%	2011 – 14%
2031 – 25.6%	2031 – 23.9%	2051 – 21.5%*

* Note: data for Victoria is for the year 2051

You said...

*"We are able
and experienced,
but suffer age
discrimination"*

*(Connecting People
65+ in Latrobe City
Survey)*

ABS research into people needing care and/or needing assistance to engage in activities found that:

- ▶ The likelihood of living with a disability increases with age; two in five people with a disability were aged 65 years or older
- ▶ Almost one third of people with a disability had a profound or severe disability
- ▶ Three in five people with a disability needed assistance with at least one activity of daily life
- ▶ Half of people with a disability use aids or equipment to help with their disability
- ▶ People aged 15 to 24 years are more likely to report discrimination
- ▶ The average age of the primary carer of a family member is 55 years, two thirds are female

In Latrobe City, there is a significant cohort of people who need assistance for care and/or activities, and it is revealing to note that there is a substantial number of people aged 55 and older who are providing care assistance. Those being cared for included, a partner/spouse, person with a disability, family member, primary caring relative, an elderly parent.

People Needing Assistance for Care and Activities – 2016 Census

AGE BRACKET	LATROBE CITY POPULATION	LATROBE CITY PEOPLE NEEDING ASSISTANCE	LATROBE CITY – PEOPLE PROVIDING ASSISTANCE
55-64 years	10,102	707	1753
65-74 years	7609	777	996
75-84 years	4224	860	394
85+ years	1761	791	64

The 2016 Census also revealed that for those over 65 years:

- ▶ 50.7 percent had a disability, of these 90 percent were living in a household and 10% were living in care accommodation
- ▶ Of the remaining 49.3 percent of the population aged 65 and older (no disability reported), 99.6 percent were living in a household, while 0.4 percent reported they were living in care accommodation.

LATROBE CITY

ABS reports that in 2015, long-term health issues for those aged 65+ were:

- ▶ Arthritis
- ▶ Hypertension
- ▶ Back problems
- ▶ Mental health disorder
- ▶ Dementia or Alzheimer’s 2.8%

The main source of income for two thirds of people aged 65 and older in 2015 was a Centrelink pension or allowance. 97 percent of older people participated in at least one social activity outside of the home in the previous year. 2015 – 49.2 percent participated in physical activities. 2015 - 18.6 percent were volunteers (unpaid work) in some form of community service.

Note: 2016 Census data roll-out has not yet been completed.

**WHAT ARE LATROBE CITY COUNCIL'S COMMITMENTS?
HOW WILL YOU KNOW WE ARE ON THE RIGHT TRACK?**

WHO THEME/S	OUR COMMITMENTS	HOW YOU WILL KNOW WE ARE MAKING PROGRESS?
<ul style="list-style-type: none"> ▶ Respect and social inclusion ▶ Communication ▶ Social participation ▶ Civic participation 	<ul style="list-style-type: none"> ▶ We will be considerate of age, culture, ethnicity and sexual persuasion in our planning and decision making right across Council business ▶ We will ensure that there is a positive ageing 'lens' on all of Latrobe City Council's policies and strategies ▶ We will seek guidance from the PAAC about issues confronting older people 	<ul style="list-style-type: none"> ▶ The PAAC will be asked their opinion on issues confronting older people and we will take timely action ▶ Our policies, plans and strategies that have, or may in the future have, an impact on positive ageing, are progressively reviewed ensuring that they are age-friendly

Services and Supports

Much of the services, supports and available community activities happen in the larger towns in Latrobe City and are more difficult to access by people living in small rural towns and on farms. Arguably, services and facilities are generally placed where they are needed most. However, where services are most needed is not necessarily in heavily populated locations. Attention also needs to be paid to the less accessible places where people live. Attentiveness to the vulnerabilities that come with age, needs to be an aspect of the 'lens' through which planning for our communities occurs. As such, planning for services and facilities in Latrobe City Council take into account the complex interplay between social needs, economic viability, building and maintaining physical/environmental assets and locating and promoting community involvement in facilities that are in the most logical places for community use.

You said that the main barriers to people keeping active and involved:

"low confidence, transport, poor mobility, perceptions of safety, perceptions (of others) that older people have decreased skills or capacity, clubs/groups/organisations not flexible or welcoming of older people, lack of awareness of the time, skills and abilities older people can offer"

(Connecting People 65+ in Latrobe City Survey)

You said...

"Support groups for various charities provide a positive experience in helping others."

(Connecting People 65+ in Latrobe City Survey)

Older people who expressed a view about positive ageing through community consultation and surveys, clearly indicated that a sense of belonging is incredibly important to healthy ageing and that fragile social connections can negatively impact general, as well as mental health. Our research at Latrobe City Council tells us that those who are dependent on increasing levels of in-home care/services report fewer social connections, lower levels of community involvement. Poor access to affordable, reliable transport is reported as one of the biggest barriers to getting involved and/or remaining involved with community groups and keeping active as people aged.

Some of those consulted were keen to see more opportunities for physical activities that are specifically designed to accommodate the needs of older people. Confidence in getting/continuing to be involved in the community is a factor when mobility and physical/mental abilities decline; most were keen to feel welcome to be a part of mainstream community groups.

LATROBE CITY

Service and Supports (Continued)

Health and social services need to be responsive across the board in all communities. The rapidly ageing population predicted in Latrobe City will necessarily need good socio-economic and physical space planning, with consultation between service providers and other stakeholders to adequately respond, conscious of new technologies, and service developments that will assist people to remain independent for as long as possible (if they wish to) and 'age well'.

An article in the publication "Contested Spaces" puts the position that the urban environments can and do have significant impacts on healthy ageing of older people, "including how they enjoy and participate in their local community". Urban design needs to be engaging, so as it is accommodating of a variety of uses and predictive of the changing needs of an ageing community. Where the needs of older people are not met "older people are discouraged from getting out and about".

<http://theconversation.com.au> (9 March 2017).

Further to this, the Institute for Research on Public Policy provides a strong argument for building age-friendly suburbs. Author Glenn Miller quotes the opinion of renowned gerontologist Bernard Isaacs, "design for the young and you exclude the old: design for the old and you include everybody". Creating inclusive, accessible communities means balancing needs in the built environment "high quality development in good locations attracts people of all ages – the ultimate goal of age friendly design". <http://policyoptions.irrp.org/magazines/march-2017/building-age-friendly-suburbs> (10 March 2017).

The Latrobe Planning Scheme provides a framework for achieving livability within the context of strategic planning.



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**WHAT ARE LATROBE CITY COUNCIL'S COMMITMENTS?
HOW WILL YOU KNOW WE ARE ON THE RIGHT TRACK?**

WHO THEME/S	OUR COMMITMENTS	HOW YOU WILL KNOW WE ARE MAKING PROGRESS?
<ul style="list-style-type: none"> ▶ Community support and health services ▶ Housing ▶ Transport 	<ul style="list-style-type: none"> ▶ We will advocate to other levels of government and key stakeholders that health support and care services are adequate, offered at the right time with information that is relevant and easy to understand ▶ We will work with developers and others to ensure new/planned village and aged care accommodation is suitable for people as they age, is well constructed, well located, accessible and safe ▶ We will advocate to relevant authorities for age friendly public transport across Latrobe City and that transport access is improved in the vicinity existing older person's accommodation ▶ We will ensure that there are a range of activities available in Latrobe City to promote physical and mental health of older people 	<ul style="list-style-type: none"> ▶ We will, in a timely way, review Latrobe City Council's programs and services to ensure they are responsive to the needs of older people and consider new ways of providing our services ▶ We will continue to work with the Council on the Ageing (COTA) on provision of activities within Latrobe City Council leisure centres that are accessible and promote healthy ageing ▶ Consultation with the PAAC will be ongoing regarding new residential planning developments and considered through the 'lens' of ageing ▶ Health and care services for older people are responsive to their needs, so that they can remain living at home for longer ▶ We will ensure that older people have information available to them about eligibility and priority access for health services such as dentists and podiatry ▶ There is an improvement in the diversity of housing stock in rural townships in Latrobe City suitable for older people ▶ Private and public accommodation providers, as well as government authorities improve accessible inter-connected transport and perceptions of safety ▶ Developers and Latrobe City Council plan for optimum mobility (including transport access) for all people, 'age friendly' environments and support that encourage health lifestyles, when establishing new accommodation suitable for older people

LATROBE CITY

Service and Supports (Continued)

“With regard to the perception of people about the availability of good facilities and services, Latrobe City ranks 6 percent higher than the Gippsland average and about 9 percent higher than the Victorian state average.”

www.rdv.vic.gov.au/victorian-regions/latrobe

An in depth scrutiny of the 2011 Census data reveals that there are pockets of high concentration of older persons in some localities that are disproportionate to the rest of the municipality. There are six localities that have greater than 40 percent of their population 50 years or older. This group alone accounted for 4762 people. It is clearly evident that there is a need for Latrobe City Council, service providers and the community in general to better understand the current and emerging needs of older people to ensure that as far as is possible, they are able to age ‘in place’.

LOCALITY	% PEOPLE 50+ YEARS	LOCATIONS ABOVE THE LATROBE CITY COUNCIL AVERAGE OF 35.3%
Traralgon	31.8%	
Morwell	37.7%	•
Moe	40.6%	•
Newborough	39%	•
Churchill	32.2%	
Traralgon East	28.9%	
Yallourn North	39.9%	•
Hazelwood North	34.3%	
Glengarry	29.3%	
Boolarra	43.1%	•
Toongabbie	35.2%	
Tyers	33.6%	
Yinnar	34.4%	
Tanjil South	40.8%	•
Yinnar South	31.7%	
Moe South	37.3%	•
Jeeralang Junction	44.8%	•
Traralgon South	17.9%	
Hernes Oak	36.3%	•
Callignee	34.2%	
Budgeree	36.6%	•
Hazelwood South	29.7%	
Hazelwood	35.3%	
Narracan	55%	•
Boolarra South	59.6%	•
Glengarry North	37.6%	•

Townships shaded have populations of over 50s in excess of 40%

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**WHAT ARE LATROBE CITY COUNCIL'S COMMITMENTS?
HOW WILL YOU KNOW WE ARE ON THE RIGHT TRACK?**

WHO THEME/S	OUR COMMITMENTS	HOW YOU WILL KNOW WE ARE MAKING PROGRESS?
<ul style="list-style-type: none"> ▶ Social participation ▶ Communication ▶ Transport 	<ul style="list-style-type: none"> ▶ We will provide adequate safe, accessible and attractive community settings in small rural communities ▶ We will monitor perceptions of safety in public places, taking action that leads to all citizens feeling safer ▶ Community events and activities where possible/viable, will be initiated in small rural communities ▶ Our communication with you will be in plain English, easy to read and our customer service will be courteous and helpful ▶ We will seek funding and/or partners to 'buy into' initiatives that promote healthy, active ageing ▶ We will advocate to state government authorities that pedestrian crossings are clearly signed, in safe locations and at traffic lights the timing of walk signals are synchronised to accommodate poor mobility 	<ul style="list-style-type: none"> ▶ Senior members of our community will help assess the safety and accessibility of major public open spaces ▶ Infrastructure and vegetation are reviewed annually with a 'lens' on safety and security and concerns about public safety are responded to promptly ▶ Outdoor spaces include adequate signage detailing the location of seating/distance to (clean) toilets/ public transport/public transport shelters/drinking fountains ▶ Hand railings are strategically placed on stairs and steep paths in high use areas, for the safety of all people including those who have mobility challenges ▶ Paths, tracks and trails in Latrobe City provide a buffer between pedestrians and traffic, are walkable, accessible, well maintained, and trip hazards are promptly attended to ▶ More community activities and event occur in small rural communities ▶ Your feedback will be sought annually on how we are doing

LATROBE CITY

Service and Supports (Continued)

Latrobe City is a large immigrant-receiving location, with new settler arrivals 17 percent higher than the Gippsland average and close to 13 percent higher than the Victorian regional average.

<http://rdagippsland.com.au/publications/>

Almost 15 percent of new residents in Latrobe in the period 2006-11 were from overseas, the fourth highest proportional gain of overseas immigrants among the Victorian regional cities.

<http://www.rdv.vic.gov.au/victorian-regions/latrobe>

A growing number of people feel more comfortable than in the past to identify as lesbian, gay, bi-sexual, transgender, intersex and queer (LGBTIQ). The number of LGBTIQ people is difficult to quantify, however it is undoubtedly a factor that needs to be considered in an 'age-friendly' context in Latrobe City.

WHAT ARE LATROBE CITY COUNCIL'S COMMITMENTS? HOW WILL YOU KNOW WE ARE ON THE RIGHT TRACK?

WHO THEME/S	OUR COMMITMENTS	HOW YOU WILL KNOW WE ARE MAKING PROGRESS?
<ul style="list-style-type: none"> ▶ Social participation ▶ Communication ▶ Community support and health services 	<ul style="list-style-type: none"> ▶ We will ensure that our services, communication and programs do not discriminate against older people and provide equity of access ▶ We will support the settlement of migrants who are new to Latrobe City and/or who are refugees and encourage, participation and contribution and promote positive ageing in a culturally sensitive way 	<ul style="list-style-type: none"> ▶ We are flexible in delivering services, communications are clear and easy to understand and programs to take account of diversity, difference, positive ageing and individuality ▶ We celebrate the enrichment of our community fabric that comes with multiculturalism and actively engage people of diverse cultural backgrounds and ethnicity ▶ We will advocate for specialised services to support new arrivals who have experienced trauma and dislocation ▶ We will seek your ideas on how we can be more inclusive

Over the next 10 years, population ageing in Latrobe will be made up of a large proportion of the working age population who are ready to, or considering retirement. Many will experience a reduction in access to full-time work, poorer financial circumstances and some will need increasing levels of support or

care to remain in their own homes, others will have financial commitments that are burdensome. The City is also predicted to have a net loss of 40 to 54 year olds who are possibly the parents of young people seeking educational opportunities elsewhere.
<http://www.rdv.vic.gov.au/victorian-regions/latrobe>

Health and Wellbeing

Implications of a rapidly ageing population may include higher demands for health and aged care services and the need to attract and retain younger people. The introduction of the NDIS will potentially mean a more tailored response to people who age with a disability; it will open up new employment options and a large trained workforce to cater to individual needs.

Ageing though, does not mean ill health or physical decline for all older people. Ageing can be a new invigorated, rejuvenated stage of life with restorative, vibrant features if we invest in an 'age friendly' social, economic, built and physical environment.

OTTAWA CHARTER – HEALTH PROMOTION

The five strategies set out in the Ottawa Charter for Health Promotion are affirming of the direction of the Latrobe City Positive Ageing Strategy and essential for success:

- ▶ Build healthy public policy
- ▶ Create supportive environments
- ▶ Strengthen community action
- ▶ Develop personal skills
- ▶ Reorient health services

You said we all benefit if we...

"seek out and identify skills that can be passed on to others - Embrace-Encourage and Empower our "Older People" as they have life skills that can be shared."

(Connecting People 65+ in Latrobe City Survey)

Latrobe City reports the lowest share of people with good health and is below the Gippsland and state averages. This measure includes people reporting type 2 diabetes, our share of low weight birth babies and proportion of children developmentally vulnerable.

<http://rdagippsland.com.au/publications/>

Socio Economic Indexes for Areas (SEIFA) is an ABS Index that ranks areas in Victoria according to relative socio-economic advantage and disadvantage.

Health and Wellbeing (Continued)

The Latrobe City Council ranked as the seventh most disadvantaged (out of 80 Victorian LGAs) according to the SEIFA Index of Relative Socio-economic Disadvantage (2011).

In 2011, only 1.5 percent of Latrobe's population (approximately 1055 people) identified as Indigenous, which is higher than the state average (0.7 percent). Among the regional cities, Latrobe City has the sixth highest proportion of indigenous residents. (ABS)

Latrobe City residents experience higher than state average limitations to their transport within the area- 31.4percent of residents experience day-to-day limitations accessing transport compared to a Victorian average of 23.7 percent (VicHealth Indicators Survey 2011). This is especially the case in small rural towns. Access and availability of public transport in the larger towns is better than most places in regional Victoria, approximately 74 percent of residents live near public transport; this rate is below the Melbourne average but third highest amongst regional cities.

Some key observations from Latrobe City consultations

- ▶ 'Elder abuse', including physical/mental threats and violence, and older people being vulnerable to others taking financial advantage is a factor that impacts daily life for some people as they age
- ▶ Financial vulnerability that occurs for some older people has been raised as an important issue

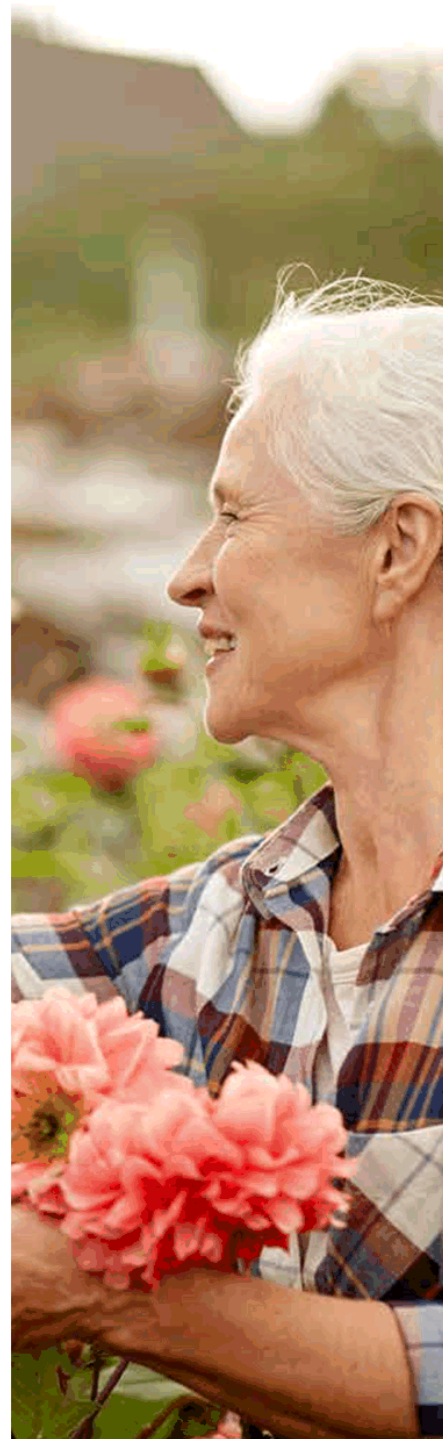
- ▶ Falls are one of the most significant influences on declining health, with recovery being slower as people age, adequate access to strength and balance exercise opportunities is needed
- ▶ Older people want access to stimulating life-long learning, as well as opportunities for volunteering, both of which are protective strategies to live well.
- ▶ A sense of wellbeing that comes from pet ownership has been highlighted, as has the mental anguish that can occur when ill health compromises a person's ability to sustain pet care on an ongoing basis. Pet 'fostering' has been suggested as an initiative worthy of investigation
- ▶ Healthy eating and adequate physical activity are recognised by some as important to staying healthy and mobile as we age, however knowledge of health and nutrition specific to older people is sometimes poor
- ▶ Ageing should not, and does not mean 'disabled'
- ▶ Equity of access to services, information and in decision making are critical to gain engagement of older people
- ▶ We need to place value on Indigenous culture and the contributions the Indigenous community make, while recognising that there are high needs for older Indigenous people that need to be planned for and addressed
- ▶ Latrobe City is a multicultural community, we need to ensure new arrivals are welcomed and that the needs of new arrivals and those of older generations are able to age well

- The barriers/perceived barriers to remaining physically active in older people identified by the National Centre for Chronic Disease Prevention and Health Promotion were similar to those expressed by people 65 years and older in Latrobe Valley:
- Medical conditions
 - Lack of confidence
 - Lack of time/energy/knowledge
 - Inadequate nutrition
 - Social isolation
 - Environment is not conducive to aged persons
 - Poor access to reliable transport
 - Lack of opportunity
 - Lack of diversity of options

Adequate daily physical activity is critical to health and wellbeing and has been well documented in medical and social research; it is increasingly important as we age. Cycling, swimming, ball sports, strength and balance exercises all contribute to the quality and enjoyment of life as we age. Inactivity (less than 4500 steps per day) may lead to high levels of hospital presentations/admissions and the potential for shorter life years. Research indicates that any activity is better than sitting down, so even light activity is protective of health. <http://theconversation.com.au/contested-spaces-we-need-to-see-public-space-through-older-eyes-too-72261>

**Consultation
quote:**

"I would like to know if there are groups that need volunteers"



LATROBE CITY

Social participation

Tackling social isolation as we age is a complex matter with no single solution. Improving social participation, volunteering and access to life long educational opportunities can be transformative, changing lives and life opportunities and enable all of our community to benefit.

We need

to be "Breaking through to isolated people. Raising awareness of community to provide companionship"

(Connecting People 65+ in Latrobe City Survey)

WHAT ARE LATROBE CITY COUNCIL'S COMMITMENTS? HOW WILL YOU KNOW WE ARE ON THE RIGHT TRACK?

WHO THEME/S	OUR COMMITMENTS	HOW YOU WILL KNOW WE ARE MAKING PROGRESS?
<ul style="list-style-type: none"> ▶ Social participation ▶ Communication ▶ Community support and health services 	<ul style="list-style-type: none"> ▶ We will partner with key organisations, groups and peak bodies (such as COTA, service clubs, University of the Third Age, service providers, other levels of government) who can better inform Latrobe City Council on socio-economic issues confronting people as they age ▶ We will promote volunteering in Latrobe City 	<ul style="list-style-type: none"> ▶ Actions are taken that drive change in the way Latrobe City Council makes decisions impacting our older persons and is cognisant of financial insecurity that impacts some citizens as they age ▶ Where needs are unmet, we and/or our partners will seek out wider buy-in and/or funding to initiate programs suitable to the needs of older people, provided in the most appropriate setting and by the most appropriate provider ▶ New healthy, active ageing initiatives are funded that minimise or delays the need for residential aged care and enhance quality of life ▶ Community groups and association are assisted to find ways to be more welcoming of older people and to take advantage of the skills and experience older people can offer ▶ Public conversation is encouraged about the prevalence of and life limiting damage caused elder abuse

We need

"social gatherings of varying interest groups, not just a cuppa, have random topical talks etc."

(Connecting People 65+ in Latrobe City Survey)

New health initiatives in Latrobe City

Latrobe Valley Health Zone

According to DHHS, the Latrobe Valley Health Zone (funded by the Victorian state government) will begin a "program of work and innovation to improve the lives of the people who live and work in Latrobe Valley, including:

- ▶ The Latrobe Health Assembly that will put the community front and centre in identifying health priorities and innovating health services
- ▶ The Latrobe Health Advocate who will strengthen the Latrobe Valley community's voice on health
- ▶ The Victorian Government's \$27.3 million investment in health in Latrobe Valley"

<https://www2.health.vic.gov.au/about/health-strategies/health-in-latrobe-valley>

Hazelwood Health Study

People living in Latrobe City, and particularly those living in close proximity to the location of the Hazelwood mine fire in 2014, have variously been impacted by the environmental conditions (due to heavy and persistent smoke in the air) at the time and the social and emotional stress associated with being in an active fire zone. The research team has released findings into the impacts of the smoke event on older people and found that communication with people who would describe themselves as 'robust' had broken down. The study also found that people's experience of the smoke event was different, depending on their health status at the time and whether they had previously personal experience of fire events.

(Latrobe Valley Express, 6 March 2017)

There are learnings from the smoke event that are emerging about the communication style, frequency and targeting of messages to older people as a result of the mine fire. Many people did not see themselves as 'vulnerable' and therefore in some instances were out of the communication loop. A salient point from the Hazelwood Health Study is to "make use of existing community groups involving older people to seek advice from and disseminate information".

Through talking to older people the study has found through talking to older people that it is very important to make sure that roles and responsibilities in an emergency are clear and that there is consistency amongst spokespersons delivering important messages. Other findings have been that messaging to older people is to:

- ▶ Avoid presenting the elderly in an unfairly negative light
- ▶ Engage with the older community – two way conversations showing empathy and understanding rather than talking to a leaflet and citing previous reports
- ▶ Provide information that is comprehensible and do-able
- ▶ Avoid conflicting communication and mis-information
- ▶ Provide simple and helpful emergency information via social media from a clearly identified and trusted source
- ▶ Avoid leaving emergency information in a vacuum which may be filled by less-informed respondents

This good advice should apply to communication generally with older people.

Impacts of economic conditions in Latrobe City

The Regional Resilience Monitor report is an initiative of the Latrobe Valley Industry and Employment Roadmap, the reports' findings focus on three Gippsland local government areas: Baw Baw Shire Council, Latrobe City Council and Wellington Shire Council. The findings enable comparisons between the Gippsland regional average, the regional Victorian average and the state average.

The Economic Health index is made up of eight indicators including personal income, house prices, average rent and mortgage payments, number of businesses and employment levels. The findings on individual indicators reveal that:

- ▶ Personal income in Latrobe City is 16 percent higher than the Gippsland average, 26 percent higher than the regional Victoria average and 12 percent higher than the state average.
- ▶ Employment participation rates are higher than the Gippsland average in Baw Baw, and lower than the regional and state average in Latrobe and Wellington.
- ▶ Housing values in Baw Baw are 8 percent higher than the Gippsland average, and values in Latrobe City are 23 percent lower than the Gippsland average. Values for rent and mortgage payments follow this trend.
- ▶ Baw Baw performs particularly well with respect to building approvals and is higher than the regional averages in the number of businesses.

- ▶ Overall findings: Gippsland region average is 12 percent lower than the state average, Gippsland region average is 17 percent higher with respect to regional Victoria, Baw Baw is performing 8 percent better than the Gippsland average, Baw Baw is performing 27 percent better than the regional Victoria average and close to the state average, Latrobe City is performing below the Gippsland and state average.

<http://rdagippsland.com.au/publications/>

There are a number of structural changes that are occurring that will impact on the economic environment of Latrobe City, will test our resilience and will impact on people in and out of the workforce as they age, such as:

- ▶ Job losses for hundreds of workers following the closure and decommissioning of the Hazelwood Power Station and Mine in 2017, financially impacting many 'baby boomers' who are not ready to retire
- ▶ Adequate financial planning and financial counseling need to be in place to avert the risk of homelessness and improve the financial outlook of individuals as they age
- ▶ Job losses in the forestry and timber industries in Latrobe City and neighbouring Wellington Shire
- ▶ For those 50 years and older who still want or need to work, there will be increased competition for jobs
- ▶ Digital literacy skills and competencies will need to keep pace with expectation of employers

**WHAT ARE LATROBE CITY COUNCIL'S COMMITMENTS?
HOW WILL YOU KNOW WE ARE ON THE RIGHT TRACK?**

WHO THEME/S	OUR COMMITMENTS	HOW YOU WILL KNOW WE ARE MAKING PROGRESS?
<ul style="list-style-type: none"> ▶ Civic participation and jobs ▶ Respect and social inclusion ▶ Communication 	<ul style="list-style-type: none"> ▶ We will resource the PAAC with adequate information to facilitate their feedback on issues related to employment, training and economic pressures for older people ▶ We will keep the community informed of the progress of key health and economic issues ▶ We will ask your opinions about community issues ▶ We will monitor the progress of, and outcomes emanating from the Hazelwood Health Study and advocate for the needs of people who have been impacted by the Hazelwood mine fire 	<ul style="list-style-type: none"> ▶ The PAAC is availed of information about community issues in a timely manner ▶ The communication loop will be closed when we ask your advice, by providing timely feedback in a variety of different accessible formats ▶ The recommendations of the Hazelwood Health Study are reflected in Latrobe City Council policy and practice



LATROBE CITY

External frameworks and strategies that promote positive ageing

A solid foundation from which to build a strategy such as this requires not only guidance and commentary from the community and from professionals but also a 'looking outward approach' to seek practice excellence. Such is the case with the development of the Latrobe City Positive Ageing Strategy 2017-2021, where national and international ideas and best practice are considered, along with policy advice from commonwealth, state and local government as well as peak organisations.

In 2014, COTA partnered with the Lord Mayor's Charitable Foundation to facilitate Age Friendly Victoria. In 2016, the Local Government peak body Municipal Association of Victoria (MAV) signed an Age-Friendly Declaration with the State Government to help address loneliness and social isolation experienced by Victorian seniors. The declaration commits the two entities to work towards creating age-friendly communities within the state.

"Too often people presume those who are aged or have a disability cannot do something, and do not think outside the box. This is very constraining to potential participants."

It would be good to have, "Dedicated advertising for activities regularly in the paper rather than random ads every now and then."

It would be good to establish

"A website specifically for over 65s in Gippsland and or a Community Groups Volunteering website"

(Connecting People 65+ in Latrobe City Survey)

The Latrobe City "Connecting People 65 years+ Survey" revealed that older people desire dedicated strategies beyond the actions that Latrobe City Council will address to help make positive ageing more 'visible' in the community and better inform older people regarding matters of interest/concern to them through:

- ▶ Advertising
- ▶ Regular column in the newspaper
- ▶ Advertise in the local newspaper
- ▶ Provide facilities and advertise in the newspaper
- ▶ Prefer not to have random advertising
- ▶ Advertise for older persons to get involved
- ▶ Feature older people in Latrobe Valley Express and TV spots
- ▶ Advertise in general space at Mid Valley shopping centre
- ▶ Advertise in local shops
- ▶ Publicity about participation of local folk and the dire need for volunteers
- ▶ Advertising, marketing and engagement

*"Somehow more publicity is needed to make these people **aware of what is available.** Local radio and press. More support from Local papers etc."*

(Connecting People 65+ in Latrobe City Survey)

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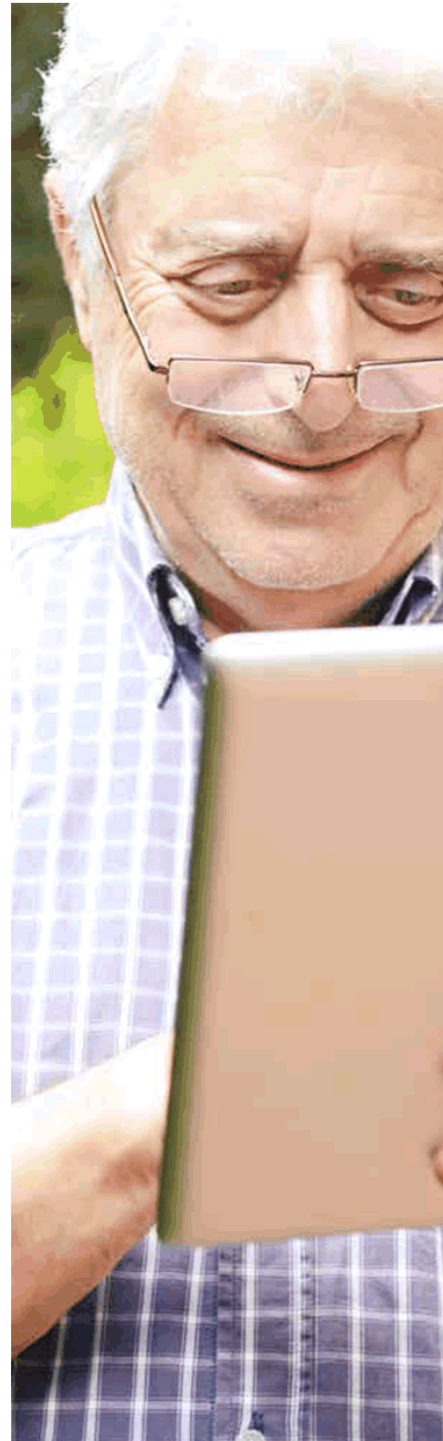
Victorian Health and Wellbeing Plan 2014-2019

“The vision of the Victorian public health and wellbeing plan 2015-2019 is for a Victoria free of the avoidable burden of disease and injury so that all Victorians can enjoy the highest attainable standards of health, wellbeing, and participation at every age. As many chronic disease and injuries are preventable, the plan focuses on supporting healthy living from the early years and throughout life.”

National Centre for Chronic Disease Prevention and Health Promotion has identified four domains for chronic disease prevention has identified:

- ▶ Monitor trends and track progress
- ▶ Environmental – promote health and support healthy behaviours
- ▶ Health care system interventions – improve management of chronic conditions
- ▶ Community programs linked to clinical services – improve and sustain management of chronic conditions

Active ageing within communities, especially where this occurs when people are able to get together, is a focus not only to reduce costs in the public health system, but is also a strategy to reduce isolation and sustain and improve life experiences.



LATROBE CITY

Intergenerational principles

Our consultations with older people in Latrobe Valley revealed that there is a great deal of interest to engage with young people, with benefits both ways – to the young and to seniors. The age-friendly plan for Greater Belfast (Ireland) provides good guidance on helping older people to live life to the full. Greater Belfast aims to create an “age-friendly image, age-friendly lives and age-friendly neighbourhoods”. The Greater Belfast Seniors Forum promotes intergenerational practice and has helped to develop an intergenerational toolkit and charter in order to take an all-age approach when needed.

The Greater Belfast toolkit principles for Latrobe City to consider are to promote:

- ▶ Mutual ownership and shared benefits
- ▶ Equal participation of all ages
- ▶ Asset-based practice by organisations (community mobilisation based on organising the community ability to do things for themselves rather than acting on their behalf)
- ▶ Good planning through involving older people
- ▶ Cultural awareness and consider diversity within our community
- ▶ Stronger community bonds and active citizenship
- ▶ Exploration of what different generations can gain from each other and challenge ‘ageism’
- ▶ Cross-disciplinary service delivery and broadening the experience of professionals to work in a more inclusive way

You said we should aim for...

“Inclusion and encouragement in a variety of activities with a mixed range of ages”

(Connecting People 65+ in Latrobe City Survey)

You said we need to...

“Actively encourage people to take part, whatever their age”

(Connecting People 65+ in Latrobe City Survey)

You said...

“Traralgon Park Run, every Saturday at 8am, promoted for all ages and is well conducted”

(Connecting People 65+ in Latrobe City Survey)

**WHAT ARE LATROBE CITY COUNCIL'S COMMITMENTS?
HOW WILL YOU KNOW WE ARE ON THE RIGHT TRACK?**

WHO THEME/S	OUR COMMITMENTS	HOW YOU WILL KNOW WE ARE MAKING PROGRESS?
<ul style="list-style-type: none"> ▶ Civic participation ▶ Social participation ▶ Respect and social inclusion 	<ul style="list-style-type: none"> ▶ We will improve the opportunity for older people to communicate their issues, ideas and aspirations 	<ul style="list-style-type: none"> ▶ There will be measurable improvements in intergenerational activities and planning ▶ We will hold a biennial forum aimed at strengthening Council, business and industry to take an all-age approach in achieving an age-friendly Latrobe City

A vibrant future – population ageing

All of the community have a stake in actively planning for positive ageing; ideas can be generated from the old and the young and through organisations who also have a stake in planning for ageing. We as a community will work together on simple steps to be supportive and inclusive of older people, ensuring our services and supports are prepared for the challenges that come from a growing number of people over the age of 50 years and we will continue to plan with older people for what sort of community we want to see in 2021.

The Latrobe City Council Positive Ageing Strategy 2017-2021 provides the framework for planning consciously for 'ageing well' and maintaining a positive view of ageing. The strategy is forward thinking and challenges all of us to come on the journey to create our mature, reimagined future with greater consideration than in the past of the impacts of getting older and the transitions in the life cycle that occur as we age.

LATROBE CITY

Appendix 1

LATROBE CITY COMPARISON WITH WORLD HEALTH ORGANISATION (WHO) "AGE FRIENDLY CITIES" MODEL

AN 'AGE-FRIENDLY' CITY WOULD LOOK LIKE... (SUMMARY -WHO AGE FRIENDLY CITIES)	WHAT YOU SAID
<p>Housing that</p> <ul style="list-style-type: none"> ▶ Is sufficient in number, well constructed and affordable for frail and disabled older people ▶ Safe and close to services and the rest of the community ▶ Maintained to cater for the needs of older people ▶ Have interior spaces and surfaces, which allow freedom of movement in all rooms and passageways. ▶ Whether state/public or commercial rental housing is clean, well maintained and safe 	<ul style="list-style-type: none"> ▶ Smaller for retired persons to remain within community ▶ More double rooms in hostels aged care facilities ▶ More graduated accommodation in one place ▶ Retirement villages should be closer to CBD or have good public transport, with pick up points within the village ▶ Units for seniors who can no longer live in a large house or on a farm ▶ More affordable 2 bedroom units that are close to facilities
<p>Social participation</p> <ul style="list-style-type: none"> ▶ Venues for events and activities conveniently located, accessible, well-lit and easily reached by public transport ▶ Events times are convenient for older people, include details about accessibility of facilities and transportation options and can be attended alone or with a companion ▶ A wide variety of activities and attractions are appealing to older people and affordable ▶ Gatherings including older people are held in various local community spots, such as recreation centres, schools, libraries, community centres and parks. 	<ul style="list-style-type: none"> ▶ Promote what's on to seniors ▶ Provide more publicity and promotion for Senior Citizen Centres, Neighbourhood Houses and Men's Sheds ▶ Provide and advertise more opportunities for older people to volunteer ▶ Provide professional assistance to build up numbers attending seniors clubs ▶ Driver education for people who use motorised mobility scooters ▶ Provide more entertainment targeted at older people ▶ A community centre is needed in Traralgon ▶ Make better use of Moe Town Hall

AN 'AGE-FRIENDLY' CITY WOULD LOOK LIKE... (SUMMARY -WHO AGE FRIENDLY CITIES)	WHAT YOU SAID
Respect and social inclusion	<ul style="list-style-type: none"> ▶ Older people are regularly consulted by public, voluntary and commercial services on how to serve them better. ▶ Services and products to suit varying needs and preferences are provided by public and commercial services ▶ Service staff are courteous and helpful ▶ Older people are visible in the media, and are depicted positively and without stereotyping ▶ Community settings, activities and events attract all generations by accommodating age specific needs and preferences ▶ Older people are specifically included in community activities for families ▶ Schools provide opportunities to learn about ageing and older people, and involve older people in school activities ▶ Older people are recognised by the community for their past as well as their present contributions ▶ Older people who are less well-off have good access to public, voluntary and private services

LATROBE CITY

**AN 'AGE-FRIENDLY' CITY WOULD LOOK LIKE...
(SUMMARY -WHO AGE FRIENDLY CITIES)**

WHAT YOU SAID

Civic participation and employment

- ▶ A range of flexible options for older volunteers is available, with training, recognition, guidance and compensation for personal costs
- ▶ The qualities of older employees are well promoted
- ▶ A range of flexible and appropriately paid opportunities for older people to work is promoted
- ▶ Discrimination on the basis of age alone is forbidden in the hiring, retention, promotion and training of employees
- ▶ Workplaces are adapted to meet the needs of disabled people
- ▶ Self-employment options for older people are promoted and supported
- ▶ Training in post-retirement options is provided for older workers
- ▶ Decision-making bodies in public, private and voluntary sectors encourage and facilitate membership of older people



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AN 'AGE-FRIENDLY' CITY WOULD LOOK LIKE... (SUMMARY -WHO AGE FRIENDLY CITIES)	WHAT YOU SAID
<p>Communi- cation and information</p> <ul style="list-style-type: none"> ▶ A basic, effective communication system reaches community residents of all ages ▶ Regular and widespread distribution of information is assured and a coordinated, centralised access is provided ▶ Oral communication accessible to older people is promoted ▶ People at risk of social isolation get one-to-one information from trusted individuals ▶ Public and commercial services provide friendly, person-to-person service on request Printed information - including official forms, television captions and text on visual displays- has large lettering and the main ideas are shown by clear headings and bold-face type ▶ Print and spoken communication uses simple, familiar words in short, straightforward sentences ▶ Telephone answering services give instructions slowly and clearly and tell callers how to repeat the message at any time ▶ Electronic equipment, such as mobile telephones, radios, televisions, bank and ticket machines have large buttons and big lettering ▶ There is wide public access to computers and the internet 	<ul style="list-style-type: none"> ▶ Senior Citizen centres in smaller towns ▶ Facilitator offered ▶ Welcome kits (especially in rural townships) that focus on the ways to age positively in Latrobe ▶ What's on to Seniors ▶ Regular newspaper page in large print – containing information about services, activities, discounts for seniors, entertainment, how to access services ▶ What Government and LCC supports are available - identify and promote supports available for seniors (eg – taxi cards, disability stickers, seniors cards) ▶ Council Facebook Page - promote seniors/what's on including community activities ie: walking groups ▶ Training in use of technology for seniors ▶ Develop a list of services available for older people and inform doctors about ensuring patients are aware of what is on the list ▶ Use community notice boards, post offices and shops in rural towns as points of information and advice for seniors

LATROBE CITY

AN 'AGE-FRIENDLY' CITY WOULD LOOK LIKE... (SUMMARY -WHO AGE FRIENDLY CITIES)		WHAT YOU SAID
Community support and health services	<ul style="list-style-type: none"> ▶ Adequate range of health and community support services is offered and promoted ▶ Home care services include health and personal care and housekeeping. Accessible adequate medical/hospital services ▶ Health and social services are conveniently located and accessible by all means of transport ▶ Residential care facilities and designated older people's housing are located close to services and the rest of the community ▶ Clear and accessible information is provided about health and social services for older people ▶ Delivery of services is coordinated and administratively simple Economic barriers impeding access to health and community support services are minimized ▶ Voluntary services by people of all ages are encouraged and supported ▶ There are sufficient and accessible burial sites ▶ Community emergency planning takes into account the vulnerabilities and capacities of older people 	<ul style="list-style-type: none"> ▶ Accessible / adequate medical/ hospital services are available for all ▶ Keep up HACC services ▶ Home help to be more flexible (there is a limed range of services available) ▶ Increase access to free hard rubbish collections for seniors (not all have access to vehicles or trailers)



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AN 'AGE-FRIENDLY' CITY WOULD LOOK LIKE... (SUMMARY -WHO AGE FRIENDLY CITIES)		WHAT YOU SAID
Outdoor spaces and buildings	<ul style="list-style-type: none"> ▶ Public areas are clean and pleasant ▶ Amenities Green spaces and outdoor seating are sufficient in number, well- maintained and safe ▶ Pavements are well-maintained, free of obstructions and reserved for pedestrians ▶ Pavements are non-slip, are wide enough for wheelchairs and have dropped curbs to road level ▶ Pedestrian crossing are sufficient in number and safe for people with different levels and types of disability, with non-slip markings, visual and audio cues and adequate crossing times ▶ Drivers give way to pedestrians at intersections and pedestrian crossings ▶ Cycle paths are separate from pavements and other pedestrian walkways ▶ Outdoor safety is promoted by good street lighting, police patrols and community education ▶ Services are situated together and are accessible ▶ Special customer service arrangements are provided, such as separate queues or service counters for older people ▶ Buildings are well-signed outside and inside, with sufficient seating and toilets, accessible elevators, ramps, railings and stairs, and non-slip floors ▶ Public toilets outdoors and indoors are sufficient in number, clean, well-maintained and accessible 	<ul style="list-style-type: none"> ▶ More CCTV in seniors villages and CBD's ▶ More toilets that take into consideration wheelie walkers, make them cleaner, review regulation re distance, pull up bars both left and right handed in one toilet per block ▶ A public toilet is needed in Buckley St in Morwell ▶ More outdoor drinking fountains ▶ Provide outdoor public toilets at Kernot Hall in Morwell ▶ Wider isles in shops ▶ More seating/shelter, suitable height and location, in large shops ▶ More disabled /seniors parking ▶ Road crossings/tracks and walking paths - ramp style road crossovers suitable for motorised mobility scooters ▶ Need to map high use paths (frequented by pedestrian and scooter use older and disabled people) and make a hierarchy of paths that cater for high traffic ▶ Audit footpaths to ensure that they are safe, in good condition and gradients are not too steep ▶ Automatic doors to public buildings/stores ▶ Footpaths on both sides of the roads (shared paths) ▶ Ensure community facilities are easy to reach (easily accessible) ▶ Ensure pedestrian lights provide adequate time for crossing by people with mobility problems

LATROBE CITY

AN 'AGE-FRIENDLY' CITY WOULD LOOK LIKE... (SUMMARY -WHO AGE FRIENDLY CITIES)	WHAT YOU SAID
<p>Outdoor spaces and buildings (continued)</p>	<ul style="list-style-type: none"> ▶ Ensure adequate pedestrian crossings for dangerous intersections and/or where obstacles compromise safe crossing ▶ More seating in large shopping centres/ supermarkets/cinema foyer ▶ More street lighting in areas commonly frequented by seniors ▶ Place seating around the base of trees ▶ Improve cycling and walking infrastructure ▶ Introduce seniors parking bays (particularly at railway stations), more disabled parking bays and police them ▶ More parking available in CBDs, including an additional high-rise car park in Traralgon ▶ Replace brick pavers outside of Traralgon plaza as they are slippery and advocate for a lift from the plaza underground car park ▶ Ensure public facilities have adequate shade, ramps, railings and are easy to access by people with mobility problems ▶ Have a 'metred' distance posts on walking tracks and paths, with adequate signage about distance to relevant places, public transport and toilets ▶ Turn empty blocks into pocket parks, increase the number of community gardens and increase the number of

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AN 'AGE-FRIENDLY' CITY WOULD LOOK LIKE... (SUMMARY -WHO AGE FRIENDLY CITIES)	WHAT YOU SAID
<p>Transportation</p> <ul style="list-style-type: none"> ▶ Public transportation costs are consistent, clearly displayed and affordable ▶ Public transportation is reliable and frequent, including at night and on weekends and holidays ▶ All city areas and services as accessible by public transport, with good connections and well-marked routes and vehicles ▶ Vehicles are clean, well-maintained, accessible, not overcrowded and have priority seating that is respected ▶ Specialised transportation is available for disabled people Drivers stop at designated stops and beside the curb to facilitate boarding and wait for passengers to be seated before driving off ▶ Transport stops and stations are conveniently located, accessible, safe, clean, well lit and well marked, with adequate seating and shelter ▶ Complete and accessible information is provided to users about routes, schedules and special needs facilities ▶ A voluntary transport service is available where public transport is too limited ▶ Taxis are accessible and affordable, and drivers are courteous and helpful. ▶ Roads are well-maintained, with covered drains and good lighting ▶ Roadways are free of obstructions that block drivers' vision ▶ Traffic signs and intersections are visible and well-placed 	<ul style="list-style-type: none"> ▶ Coordination (interconnecting transport) ▶ Support to access (Melbourne services, Latrobe Regional Hospital (LRH), aged care facilities) ▶ Maxi Taxi – review services available, ensure they are flexible and safe and advocate for increased availability in Morwell and Moe ▶ Public ▶ More parking for seniors and disabled people ▶ Connections to local buses – advocate for a review of weekend bus timetables ▶ Community Buses are available ▶ Encourage active transport – ensure footpaths are safe and well lit, adequate seating is provided in high use areas, toilets are well located and signposted ▶ Location of bus stops and infrastructure - community review of bus stop locations, particularly in smaller towns, near health services and near aged care facilities ▶ Pedestrian lights - change timing (more time needed for frailer people) ▶ Advocate for off street parking for caravans etc in retirement villages ▶ Extend bus services to include Spotlight and Bunnings in Traralgon ▶ Provide a lift at the Traralgon railway station

LATROBE CITY

**AN 'AGE-FRIENDLY' CITY WOULD LOOK LIKE...
(SUMMARY -WHO AGE FRIENDLY CITIES)**

WHAT YOU SAID

Transportation
(continued)

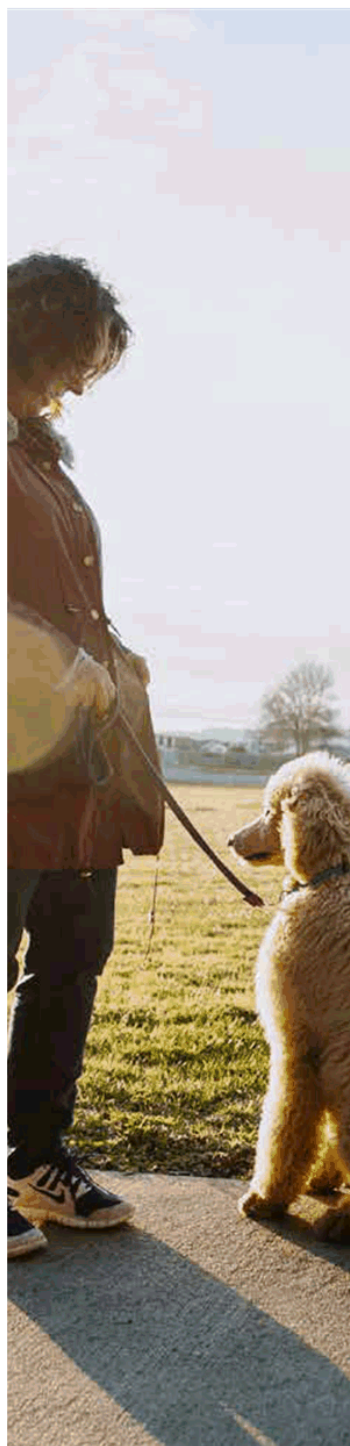
- ▶ Driver education and refresher courses are promoted for all drivers
- ▶ Parking and drop-off areas are safe, sufficient in number and conveniently located. Priority parking and drop-off spots for people with special needs are available and respected

- ▶ Advocate for a better, more coordinated rail service



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Latrobe City Council



POSITIVE AGEING ACTION PLAN 2017-21



LATROBE CITY

LATROBE CITY COUNCIL POSITIVE AGEING STRATEGY 2017-2021 KEY ACTIONS

World Health Organisation Theme: Housing

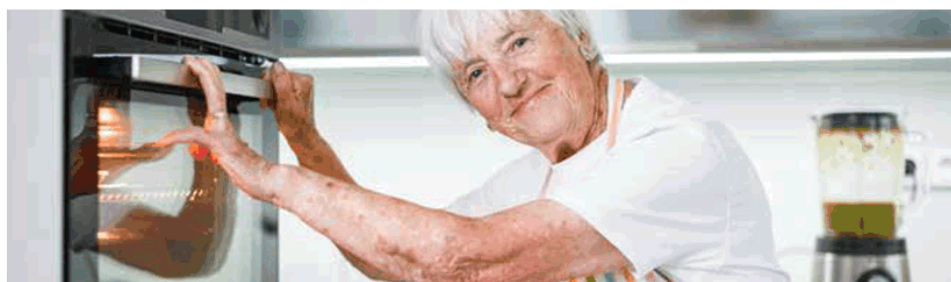
ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
Housing stock mix (public and private) in rural areas is limited	Revisit growth and development planning in small towns, with regard to the strategic objective - detailed in the "Latrobe City Council Small Town Structure Plans, August 2010" report ("To facilitate a diversity of residential housing types and allotment sizes that respond to community needs"), ensuring that housing reflect the expressed views of older people in the community. We will achieve this through new land planning developments that are age-friendly, close to community facilities, have easy access to public transport, have (at minimum) two bedrooms and are located in close proximity to safe passive and active public open space	Latrobe City Council Planning Services Business Unit Latrobe City Economic Development Business Unit Latrobe City Council Infrastructure Development Business Unit	Age-friendly housing is increased by 5% in small townships by 2021
Purchasing and renting age-friendly housing is becoming unaffordable	Influence developers investing in future land use to include diverse age-friendly housing mix on smaller residential house blocks that are within an affordable price range Advocate to the Office of Housing for older-person's public housing to be established in small rural towns in Latrobe City Renewable energy options that reduce the cost of electricity will be promoted by Latrobe City Council and key partners Source data from other levels of government on take up of conversion to renewable energy in Latrobe City	Latrobe City Council Planning Services Business Unit Latrobe City Economic Development Business Unit Latrobe City Council Infrastructure Development Business Unit	Increase by 5% by 2021 in public housing stock and affordable private housing suitable for older persons in Latrobe City Increase by a minimum of 10% in installation of renewable power systems for all households in Latrobe City by 2021

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**LATROBE CITY COUNCIL POSITIVE AGEING STRATEGY 2017-2021
KEY ACTIONS**

World Health Organisation Theme: Social Participation

ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
Increase in legal requirements and 'due diligence' obligations for community groups and associations is leading to fewer people volunteering for Committee executive roles	Tailored training specifically for community groups that is inclusive of seniors about their roles and responsibilities, communication styles/methods, financial management and record keeping requirements	Latrobe City Community Development Business Unit Latrobe City Aged and Disability Services Business Unit	Annual training inclusive of seniors groups and associations
Social isolation is a growing concern for older people who may not feel confident or welcome in community groups	Promote volunteering by older residents in Latrobe City A project will be established to build capacity within mainstream community groups to be inclusive of older people and responsive to the changing needs of older people Groups and organisations will complete modules toward achieving recognition as a Latrobe City "Welcoming and Age-Friendly Club"	Latrobe City Community Development Business Unit Latrobe City Aged and Disability Services Business Unit	A minimum of 10 groups/ organisations to achieve recognition as a "Welcoming and Age-Friendly Club" annually



LATROBE CITY

**LATROBE CITY COUNCIL POSITIVE AGEING STRATEGY 2017-2021
KEY ACTIONS****World Health Organisation Theme: Respect and Social Inclusion**

ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
Older people who are new to Latrobe City may be unaware of services for older people, health/leisure activities, programs to improve health and wellbeing, learning opportunities and employment services	<p>New resident 'Welcome Kit' to be developed in easy to read format, available in different languages in paper and electronic formats that includes information relevant to older people</p> <p>Information tailored to the needs and interests of older persons will be available on Latrobe City Council website, social media and in hardcopy newsletter format, which will also promote 'what's on' for seniors</p> <p>Advocate for a regular seniors focused section in the Latrobe Valley Express newspaper, which promotes positive ageing; equity of access; showcases their achievements; details volunteering opportunities; provides general information relevant to older people; and details of activities, services and programs tailored for people as they age</p> <p>Promote online resources such as Seniors Online Victoria to provide information and advice https://www.seniorsonline.vic.gov.au</p>	<p>Latrobe City Community Development Business Unit</p> <p>Latrobe City Aged and Disability Services Business Unit</p> <p>Communications and Customer Relations Business Unit</p> <p>Economic Development Business Unit</p>	<p>Communiqués tailored to a seniors audience will be in place on Latrobe City Council's website and social media and in hardcopy format by December 2017</p>

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ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
There are few opportunities to celebrate ageing	<p>Guided by the PAAC, "Seniors Week" activities will be undertaken on an annual basis, to promote what seniors are doing, their achievements, advertise initiatives and keep older people engaged and safe in their community</p> <p>Opportunities to celebrate Indigenous peoples and those from diverse cultures with input and participation from senior members of different cultural backgrounds our community</p>	<p>Latrobe City Community Development Business Unit</p> <p>Latrobe City Aged and Disability Services Business Unit</p> <p>Communications and Customer Relations Business Unit</p> <p>Latrobe City Arts and Events Business Unit</p>	Seniors are actively engaged in the planning, implementation and evaluation of annual "Seniors Week" activities
Few community events are held in small rural townships	PAAC will work with Latrobe City Council staff and other stakeholders to increase the number and type of age-friendly community activities and events in small rural townships	<p>Latrobe City Aged and Disability Services Business Unit</p> <p>Communications and Customer Relations Business Unit</p> <p>Latrobe City Arts and Events Business Unit</p> <p>Community Development Business Unit</p>	Increase by 2021 of 10% in events and activities in small rural townships

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LATROBE CITY COUNCIL POSITIVE AGEING STRATEGY 2017-2021 KEY ACTIONS

World Health Organisation Theme: Civic Participation and Employment

ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
The voice of seniors is not always listened to or heard	<p>Membership on the PAAC will be advertised in a timely manner to seniors as vacancies occur and/or at the conclusion of member term of appointment</p> <p>Biennially, Latrobe City Council will seek opinions from older people about their needs, issues impacting them, their ideas for the future and will inform the community of the outcomes of other relevant research</p>	<p>Latrobe City Aged and Disability Services Business Unit</p> <p>Communications and Customer Relations Business Unit</p>	<p>PAAC will be adequately resourced and an Action Plan developed annually based on the Positive Ageing Strategy 2017-2021</p> <p>An annual survey will be conducted targeted at older members of the community</p>
Ageist discrimination means that older people are disadvantaged in the employment market	<p>Latrobe City Council will monitor flexibility and equity of access to employment opportunities for people over 50 years of age, within its sphere of responsibility and/or influence</p> <p>Latrobe City Council will promote the benefits of employing older people and develop case studies of successes</p>	All Business Units of Latrobe City Council	Increase by 5% annually of people aged over 50 employed by Latrobe City and advocate for similar employment targets external to Latrobe City Council

**LATROBE CITY COUNCIL POSITIVE AGEING STRATEGY 2017-2021
KEY ACTIONS**

World Health Organisation Theme: Communication and Information

ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
<p>As people age they may find it increasingly difficult to understand and respond to complex information and may not be able to engage due to failing health; this becomes particularly difficult for people for whom English is a second language</p>	<p>Latrobe City Council will enhance customer service to older people, ensuring that their special needs are taken into account in communications on the telephone, at customer service points, in writing and in electronic forms such as email and social media</p> <p>Information produced by Latrobe City Council will be made available in a variety of formats, including hardcopy, emails and social media and on its website, which is written in plain English, has simplified content and in readable font</p> <p>Latrobe City will work with seniors groups that operate in Latrobe City to improve their reach and profile</p> <p>An interpreter service for people who are from a non English speaking background (NESB), and TTY service for people with hearing deficits will both be provided where requested for people communicating with Latrobe City Council</p>	<p>Communications and Customer Relations Business Unit</p>	<p>The Manager Communications and Customer Relations Business Unit will meet with the PAAC at least bi-annually regarding Latrobe City Council communication initiatives that impact on or are intended to improve communication, civic participation and engagement of older people</p>

LATROBE CITY

**LATROBE CITY COUNCIL POSITIVE AGEING STRATEGY 2017-2021
KEY ACTIONS**

World Health Organisation Theme: Community Support and Health Services

ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
New developments in Information technology (IT) are leaving some older people behind	Adult learning opportunities will be available to help older people (including those who are in supported or residential care) to become more proficient in using smart phones, Ipads/tablets and computers Latrobe City Council Libraries will collaborate with community learning organisations to ensure opportunities for older people to up-skill for employment, leisure and communication and find resources to aid health and wellbeing	Communications and Customer Relations Business Unit Latrobe City Community Development Business Unit	Older person specific IT is regularly available at Latrobe City Council Libraries, other community venues and through outreach initiatives in accessible places



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ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
<p>The changing needs of a rapidly ageing population means that community support and health services need to be agile and responsive</p>	<p>Aged and disability services provided by Latrobe City Council will be responsive to community needs, taking into account the diverse and unique circumstances of each client</p> <p>Latrobe City Council will work with stakeholders to achieve the best suite of services and programs for people as they age, at a cost which is affordable and enables them to remain living at home as long as possible, if they want to</p> <p>Latrobe City Council will ensure equity of access for older people to a broad range of community services and take into account the individual's, ethnicity, cultural identity, sexual preferences and capability</p> <p>Latrobe City Council will advocate for increased support for people suffering from dementia (and their carers) and that locally training in dementia management is prioritised by training organisations</p>	<p>Latrobe City Aged and Disability Services Business Unit</p> <p>Livability and Recreation Business Unit</p> <p>Communications and Customer Relations Business Unit</p> <p>Latrobe City Arts and Events Business Unit</p>	<p>Latrobe City Council customer Satisfaction Surveys will reveal consistent appraisal at a high level for 'in-house' aged services</p> <p>There will be an improvement in support for people with dementia and their carers, and that medical services are dementia-friendly</p> <p>There will be greater access to accredited and pre-accredited dementia management training which is available locally</p>

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LATROBE CITY COUNCIL POSITIVE AGEING STRATEGY 2017-2021 KEY ACTIONS

World Health Organisation Theme: Community Support and Health Services (continued)

ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
There are barriers (knowledge, capability and access) to achieving adequate physical activity and nutrition	<p>Health and wellbeing for older people will be prioritised at Latrobe City Council</p> <p>A range of sport/leisure/ balance/health strengthening opportunities will be available, offering usage of Latrobe City Council passive and active public open space</p> <p>Latrobe City Council will on a biennial basis ask older members of the community their opinion on their health status, their needs, ideas to improve their health/wellbeing/ nutrition and become involved in community initiatives such as community gardens and walking groups</p> <p>Older people will be assisted to quit smoking through programs available in the community</p>	<p>Latrobe City Aged and Disability Services Business Unit</p> <p>Livability and Recreation Business Unit</p>	<p>A variety of COTA programs will be available in all Latrobe City Council Leisure Centres, transport options will be investigated for individuals who are transport disadvantaged and biennially we will ask older people their opinion on their needs and self assessed health/ wellbeing status</p>
Elder abuse is life limiting and contributes to hospital admissions and social isolation	<p>Latrobe City Council will advance debate and discussion on elder abuse, working with service providers, police and the community to develop service responses and solutions that reduce incidences of elder abuse</p>	<p>Latrobe City Aged and Disability Services Business Unit</p> <p>Latrobe City Community Development Business Unit</p> <p>Communi-cations and Customer Relations Business Unit</p>	<p>A working group will be established with PAAC representation, focused on elder abuse and will report its findings annually</p>

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ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
<p>Financial insecurity is a cause of stress for many people as they age where income levels reduce while health and other costs increase</p>	<p>Equity of employment opportunities at Latrobe City Council for older people is assured - including full-time, part-time and casual work</p> <p>Latrobe City Council will work with service providers and stakeholders to increase financial advice/planning and financial counseling programs</p> <p>Latrobe City Council will advocate for increased services specifically for older people who become homeless, or who are at risk of becoming homeless</p> <p>Latrobe City Council will advocate to the newly established Latrobe Valley Authority (LVA) for proactive advice and support for older people who experience redundancy or early retirement due to industry restructure</p>	<p>Latrobe City Council Human Resources Business Unit</p> <p>Latrobe City Aged and Disability Services Business Unit</p> <p>Latrobe City Community Development Business Unit</p> <p>Latrobe City Economic Development Business Unit</p>	<p>Fewer people report an inability to manage debts that escalate toward homelessness or the risk of homelessness</p>



LATROBE CITY

**LATROBE CITY COUNCIL POSITIVE AGEING STRATEGY 2017-2021
KEY ACTIONS**

World Health Organisation Theme: *Community Support and Health Services (continued)*

ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
Declining mental health is life limiting and contributes to social isolation	<p>Latrobe City Council will advocate for suicide prevention programs focus on the issues faced and supports needed by older people</p> <p>Latrobe City Council will advocate for additional practical supports and living skills programs for people who become single due to the loss of a partner due to death or illness</p> <p>Community development and community engagement activities include involvement of older people, including those who are vulnerable and hard to reach by traditional methods</p>	<p>Latrobe City Aged and Disability Services Business Unit</p> <p>Latrobe City Community Development Business Unit</p>	<p>The number of suicides and attempted suicides by older people is reduced</p> <p>Additional programs are in place to support people who lose a partner to death or illness</p> <p>All community development and community engagement activities are age-friendly and enable involvement of senior members of the community</p>



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**LATROBE CITY COUNCIL POSITIVE AGEING STRATEGY 2017-2021
KEY ACTIONS****World Health Organisation Theme: Outdoor Spaces and Buildings**

ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
New developments need to be age-friendly places	PAAC will be consulted by Latrobe City Council about all new public buildings and facilities such as the redevelopment of the Traralgon Performing Arts Centre, upgrade of aquatic centres and events/sports facilities and also new residential developments Every new development will ensure adequate pedestrian access and egress, adequate signage and lighting (clear of visual obstruction), taking into consideration people with mobility challenges Street lighting will be audited in Ellavale Park Traralgon and necessary improvements made	Latrobe City Aged and Disability Services Business Unit Latrobe City Community Latrobe City Infrastructure Business Unit Development Business Unit	PAAC advice will be considered and acted upon as appropriate
Poor access to community and commercial buildings	Latrobe City Council will progressively upgrade its buildings to improve accessibility for all members of the community and new facilities will be informed by age-friendly built environment philosophy and practice Latrobe City will encourage owners of current and proposed commercial, health and leisure properties to ensure that they are accessible and age-friendly and have adequate disabled parking	Latrobe City Infrastructure Business Unit Latrobe City Council Economic Development Business Unit	Older people report improvements in access to public and privately owned buildings

LATROBE CITY

LATROBE CITY COUNCIL POSITIVE AGEING STRATEGY 2017-2021 KEY ACTIONS

World Health Organisation Theme: Outdoor Spaces and Buildings (continued)

ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
Public open space infrastructure is not consistent in considering the needs of older people	<p>An appraisal of Latrobe City Council outdoor seating will be made to ensure positioning, seat height/design and shelter are age-friendly</p> <p>Perceptions of safety in public spaces will be monitored and ideas from older people about possible improvements will be sought</p> <p>Additional (legible) CBD maps clearly indicating key community infrastructure and degree of 'walkability' will be placed in high visibility locations</p>	Latrobe City Infrastructure Business Unit	At least annually and/or on a case-by-case basis, an audit of the accessibility and safety of public infrastructure will be conducted and progressive improvements made
Paths, tracks and trails are not always conducive to exercise and leisure for older people	<p>Latrobe City Council strategy for paths, tracks and trails has taken account of walking, cycling, passive and active use. The actions in this strategy will have a 'lens' of age-friendliness</p> <p>Interpretive signage will be strategically placed denoting distance to key community facilities and features, and the degree of difficulty regarding walkability and cycling</p> <p>Assessments will routinely be made about the safety of transition points from pedestrian crossing points to roads and ensure timely maintenance in locations where trip hazards are identified</p> <p>Additional (legible) CBD maps clearly indicating key community infrastructure and degree of 'walkability' will be placed in high visibility locations</p>	<p>Latrobe City Aged and Disability Services Business Unit</p> <p>Livability and Recreation Business Unit</p>	An age friendly 'lens' will guide attention to improving infrastructure and planning for new paths, tracks and trails

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**LATROBE CITY COUNCIL POSITIVE AGEING STRATEGY 2017-2021
KEY ACTIONS**

**World Health Organisation Theme: *Outdoor Spaces and Buildings*
(continued)**

ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
Traffic signaling at pedestrian crossings is dangerous at some places	Latrobe City Council will consult with PAAC on locations where pedestrian signals are located; accessible activation buttons will placed with older persons safety in mind Latrobe City Council will advocate to state government, where applicable, for improvements to pedestrian crossing safety	Latrobe City Aged and Disability Services Business Unit Livability and Recreation Business Unit Latrobe City Infrastructure Business Unit	Latrobe City is actively working with state government to improve pedestrian safety Places and where signals do not give people with mobility challenges enough time to cross roads safely will be phased out and each location improved
Toilets are insufficient and/or not suitable for the needs of older people	Clean well lit public toilets with 'pull up' bars in each cubical will be a consistent Latrobe City Council standard Signage for the location and distance to toilets will be assessed and appropriate improvements made	Latrobe City Infrastructure Business Unit	An annual audit of toilet accessibility and minimum standard cleanliness will be undertaken by Latrobe City Council



LATROBE CITY

**LATROBE CITY COUNCIL POSITIVE AGEING STRATEGY 2017-2021
KEY ACTIONS****World Health Organisation Theme: Transport**

ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
There is a disconnect between train and bus timetabling and taxi ranks are not always in accessible safe places; this is especially problematic for older people who have disabilities or who live in small rural towns	<p>Latrobe City Council will work with Vline and bus service businesses to improve and synchronise public transport, especially for people who live in small rural towns, those with disabilities, people who are aged and those with mobility challenges</p> <p>Latrobe City Council will work with Vline to improve services from Latrobe City to Melbourne</p> <p>Latrobe City Council will work with current and potential private/public transport providers to tailor their services to the needs of older people</p> <p>Latrobe City Council will ensure taxi ranks are fitted out with adequate shelter and are located in safe well lit places in central business districts</p> <p>Latrobe City Council will advocate for a maxi taxi service in all main towns in Latrobe city</p> <p>All bus shelters will be audited to ensure there are adequate numbers of well lit shelters, that bus stops are strategically located near health services and places where services for older people are located, close to residential aged care and an internal bus stop is placed at Kernot Hall</p>	<p>Latrobe City Community Development Business Unit</p> <p>Latrobe City Aged and Disability Services Business Unit</p> <p>Livability and Recreation Business Unit</p>	Older members report improvements in transport access

ISSUES	ACTIONS WE COMMIT TO	WHO WILL TAKE ACTION?	MEASURING PROGRESS
There is a lack of responsive community transport	Latrobe City Council will investigate opportunities for volunteer managed community transport that caters to the needs of all residents, including those who are ageing	Latrobe City Community Development Business Unit Latrobe City Aged and Disability Services Business Unit	Latrobe City will seek funding to implement community transport that meets the needs of older people and those who are vulnerable and isolated
Motorised mobility scooters can be hazardous to pedestrians and their drivers	Latrobe City Council will ensure that the construction of footpaths, road crossovers, points of access to shops and community facilities are as far as is practical, mobility scooter accessible Latrobe City Council will advocate to government for improved safety training within the four main towns of Latrobe City (and where possible in smaller townships) for all people who use motorised mobility scooters	Latrobe City Aged and Disability Services Business Unit Livability and Recreation Business Unit	There will be fewer accidents involving motorised mobility scooters in Latrobe City



Latrobe City Council

Information within this document was correct at time of print and is subject to change without prior notice.

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Churchill and District Community Hub
9/11 Philip Parade, Churchill

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Latrobe*City*

POSITIVE AGEING STRATEGY & PLAN

2017-2021



 **Latrobe***City*
a new energy

What is 'Positive Ageing'?

According to the Australian Psychological Society (APS), positive ageing is "a term used to describe the process of maintaining a positive attitude, feeling good about yourself, keeping fit and healthy and engaging fully in life as you age"

Why are we planning for positive ageing?

- ▶ To respond to the changing needs of our people as they age
- ▶ Build a strong evidence base that leads to positive action on 'ageing well'

The Latrobe City Positive Ageing Strategy 2017-2021 is primarily focused on preventative measures that will keep individuals aged 50 years and older engaged with their community, and prevent, manage, delay or ameliorate some of the challenges that come with ageing.

Who can contribute to positive ageing?

The simple answer is all of us.

There is a shared onus for everyone to support the process of ageing and to help make ageing a fulfilling time of life.

Implementing the new plan

It's a collaborative effort that will rely on energy and commitment from within Latrobe City Council, partner organisations, stakeholders and the wider community.

Our focus

Housing

- ▶ Increase housing stock mix in rural areas.
- ▶ Increase in affordable age-friendly housing stock.

Social Participation

- ▶ Tailored training for seniors groups and associations.
- ▶ Welcoming & Age Friendly accreditation for community groups.



Respect and Social Inclusion

- ▶ Develop new resident 'Welcome Kit' with information relevant to older people.
- ▶ Advocate for seniors focused section in local paper.
- ▶ Engage senior members of the community in the planning and evaluation of Seniors Week

Civic Participation and Employment

- ▶ A biennial survey of older members of the community will be conducted.
- ▶ Council will promote the benefits of employing older people and develop case studies of successes.

Communication and Information

- ▶ Information produced by Council will be available in plain English and a variety of formats.
- ▶ Council will work with seniors groups to improve their reach and profile.

Community Support and Health

- ▶ Adult learning opportunities will be available to help older people to become proficient in using communication technology.
- ▶ Council will advance debate and discussion on elder abuse.
- ▶ Council will advocate for increased support for people suffering from dementia (and their carers).
- ▶ A range of sport/leisure/balance/strengthening opportunities will be available, offering usage of passive and active public open space.

- ▶ Council will work with service providers and stakeholders to increase financial advice/planning and financial counselling programs.
- ▶ Council will advocate for increased services specifically for older people who become homeless, or are at risk of becoming homeless.

Outdoor Spaces and Buildings

- ▶ The Positive Ageing Advisory Committee will be consulted by Council on all new public buildings.
- ▶ New developments will ensure adequate pedestrian access and egress, adequate signage and lighting taking into consideration people with mobility challenges.
- ▶ Council will encourage commercial property owners to ensure their buildings are accessible, age-friendly and have adequate disabled parking.
- ▶ An audit of outdoor seating will be made to ensure positioning; seat height and design are age-friendly.
- ▶ Council will advocate to state government, where applicable, for improvement to pedestrian crossing safety. Clean well-lit public toilets with 'pull up' bars in each cubical will be a consistent Latrobe City Council standard. Signage for the location and distance to toilets will be assessed and appropriate improvements made.

Transport

- ▶ Council will work with Vline and bus services to improve and synchronise public transport, especially for people who live in small rural towns.
- ▶ Bus shelters will be audited to ensure there are adequate numbers, they are strategically located near health services and places where services for older people are located, close to residential aged care facilities and an internal bus stop is placed at Kernot Hall.
- ▶ Council will advocate to government for improved safety training, for all people who use motorised mobility scooters.

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Agenda Item: 16.3

**Agenda Item: Yinnar and District Memorial Hall and Yinnar
Preschool Works**

Sponsor: General Manager, Community Services

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

Status: For Decision

Councillor Harriman declared an interest, not being a Conflict of Interest under Section 79B of the *Local Government Act 1989* in respect to Item 16.3 Yinnar and District Memorial Hall and Yinnar Preschool Works

MOTION

Moved: Cr Middlemiss

Seconded: Cr McFarlane

That Council:

- 1. Endorses an application to the Latrobe Valley Authority's Community Facility Fund for a \$400,000 building works project at the Yinnar and District Memorial Hall; and**
- 2. if successful in receiving the grant,**
 - a. funds \$100,000 as Council's financial contribution to the Yinnar and District Memorial Hall building works**
 - b. funds building works at the Yinnar Preschool**

CARRIED UNANIMOUSLY

Executive Summary:

- During 2016 Council conducted the 'Yinnar and District Community Centre Community Engagement Project' to identify the future needs for community facilities in the Yinnar township. The community's preferred option was for the redevelopment of the Yinnar and District Memorial Hall and Yinnar Preschool into a combined Community Centre.
- No state or federal funding source has been identified to deliver the projected \$1.9 to \$2.2 million dollar project. In the draft 2018/19 Budget Council has committed \$153,000 for building renewal works at the Hall and Preschool as well as \$80,000 for the development of a detailed design for the Community Centre.

- Council Officers have recently identified that the wooden floor in the Hall is in need of urgent replacement. \$100,000 of the funds committed for renewal works in the 2018/19 budget are for the floor replacement.
- The Hall committee has approached the Latrobe Valley Authority (LVA) to assist with funding works at the Hall. The LVA has indicated to Council Officers that the proposed works would be in line with the Community Facility Fund guidelines. The Community Facility Fund would provide funding at a 3:1 ratio.
- The proposed resolution aims to deliver maximum community benefit by leveraging the available LVA funding to maximise the funds available for works on both the Hall and Preschool. This proposal is in recognition of the lack of funding sources available to deliver the full Community Centre project.

Declaration of Interests:

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

Background:

A 2014 community planning exercise undertaken by the Yinnar and District Community Association (YDCA) identified an upgrade to the Yinnar and District Memorial Hall as a priority project for the Yinnar and district community.

In 2016 Council conducted the 'Yinnar and District Community Centre Community Engagement Project' to identify the future needs and community aspirations for community facilities, and specifically the Council owned Hall and Preschool, in the Yinnar township. The project was funded by a \$7,500 Putting Locals First grant from Regional Development Victoria and a \$7,500 contribution from Council.

At the 12 September 2016 Council Meeting, Council noted the Yinnar and District Community Engagement Project report and its findings. Further, Council noted the report's Option Two: New Preschool and Redeveloped Hall as the community's preferred option for a potential redevelopment of the Hall and Preschool into a combined Community Centre.

Since 2016 Council has not allocated any capital works funds for a potential redevelopment. Council officers have also been unable to identify any available grants or other funding sources to finance the projected \$1.9 to \$2.2 million redevelopment of the precinct.

The YDCA, Yinnar and District Memorial Hall Committee and Yinnar Preschool Committee have continued to advocate for the project. Due to the lack of funding available and with no likelihood of funding in the foreseeable future they have indicated a desire for a staged approach to delivering a variation of the project.

The draft 2018/19 Council budget includes:

- \$130,000 for building renewal works on the Hall. It has been recently identified that the whole wooden floor is in need of urgent replacement. An upgrade of the kitchen is also planned.
- \$23,000 for internal roofing renewal works at the Preschool; and
- \$80,000 for further Community Centre project design work.

The Hall Committee approached the Latrobe Valley Authority to assist with funding works at the Hall. The LVA has indicated to Council officers they would invite an application to provide 3:1 funding to increase the amount of renewal works undertaken on the Hall. The Preschool does not qualify for LVA funding at this time.

Reasons for Proposed Resolution:

Council Officers have been unable to identify any available grants or other funding sources to finance the projected \$1.9 to \$2.2 million dollar Yinnar and District Community Centre Project. The draft 2018/19 Council budget includes \$153,000 for renewal works at the Hall and Preschool as well as \$80,000 for design work on the Community Centre project. The LVA has indicated their interest in supporting works on the Hall. This support would allow Council to use the already allocated funds to leverage a 3:1 funding contribution from the LVA and achieve a positive outcome while also enabling necessary works to be undertaken at each facility.

The proposed resolution recognises the lack of funding available for the Community Centre project and aims to leverage the available LVA funding to deliver the maximum benefit for the Yinnar community through works at both the Hall and Preschool.

The proposed resolution reallocates funds committed in the draft budget to deliver:

- a \$400,000 upgrade to the Hall, with a \$100,000 contribution from Council and \$300,000 from the LVA's Community Facility Fund, subject to a successful grant application; and,
- renewal works at the Preschool.

A potential scope of works is included in Attachment 1. Community consultation would be undertaken to ensure the scope of works matches the community's identified needs and aspirations.

The proposed resolution would significantly contribute to meeting the Yinnar and District community's desire for upgraded community facilities as well as ensuring that the facilities meet the future needs of the community.

Issues:

Strategy Implications

The proposal aligns with the following objectives of the Council Plan:

- Encourage improved education and training outcomes in Latrobe City
- Improve the liveability and connectedness of Latrobe City

- Provide a connected, engaged and safe community environment, which is improving the wellbeing of all Latrobe City citizens

The proposal aligns with the following strategies of the Council Plan:

- Support improved education outcomes through direct delivery of early learning education services and advocacy with local education and training providers, to provide education offerings that create a skills base aligned with our future economy.
- Improve the amenity and attractiveness of Latrobe City's town entrances and public spaces to enhance community pride.
- Provide community infrastructure that supports recreation and connectedness including sporting facilities, pathways and community gardens.
- Develop Council's long term financial plan and asset management plan to ensure that Council remains financially sustainable.
- Provide services, infrastructure and advocacy to support the health, wellbeing and safety of our community.

Communication

If Council proceeds with the proposal it is proposed that Council reconvenes the Yinnar and District Community Centre Project Steering Committee. The committee involved representatives from key stakeholder groups across Yinnar and District. The Steering Committee would provide direction on the proposed works to ensure they align as closely as possible to the community needs identified in the original project consultations.

Financial Implications

The financial implications of the proposal are that funds already committed in the 2018/19 draft budget are reallocated to maximise the benefit to the community through leveraging funding from the LVA.

Risk Analysis

Identified risk	Risk likelihood*	Controls to manage risk
Unsuccessful in securing LVA funding	Possible	Communication with LVA regarding funding application.
Discover unexpected building issues during renewal works	Unlikely	Building maintenance to undertake detailed building assessment and fully scope works.
Renewal works do not meet community expectations	Possible	Ensure proposed works are in line with community needs identified in previous community consultations. Consult with project

Identified risk	Risk likelihood*	Controls to manage risk
		steering committee to ensure works meet the expectations of key stakeholders.

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

Legal and Compliance

There are no identified legal or compliance impacts from the proposal.

Community Implications

The Community Centre project resulted in the development of a 'shovel ready' project for infrastructure grants that may become available. The strong community buy in for the project, the project's findings and Council formally noting the community's preferred option may have raised expectations for some community members that any future works on the Hall and Preschool would be to deliver the Community Centre project.

The Hall and Preschool Committees as well as the YDCA have advocated for staged works to be undertaken to upgrade both the Hall and Preschool in lieu of funding for the complete Community Centre project. This proposal meets the desires of those stakeholders.

Environmental Implications

The proposal would ensure that both the Hall and Preschool are fit for purpose and better utilised by the community. Renewal works undertaken would increase the environmental sustainability of both facilities.

Consultation

As identified above it is proposed to reconvene the Community Centre project steering committee. The steering committee would provide direction on the works to be undertaken.

Other

Supporting Documents:

Yinnar Community Centre Community Engagement Report – Volumes One & Two

Attachments

1 [↓](#). Proposed scope of works

16.3

Yinnar and District Memorial Hall and Yinnar Preschool Works

- 1 Proposed scope of works 337**

Yinnar Memorial Hall & Pre-School Centre

Scope of Work – Refurbishment

Overview

Latrobe City Council has included refurbishment works on the Yinnar Memorial Hall & Pre-School Centre (incorporating Maternal Child Health) to be undertaken in the 2018-19 financial year.

Draft scope of work and cost estimate is included below for initial review and funding approval of the project.

Scope of Work

Memorial Hall:

- Remove/lower raised stage and change room area – 9.0 x 10.0 metres. Associated works will include building new sub-floor, lowering and bricking up doorways and construction of new storage/chair store area internally once stage is removed. Demolish external access stairs and lower doorway to suit. Remove redundant internal walls and rebuild/realign ceiling. Demolish stage brickwork
- Repaint internal & external
- Demolish redundant hall joinery and timber operable walls
- Install Saltos to all external doors (Saltos to be free issue by LCC)
- Create two permanent meeting rooms (in lieu of temporary meeting rooms with operable walls) 14.8 x 6.0 metres floor space
- Supply and install sink/joinery units to meeting rooms. Include services to new sink units
- Repaint current toilets and update fittings & fixtures
- Supply and install new kitchen to hall

Reception area:

- Supply & install new reception desk to foyer area
- Supply and install blinds to foyer area
- Provide new GPO's/data & phone points to proposed reception desk

Yinnar Memorial Hall



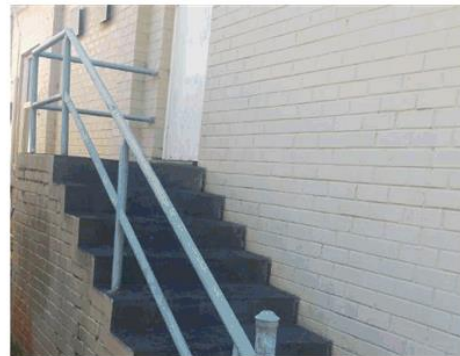
Stage at East end of hall



Steps leading to stage (Nth side)



Sewer from Toilets at Stage to be removed



Exit stairs from South side stage



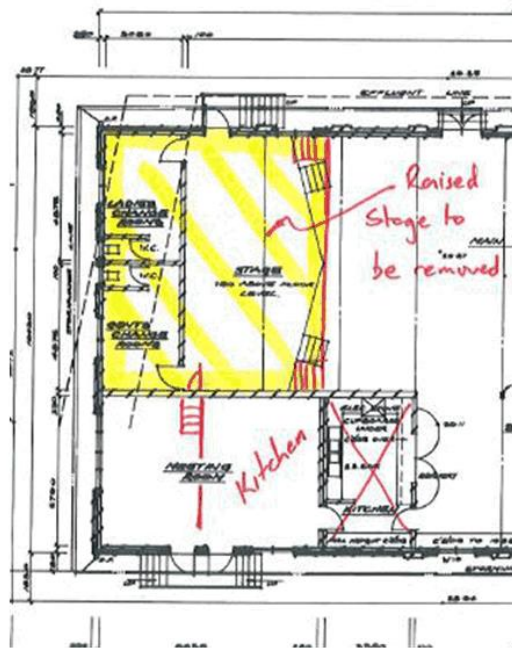
Proposed Reception Area



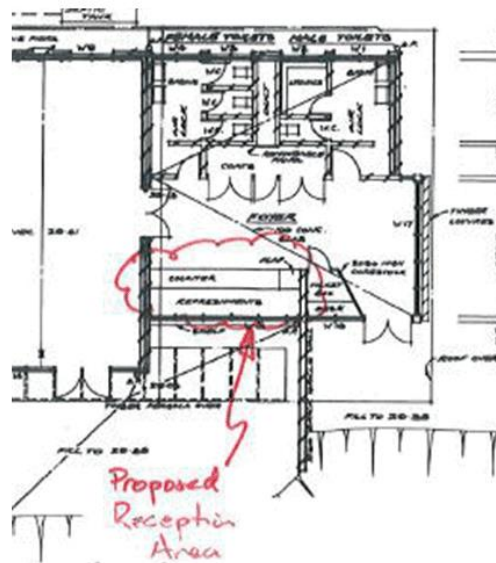
Salto locks and access fob



Existing Operable Doors



Part Shire of Morwell Drawing R70-1



Part Shire of Morwell Drawing R70-1

Pre-school:

- Replace suspended ceiling to main area – 7.7 x 11.5 metres
- Install new LED lights and re-use existing fans
- Renew floor coverings internal
- Replace marine carpet external-foyer area – 4.7 x 11.5 metres
- Repaint internal walls ceiling and trims.
- Repaint external doors
- Remove redundant coat racks and replace with storage cabinetry
- Unblock gutters over front entry foyer, re attach and caulk parapet flashing

Maternal child health:

- Repaint internal

Attachments

- Yinnar Memorial Hall and Pre-School – Building Works Estimate
- LCC Current Asbestos Register – 3 Oct 2017 – Yinnar Memorial Hall & Pre-School

Yinnar Pre-School and Maternal Health



Pre-School Entrance – External Foyer



Pre-School Entrance – External Foyer



Pre-School main area



Pre-School main area



Maternal Health office



Maternal Health waiting room



Existing coat rack area to be removed



Entry area gutters

Agenda Item: 16.4

Agenda Item: CCTV Installation at Glendonald Preschool

Sponsor: General Manager, Community Services

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

Status: For Decision

MOTION

Moved: Cr Middlemiss

Seconded: Cr Gibson

That Council endorse the installation of CCTV at Glendonald Preschool.

CARRIED UNANIMOUSLY

Executive Summary:

- The 2018 Preschool year so far has seen two separate acts of vandalism at the facility resulting in almost \$10k worth of damage.
- Whilst the security measures put in place currently should prevent vandals entering the centre and causing damage to the inside of the facility, it does not prevent vandalism to infrastructure within the Playground.
- It is likely CCTV will prevent acts of vandalism to the facility or result in the vandals being identified for further action by Victoria Police.

Declaration of Interests:

The A/Manager Family Services has declared an interest due to a family member attending the centre, however this has not been declared as a conflict of interest.

Reasons for Proposed Resolution:

Historically, the Glendonald Preschool has been a target for acts of vandalism. This preschool year alone there have been two separate attacks on the centre resulting in almost \$10k worth of damage.

Officers have assessed the security at the facility and investigated the option of CCTV. There is currently a security system installed at the centre which alarms when an external perimeter is broken, this is also monitored by a security monitoring company and Council officers are contacted if the alarm is enacted.

Whilst this alarm should prevent significant damage to the facility occurring, there is still the risk of the offenders not being caught or charged due to insufficient evidence. This alarm will also not prevent vandalism occurring in the playground.

The installation of CCTV has been explored; this would not only potentially prevent vandalism at the centre but would also be able to provide the evidence needed to Victoria Police to be able to charge the Offenders. A quote has been obtained to install CCTV at Glendonald Preschool at a cost of \$2,640. The CCTV camera will be able to monitor activity around the exterior of the facility including the playground.

Attachments

Nil

CORPORATE SERVICES

17. CORPORATE SERVICES

Agenda Item: 17.1

Agenda Item: Tabling of 'Assembly of Councillors' Records

Sponsor: General Manager, Corporate Services

Council Plan Objective: Ensure Council operates openly, transparently and responsibly.

Status: For Information

MOTION

Moved: Cr McFarlane

Seconded: Cr Howe

That Council receives and notes the Assembly of Councillors records tabled for the period 06 March 2018 to 23 April 2018.

CARRIED UNANIMOUSLY

Executive Summary:

The following Assembly of Councillor records have been submitted for tabling since the last ordinary Council meeting:

Date	Assembly Details	In Attendance	Confidential	Declarations of Interest
06 March 2018	Latrobe City International Relations Advisory Committee	Councillors Cr Darrell White, Cr Sharon Gibson Officers Jo De Jong, Bruce Connelly, Jie Liu	Nil	Nil
06 March 2018	Mathison Park Advisory Committee	Councillors Cr Darrell White. Officers Simon Clark	Nil	Nil

Date	Assembly Details	In Attendance	Confidential	Declarations of Interest
19 March 2018	Municipal Public Health and Wellbeing Plan Reference Group meeting	Councillors Cr Kellie O'Callaghan. Officers Sara Rhodes Ward, Steve Tong, Stuart Simmie, Teresa Pugliese.	Nil	Nil
26 March 2018	Councillor Briefing	Councillors Cr Alan McFarlane, Cr Graeme Middlemiss, Cr Darrell White, Cr Dale Harriman, Cr Darren Howe, Cr Dan Clancey, Cr Sharon Gibson Officers Gary Van Driel, Steve Piasente, Phil Stone, Sara Rhodes Ward, Greg Drumm, Amy Phillips, Bruce Connolly, Bruce Graham, Neil Cooper	Section 89(2) (e) Proposed developments. Section 89(d) Contractual matters. Section 89(2) (a) personnel matters.	Cr Gibson Cr Harriman Cr Clancey Cr McFarlane Cr Harriman (interest not being a conflict of interest)
03 April 2018	Mathison Park Advisory Committee	Councillors Cr Darrell White. Officers Simon Clark	Nil	Nil

Date	Assembly Details	In Attendance	Confidential	Declarations of Interest
04 April 2018	Moe Southside Community Precinct Users Group Committee	Councillors Cr Brad Law, Cr Sharon Gibson Officers Simon Clark	Nil	Nil
05 April 2018	Gippsland Regional Aquatic Centre Project Reference Group	Councillors Cr Dale Harriman, Cr Darren Howe, Cr Bradley Law Officers Steven Piasente, Larry Sengstock, Luke McGrath, Janine Alexander	Nil	Nil
10 April 2018	Latrobe Creative Precinct Project Reference Group	Councillors Cr Alan McFarlane, Cr Dan Clancey, Cr Bradley Law. Officers Michael Bloyce, Trevor Dando, Andrea Stanlake	Nil	Nil
10 April 2018	Traralgon Sports Stadium Project Reference Group	Councillors Cr Dale Harriman, Cr Darren Howe, Cr Dan Clancey. Officers Steven Piasente, Larry Sengstock, Tony Price, Brian Feltham, Janine Alexander.	Nil	Nil

Date	Assembly Details	In Attendance	Confidential	Declarations of Interest
13 April 2018	Morwell Centenary Rose Garden Advisory Committee	Councillors Cr Alan McFarlane Officers Simon Clark	Nil	Nil
17 April 2018	Callignee and Traralgon South Sporting Facilities Special Committee	Councillors Cr Darren Howe Officers Simon Clark	Nil	Nil
18 April 2018	Traralgon Recreation Reserve and Showgrounds Advisory Committee	Councillors Cr Darren Howe Officers Simon Clark	Nil	Nil
23 April 2018	Councillor Briefing	Councillors Cr Alan McFarlane, Cr Graeme Middlemiss, Cr Darrell White, Cr Dale Harriman, Cr Darren Howe, Cr Dan Clancey, Cr Sharon Gibson Officers Gary Van Driel, Steve Piasente, Gail Gatt, Sara Rhodes Ward, Greg Drumm, Amy Phillips, Brett McCulley, Larry Sengstock	Section 89(2) (e) Proposed developments. Section 89(d) Contractual matters.	Cr Harriman (interest not being a conflict of interest)

Declaration of Interests:

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

Reasons for Proposed Resolution:

The attached *Assembly of Councillors* records have been submitted for tabling.

Section 80(A)2 of the *Local Government Act 1989* states 'The Chief Executive Officer must ensure that the written record of an assembly of Councillors is, as soon as practicable - (a) reported at an ordinary meeting of the Council; and (b) incorporated in the minutes of that Council meeting'.

Attachments

- 1 [↓](#). Latrobe City International Relations Advisory Committee
- 2 [↓](#). Mathison Park Advisory Committee
- 3 [↓](#). Municipal Public Health and Wellbeing Plan Reference Group meeting
- 4 [↓](#). Councillor Briefing
- 5 [↓](#). Mathison Park Advisory Committee
- 6 [↓](#). Moe Southside Community Precinct Users Group Committee
- 7 [↓](#). Gippsland Regional Aquatic Centre Project Reference Group
- 8 [↓](#). Latrobe Creative Precinct Project Reference Group
- 9 [↓](#). Traralgon Sports Stadium Project Reference Group
- 10 [↓](#). Morwell Centenary Rose Garden Advisory Committee
- 11 [↓](#). Callignee and Traralgon South Sporting Facilities Special Committee
- 12 [↓](#). Traralgon Recreation Reserve and Showgrounds Advisory Committee
- 13 [↓](#). Councillor Briefing

17.1

Tabling of 'Assembly of Councillors' Records

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2	Mathison Park Advisory Committee	353
3	Municipal Public Health and Wellbeing Plan Reference Group meeting	355
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13	Councillor Briefing	375



Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Latrobe City International Relations Advisory Committee
Date:	6 March 2018
Time:	5.00 pm - 7.00 pm
Assembly Location:	Meeting Room 4 Morwell

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr Alan McFarlane	<input type="checkbox"/> Cr Graeme Middlemiss	<input checked="" type="checkbox"/> Cr Darrell White 5.00 pm - 7.00 pm
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Darren Howe
	<input type="checkbox"/> Cr Dan Clancey	<input type="checkbox"/> Cr Bradley Law	<input checked="" type="checkbox"/> Cr Sharon Gibson 5.00 pm - 7.00 pm
Officer/s:	Jo, Dejong, Bruce Connelly, Jie Liu		
Matters discussed:	Overview of International Activities at Fed Training 2018 Business Delegation Discussion with Commissioner to South East Asia in January 2018 International Engagement and Investment Strategy Overview of Amiens Band visit Sister Cities Festival 2018		
Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
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Record Completed by: Jie Liu





Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Mathison Park Advisory Committee
Date:	6 March 2018
Time:	7:00pm
Assembly Location:	Churchill Hub

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr Alan McFarlane	<input type="checkbox"/> Cr Graeme Middlemiss	<input checked="" type="checkbox"/> Cr Darrell White
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Darren Howe
	<input type="checkbox"/> Cr Dan Clancey	<input type="checkbox"/> Cr Bradley Law	<input type="checkbox"/> Cr Sharon Gibson
Officer/s:	Simon Clark		
Matters discussed:	<p>Presentation by Indigenous Design regarding the review of the Mathison Park Management Plan.</p> <p>Simon asked the Committee if the signs informing park users that the boardwalk maybe slippery would be erected on the boardwalk again. The committee informed Simon that it had resolved to install chicken wire on the boardwalk surface and not worry about the signage as they can be vandalised.</p> <p>The Committee has received some further answers to questions regarding the proposed Mathison Park Special Committee – Instrument of Delegation. Helen Proctor is to provide further answers to Andy on some financial questions. The matter of the review of the committee status and the operating document will now be discussed at the April meeting.</p> <p>Simon informed the meeting that Personal Protective Equipment (PPE) for volunteers would be supplied. Simon will speak with all committee's regarding their needs for PPE equipment and the supply will be based on what is required for each task the volunteers undertake.</p>		



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Are any of the matters discussed, considered confidential under the *Local Government Act 1989*?

Yes **No**

Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No

Record Completed by: Simon Clark





Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Municipal Public Health and Wellbeing Plan Reference Group meeting
Date:	Monday, 19 march 2018
Time:	11 am - 1 pm
Assembly Location:	Macfarlane Burnet Room, Latrobe City Traralgon Service Centre

In Attendance

Councillors:	<input type="checkbox"/> Cr Alan McFarlane	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Darrell White
	<input type="checkbox"/> Cr Dale Harriman	<input checked="" type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Darren Howe
	<input type="checkbox"/> Cr Dan Clancey	<input type="checkbox"/> Cr Bradley Law	<input type="checkbox"/> Cr Sharon Gibson
Arrival / Departure Time:			
Officer/s:	Sara Rhodes Ward Steve Tong Stuart Simmie Teresa Pugliese		
Matters discussed:	Municipal Public Health and Wellbeing Plan 2017 - 2021 and the Year One Action Plan Presentation - Latrobe Health Innovation Zone Social Marketing Team Presentation - Latrobe Nutrition Network Presentation - Make a Move Program Presentation - Charter for the Latrobe Health Innovation Zone		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			

Conflict Of Interest Disclosures:





Councillor / Officer making disclosure	Left Meeting: Yes / No

Record Completed by: Teresa Pugliese





Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Councillor Briefing
Date:	26 March 2018
Time:	6:05pm - 8.59pm
Assembly Location:	Nambur Wariga Room, 141 Commercial Road Morwell

In Attendance

Councillors: Arrival / Departure Time:	<input checked="" type="checkbox"/> Cr Alan McFarlane	<input checked="" type="checkbox"/> Cr Graeme Middlemiss	<input checked="" type="checkbox"/> Cr Darrell White
	<input checked="" type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input checked="" type="checkbox"/> Cr Darren Howe
	<input checked="" type="checkbox"/> Cr Dan Clancey	<input type="checkbox"/> Cr Brad Law	<input checked="" type="checkbox"/> Cr Sharon Gibson until 6.45pm
Officer/s:	Gary Van Driel, Steve Piasente, Phil Stone, Sara Rhodes - Ward, Greg Drumm, Amy Phillips, Bruce Connolly (6.05pm - 6.50pm), Bruce Graham (6.05pm - 6.50pm), Neil Cooper (6.05pm - 6.50pm)		
Matters discussed:	Tonights presentations Confidential Section 89(2) (e) Proposed developments Future presentations Confidential Section 89(d) Contractual matters Matters Arising from Presentations Upcoming Council Meeting Notice of Motion Requests Points of Clarification Alternate Motion Requests Upcoming Significant Items Mayor's Update CEO's General Update Transition Briefing Living Well Latrobe Health and Wellbeing Year One Action Plan Latrobe Creative Precinct Comparison of Construction Rates and Furniture, Fitting and Equipment Costs for Performing Arts Centres Latrobe Convention Centre Business Case and Functional Concept Design -		



	<p>Project Update - Confidential under Section 89(2) (a) personnel matters. Draft Postive Ageing Strategy/Plan - Community Feedback Churchill Preschool Demolition Consultation Review Moe Town Hall Public Toilet Block Retention Commercial Activation of traralgon Courthouse Aged and Disability Direct Care Services - Introduction of Wait List Councillor issues for General Discussion Outstanding Issues Strategic Issues for Future Briefings</p>
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Are any of the matters discussed, considered confidential under the *Local Government Act 1989*?

Yes **No**

Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
Cr Gibson	Yes
Cr Harriman	Yes
Cr Clancey	Yes
Cr McFarlane	Yes
Cr Harriman (interest not being a conflict of interest)	No

Record Completed by: Amy Phillips, Coordinator Governance.





Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Mathison Park Advisory Committee
Date:	3 April 2018
Time:	7:00pm
Assembly Location:	Churchill Hub

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr Alan McFarlane	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Darrell White
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Darren Howe
	<input type="checkbox"/> Cr Dan Clancey	<input type="checkbox"/> Cr Bradley Law	<input type="checkbox"/> Cr Sharon Gibson
Officer/s:	Simon Clark		
Matters discussed:	<p>Bill informed the meeting that the company which will undertake the Shelters project works will not be undertaking any painting or installation of the roofs. The committee will also need to have the concrete works undertaken.</p> <p>Simon informed the Committee that he had received engineering and design documents from the Shade Sails contractor and had contracted Chris O'Brien & Co Pty Ltd to undertake structural inspections to also place on Council files.</p> <p>Simon informed the meeting that at the conclusion of Helen Proctor answering any remaining questions from the current draft of the Special Committee Instrument of Delegation, that the final draft would be discussed at the May/June committee meeting. Simon believes that the report to Council about the matter will now be in June/July.</p> <p>Ruth commented about the proposed Council OH&S Volunteer Induction online system and asked if the committee's comments had been included in the next draft. Simon stated that some comments from volunteers were considered however not all were adopted. Simon to provide the draft to the committee when it is ready to do so.</p> <p>Bill introduced a discussion regarding the possible purchase of a Mulcher. A</p>		



	<p>suitable Mulcher for the parks requirements would be in the vicinity of \$5,000. The committee resolved to discuss further at the March meeting and to consider hiring a unit to test out.</p> <p>Wally spoke of the problem with maintaining the Scotch Thistles in the park and will investigate the best method to do so.</p>
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Are any of the matters discussed, considered confidential under the *Local Government Act 1989*?

Yes No

Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No

Record Completed by: Simon Clark





Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Moe Southside Community Precinct Users Group Committee
Date:	4 April 2018
Time:	4:34pm
Assembly Location:	Ted Summerton Reserve Pavilion

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr Alan McFarlane	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Darrell White
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Darren Howe
	<input type="checkbox"/> Cr Dan Clancey	<input checked="" type="checkbox"/> Cr Bradley Law	<input checked="" type="checkbox"/> Cr Sharon Gibson
Officer/s:	Simon Clark		
Matters discussed:	<p>Sid informed the meeting that there was no access to water or refreshments for the crowd that attended the Hawthorn Football Club community/training day. Simon to raise this at Council.</p> <p>Tony asked if the cricket project scope of works had been already set or would the Project Reference Group undertake this work. Simon was unaware however will enquire with Larry Sengstock and get back to Tony.</p> <p>Cr Law informed the meeting that the Project Reference Group for the cricket project had been adopted by Council.</p>		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			

Conflict Of Interest Disclosures:





Councillor / Officer making disclosure	Left Meeting: Yes / No

Record Completed by: Simon Clark





Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Gippsland Regional Aquatic Centre Project Reference Group
Date:	Thursday 5 th April 2018
Time:	5.42 pm - 7.25 pm
Assembly Location:	Macfarlane Burnet Room, Traralgon Service Centre, Traralgon

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr Alan McFarlane	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Darrell White
	<input checked="" type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input checked="" type="checkbox"/> Cr Darren Howe arrived 5.40 pm
	<input type="checkbox"/> Cr Dan Clancey	<input checked="" type="checkbox"/> Cr Bradley Law arrived 5.55 pm	<input type="checkbox"/> Cr Sharon Gibson
Officer/s:	Steven Piasente, Larry Sengstock, Luke McGrath, Janine Alexander		
Matters discussed:	<ol style="list-style-type: none"> 1. Matters arising 2. Project Status update 3. Component schedule 4. Business plan options 		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
Nil	No



Record Completed by: Janine Alexander





Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Latrobe Creative Precinct Project Reference Group
Date:	Tuesday, 10 April 2018
Time:	3.30 pm
Assembly Location:	Nambur Wariga Large Meeting Room, Latrobe City Council headquarters

In Attendance

Councillors: Arrival / Departure Time:	<input checked="" type="checkbox"/> Cr Alan McFarlane	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Darrell White
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Darren Howe
	<input checked="" type="checkbox"/> Cr Dan Clancey	<input checked="" type="checkbox"/> Cr Bradley Law	<input type="checkbox"/> Cr Sharon Gibson
Officer/s:	Michael Bloyce, Trevor Dando, Andrea Stanlake		
Matters discussed:	1. Budget Update 2. Contractor Update 3. Presentation of concept designs (80%)		
Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
Nil	No





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Record Completed by: Andrea Stanlake





Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Traralgon Sports Stadium Project Reference Group
Date:	Tuesday 10 April 2018
Time:	5.30 pm - 6.45 pm
Assembly Location:	Traralgon Sports Stadium, Catterick Crescent, Traralgon

In Attendance

Councillors: Arrival / Departure Time:	<input type="checkbox"/> Cr Alan McFarlane	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Darrell White
	<input checked="" type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input checked="" type="checkbox"/> Cr Darren Howe
	<input checked="" type="checkbox"/> Cr Dan Clancey	<input type="checkbox"/> Cr Bradley Law	<input type="checkbox"/> Cr Sharon Gibson
Officer/s:	Steven Piasente, Larry Sengstock, Tony Price, Brian Feltham, Janine Alexander		
Matters discussed:	1. Concept Plan/layout for review 2. Feedback from consultation process		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.</p>			

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
Nil	No

Record Completed by: Janine Alexander





Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Morwell Centenary Rose Garden Advisory Committee
Date:	13 April 2018
Time:	9:00am
Assembly Location:	Rose Garden Wing

In Attendance

Councillors: Arrival / Departure Time:	<input checked="" type="checkbox"/> Cr Alan McFarlane	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Darrell White
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input type="checkbox"/> Cr Darren Howe
	<input type="checkbox"/> Cr Dan Clancey	<input type="checkbox"/> Cr Bradley Law	<input type="checkbox"/> Cr Sharon Gibson
Officer/s:	Simon Clark		
Matters discussed:	<p>Attempted break in of shed near rooms. Police informed and report made. Repairs made by Council with additional security installed.</p> <p>Still lots of visitors walking through garden. Contact made with Tuesday visitors by 'Friends' in the garden. Angus and Helen from Neutrog gave an entraining talk on 13 March when introducing their new product 'Who Flung Dung'.</p> <p>Garden World Springvale 14 April. Bev & Faye to set up a table to promote the garden</p> <p>Pat raised problem of listing pruning weekend dates on Council site, also the actual Tuesday pruning dates as well. Simon advised that Council has approved new procedural policy for bookings. Pat to follow up with Sue at Council.</p>		
<p>Are any of the matters discussed, considered confidential under the <i>Local Government Act 1989</i>?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Please list the confidentiality reasoning next to the matter discussed, as per the example in the</p>			



guidance notes.

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No

Record Completed by: Simon Clark





Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Callignee and Traralgon South Sporting Facilities Special Committee
Date:	17 April 2018
Time:	7:32pm
Assembly Location:	Traralgon South Recreation Reserve Pavilion

In Attendance

Councillors:	<input type="checkbox"/> Cr Alan McFarlane	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Darrell White
	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input checked="" type="checkbox"/> Cr Darren Howe
	<input type="checkbox"/> Cr Dan Clancey	<input type="checkbox"/> Cr Bradley Law	<input type="checkbox"/> Cr Sharon Gibson
Arrival / Departure Time:			
Officer/s:	Simon Clark		
Matters discussed:	<p>Simon informed the meeting that he was continuing to formulate the required paperwork for the advertising and nomination of the Special Committee community representatives and the user groups' representatives. The process involves seeking Expressions of Interest for the community representatives by advertising in the newspaper and on Council's Website and also sending a letter to each of the users requesting their nominated representative.</p> <p>Peter and Adam agreed that the following electricity account splits be put in place for the Cricket and Badminton clubs: April to August Cricket – 70% Badminton – 30% September to March Cricket 100% Peter recommended that he investigate changing the current electricity supplier. The Committee agreed.</p> <p>Cr Howe reported that following discussions Pathway requests had been placed for investigations into the supply of a handrail on the concrete dip on the walking trail, treating of Blackberries and repair of soft area on the trail. A Pathway has also been placed for cleaning out of the drain. The</p>		



Traralgon South Township Liaison officer will report the progress of these Pathways to the Councillor.

Tony, Simon and Jane Lloyd Coordinator Environmental Sustainability met at the Traralgon South reserve to discuss the proposed works to be undertaken with the remaining Community Grant. Tony reported that he had been informed that most of the proposed works could not be undertaken due to the lapsing of a ten year period where no works had been conducted therefore by legislation, that work could not be commenced now. Basically the area was to remain native bush as it presently is. Tony wanted an assurance from Council that if there were any accidents in that area of the reserve that the responsibility would be with Council and Jane had stated to Tony that it was. Tony will continue to investigate the works program for the community grant.

Tony has placed all outstanding matters from both facilities on the Action List. Simon to place the Action List on the Committee Agenda and distribute the list with the minutes following each meeting.

Are any of the matters discussed, considered confidential under the *Local Government Act 1989*?

Yes No

Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No

Record Completed by: Simon Clark





Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Traralgon Recreation Reserve and Showgrounds Advisory Committee
Date:	18 April 2018
Time:	7:02pm
Assembly Location:	Traralgon Recreation Reserve and Showgrounds - Traralgon Urban Fire Brigade Building

In Attendance

Councillors:	<input type="checkbox"/> Cr Alan McFarlane	<input type="checkbox"/> Cr Graeme Middlemiss	<input type="checkbox"/> Cr Darrell White
Arrival / Departure Time:	<input type="checkbox"/> Cr Dale Harriman	<input type="checkbox"/> Cr Kellie O'Callaghan	<input checked="" type="checkbox"/> Cr Darren Howe
	<input type="checkbox"/> Cr Dan Clancey	<input type="checkbox"/> Cr Bradley Law	<input type="checkbox"/> Cr Sharon Gibson
Officer/s:	Simon Clark		
Matters discussed:	<p>Kassey asked Simon to have the Oak tree in the Traralgon Playgroup inspected due to overhanging branches and damage to the shed. The tree is also dropping Acorns which may pose a hazard to the children.</p> <p>Frank reported that the big tree at the rear of the Traralgon Bridge Club has two hanging branches that need removing.</p> <p>Simon to follow up with Tammy regarding the pathway design proposal from Council's Engineers to replace the requirement to construct a parking area at the rear of the Playgroup.</p> <p>Simon informed the meeting that Council at its 5 March 2018 Ordinary Meeting adopted the new Traralgon Recreation Reserve and Showgrounds Advisory Committee status and Terms of Reference operating document. Simon spoke of the need to have representatives of all the nominated users in the document appointed and two community representatives also appointed. Simon will commence with this process and distribute the Terms of Reference shortly.</p> <p>Simon informed the meeting that he had enquired about the old light towers around the main oval and he believes that the poles were not part of the new</p>		



towers project and therefore remain where they are. Matt said that many people were asking about the towers and were bemused about why they had not been removed and placed on the Old Trafford Oval. Cr Howe will place a Pathway requesting additional information.

Simon advised Kassey that he had been informed that as Council had now entered into a Lease agreement with the Traralgon Playgroup regarding the building and land then that confirmed that Council had taken over ownership. Kassey asked Simon to also have a letter sent to the Playgroup confirming the ownership by Council.

Are any of the matters discussed, considered confidential under the *Local Government Act 1989*?

Yes No

Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No

Record Completed by: Simon Clark





Assembly of Councillors Record

This form must be completed by the attending Council officer and returned to the Governance Team for processing as soon as possible.

Assembly details:	Councillor Briefing
Date:	23 April 2018
Time:	5.45 pm - 9.37pm
Assembly Location:	Corporate Headquarters Morwell

In Attendance

Councillors: Arrival / Departure Time:	<input checked="" type="checkbox"/> Cr Alan McFarlane	<input checked="" type="checkbox"/> Cr Graeme Middlemiss	<input checked="" type="checkbox"/> Cr Darrell White
	<input checked="" type="checkbox"/> Cr Dale Harriman	<input checked="" type="checkbox"/> Cr Kellie O'Callaghan	<input checked="" type="checkbox"/> Cr Darren Howe
	<input checked="" type="checkbox"/> Cr Dan Clancey	<input checked="" type="checkbox"/> Cr Brad Law	<input checked="" type="checkbox"/> Cr Sharon Gibson until 6.47pm
Officer/s:	Gary Van Driel, Steve Piasente, Gail Gatt, Sara Rhodes - Ward (from 6.37pm), Greg Drumm, Amy Phillips, Brett McCulley, Larry Sengstock (7.15pm - 8.38pm)		
Matters discussed:	<p>Tonights presentations Confidential Section 89(2) (d) contractual matters</p> <p>Future presentations Confidential Section 89(2) contractual matters (e) proposed developments.</p> <p>Matters Arising from Presentations</p> <p>Upcoming Significant Items</p> <p>Mayors Update</p> <p>CEO's General Update</p> <p>Transition Briefing Section 89(2) (e) proposed developments.</p> <p>2018/19 Community Grants Program</p> <p>Update on the Sale of Surplus Properties in Accordance with Resolution of 24 November 2014</p> <p>Arrangements for the Coordination of relief for single Incidents</p> <p>Draft Path Asset Management Plan 2018</p> <p>Disability Action Plan 2018-2021</p> <p>Morwell Youth Space</p> <p>Latrobe Creative Precinct Early Contractor Involvement Process Update</p>		



	<p>Request for Activation of Electrical Surveillance Cameras at w.H Burrage Reserve, Newborough and Latrobe City Sports and Entertainment Stadium, Morwell.</p> <p>Council Plan 2017-2021 - Annual Review</p> <p>Car Parking Proposal for GRAC/LCP</p> <p>Yinnar and District Memorial Hall and Yinnar Preschool Works.</p> <p>Hard Waste Coupon Program</p> <p>2017/18 Outdoor Pool Season Review</p> <p>Regional Growth Fund Application Process</p> <p>Outstanding issues</p> <p>Strategic Issues for Future Briefings</p>
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Are any of the matters discussed, considered confidential under the *Local Government Act 1989*?

Yes **No**

Please list the confidentiality reasoning next to the matter discussed, as per the example in the guidance notes.

Conflict Of Interest Disclosures:

Councillor / Officer making disclosure	Left Meeting: Yes / No
Cr Harriman - interest not being a conflict of interest	No

Record Completed by: Amy Phillips



URGENT BUSINESS

18. URGENT BUSINESS

Nil.

MEETING CLOSED TO THE PUBLIC

19. MEETING CLOSED TO THE PUBLIC

Section 89(2) of the *Local Government Act 1989* enables the Council to close the meeting to the public if the meeting is discussing any of the following:

- (a) Personnel matters;
- (b) The personal hardship of any resident or ratepayer;
- (c) Industrial matters;
- (d) Contractual matters;
- (e) Proposed developments;
- (f) Legal advice;
- (g) Matters affecting the security of Council property;
- (h) Any other matter which the Council or Special Committee considers would prejudice the Council or any person;
- (i) A resolution to close the meeting to members of the public.

MOTION

Moved: Cr Harriman

Seconded: Cr Law

That Council closes this Ordinary Meeting of Council to the public to consider the following items which are of a confidential nature, pursuant to section 89(2) of the *Local Government Act 1989* for the reasons indicated:

19.1 LCC-449 Latrobe City Council Cleaning Services
Agenda item 19.1 *LCC-449 Latrobe City Council Cleaning Services* is designated as confidential as it relates to contractual matters (s89 2d)

19.2 Economic Development Advisory Committee
Agenda item 19.2 *Economic Development Advisory Committee* is designated as confidential as it relates to a matter which the Council or special committee considers would prejudice the Council or any person (s89 2h)

CARRIED UNANIMOUSLY

The Meeting closed to the public at 8:34pm.

The meeting re-opened to the public at 8:46pm.

There being no further business the meeting was declared closed at 8:47pm.

I certify that these minutes have been confirmed.

Mayor: _____

Date: _____