



LATROBE CITY COUNCIL

**AGENDA FOR THE
ORDINARY COUNCIL**

**TO BE HELD IN NAMBUR WARIGA MEETING ROOM
CORPORATE HEADQUARTERS, MORWELL
AT 5.30PM ON
20 MAY 2013**

CM408



Latrobe Community **Vision**

"In 2026 the Latrobe Valley is a liveable and sustainable region with collaborative and inclusive community leadership."

Council **Mission**

Latrobe City continues to implement the values, corporate directions and partnerships necessary to bring reality to the Latrobe's 2026 community vision for a liveable and sustainable region with collaborative and inclusive community leadership.

Council **Values**

Latrobe City Council's values describe how it is committed to achieving the Latrobe 2026 community vision through:

- Providing responsive, sustainable and community focused services;
- Planning strategically and acting responsibly;
- Accountability, transparency and honesty;
- Listening to and working with the community; and
- Respect, fairness and equity.

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**ORDINARY COUNCIL MEETING AGENDA
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Our Father in Heaven, hallowed be your Name, your kingdom come, your will be done on earth as in Heaven. Give us today our daily bread. Forgive us our sins as we forgive those who sin against us. Save us from the time of trial and deliver us from evil. For the kingdom, the power, and the glory are yours now and forever.

AMEN

2. ACKNOWLEDGEMENT OF THE TRADITIONAL OWNERS OF THE LAND

We respectfully acknowledge that we are meeting here today on the traditional land of the Braiakaulung people of the Gunnai/Kūrnai Clan and pay our respect to their past and present elders.

3. APOLOGIES AND LEAVE OF ABSENCE**4. DECLARATION OF CONFLICT OF INTEREST**

Direct and indirect interests - Section 77A(1) Local Government Act 1989

A relevant person has a conflict of interest in respect of a matter if the relevant person has a direct interest or indirect interest in the matter.

5. ADOPTION OF MINUTES**RECOMMENDATION**

That the minutes of the Ordinary Council Meeting meeting held on 6 May 2013 and Special Council Meeting meeting held on 13 May 2013 be confirmed.

6. PUBLIC QUESTION TIME

Suspension of Standing Orders for Members of the Public to Address Council

**ORDINARY COUNCIL MEETING AGENDA
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7. ITEMS HELD OVER FOR REPORT AND/OR CONSIDERATION

Council Meeting Date	Item	Status	Responsible Officer
19/09/11	Traralgon Activity Centre Plan Key Directions Report	That having considered all submissions received in respect to the Stage 2 Key Directions Report September 2011, Council resolves the following: 1. To defer the endorsement of the Stage 2 Key Directions Report September 2011 until: (a) Council has been presented with the Traralgon Growth Area Review (b) Council has received information on the results of the Latrobe Valley Bus Review 2. That Council writes to the State Government asking them what their commitment to Latrobe City in respect to providing an efficient public transport system and that the response be tabled at a Council Meeting. 3. That Council proceeds with the Parking Precinct Plan and investigate integrated public parking solutions. 4. That the Communication Strategy be amended to take into consideration that the November/December timelines are inappropriate to concerned stakeholders and that the revised Communication Strategy be presented to Council for approval. 5. That in recognition of community concern regarding car parking in Traralgon the Chief Executive Officer establish a Traralgon Parking Precinct Plan Working Party comprising key stakeholders and to be chaired by the Dunbar Ward Councillor. Activities of the Traralgon Parking Precinct Plan Working Party to be informed by the Communication Strategy for the Traralgon Activity Centre Plan Stage 2 Final Reports (Attachment 3).	General Manager Governance
5/12/11	Investigation into Mechanisms Restricting the sale of Hubert Osborne Park Traralgon	That a draft policy be prepared relating to Hubert Osborne Park and be presented to Council for consideration.	General Manager Governance
19/12/11	Traralgon Greyhound Racing Club – Proposed Development and Request for Alterations to Lease	That a further report be presented to Council following negotiations with the Latrobe Valley Racing Club, Robert Lont and the Traralgon Greyhound Club seeking Council approval to the new lease arrangements at Glenview Park.	General Manager Recreational, Culture & Community Infrastructure

**ORDINARY COUNCIL MEETING AGENDA
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Council Meeting Date	Item	Status	Responsible Officer
3/12/12	Public Highway Declaration – Verey Lane, Morwell	<ol style="list-style-type: none"> 1. That Council write to Jammatt Pty Ltd and Nestlan Pty Ltd requesting that they remove all obstructions from the road reserve contained in Certificate of Title Volume 9732 Folio 422, being part of Verey Lane, Morwell, pursuant to Schedule 11, Clause 5 of the <i>Local Government Act</i> 1989. 2. That Council approach Jammatt Pty Ltd and Nestlan Pty Ltd regarding the possible transfer of the road reserve contained in Certificate of Title Volume 9732 Folio 422, being the road created on LP 33695, being part of Verey Lane, Morwell. 3. That Council obtain an independent valuation of the road reserve contained in Certificate of Title Volume 9732 Folio 422, being the road created on LP 33695, owned by Jammatt Pty Ltd and Nestlan Pty Ltd as a basis for negotiations. 4. That Council seek agreement from the owners of the properties at 24-28 Buckley Street, Morwell, to contribute towards the costs of acquiring the road reserve contained in Certificate of Title Volume 9732 Folio 422, being the road created on LP 33695, from Jammatt Pty Ltd and Nestlan Pty Ltd. 5. That Council write to Simon Parsons & Co. requesting that the temporary access to 24-28 Buckley Street, Morwell, be extended past 31 December 2012. 6. That a further report be presented to Council detailing the outcomes of discussions with Jammatt Pty Ltd and Nestlan Pty Ltd and the owners of the properties at 24-28 Buckley Street, Morwell. 	General Manager Governance

**ORDINARY COUNCIL MEETING AGENDA
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Council Meeting Date	Item	Status	Responsible Officer
3/12/12	Geotechnical Investigation and Detailed Design Remediation Treatments of Landslips	<ol style="list-style-type: none"> 1. That Council resolve that the geotechnical investigations and detailed design for the remediation treatment of landslips meets the requirements of Section 186 of the <i>Local Government Act 1989</i> and that the contract must be entered into because of an emergency. 2. That Council resolves to enter into a schedule of rates contract with GHD Pty Ltd for the geotechnical investigations and detailed design for the remediation treatment of landslips due to it being an emergency. 3. That a report be presented to a future Council meeting at the completion of the geotechnical investigations and detailed design for the remediation treatment of landslips outlining the actual costs incurred. 4. That Council authorise the Chief Executive Officer to advise those residents impacted by landslips of Council's process and timelines for remediating landslips throughout the municipality. 	General Manager Recreation, Culture & Community Infrastructure
18/02/13	Affordable Housing Project – Our future our place	<ol style="list-style-type: none"> 1. That Council proceeds to publically call for Expressions of Interest as a mechanism to assess the viability and interest in developing an affordable housing project on land known as the Kingsford Reserve in Moe. 2. That a further report be presented to Council for consideration on the outcome of the Expression of Interest process for the development of an affordable housing project on land known as the Kingsford Reserve in Moe. 	General Manager Recreation, Culture & Community Infrastructure
18/03/13	Proposed Sale of Land – Franklin Street, Traralgon	That Council defer considering this matter to the first meeting in September 2013.	General Manager Governance
22/04/13	Proposed Road Discontinuance or Road Barrier – Deakin Lane, Traralgon	That this matter be deferred to allow for consideration to be given to information tabled by Mr Tripodi at this Council meeting.	General Manager Governance

**ORDINARY COUNCIL MEETING AGENDA
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Council Meeting Date	Item	Status	Responsible Officer
22/04/13	Proposed Special Charge Scheme to seal O'Haras Road, Hazelwood	<ol style="list-style-type: none"> 1. That in accordance with section 163 of the <i>Local Government Act</i> 1989: <ol style="list-style-type: none"> a) Council declares its intentions to levy a Special Charge Scheme at the Ordinary Council Meeting on 22 April 2013 for funding expenses for the construction of a sealed roadway in O'Haras Road, Hazelwood; and b) Council gives public notice of its intention to make a declaration of a Special Charge Scheme; and c) Council notifies persons liable to pay the \$5000 special charge by sending a notice. 2. That Council, in accordance with section 223 of the <i>Local Government Act</i> 1989 consider any submissions received in relation to the declaration of its intention to levy a Special Charge Scheme to seal O'Haras Road, Hazelwood at the Ordinary Council Meeting on 3 June 2013. 	General Manager Recreation, Culture & Community Infrastructure
22/04/13	Latrobe Regional Motorsports Complex	<ol style="list-style-type: none"> 1. That Council reconvene the Latrobe Regional Motorsports Complex Advisory Committee to investigate current levels of commitment to the Motor Sport Complex and to identify the facilities desired by interested parties. 2. That prior to November 2013, a report is provided to Council detailing the outcomes from the meetings and a recommendation for the future of the project. 3. That Council seek further advice from Energy Australia in relation to the availability of land for the development of a motorsports complex. 	General Manager Recreation, Culture & Community Infrastructure
6/05/13	Latrobe City International Relations Advisory Committee - Amended Terms of Reference	That the item be deferred pending further discussion by Councillors relating to the Terms of Reference.	General Manager Recreation, Culture & Community Infrastructure

**ORDINARY COUNCIL MEETING AGENDA
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Council Meeting Date	Item	Status	Responsible Officer
6/05/13	Latrobe City International Relations Advisory Committee - Motion Re: Monash University	That the item be deferred until after the amended Terms of Reference for the Latrobe City International Relations Advisory Committee have been considered by Council.	General Manager Recreation, Culture & Community Infrastructure
6/05/13	Latrobe City International Relations Advisory Committee - Motion Re: Australian Garden Opening	That the item be deferred until after the amended Terms of Reference for the Latrobe City International Relations Advisory Committee have been considered by Council.	General Manager Recreation, Culture & Community Infrastructure
6/05/13	Proposed Sister Cities Visit - 2013/2014 Music Exchange Program	That the item be deferred to budget discussions and included therein.	General Manager Recreation, Culture & Community Infrastructure
6/05/13	Draft Road Management Plan 2013-2017	<ol style="list-style-type: none"> 1. That Council invites public submissions in relation to the Draft Road Management Plan 2013 - 2017; and 2. That Council considers the Draft Road Management Plan 2013 - 2017 and all submissions received at the Ordinary Council Meeting to be held on 24th June 2013. 	General Manager Recreation, Culture & Community Infrastructure
6/05/13	Former Moe Early Learning Centre	<ol style="list-style-type: none"> 1. That a community engagement process be undertaken to inform a potential Expression of Interest for funding from the State Government's <i>Putting Locals First Program</i> to redevelop the former Moe Early Learning Centre as a centre for community organisations, addressing the stated funding criteria. 2. That, subject to the community engagement process identifying a community need meeting the funding criteria, that an Expression of Interest for funding from the State Governments Putting Locals First Program be prepared and submitted. 3. That a further report be presented to Council for consideration outlining the draft design of the former Moe Early Learning Centre based on feedback received during the community engagement process. 	General Manager Community Liveability

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Council Meeting Date	Item	Status	Responsible Officer
6/05/13	Proposed Road Discontinuance - Unnamed Government Road off George Street, Moe.	<p>That Council:</p> <ol style="list-style-type: none"> 1. Gives public notice of its intention to consider the proposed discontinuance of the unnamed Government road off George Street, Moe, identified as Crown Allotment 23Q in the Parish of Moe, pursuant to Section 206 and Schedule 10 Clause 3 of the <i>Local Government Act</i> 1989. 2. Consider any submissions received in relation to the proposed discontinuance of the unnamed Government road off George Street, Moe, identified as Crown Allotment 23Q in the Parish of Moe, at the Ordinary Council Meeting to be held on Monday 24 June 2013. 	General Manager Governance
6/05/13	Fees And Charges 2013/2014	<p>That:</p> <ol style="list-style-type: none"> 1. Council gives public notice of its intention to consider the draft Fees and Charges 2013/2014 and invites submissions in accordance with Council's Community Engagement Policy and Strategy; and 2. Council considers submissions in relation to Council's draft Fees and Charges 2013/2014 at a Special Council Meeting to be held on 11 June 2013; and 3. Council consider final adoption of the Fees and Charges 2013/2014 at the Ordinary Council Meeting in June. 	General Manager Governance

NOTICES OF MOTION

8. NOTICES OF MOTION

8.1 2013/08 - NOTICE OF MOTION - VCAT DECISION P368/2012

Cr Kellie O'Callaghan

That Council write to the State Minister for Planning, Matthew Guy and all State parliamentarians representing Latrobe City, drawing their attention to VCAT decision P368/2012 which effectively overrides the orderly planning of towns in this city by applying to a development in Traralgon an interpretation of the definition of 'Neighbourhood Activity Centres' as outlined in the Minister's policy document 'Melbourne 2030'.

This Council would strongly contend that it was not the intension of 'Melbourne 2030' to define a Fish and Chip shop in Regional Victoria as a 'Neighbourhood Activity Centre' and request the Minister to;

- Take the appropriate action to have the decision in VCAT P368/2012 nullified.**
- Support Council's stance by issuing a clarification of the role of 'Melbourne 2030' in planning matters relating to a Regional City, in particular as to the definition of 'Neighbourhood Activity Centres'.**
- Meet with the Councillors of Latrobe City Council to further discuss this matter and its impact.**

8.2 2013/09 - NOTICE OF MOTION - VCAT DECISION P368/2012

Cr Kellie O'Callaghan

That Council writes to MAV and VLGA referring to Council's Motion on VCAT decision P368/2012 and requesting that both organisations assist Council;

- **In having the VCAT decision nullified.**
- **In representing to the Minister for Planning that it be made clear that 'Melbourne 2030' cannot be interpreted as being a precedent for determining planning issues in a Regional City.**

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

9. ITEMS REFERRED BY THE COUNCIL TO THIS MEETING FOR CONSIDERATION

9.1 DRAFT DOMESTIC ANIMAL MANAGEMENT PLAN 2013-17

General Manager

Community Liveability

For Decision

PURPOSE

The purpose of this report is to present to Council the draft Domestic Animal Management Plan 2013-17 and to seek approval to release the draft Plan for community comment.

DECLARATION OF INTEREST

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-16.

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives – Our Community

In 2026, Latrobe Valley is one of the most liveable regions in Victoria, known for its high quality health, education and community services, supporting communities that are safe, connected and proud.

Strategic Objectives – Regulation and Accountability

In 2026, Latrobe Valley demonstrates respect for the importance of rules and laws to protect people's rights, outline obligations and support community values and cohesion.

Latrobe City Council Plan 2012 – 2016

Strategic Direction – Our Community

Provide support, assistance and quality services in partnership with relevant stakeholders to improve the health, wellbeing and safety of all within Latrobe City.

Facilitate and support initiatives that strengthen the capacity of the community.

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Provide access to information, knowledge, technology and activities that strengthens and increases participation in community life.

Promote community participation and volunteerism to support improved health and wellbeing through all stages of life.

Strategic Direction – Regulation and Accountability

Ensure that Latrobe City Council meets all relevant legislative obligations and is positioned to respond to legislative change in a manner which inspires community confidence.

Monitor, review and enforce local laws and animal management practices that reflect community conditions and aspirations and support community cohesion.

Service Provision – Local Laws

Deliver customer focussed Local Law services across the municipality in accordance with Local Law No. 2 and other relevant legislation.

Major Initiatives – Local Laws

Finalise the review of the Domestic Animal Management Plan and present a draft Plan to Council for consideration.

Shaping Our Future

An active connected and caring community
Supporting all

Legislation – Domestic Animals Act 1994

Section 68A Councils to prepare domestic animal management plans Part (1) every Council must, in consultation with the Secretary, prepare at 4 year intervals a domestic animal management plan.

BACKGROUND

Under the provision of Section 68A of the *Domestic Animals Act 1994 (the Act)*, all Victorian Councils are required to prepare a Domestic Animal Management Plan, which is to be reviewed every four years.

Domestic Animal Management Plans aim to outline the services, programs and strategies a Council has established to address the administration of the Act, and the management of dogs and cats within their community.

Copies of Plans and any subsequent amendments are to be submitted to the Secretary of the Department of Primary Industries once adopted by Councils.

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The original Latrobe City Council Domestic Animal Management Plan 2008 was adopted by Council at its Ordinary Council Meeting on 20 October 2008 as per the Act, and is now due for review.

ISSUES

As contained in *Section 68A (2) of the Act*, a Domestic Animal Management Plan prepared by Council must:

- (a) *set out a method for evaluating whether the animal control services provided by the Council in its municipal district are adequate to give effect to the requirements of this Act and the regulations; and*
- (b) *outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of this Act in the Council's municipal district; and*
- (c) *outline programs, services and strategies which the Council intends to pursue in its municipal district:*
 - (i) *to promote and encourage the responsible ownership of dogs and cats; and*
 - (ii) *to ensure that people comply with this Act, the regulations and any related legislation; and*
 - (iii) *to minimise the risk of attacks by dogs on people and animals; and*
 - (iv) *to address any over-population and high euthanasia rates for dogs and cats; and*
 - (v) *to encourage the registration and identification of dogs and cats; and*
 - (vi) *to minimise the potential for dogs and cats to create a nuisance; and*
 - (vii) *to effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in that district and to ensure that those dogs are kept in compliance with this Act and the regulations; and*
- (d) *provide for the review of existing orders made under this Act and local laws that relate to the Council's municipal district with a view to determining whether further orders or local laws dealing with the management of dogs and cats in the municipal district are desirable; and*
- (e) *provide for the review of any other matters related to the management of dogs and cats in the Council's municipal district that it thinks necessary; and*
- (f) *provide for the periodic evaluation of any program, service, strategy or review outlined under the plan.*

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The Latrobe City Council Domestic Animal Management Plan 2008 contains the following six key focus areas:

- Staff Training and Development
- Community Education and Promotion of responsible pet ownership
- Identification and Registration
- Compliance and Enforcement
- Domestic Animal Businesses
- Declared Dogs

Key actions delivered from the current Plan include:

Training and Development

- Five Local Laws Officers completed Certificate 4 in Animal Control.
- One Local Laws Officer has received individual recognition as:
 - Australian Institute of Animal Management, Animal Management Officer of the Year 2009
 - NAIDOC Achievement Award 2011.

Community Education

- Over ten radio spots regarding responsible pet ownership microchipping, desexing and registration requirements were conducted on local radio.
- Information caravan visits were provided in the townships of Yinnar and Boolarra.
- Successful implementation of the Council resolution for the desexing of all dogs and cats registered for the first time.
- 100% success rate in re-housing 'Pet of the Week' animals.

Identification and Registration

- Conducted annual discount microchipping weeks prior to the animal registration due date of 10 April.
- Successfully implemented Council resolution in relation to compulsory microchipping and desexing.

Compliance and Enforcement

- Annual review of procedure relating to animal management matters, including the development of a new procedure in relation to barking dogs in 2009.

Domestic Animal Business

- A successful Domestic Animal Business workshop for current and prospective proprietors was hosted by Local Laws staff at Latrobe City Corporate Headquarters in April 2010 which attracted 37 attendees.

Dangerous, Menacing and Restricted Breed Dogs

- Patrols conducted within Commercial/Industrial areas to identify guard dogs on premises.
- Ensured that all Declared Dangerous, Menacing or Restricted Breed Dogs were recorded on the Victorian Declared Dog Registry.
- Property inspections were conducted to ensure compliance with the Act on all registered declared dogs.

The review of the Domestic Animal Management Plan has spanned two financial years, with the finalisation of the review identified as a major initiative in the Council Plan 2012-16.

Stakeholder consultation was undertaken in the form of a survey between November 2011 and January 2012. Street surveys were conducted by independent contractors; copies were distributed by mail to 500 randomly selected ratepayers and identified key stakeholders including animal clubs, animal welfare groups and local veterinarians. They were made available in our service centres & libraries and advertised on Council's Noticeboard and online.

A total of 354 surveys were returned. Responses have been collated and are presented as Attachment One. The responses indicate:

- 75% of surveyed cat owners had registered their cats.
- 87.5% of surveyed cat owners had desexed their cats.
- 63.8% of surveyed respondents are aware of our 9pm-6am cat curfew.
- 86.4% of surveyed respondents agree with the cat curfew.
- 42.6% of surveyed respondents believe there is a problem with stray cats in their area.
- 70% of surveyed respondents agree with compulsory desexing of cats.
- 51.9% of surveyed respondents are aware we have cat cages for hire.
- 52.2% of surveyed dog owners have taken their dogs to obedience training.
- 87.4% of surveyed dog owners had registered their dogs.
- 66.8% of surveyed dog owners had desexed their dogs.
- 21.7% of surveyed respondents believe there is a problem with stray dogs in their area.

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- 45.4% of surveyed respondents agree with compulsory desexing of dogs.
- 90.1% of surveyed respondents are aware of the Local Law to pick up dog droppings.
- 23.7% of surveyed respondents believe there is a problem with dog droppings in their area.
- 42% of surveyed respondents are aware we offer a discounted microchipping week.
- 80% of respondents who have visited our pound rate the assistance of staff good to excellent.
- 62.1% of surveyed respondents support the current pound operating times.

Survey responses indicate a need to promote the services offered by Council, to increase community awareness.

The draft Domestic Animal Management Plan 2013-17 has been developed in accordance with the Act and contains the following eight key focus areas:

- Training of Authorised Officers
- Registration and Identification
- Animal Nuisance Complaints
- Dog Attacks
- Dangerous Menacing and Restricted Breed Dogs
- Over-Population and High Euthanasia
- Domestic Animal Businesses
- Municipal Pound

Actions proposed in the draft Domestic Animal Management Plan 2013-17 include:

Training of Authorised Officers

- Identify minimum training for officers.
- Develop and maintain a training register.
- Ensure that all Authorised officers have completed minimum training requirements within twelve months of employment.

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- Improve the accuracy of Council registration database by cross referencing microchip registry data.
- Partner with local pet shops, domestic animal businesses and veterinarians to distribute animal registration information with each pet sale.
- Facilitate discount microchipping sessions prior to April each year.

Animal Nuisance Complaints

- Maintain accurate and relevant information on Council's website.
- Develop a user friendly complaint lodgement, investigation and response process to facilitate timely resolutions.
- Maintain an appropriate supply of cat cages for hire.

Dog Attacks

- Develop a Memorandum of Understanding (MOU) with Australia Post to report all dog attacks, rushes, wandering animals.
- Increase public understanding and awareness of what a dog attack is and how to report attacks.
- Promote a greater awareness of the consequence for owners of dogs who attack.

Dangerous Menacing and Restricted Breed Dogs

- Ensure all declared menacing, dangerous and Restricted Breed dogs are entered into the Victorian Declared Dog Registry.
- Increase public understanding and awareness of dangerous, menacing and Restricted Breed dogs.
- Inspect industrial properties throughout the municipality for dogs housed or kept for guarding purposes.

Over-Population and High Euthanasia

- Promote the Bureau of Animal Welfare's Responsible Pet Ownership programs.
- Develop a procedure for assessing the suitability of dogs and cats for re-housing.
- Use social media to promote animals available for adoption.

Domestic Animal Businesses

- Audit all Domestic Animal Businesses annually.
- Cross check advertised dogs and cats for sale to determine if the seller is a registered Domestic Animal Business.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

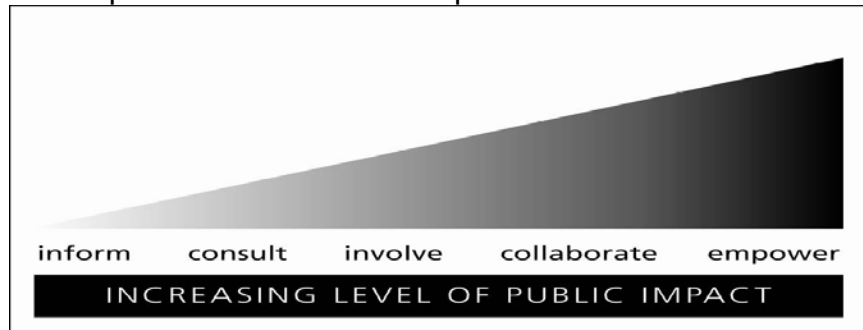
Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-14.

There are not considered to be any risks associated with this report.

There are no financial implications in releasing the draft Domestic Animal Management Plan 2013-17 for community engagement.

INTERNAL/EXTERNAL CONSULTATION

IAP2 Spectrum of Public Participation



Source: Community Engagement Plan 2010-2014.

Engagement Method Used:

IAP2 LEVEL - Consult: Surveys were conducted by independent contractors, copies available at Council Service Centres and Libraries and on Council website; copies sent to 500 randomly selected ratepayers and identified key stakeholders and advertised on Council Noticeboard.

Councillor Briefing held at Council's Pound facility on 22 June 2012.

Details of Community Consultation / Results of Engagement:

Three hundred and fifty-four survey responses were received and three Councillors attended the Councillor briefing.

OPTIONS

Council has the following options available:

1. Release the draft Domestic Animal Management Plan 2013-17 for public consultation in accordance with Council's Community Engagement Plan 2010-14.
2. Amend and release the draft Domestic Animal Management Plan 2013-17 for public consultation in accordance with Council's Community Engagement Plan 2010-14.

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3. Not release the draft Domestic Animal Management Plan 2013-17 for public consultation in accordance with Council's Community Engagement Plan 2010-14 and seek further information.

CONCLUSION

The draft Domestic Animal Management Plan 2013-17 has been prepared to meet Council's obligations under the Act. It uses a mix of educational and regulatory approaches to facilitate responsible pet ownership and includes a four year action plan.

It contains the follow eight key focus areas:

- Training of Authorised Officers
- Registration and Identification
- Animal Nuisance Complaints
- Dog Attacks
- Dangerous Menacing and Restricted Breed Dogs
- Over-Population and High Euthanasia
- Domestic Animal Businesses
- Municipal Pound

The draft Domestic Animal Management Plan 2013-17 includes a four year action plan with a range of initiatives designed to build on the success of the previous Plan.

Attachments

1. Customer Survey Summary
2. Domestic Animal Management Plan

RECOMMENDATION

1. That Council releases the draft Domestic Animal Management Plan 2013-17 for public comment.
2. That a copy of the draft Domestic Animal Management Plan 2013-17 be forwarded to all relevant stakeholders; be made available for viewing at Council Service Centres and Libraries and on Council's website; and public notices placed in the Council Noticeboard inviting community comment.
3. That written submissions in relation to the draft Domestic Animal Management Plan 2013-17 be received until 5 pm on Monday, 17 June 2013.
4. That following the community consultation process a further report is presented to Council detailing all submissions received and presenting a Domestic Animal Management Plan 2013-17 for consideration.

9.1

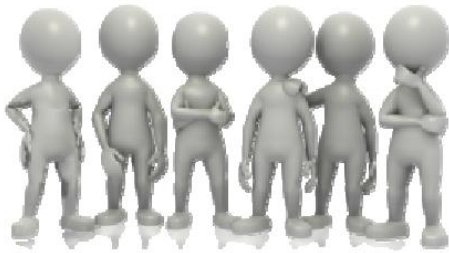
DRAFT DOMESTIC ANIMAL MANAGEMENT PLAN 2013-17

- 1 Customer Survey Summary..... 27**
- 2 Domestic Animal Management Plan 39**

Domestic Animal Management Plan Customer Satisfaction Survey Results



DEMOGRAPHICS



354 Surveys completed
154 (43.5%) by mail
64 (18%) in street
136 (38.5%) online

178 (50.7%) Male
173 (49.3%) Female



27 (7.5%) aged 16-24
192 (54.5%) aged 25-50
69 (19.5%) aged 50-60
65 (18.5%) aged 60+

33 (9.5%) from Moe/Newborough
34 (10%) from Morwell
62 (17.5%) from Traralgon
14 (4%) from Churchill
51 (14%) from smaller towns
29 (8%) from outside Latrobe
131 (37%) did not indicate location



CATS



104 (29.7%) of survey respondents owned cats

60 had 1 cat

36 had 2 cats

2 had 3 cats

2 had 4 cats

78 (75%) of surveyed cat owners had registered their cats

26 (25%) of surveyed cat owners had not register their cats



91 (87.5%) of surveyed cat owners had desexed their cats

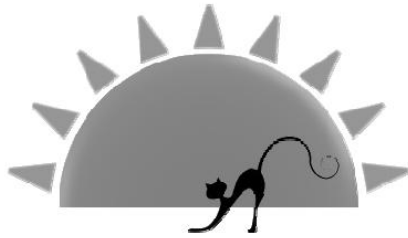
6 (5.7%) of surveyed cat owners had not desexed their cats

82 (78.8%) of surveyed cat owners had microchipped their cats

15 (14.4%) of surveyed cat owners had not microchipped their cats



CAT CURFEW



226 (63.8%) of survey respondents were aware of our 9pm-6am cat curfew

112 (31.6%) of survey respondents were unaware of our 9pm-6am cat curfew

306 (86.4%) of survey respondents agreed with the cat curfew

31 (8.8%) of survey respondents disagreed with the cat curfew



151 (42.6%) of survey respondents believed there is a problem with stray cats in their area

191 (54%) of survey respondents believed there is no problem with stray cats in their area

248 (70%) of survey respondents agreed with compulsory desexing of cats

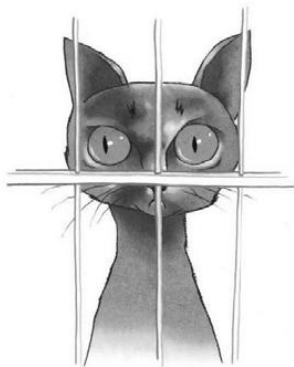
88 (24.8%) of survey respondents disagreed with compulsory desexing of cats



CAT CAGES

184 (51.9%) of survey respondents are aware we have cat cages for hire

157 (44.3%) of survey respondents are unaware we have cat cages for hire



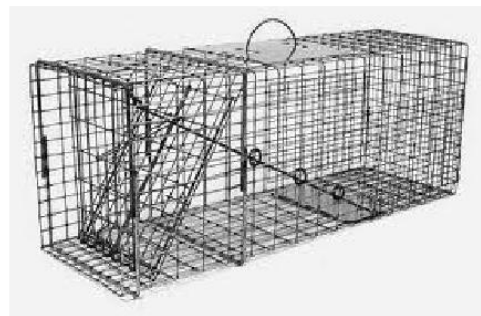
35 (9.8%) of survey respondents have used this service

306 (86.4%) of survey respondents have not used this service

22 (62.8%) of survey respondents who used this service rated it good to excellent

7 (2%) of survey respondents who used this service rated it fair

2 (5.7%) of survey respondents who used this service rated it poor



DOGS

247 (72.4%) of survey respondents owned dogs

126 had 1 dog
65 had 2 dogs
11 had 3 dogs
18 had 4+ dogs



129 (52.2%) of surveyed dog owners have taken their dogs to obedience training

116 (46.9%) of surveyed dog owners have not taken their dogs to obedience training

216 (87.4%) of surveyed dog owners had registered their dogs

32 (12.9%) of surveyed dog owners had not registered their dogs



165 (66.8%) of surveyed dog owners had desexed their dogs

88 (35.6%) of surveyed dog owners had not desexed their dogs

231 (93.5%) of surveyed dog owners had microchipped their dogs

14 (5.7%) of surveyed dog owners had not microchipped their dogs



DOGS

77 (21.7%) of survey respondents believe there is a problem with stray dogs in their area

264 (74.5%) of survey respondents believe there is no problem with stray dogs in their area



26 (33.7%) of survey respondents who believe there is a problem with stray dogs in their area; also believed it has increased in the past 12 months

11 (14.3%) of survey respondents who believe there is a problem with stray dogs in their area; also believed it has not increased in the past 12 months

40 (52%) of survey respondents who believe there is a problem with stray dogs in their area; are unsure if it has increased in the past 12 months

161 (45.4%) of survey respondents agreed with compulsory desexing of dogs

174 (49.1%) of survey respondents disagreed with compulsory desexing of dogs



DOG DROPPINGS



319 (90.1%) of survey respondents were aware of the Local Law to pick up dog droppings

19 (5.3%) of survey respondents were unaware of the Local Law to pick up dog droppings



84 (23.7%) of survey respondents believed there is a problem with dog droppings in their area

254 (71.7%) of survey respondents believed there is no problem with dog droppings in their area

DISCOUNTED MICROCHIPPING WEEK



149 (42%) of survey respondents were aware we offered a discounted microchipping week

188 (53.1%) of survey respondents were unaware we offered a discounted microchipping week



43 (12.1%) of survey respondents have used this program

296 (83.6%) of survey respondents have not used this program

307 (86.7%) of survey respondents fully or somewhat support this program

31 (8.7%) of survey respondents are unsure if they support this program



LATROBE CITY POUND

104 (29.3%) of survey respondents have visited our pound in the past

235 (66.3%) of survey respondents have not visited our pound in the past



83 (80%) of survey respondents who have visited our pound rate the assistance of staff good to excellent

12 (11.5%) of survey respondents who have visited our pound rate the assistance of staff fair

8 (7.7%) of survey respondents who have visited our pound rate the assistance of staff poor



42 (40.3%) of survey respondents who have visited our pound were looking for a lost pet

35 (33.6%) of survey respondents who have visited our pound were looking to purchase a new pet

20 (19.2%) of survey respondents who have visited our pound were releasing their own pet

18 (17.3%) of survey respondents who have visited our pound purchased a new pet



220 (62.1%) of survey respondents support the current pound operating times

113 (31.9%) of survey respondents do not support the current pound operating times

ONLINE POUND REGISTER



127 (35.8%) of survey respondents have visited our online pound register

211 (59.6%) of survey respondents have not visited our online pound register



57 (44.8%) of survey respondents who had visited our online pound register were looking for a lost pet

74 (58.2%) of survey respondents who had visited our online pound register were looking to find a new pet

16 (12.5%) of survey respondents who had visited our online pound register purchased a new pet



Latrobe City Council Draft Domestic Animal Management Plan 2013-2017





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1. INTRODUCTION

The primary focus of this Plan is the management of companion animals, namely dogs and cats. Latrobe City Council acknowledges the role it plays in promoting responsible pet ownership and enforcing legislation. We are committed to balancing the needs of pet owners with those in our community who do not own pets. Consideration has been given to both parties in the development of our Domestic Animal Management Plan 2013-2017.

This Plan has been developed in accordance with Section 68A of the *Domestic Animals Act 1994* and sets out a formalised approach to increase the awareness of domestic animal management practices within Latrobe City.

Latrobe City Council recognises the value domestic pets contribute in making Latrobe City a vibrant and liveable City. Domestic pets are not only considered part of a family, but are an integral part of a wider community. Research demonstrates that pets contribute to building a strong sense of community and developing active social capital; vital to any vibrant, healthy community.

Pet ownership is positively associated with social interactions, community involvement and increased feelings of neighbourhood friendliness and sense of community.

With about 63 percent of Australians owning a dog or cat, these benefits, when aggregated across the whole community, are of significant interest to Council and others concerned with building healthier, happier neighbourhoods.

In addition, these benefits create a ripple effect that extends beyond pet owners into the broader community, with pets helping to smooth the way for social interaction and general 'out and about-ness'.

Both anecdote and research suggests that pets are well recognised ice-breakers. Dogs, for example, can stimulate conversation and contact between strangers and trigger positive social interaction.

Studies undertaken by the School of Population Health at the University of Western Australia showed that half of all dog owners surveyed indicated that they had come to know locals in their suburb as a result of their dog.

Residents' chatting to each other as a result of a pet is not just a social nicety. Such community-based interactions between people have the very real potential to break down the barriers and stereotypes that separate us from 'others' while playing an important role in building trust and a deep sense of community at the neighbourhood level.

Pets provide increased opportunities for families to be more active; companionship to those who may be feeling isolated or lonely and assist people with a disability or illness to maintain independence and participate more fully in community life.





2. BACKGROUND

Local Government has long been the level of government primarily responsible for domestic animal management.

Section 68A of the *Domestic Animal Act 1994* (the Act) requires all Victorian councils to prepare a Domestic Animal Management Plan (the Plan) at four yearly intervals. A copy of the plan and any subsequent amendments must be provided to the Secretary of the Department of Primary Industries. Council is required to then report on the plans implementation in its annual report.

2.1 Primary objective

The primary objective of the Plan is to provide a strategic map to support the community towards the goal of responsible pet ownership and to assist Council in achieving a professional, consistent and proactive approach to domestic animal management practices.

The Plan identifies current activities and future actions to address the following areas, as required by Section 68A of the Act:-

- ≠ Identify methods for evaluating animal control services;
- ≠ Promote responsible pet ownership;
- ≠ Ensure compliance with the Domestic Animals Act 1994 and Regulations;
- ≠ Minimise the risk of dog attacks;
- ≠ Address over population and high euthanasia rates for dogs and cats;
- ≠ Encourage registration and identification of dogs and cats;
- ≠ Minimise the potential for nuisance;
- ≠ Identify dangerous, menacing and restricted breed dogs;
- ≠ Review all existing Council orders and local laws that relate to dogs and cats;
- ≠ Identify programs for training of authorised animal management officers;
- ≠ Provide for the periodic evaluation of programs and service strategies.





3. STRATEGIC DIRECTION

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives – Our Community

In 2026, Latrobe Valley is one of the most liveable regions in Victoria, known for its high quality health, education and community services, supporting communities that are safe, connected and proud.

Strategic Objectives – Recreation

In 2026, Latrobe Valley encourages a healthy and vibrant lifestyle, with diversity in passive and active recreational opportunities and facilities that connect people with their community.

Strategic Objectives – Regulation and Accountability

In 2026, Latrobe Valley demonstrates respect for the importance of rules and laws to protect people's rights, outline obligations and support community values and cohesion.

Latrobe City Council Plan 2012 – 2016

Strategic Direction – Our Community

- ≠ Provide support, assistance and quality services in partnership with relevant stakeholders to improve the health, wellbeing and safety of all within Latrobe City.
- ≠ Facilitate and support initiatives that strengthen the capacity of the community.
- ≠ Provide access to information, knowledge, technology and activities that strengthens and increases participation in community life.
- ≠ Promote community participation and volunteerism to support improved health and wellbeing through all stages of life.

Strategic Direction – Regulation and Accountability

- ≠ Ensure that Latrobe City Council meets all relevant legislative obligations and is positioned to respond to legislative change in a manner which inspires community confidence.
- ≠ Monitor, review and enforce local laws and animal management practices that reflect community conditions and aspirations and support community cohesion.

Service Provision – Local Laws

- ≠ Deliver customer focussed Local Law services across the municipality in accordance with Local Law No. 2 and other relevant legislation.

Shaping Our Future

An active connected and caring community supporting all.





3.1 Guiding Principles

The following principles underpin the actions of this Plan with regard to domestic animals:

- ≠ The belief that pets contribute to quality of life.
- ≠ A requirement to balance the needs of those who own pets and those who do not.
- ≠ Valuing responsible pet ownership.
- ≠ Proactive animal management and education within the community.
- ≠ Protection of the environment from any negative impacts of dogs and cats.
- ≠ Working in partnership with others to achieve positive outcomes for the community.
- ≠ Local Government plays a leadership role in animal management.

4. LATROBE CITY SNAPSHOT

Latrobe City, Victoria's only regional city situated in the eastern part of the state, encompasses an area of 1,422 square kilometres with a population of approximately 75,000.

Situated approximately 150kms east of Melbourne, in the centre of Gippsland and the Latrobe Valley, Latrobe City is one of four Victorian regional cities.

Latrobe City includes the four major towns of Churchill, Moe/Newborough, Morwell and Traralgon as well as the seven outer lying townships of Boolarra, Glengarry, Toongabbie, Traralgon South, Tyers, Yallourn North and Yinnar.

During the 2011/12 registration period there were 11,667 dogs and 3,518 cats registered within the municipality. There are 12 registered domestic animal businesses, including two pet shops, four boarding establishments and six breeding and rearing establishments.

5. CURRENT PROGRAMS AND SERVICE LEVELS

Latrobe City's Local Laws Team administers and provides a broad range of services to ensure that Council meets its legislative responsibilities relating to the management of domestic animals. They include but are not limited to:

- ≠ Educating residents and promoting responsible pet ownership.
- ≠ Management of Council's domestic animal pound facility.
- ≠ Maintaining a domestic animal register.
- ≠ Providing advice on domestic animal matters.
- ≠ Dealing with and investigating animal complaints for the community.
- ≠ Impounding of wandering, unwanted/surrendered and/or feral dogs and cats.

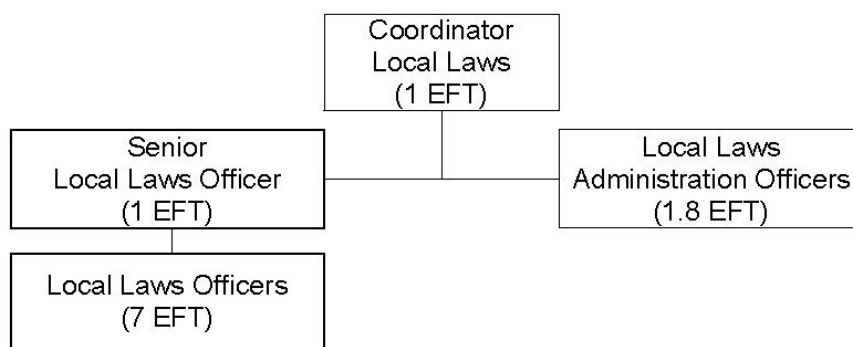




- ≠ Undertaking registration door knocks.
- ≠ Administration and control of Dangerous and Restricted Breed dogs for compliance with legislation.
- ≠ Investigating dog attacks.
- ≠ Providing a 24 hour 7 day a week emergency service.
- ≠ Inspection and registration of domestic animal businesses.
- ≠ Developing and maintaining partnerships with organisations such as Save-a-dog scheme (SADS), Forever Friends Animal Rescue (FFAR) and veterinarians.

5.1 Resourcing

The Local Laws team consists of five full-time and four part-time Local Laws Officers delivering general local laws, animal and parking management services.



5.2 2011/2012 Statistical Data

- ≠ 11,667 dogs and 3,518 cats registered.
- ≠ 5 Declared Dangerous Dogs registered.
- ≠ 12 Declared Menacing Dogs registered.
- ≠ 5,282 animal Pathway requests received.
- ≠ 13 dog attacks reported.
- ≠ 1,172 dogs impounded.
 - ~ 636 dogs returned to owner and 307 dogs re-housed.
- ≠ 859 cats impounded.
 - ~ 38 cats returned to owner and 68 cats re-housed.
- ≠ 1,191 animal infringements issued.





5.3 Council Requirements

Latrobe City Council has the following Orders, Local Laws and Procedures currently in place to assist in the effective management of dogs and cats. Council's Local Laws No. 2 is currently under review and may result in changes to the following.

Council Orders

- ≠ Compulsory desexing of all dogs and cats registered for the first time (unless member of applicable organisation or registered as Domestic Animal Business or upon veterinary advice) effective from 10 April 2008.
- ≠ Compulsory microchipping of all dogs and cats registered effective from 10 April 2009.
- ≠ Cat curfew 9 pm to 6 am, seven days a week.

Local Law No. 2 - Part 11 Keeping of Animals

147. Dogs (Including Unleashed Dogs)

- 147.1 In regards to property within the Municipal District and zoned Residential, an owner or occupier of that property must not keep or allow to be kept more than two adult dogs (save and except for additional dogs allowed pursuant to a valid planning permit) on any one property without a written permit from the Council under this Part.
- 147.2 In regards to property within the Municipal District and zoned Rural an owner or occupier of property must not keep or allow to be kept more than three adult dogs (save and except for additional dogs allowed pursuant to a valid planning permit) on any one property without a written permit from the Council under this Part.
- 147.3 For the purpose of this part, Rural means any land zoned Rural Land in the Planning Scheme which is not within 50 metres of another zone.
- 147.4 The Council may from time to time designate areas on which dogs may be unleashed provided they remain under the effective control of the owner or person in charge of the dog.
- 147.5 Any person may make a submission under Section 223 of the Act in respect of any action of the Council under sub-clause (4).
- 147.6 A person who unleashes a dog in a designated area must keep the dog under effective control.
- 147.7 A person who unleashes a dog in a designated area bears responsibility for any action of that dog.
- 147.8 The Council must cause areas designated under sub-clause (4) to be signposted for the purpose.
- 147.9 The signposting may include the words "Dog Area - unleashing permitted – owner liability applies" or words to similar effect.
- 147.10 A person must not have a dog unleashed in any built-up area in the Municipal district unless it is in an area designated for that purpose.





- 147.11 Restricted breed, declared and menacing dogs must not be unleashed and must remain under the effective control of the owner or person in charge of the dog.
- 148. Permit Application**
Any person wishing to keep more than the prescribed number or type of animals on any premises must make application, in writing, to the Council, supplying details of the land involved, the number and type of animals and the care and housing arrangement proposed.
- 149. Granting of a Permit**
In determining whether to grant a Permit, the Council must have regard to any standards of this Local Law and any guidelines determined by Council from time to time.
- 155. Keeping of Animals**
An owner or occupier of property requires a permit to keep or allow to be kept more than 4 different types of animals on any one property at any time and must not keep, without a permit or allow to be kept any more in number for each type of animal than as set out in the table reproduced on page 38 of this document.
- 156. Litters of Animals**
For the purpose of calculating the maximum limit of the numbers of animals kept, the progeny of any dog or cat lawfully kept will be exempt for a period of 12 weeks after their birth.
- 157. Animal Litter/Dog Excrement**
A person in charge of an animal must not allow any part of the animal's excrement to remain on any road, nature strip, reserve or public or Council land. A person in charge of a dog on a road or in a municipal place must:
(a) not permit the excrement of the dog to remain on that road or in that municipal place;
(b) carry a device suitable for the removal of any excrement that may be deposited by the dog; and
(c) produce the device on demand by an authorised officer.
- 158. Maximum Number of Dogs and Cats**
Except as provided in Clause 155, no other property may keep more than five dogs and three cats without a permit.





Council Procedures

- ≠ Animal Registration Renewal forms are reviewed annually and amended as required.
- ≠ Animal Registration Fees are considered and determined by Council during the annual budget process.
- ≠ Animal Deterrent Spray Procedure 2011
- ≠ Barking Dog Procedures 2011
- ≠ Cat Trap Loan Procedure 2010
- ≠ Dealing with Sick or Injured Animals procedure 2011
- ≠ Dealing with Sick or Injured Animals Procedure 2011
- ≠ Desexing of Dogs and Cats released from the Pound procedure 2011
- ≠ Dog and Cat Impounding Procedure 2012
- ≠ Dog and Cat Pound Release Procedure 2011
- ≠ Infringement Collection Procedure 2010
- ≠ Infringement Notice Internal Review Procedure 2010
- ≠ Infringement Notice Payment Plan Procedure 2010
- ≠ Issuing of identification tags with registration renewal notices.
- ≠ Keeping of Animals Permit Approvals Procedure 2011
- ≠ Notice of Seizure (Dogs and Cats) Procedure 2011
- ≠ Notice to Comply Procedure 2011
- ≠ Scanning of Impounded Dogs and Cats procedure 2011
- ≠ Removal and Identification of Dead Dogs and Cats Procedure 2010
- ≠ Voluntary Surrender of Unwanted Dogs and Cats Procedure 2011





5.4 Training of Authorised Officers

Latrobe City Council is committed to the training of our Local Laws Officers. An annual training program is developed for each officer to ensure they receive appropriate training. The objective of any training and development is to support all Local Laws staff in having the knowledge and skills necessary to carry out their work.

A training register detailing all qualifications and training courses completed by each Local Laws Officer is maintained and updated annually to reflect any training undertaken or required.

In addition to specialised training, all staff have access to a suite of personal and professional training opportunities delivered through Council's Learning and Development programs.

2008-2012 Domestic Animal Management Plan Highlights:

- ≠ Five Local Laws Officers completed Certificate IV Animal Control.
- ≠ Five Local Laws Officers attended regional training seminars sponsored by Bureau of Animal Welfare. Seminars included Identification of Dangerous Dogs, Legislation changes and general updates.
- ≠ In-house workshops conducted six monthly to update staff on legislation changes and other matters relevant to the team.
- ≠ Fortnightly team meetings held.
- ≠ Individual Local Laws Staff recognised as:
 - ~ AIAM Animal Management Officer of the Year 2009
 - ~ NAIDOC Achievement Award 2011





5.5 Registration and Identification

Latrobe City Council mails out registration renewal notices prior to 10 April each year.

Any renewal payments not received by the due date of 10 April are followed up with a reminder notice advising of penalties for failing to register a dog or cat.

Registration renewal forms are also used as an opportunity to advertise legislative changes i.e. requirement to register dog/cat by age three months and compulsory microchipping and desexing of all new dogs and cats being registered.

When mailing these notices we often include inserts such as “Doggy Doo” and “Unleashed Areas” pamphlets to further inform and educate our community on domestic animal matters.

New registration applications are available at all Council service centres and libraries in Churchill, Moe, Morwell and Traralgon; via Council’s website; through Veterinary Clinics and at Council’s pound facility.

Latrobe City currently partners with local contracted veterinarians to run a microchipping week in March where microchipping is offered at the discounted rate.

2007 – 2012 Animal Registration Comparisons:

	11/12	10/11	09/10	08/09	07/08
Dogs	11,667	9,757	9,770*	13,039	11,098
Cats	3,518	3,102	3,160*	4,248	3,671

* indicates when compulsory desexing was introduced.

Educational and/or Promotional Activities

- ≠ Animal Registration forms available at Council service centres and libraries; on Council’s website and can be requested by telephoning Council.
- ≠ Advertising and administration of the discount microchipping week held in conjunction with Council’s contracted veterinarians.
- ≠ Doorknock “hot spot” areas or areas where complaints have been received in relation to registration requirements.
- ≠ Maintenance of computerised registration database.
- ≠ Advertisements in local newspapers and guest spot on local radio.





Compliance Activities

- ≠ Issuing annual animal registration renewal notices, including animal tags.
- ≠ Follow up unpaid renewal notices with reminder notices.
- ≠ Issuing of infringement notices for failing to register where appropriate.
- ≠ Impounding of wandering dogs and cats.
- ≠ Ensure that all seized or impounded animals are registered prior to release to their owner.
- ≠ Review animal registration fees annually during the budget process.
- ≠ Serving of Notices to Comply for minor breaches of the law.
- ≠ Investigate all reports of unregistered animals in a timely manner.
- ≠ Attending properties unannounced to conduct on the spot inspections where there have been ongoing or serious complaints against a property or person.

2008-2012 Domestic Animal Management Plan Highlights:

- ≠ Over ten radio spots regarding responsible pet ownership, microchipping, desexing and registration requirements were conducted on local radio Gippsland FM 104.7.
- ≠ Information caravan visit to Yinnar and Boolarra in March 2010.
- ≠ Compulsory desexing introduced.
- ≠ Conducted a discounted microchipping week prior to the registration due date of 10 April each year.
- ≠ Implemented Council resolution in relation to compulsory microchipping from April 2009.





5.6 Animal Nuisance Complaints

All animal complaints received are investigated in a timely manner to minimise the potential for complaints escalating. Officers make every effort to resolve complaints to the satisfaction of both parties.

For the most part, nuisance complaints received by Latrobe City Council relate to either barking dogs or stray cats. We recognise barking dog complaints can at times be part of long term neighbourhood disputes which cause great frustration to both parties. Local Laws Officers work hard to balance the interest and rights of both the dog owner and the complainant.

Complainants are first advised to speak directly to their neighbour in an effort to resolve the matter quickly. Often dog owners become desensitised to the sound of their own dog barking and may be unaware it is a nuisance to neighbours.

Council Officers, if involved, will first work with the dog owner to support them in identifying the cause of the barking and suggest possible solutions. The majority of cases involve dogs that are bored or respond to visual stimulation. Both causes are often easily resolved with training, toys, blocking a view or exercising the dog more frequently.

Officers may require complainants to keep noise logs (records of dates, times, duration of barking etc) should the matter continue and further intervention be required.

In response to nuisance complaints received on stray cats; Latrobe City Council offers residents cat cages to assist in containing offending animals trespassing on their property or wandering during the curfew period. Local Laws Officers will then attend during normal business hours and impound any contained cats. These cages are available on payment of a fully refundable deposit.

Educational and/or Promotional Activities

- ≠ Make information available at Council service centres and libraries and on Council's website.
- ≠ Promote the various resources available to encourage the correct selection of a new pet such as 'Select a Pet' website.
- ≠ Provide a wide range of pamphlets.
- ≠ Distribute brochures to residents when requested and when investigating complaints.
- ≠ Signage to identify the areas designated for exercising dogs off lead.
- ≠ Advertisements in local newspapers and guest spot on local radio.





Compliance Activities

- ≠ Investigate all complaints received.
- ≠ Encourage complainants to speak directly to dog owners to alert them to their dog barking.
- ≠ Record all nuisance complaints in Council's record management systems.
- ≠ Provide cat cages to residents for containing trespassing cats as requested.
- ≠ Impound all unregistered dogs found at large.
- ≠ Issue infringements for dogs found at large.
- ≠ Impound or return wandering registered pets to owners.
- ≠ Attending properties unannounced to conduct on the spot inspections where there have been ongoing or serious complaints against a property or person.

2008-2012 Domestic Animal Management Plan Highlights:

- ≠ A procedure was developed in relation to barking dogs and implemented in 2009.
- ≠ The planned review of dogs and cat provisions in Council's Local Law No. 2 was postponed and will form part of the Local Law No. 2 review to be conducted 2012/2013.





5.7 Dog Attacks

Latrobe City Council considers any reported dog attacks as the highest priority and dispatches a Local Laws Officer immediately to investigate and action as appropriate.

Educational and/or Promotional Activities

- ≠ Promote responsible pet ownership to new and existing dog owners.
- ≠ Promote the benefits of dog training, socialisation and frequent exercise.
- ≠ Promote the various resources available to encourage the correct selection of a new pet such as 'Select a Pet' website.
- ≠ Provide a range of pamphlets that raise awareness of the risk of dog attacks in the home, on the street and in parks which include information on how to reduce risks.
- ≠ Distribute brochures to residents when requested and when investigating complaints.
- ≠ Promotion of the need for dogs to be under effective control, at all times, including the need to ensure dogs can be effectively contained and/or fenced on their own property to ensure they cannot escape.
- ≠ Promote desexing of dogs to reduce aggressive tendencies and wandering at large.
- ≠ Promote the need for supervision of children when dogs are present.
- ≠ Promote Council's emergency 24 hour 7 day a week service for reporting a dog attack.

Compliance Activities

- ≠ Declaring of all identified dangerous/menacing dogs inline with the *Domestic Animals Act 1994*.
- ≠ Respond to all reported dog attacks immediately as the top priority for Local Laws Officers.
- ≠ Record all reported dog attacks in Council's record management systems.
- ≠ Ensure all reported dog attacks are thoroughly investigated with findings and evidence accurately recorded and maintained.
- ≠ Ensure owners of declared dogs are fully informed of their requirements under the Act.
- ≠ Be proactive in declaring dogs dangerous or menacing.
- ≠ Ensure unclaimed dogs at the pound are temperament tested to determine whether they are suitable for re-housing.
- ≠ Seize dogs involved in serious attacks.
- ≠ Providing an emergency 24 hour 7 day a week service to report a dog attack.





- ≠ Conduct regular patrols at locations where there is a high incidence of wandering dogs.

2008-2012 Domestic Animal Management Plan Highlights:

- ≠ All investigations of dog attacks finalised.
- ≠ Increased community awareness as a result of the death of a child in Melbourne attacked by a dog and the ensuing media resulted in an increased public awareness of dog risks.





5.8 Dangerous, Menacing and Restricted Breed Dogs

Latrobe City Council Local Laws Officers investigate any reports or complaints regarding dangerous, menacing or restricted breed dogs, immediately.

Local Laws Officers currently use the Department of Primary Industry 'Standard for Restricted Breed Dogs in Victoria' to identify restricted breeds.

Council Orders

Latrobe City Council currently utilises the *Domestic Animals Act 1994* in relation to dangerous, menacing and restricted breed dogs.

Reports of suspected undeclared restricted breed dogs are rare in Latrobe City. Officers believe there is a high level of compliance regarding the ownership and management of declared dogs within the municipality.

Educational and/or Promotional Activities

- ≠ Media releases in local papers from Council and the Bureau of Animal Welfare.
- ≠ Radio spots on local radio.
- ≠ Information pamphlets at all Council service centres and libraries.
- ≠ Information available on council's website.
- ≠ Ensuring all owners of declared dogs are aware of their obligations under the Act regarding identification and the keeping of these dogs.
- ≠ Promotion of new regulations for restricted breed dogs.
- ≠ Promote the 'Dangerous Dogs Hotline' 1300 101 080 on Council's website.

Compliance Activities

- ≠ Ensure that all Declared Dangerous, Menacing and Restricted Breed dogs are registered accurately with the Victorian Declared Dog Registry.
- ≠ Inspect commercial and industrial areas to identify guard dogs guarding non-residential properties.
- ≠ Attending properties unannounced to conduct on the spot inspections and annual audits where there are registered declared dogs.
- ≠ Follow-up non-compliance issues found during inspections and audits.
- ≠ Review all dog attack cases to determine if it is appropriate to declare the dog dangerous or menacing.
- ≠ Maintain a register of all declared dogs registered and housed in Latrobe City Council.
- ≠ Seize unregistered, suspected Restricted Breed dogs.





- ≠ Complete investigations of complaints of these types of dog breed.

2008-2012 Domestic Animal Management Plan Highlights:

- ≠ Audited properties where there are registered declared dogs.
- ≠ Declared Dangerous, Menacing and Restricted Breed dogs registered accurately with the Victorian Declared Dog Registry.





5.9 Over-Population and High Euthanasia

Latrobe City Council is aware of the high euthanasia rates for dogs and in particular cats and continues to promote the benefits of desexing. The introduction of compulsory desexing for all dogs and cats registered for the first time or released from the pound facility was implemented in 2008. Council continues to facilitate a discounted microchipping week prior to the registration date of 10 April each year.

Council has in place two Section 84Y Domestic Animal Act agreements to re-house dogs and cats that have ended up in the pound, and is currently negotiating with several other local organisations.

Educational and/or Promotional Activities

- ≠ Promote responsible pet ownership to new and existing dog owners.
- ≠ Promote the benefits of dog training, socialisation and frequent exercise.
- ≠ Promote the various resources available to encourage the correct selection of a new pet such as 'Select a Pet' website.
- ≠ Promote Council's cat curfew.
- ≠ Promote the benefits of desexing; such as no surprise litters, fewer unwanted animals in the community, fewer animals euthanised, reduced aggression and reduced wandering, via local radio spots, local newspaper articles and on Council's website.
- ≠ Select a "Pet of the week" and advertise in local newspaper, on Council's website and via social media.
- ≠ Offer dogs and cats for sale from the pound at an affordable price which includes desexing and microchipping costs.

Compliance Activities

- ≠ Investigating complaints and reports of numbers of dogs/cats on residential properties.
- ≠ Provide cat cages to residents for containing trespassing cats as requested.
- ≠ Investigate reports of animal hoarding and work with owners to reduce these to permitted numbers.
- ≠ Enter into Section 84Y Domestic Animal Act agreements with local organisations to re-house dogs and cats that have ended up in the pound.
- ≠ Investigate reports of unauthorised 'backyard breeders' to ascertain whether they should be registered as a domestic animal business.
- ≠ Where identified facilitate cat trapping programs of industry/commercial businesses.





- ≠ Implementation of Council resolution for the desexing of all dogs and cats being registered for the first time from April 2008.

2008-2012 Domestic Animal Management Plan Highlights:

- ≠ Enter into two Section 84Y Domestic Animal Act agreements with local organisations to re-house dogs and cats that have ended up in the pound.
- ≠ Re-housed 100% of 'Pet of the week' animals.





5.10 Domestic Animal Businesses

Latrobe City Council currently has 12 registered Domestic Animal Businesses. These businesses are issued with registration renewal notices each year and Council conducts annual inspections in relation to their compliance with relevant codes of practices.

Council provides all registered Domestic Animal Businesses with any changes to the legislation or Code of Practice information relevant to the business and encourage business owners to be involved in any review of the mandatory Code of Practice.

Latrobe City Council sponsored a seminar for all registered Domestic Animal Businesses to network and remain relevant in relation to changes in legislation. In addition this seminar provided a forum for discussion and information sharing.

Any new registration applications are received and processed inline with the Code of Practice.

Educational and/or Promotional Activities

- ≠ Provide relevant mandatory Code of Practice to proprietors of existing and proposed domestic animal businesses.
- ≠ Ensure all relevant Domestic Animal Businesses are advised and involved in any review of the mandatory Code of Practice for their type of business.
- ≠ Sponsors an annual seminar for all registered Animal Businesses to network and remain relevant in relation to changes in legislation.
- ≠ Invite Domestic Animal Businesses to be involved in Council's animal related community events.

Compliance Activities

- ≠ Conduct web, 'Yellow Pages', newspaper, Dogzonline.com.au, etc, searches to ascertain whether there are unregistered Domestic Animal Businesses within the municipality.
- ≠ Conduct annual (or more frequent) 'unscheduled' inspections/audits of each Domestic Animal Business premises to determine compliance with the Act, relevant mandatory Code of Practice, and any terms, conditions, limitations or restrictions on that registration.
- ≠ Use audit documents on Bureau of Animal Welfare's Animal Management website.
- ≠ Follow-up Domestic Animal Business non-compliance issues with information on required actions and timeframe for resolution, further inspections, and prosecutions where necessary.
- ≠ In the case of serious non-compliance issues, suspend or cancel registration.





- ≠ Check local newspapers to ensure Domestic Animal Business registration numbers and name of Council that issued that number are included in cat and dog 'for sale' advertisements.
- ≠ Liaise with other units within Council to provide advice when planning applications for Domestic Animal Businesses are received, to ensure appropriate conditions are placed on construction, operation, etc.
- ≠ Offer a Domestic Animal Business kit to send to people making queries about setting up a Domestic Animal Business, to let them know of all the requirements involved, before they start making too many plans.

2008-2012 Domestic Animal Management Plan Highlights:

- ≠ A successful Domestic Animal Business workshop for current and prospective proprietors was hosted by Local Laws staff at Latrobe City Corporate Headquarters in April 2010 which was attended by 37 people.





6. 2011-2012 CUSTOMER SATISFACTION SURVEY RESULTS

Stakeholder consultation was undertaken in the form of a survey, which was distributed by mail, available from Council service centres and libraries; online through Council's website and by external agents walking Churchill, Moe, Morwell and Traralgon central business districts between 23 November 2011 and 31 January 2012.

A total of 354 completed surveys were received. Responses from this survey have been collated and samples of those responses are presented as follows:

- ≠ 75% of cat owners surveyed had registered their cats.
- ≠ 87.5% of cat owners surveyed had desexed their cats.
- ≠ 63.8% of surveyed respondents were aware of our 9 pm-6 am cat curfew.
- ≠ 86.4% of surveyed respondents agreed with the cat curfew.
- ≠ 54% of surveyed respondents believed there is no problem with stray cats in their area.
- ≠ 70% of surveyed respondents agreed with compulsory desexing of cats.
- ≠ 51.9% of surveyed respondents are aware we have cat cages for hire.
- ≠ 87.4% of dog owners surveyed had registered their dogs.
- ≠ 66.8 of dog owners surveyed had desexed their dogs.
- ≠ 52.2% of dog owners surveyed have taken their dogs to obedience training.
- ≠ 74.5% of surveyed respondents believe there is no problem with stray dogs in their area.
- ≠ 45.4% of surveyed respondents agreed with compulsory desexing of dogs.
- ≠ 90.1% of surveyed respondents were aware of the Local Law requiring owners to pick up dog droppings.
- ≠ 71.7% of surveyed respondents believed there is no problem with dog droppings in their area.
- ≠ 42% of surveyed respondents were aware we offered a discounted microchipping week.
- ≠ 80% of respondents who have visited our pound rate the assistance of staff good to excellent.
- ≠ 62.1% of surveyed respondents support the current pound operating times.





Latrobe City Council Domestic Animal Management Plan 2013-2017

7. FOUR YEAR ACTION PLAN

The following pages outline Latrobe City Council's four year action plan which has been designed to build on the successes of the previous Domestic Animal Management Plan.

Actions have been developed with a focus on staff training; community awareness; the provision of accessible, relevant and timely information and a simplified process for the reporting of issues.

Feedback received during Council's Customer Satisfaction Survey has also been considered in the development of actions.





7.1 Training of Authorised Officers

To ensure all staff involved in animal management have the knowledge and skills necessary to carry out their work safely and effectively.

ACTION	MEASURE	OUTCOME	WHEN
Review and finalise, in consultation with relevant staff, training required for all Authorised Officers undertaking animal management duties.	Consultation with relevant staff occurred; agreed list of skills required to undertake animal management duties developed.	Confident, skilled and knowledgeable staff responding to customers; increased customer confidence that enquiry will be successfully dealt with.	Annually
Ensure all Local Laws Officers have completed relevant training requirements within 12 months of appointment.	Number of newly appointed Officers who are undertaking or have completed training in required skills.	Confident, skilled and knowledgeable staff responding to customers; increased customer confidence that enquiry will be successfully dealt with.	Ongoing
Identify training providers, both internal and external.	Training providers identified and engaged for all required skills.	Confident, skilled and knowledgeable staff responding to customers; increased customer confidence that enquiry will be successfully dealt with.	Annually
Ensure individual staff training plans are developed and recorded in Council's annual appraisal process.	Individual training plans established and agreed to.	Confident, skilled and knowledgeable staff responding to customers; increased customer confidence that enquiry will be successfully dealt with.	Annually
Maintain a central training register which includes individual Local Laws Officers current level of training and agreed future training requirements.	Central training register developed and maintained.	Confident, skilled and knowledgeable staff responding to customers; increased customer confidence that enquiry will be successfully dealt with.	Ongoing





ACTION	MEASURE	OUTCOME	WHEN
Ensure staff are kept informed of and trained in changes to relevant legislation, policies, processes and procedures in a timely manner.	Changes to legislation, policies, processes and procedures to be highlighted on the Local Laws Intranet; Agenda item during regular team meetings; distribution of a Quarterly staff bulletin and training.	Confident and informed staff responding to customers; increased customer confidence that enquiry will be successfully dealt with.	Ongoing
Regularly assess Officers skills, compliance and knowledge of policies, processes and procedures.	Six monthly skills and knowledge assessments undertaken for each Officer.	Confident and informed staff responding to customers; increased customer confidence that enquiry will be successfully dealt with.	Biannually





7.2 Registration and Identification

Maximise the number of registered and identifiable domestic animals residing within Latrobe City to aid compliance and facilitate reuniting lost pets with their owners in a timely manner.

ACTION	MEASURE	OUTCOME	WHEN
Cross check microchip registries to identify microchipped animals within Latrobe City that are not registered.	Cross check undertaken and contact made with owners when irregularities are found.	Improved accuracy of Council's pet registration database and greater adherence to legislation.	Ongoing
Cross check all notifications of dogs and cats sold at pet shops or through animal welfare organisations and follow up those that are not registered.	Cross check undertaken and contact made with owners when irregularities are found.	Improved accuracy of Council's pet registration database and greater adherence to legislation.	Ongoing
Send out registration reminder notices to those pet owners who have failed to re-register their pets by 10 April each year.	Reminder notices sent for previously registered animals that have not been renewed.	Improved accuracy of Council's pet registration database and greater adherence to legislation.	By 31 May each year.
Partner with local pet shops, Domestic Animal Business's and veterinarians to distribute animal registration information with each pet sale.	Number of pet shops, Domestic Animal Business's and veterinarians distributing information with pet sales.	Increased access to Council services and an enhanced level of customer service.	Ongoing
Facilitate discount microchipping sessions prior to April each year.	Annual discount microchipping sessions held.	Increased access to Council services and an enhanced level of customer service.	Annually
Ensure all seized and impounded animals are registered prior to release to their owner.	Cross check pound release forms with pet registration database.	Improved accuracy of Council's pet registration database and greater adherence to legislation.	Ongoing





ACTION	MEASURE	OUTCOME	WHEN
Undertake annual random neighbourhood door knocks to check for unregistered dogs and cats.	Number of random neighbourhood door knocks undertaken across the municipality.	Improved accuracy of Council's pet registration database and greater adherence to legislation.	Annually





7.3 Animal Nuisance Complaints

Minimise the number of complaints received by Council while increasing community satisfaction with Council's response to investigating complaints.

ACTION	MEASURE	OUTCOME	WHEN
Provide educational material to pet owners with annual registration renewals.	Distribution of educational material.	Greater community awareness of responsible pet ownership; a reduction in complaints and greater adherence to legislation.	Annually
Adhere to Council's standards in the Customer Service Plan 2012-2016 when processing complaints.	Audit response times against agreed standards in the Customer Service Plan 2012-2016.	Increased customer satisfaction and confidence in Council.	Ongoing
Maintain an appropriate supply of cat cages for hire to meet community demand.	Maintain a waiting period of no longer than a seven working days.	Reduction in feral cat population and complaints.	Ongoing
Maintain accurate and relevant information on Council's website about how to make a complaint.	Dedicated page on animal complaints to be developed and regularly checked for accuracy.	Greater community awareness of responsible pet ownership; a reduction in complaints; increased access to Council services; an enhanced level of customer service and greater adherence to legislation.	Monthly
Develop a user friendly complaint lodgement, investigation and response process to facilitate timely resolutions.	Process developed and implemented.	Increased access to Council services and an enhanced level of customer service.	2013/2014





ACTION	MEASURE	OUTCOME	WHEN
Develop barking dog information packs to provide to complainants and owners of alleged barking dogs to assist in the timely resolution of complaints.	Information packs developed and distributed.	Greater community awareness of responsible pet ownership; a reduction in complaints and greater adherence to legislation.	2013/2014
Develop guidelines for off-leash exercise areas which promote dog training and socialisation.	Guidelines developed	Established guidelines for the future planning of off-leash exercise areas.	2013/2014
Audit existing off-leash exercise areas against the developed guidelines.	Audit undertaken and report on findings presented to Manager Community Information Services.	Identified gaps between existing off-leash areas and established guidelines in which to plan future works.	2013/2014
Partner with animal groups to provide opportunities for owners to participate in dog training through 'Neighbourhood Pet Parties' with guest speakers.	Minimum of one event held biennially.	Greater community awareness of responsible pet ownership; a reduction in complaints and greater adherence to legislation.	2013/2014 2015/2016





7.4 Dog Attacks

Minimise the risk to the community of dog attacks while increasing community understanding of potential aggressive animal behaviour and the benefits of dog socialisation and obedience training.

ACTION	MEASURE	OUTCOME	WHEN
Develop a Memorandum of Understanding (MOU) with Aust Post to report all dog attacks, rushes, wandering animals etc within one working day of observation.	MOU developed and signed by both parties.	Earlier detection of problem areas and increased community confidence.	2013/2014
Develop dog attack investigation and enforcement procedure.	Procedure developed and implemented.	Confident, skilled and knowledgeable staff responding to customers; consistency in response provided; increased customer confidence and enhanced level of customer service.	2013/2014
Conduct an education campaign for farmers regarding their responsibilities when owning working dogs.	Biennial education program developed and delivered.	Greater community awareness of responsible pet ownership; a reduction in complaints and greater adherence to legislation.	2014/2015 2016/2017
Maintain accurate and relevant information on Council's website about how to report a dog attack.	Dedicated page on dog attacks to be developed and regularly checked for accuracy.	Greater community awareness of responsible pet ownership; a reduction in complaints; increased access to Council services; an enhanced level of customer service and greater adherence to legislation.	Monthly





ACTION	MEASURE	OUTCOME	WHEN
Increase public understanding and awareness of what a dog attack is and how to report through media articles and brochures.	Number of media articles sent to local media; brochure developed and number of brochures distributed.	Greater community awareness of responsible pet ownership; a reduction in complaints and greater adherence to legislation.	Ongoing
Promote the benefits of puppy school and dog obedience training through media articles and brochures.	Number of media articles sent to local media; brochure developed and number of brochures distributed.	Greater community awareness of responsible pet ownership; a reduction in complaints and greater adherence to legislation.	Ongoing
Promote a greater awareness of the consequences for owners and their dogs should their dog rush at or attack a person or animal.	Number of media articles sent to local media; brochure developed and number of brochures distributed.	Greater community awareness of responsible pet ownership; a reduction in complaints and greater adherence to legislation.	Ongoing
Investigate and implement a method of recording details of any animal reported, or found, to have attacked people, pets, wildlife and livestock.	Accurate and current details recorded.	Improved accuracy of Council's pet registration database and greater adherence to legislation.	2014/2015





7.5 Dangerous, Menacing and Restricted Breed Dogs

Meeting legislative requirements relating to dangerous, menacing and Restricted Breed dogs while educating the community about such breeds.

ACTION	MEASURE	OUTCOME	WHEN
Develop a user friendly complaint lodgement, investigation, declaration and response process to facilitate timely resolutions.	Process developed and implemented.	Increased access to Council services and an enhanced level of customer service.	2013/2014
Annually inspect industrial areas within the municipality for dogs housed or kept for guarding purposes.	Number of inspections conducted.	Improved accuracy of Council's pet registration database and greater adherence to legislation.	Annually
Increase public understanding and awareness of dangerous, menacing and Restricted Breed dogs through media articles and brochures.	Number of media articles sent to local media; brochure developed and number of brochures distributed.	Greater community awareness of responsible pet ownership; a reduction in complaints and greater adherence to legislation.	Ongoing
Cross check microchip registries to identify Restricted Breed dogs within Latrobe City that are not registered.	Cross check undertaken and contact made with owners when irregularities are found.	Improved accuracy of Council's pet registration database and greater adherence to legislation.	Ongoing
Ensure all declared menacing, dangerous and Restricted Breed dogs are entered into the Victorian Declared Dog Registry within seven days of declaration.	Number of declared menacing, dangerous and Restricted Breed dogs entered into the Victorian Declared Dog Registry within seven days of declaration.	Improved accuracy of Council's pet registration database and greater adherence to legislation.	Ongoing





7.6 Over-Population and High Euthanasia

Encourage responsible pet ownership by promoting desexing and confinement of dogs and cats to reduce the incidence of unwanted pet litters and feral domestic animals; while increasing the number of animals successfully re-housed.

ACTION	MEASURE	OUTCOME	WHEN
Promote the Bureau of Animal Welfare's Responsible Pet Ownership programs.	Number of media articles or events.	Greater community awareness of responsible pet ownership; a reduction in complaints and greater adherence to legislation.	Ongoing
Record details of cats being surrendered or seized to monitor for potential problem areas.	Spreadsheet developed, maintained and analysed.	Improved accuracy of Council's pet registration database and greater adherence to legislation.	Ongoing
Develop a procedure for assessing the suitability of dogs or cats for re-housing.	Procedure developed and implemented.	Confident, skilled and knowledgeable staff responding to customers; consistency in response provided; increased customer confidence and enhanced level of customer service.	2013/2014
Review existing and explore additional 84Y Agreements with shelters and animal welfare organisations to re-house unclaimed dogs and cats.	At least 85% of impounded animals returned to owner, sold or re-housed.	Reduction in number of animals euthanized.	Ongoing
Use social media to promote animals available for adoption.	Number of social media posts.	Increased access to Council services and an enhanced level of customer service.	Ongoing





7.7 Domestic Animal Businesses

To support and regulate domestic animal businesses established within the municipality.

ACTION	MEASURE	OUTCOME	WHEN
Develop a user friendly complaint lodgement, investigation and response process to facilitate timely resolutions.	Process developed and implemented.	Increased access to Council services and an enhanced level of customer service.	2013/2014
Audit all Domestic Animal Businesses annually to ensure compliance.	Number of audits undertaken.	Improved accuracy of Council's pet registration database and greater adherence to legislation.	Annually
Maintain accurate and relevant information on Council's website about how to register a Domestic Animal Business.	Dedicated page on Domestic Animal Businesses to be developed and regularly checked for accuracy.	Greater community awareness of responsible pet ownership; a reduction in complaints; increased access to Council services; an enhanced level of customer service and greater adherence to legislation.	Monthly
Cross check advertised dogs and cats for sale to determine if the seller is a registered Domestic Animal Business.	Cross check undertaken and contact made when irregularities are found.	Improved accuracy of Council's pet registration database and greater adherence to legislation.	Ongoing
Ensure details of all registered Domestic Animal Businesses are reported annually to the Bureau of Animal Welfare.	Number of registered Domestic Animal Businesses reported annually to the Bureau of Animal Welfare.	Improved accuracy of Council's pet registration database and greater adherence to legislation.	Annually





7.8 Municipal Pound

To operate a Municipal Pound in accordance with the Domestic Animal Act 1994.

ACTION	MEASURE	OUTCOME	WHEN
Implement receipting facilities at Council's Municipal Pound to allow greater flexibility to animal owners.	Successful implementation of receipting functions at Council's Domestic Animal Pound	Increased access to Council services and an enhanced level of customer service.	2013/2014
Investigate operational models for Council's Municipal Pound and provide a report to Management outlining options.	Investigation undertaken and report provided.	Best value for service provided.	2014/2015

8. ANNUAL REVIEW AND ANNUAL REPORTING

Actions identified in this Domestic Animal Management Plan 2013-2017 will commence in the 2013/2014 financial year and conclude at the end of the 2016/2017 financial year.

Latrobe City Council will review the Domestic Animal Management Plan 2013-2017 annually and, if appropriate, amend. Any amendment of the Plan will be provided to the Department of Primary Industries' Secretary. An evaluation of our implementation of the Plan will be published in Latrobe City Council's Annual Report.

A full review of this Plan will be undertaken during the 2016/2017 financial year and will inform the development of any future Domestic Animal Management Plan.

Any questions relating to this Plan should be directed to the Coordinator Local Laws on 1300 367 700; or via email at latrobe@latrobe.vic.gov.au; or via post to Latrobe City Council, PO Box 264, Morwell Victoria 3840.

To obtain this information in languages other than English, or in other formats including audio, electronic, Braille or large print, please contact Latrobe City Council on 1300 367 700.



Latrobe City Council
141 Commercial Road
Morwell Victoria 3840

1300 367 700
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**9.2 TRAFFIC INVESTIGATION AT FINLAYSON CRESCENT,
TRARALGON****General Manager****Recreation, Culture &
Community Infrastructure****For Decision****PURPOSE**

The purpose of this report is to present Council with further information relating to traffic in Finlayson Crescent, in response to a petition requesting the installation of traffic calming devices in Finlayson Crescent, Traralgon.

DECLARATION OF INTEREST

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

Latrobe 2026: The Community Vision for Latrobe Valley***Strategic Objectives – Built Environment***

In 2026 Latrobe Valley benefits from a well-planned built environment that is complementary to its surroundings, and which provides for a connected and inclusive community.

Latrobe City Council Plan 2012 - 2016**Shaping Our Future*****Strategic Direction – Built Environment***

Ensure public infrastructure is maintained in accordance with community aspirations.

Service Provision – Infrastructure Development

Ensure integration of roads, bike paths, footpaths and public transport options

BACKGROUND

A petition containing 18 signatures (attachment 1) was received on 14 June 2012, requesting that speed humps be installed on Finlayson Crescent, Traralgon, as a permanent solution to addressing speeding vehicles in the street.

At the Ordinary Council meeting on 16 July 2012, it was resolved:

1. That Council agrees to lay the petition requesting the installation of speed humps in Finlayson Crescent, Traralgon, on the table until an Ordinary Council meeting to be held no later than 17 December 2012.
2. That the head petitioner Mrs Maree Lee be advised of Council's decision in relation to the petition requesting the installation of speed humps in Finlayson Crescent, Traralgon.

Following this resolution, traffic counts were undertaken between 14 and 27 August 2012 (attachment 2), and public consultation with residents was completed. The results of these were presented to Council at its Ordinary meeting on 17 December 2012, and Council resolved:

1. That this matter be deferred pending a meeting between interested Councillors and residents to further discuss the issues raised in regards to speeding and hoon activity in Finlayson Crescent.

A meeting between interested Councillors and residents was held on 7 February 2013. At the meeting it was requested that traffic counters should again be placed on Finlayson Crescent at the exact same locations as the counts taken in August 2012. In addition, it was requested that traffic counts also be completed on Pollock Avenue, Traralgon. These traffic counts were completed on 1 May 2013, and are included in attachment 3 (Finlayson Crescent) and attachment 4 (Pollock Avenue).

ISSUES

The original petition states that there are vehicles several times a day speeding through Finlayson Crescent between Kay Street and Grey Street, and that vehicles enter Finlayson Crescent from the Kay Street crossover at speeds that exceed the speed limit.

In addition, it also expresses concerns that speed humps being installed in other streets around Finlayson Crescent will force more traffic onto Finlayson Crescent. Speed cushions were installed in Cumberland Street in 2009, and speed humps were installed in Roosevelt Street as part of its reconstruction in 2012.

85th Percentile Vehicle Speeds

The speed limit of Finlayson Crescent is 50 km/h, the default speed limit in a built up area.

The accepted major parameter used in assessing vehicle speeds within streets is the 85th percentile speed. The 85th percentile speed is described as the speed that reasonable people tend to adopt, or feel comfortable with, according to the road environment.

Traffic counts taken in August 2012 showed the overall 85th percentile speed of vehicles travelling in Finlayson Crescent was 51.8 km/h, with an average speed of 43.2 km/h.

The most recent traffic counts taken in April 2013 show the overall 85th percentile speed of vehicles travelling in Finlayson Crescent is 52.1 km/h, with an average speed of 43.7 km/h.

Both of these results indicate that there is not a significant speed issue in Finlayson Crescent.

Traffic Volumes

As per Latrobe City Council's Design Guidelines, Finlayson Crescent is classified as a Major Access Street, which means it is designed to carry up to 2000 vehicles per day.

Traffic counts from August 2012 showed that, on average, 546 vehicles per day travelled along Finlayson Crescent. Furthermore, traffic counts from April 2013 show that traffic volumes have fallen to, on average, 500 vehicles per day.

The petition states that more traffic would use Finlayson Crescent as a result of speed humps being installed in other north-south streets nearby, namely Cumberland Street and Roosevelt Street both to the east. However, the results from the traffic counts indicate that traffic volumes are well within the capacity of the street, meaning more traffic could easily be accepted. Furthermore, the results show that traffic volumes have fallen since the counts in August 2012, despite the installation of speed humps in Roosevelt Street in this time.

It should also be noted that both Cumberland Street and Roosevelt Street are classified as Minor Access Streets, meaning they are designed to carry only 500 vehicles per day. Additionally, Gillies Crescent to the west, which does not currently have any traffic calming devices, is also a Minor Access Street running north-south. Installing traffic calming devices on Finlayson Crescent could potentially redirect traffic to Gillies Crescent, which does not have the same design capacity.

Any decision in relation to Finlayson Crescent needs to be considered the overall context of traffic management in this neighbourhood as the installation of traffic calming devices in Finlayson Crescent could also lead to further requests in the future for traffic calming in the surrounding streets.

A map highlighting the road classifications in this area has been included as attachment 5.

Resident Consultation

Letters were sent to 35 properties along Finlayson Crescent and Pollock Avenue requesting feedback on the proposal for speed humps. Of these letters, eight responses were received, with six expressing support for speed humps and two objecting to the proposal.

Pollock Avenue Traffic Counts

As part of the feedback from the meeting between Councillors and residents, it was requested that traffic counts be completed along Pollock Avenue.

Results show that 92 vehicles per day use the south leg of Pollock Avenue, and 64 vehicles per day use the north leg. The 85th percentile speed for both legs was approximately 42 km/h.

However, the results of the traffic counts along Pollock Avenue would bear no influence to the determination of speed humps for Finlayson Crescent.

Traffic Entering and Exiting at Kay Street

Other concerns raised from the meeting with residents was of high speed traffic entering Finlayson Crescent from the Kay Street median, as well as a potential conflict between vehicles exiting Finlayson Crescent at Kay Street and vehicles turning right at the median in Kay Street.

The 85th percentile speed of traffic along Finlayson Crescent is higher northbound (53.8 km/h) than it is southbound (50.0 km/h), indicating vehicles are travelling quicker coming from Kay Street. However, this is still not substantially above the speed limit of the road.

In terms of vehicles turning onto Kay Street, the entries from Finlayson Crescent and the median are both controlled by Give-Way signage. Any vehicle entering from these locations would be required to give way to any vehicle travelling along Kay Street as well as any already at or within the intersection. This is an appropriate treatment for this intersection.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-2014.

The preliminary estimate of the cost of installing traffic calming devices in Finlayson Crescent is between \$10,000 and \$15,000, depending on the type of devices installed.

INTERNAL/EXTERNAL CONSULTATION*Engagement Method Used:*

Council Officers held discussions with the head petitioner to discuss the outcome of the August 2012 traffic investigation and to discuss the content of a letter drop that was undertaken to canvass resident support for the installation of traffic calming devices.

A letter and feedback form was delivered to 35 households along Finlayson Crescent and Pollock Avenue.

Details of Community Consultation / Results of Engagement:

Latrobe City Council received eight responses to the letter drop, with six showing support for the proposal and two objecting. This represents a response rate of 23%, with 17% showing support.

OPTIONS

Council has the following options available in relation to this report:

1. Install traffic calming devices in Finlayson Crescent;
2. Not install traffic calming devices in Finlayson Crescent and refer any future occurrences of speeding to Victoria Police;

CONCLUSION

The most recent traffic volumes show that Finlayson Crescent carries, on average, 500 vehicles per day, with an 85th percentile speed of 52.1 km/h. Based on this traffic data, there is not a significant speeding issue in Finlayson Crescent.

Finlayson Crescent is a Major Access Street which has a design capacity much greater than the surrounding streets running north-south, including Gillies Crescent, Cumberland Street and Roosevelt Street.

This means that vehicles should be encouraged to use Finlayson Crescent ahead of these other roads as it has the capacity to take a higher volume of vehicles. Installing speed humps could deter vehicles from travelling along here, and redirect them to lower volume streets, in particular Gillies Crescent, which could create speed and traffic issues elsewhere.

Attachments

1. Petition
2. 2012 Traffic Counts Summary
3. 2013 Traffic Counts Summary
4. 2013 Pollock Ave Traffic Counts
5. Surrounding Streets Classification

RECOMMENDATION

- 1. That Council not install traffic calming devices in Finlayson Crescent, Traralgon.**
- 2. That Council write to the head petitioner and all other residents who were invited to express their views informing them of Council's decision.**

9.2

Traffic Investigation at Finlayson Crescent, Traralgon

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4	2013 Pollock Ave Traffic Counts	91
5	Surrounding Streets Classification.....	93

1/6/2012

CEO
 Mayor and Councillors
 Latrobe City
 P.O. Box 264
 Morwell 3840

Re: SPEED HUMPS FINLAYSON CRESCENT TRARALGON

Please find attached a petition for the installation of speed humps in Finlayson Crescent Traralgon.

Living in this road is causing a great deal of distress to the residents, as there are cars several times a day speeding , to get from Kay to Grey Street or Grey to Kay. At the crossover in Kay St, some drivers heading across into Finlayson Crescent, get up to speeds that well exceed the speed limit.

Given that there are a number of small children and elderly residents it is only a matter of time before some one is injured or killed.

The recent accident in Crinigan Road Morwell where a young child was injured, when the vehicle that hit, was only travelling the recommended speed shows how important speed limits are.

I believe serious consideration should be given to speed humps for the safety of the residents in this area.

There are speed humps in the next street down, and my understanding is that there are humps to be placed in Roosevelt St. This will only increase the volume of traffic and the potential for accidents.

Could you please consider this petition on behalf of the residents of Finlayson Crescent

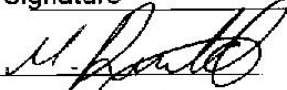
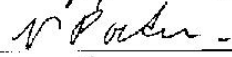


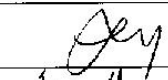
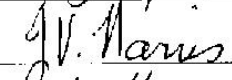
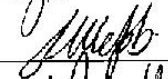
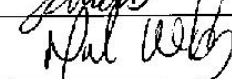

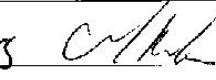

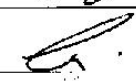
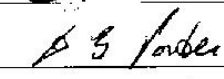

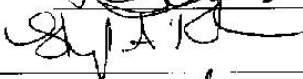
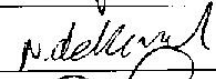
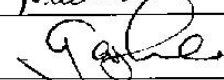
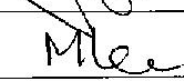
Yours sincerely

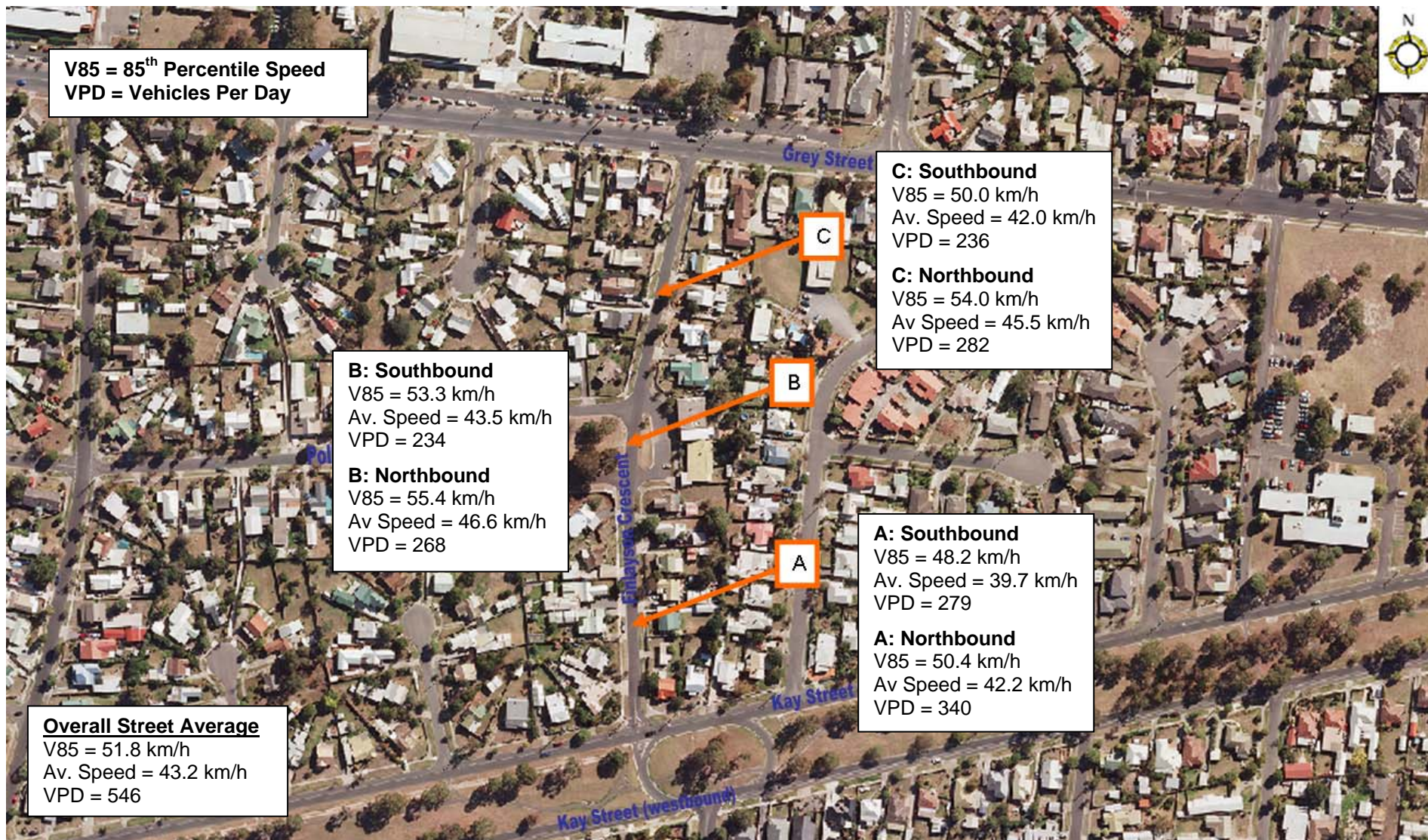
Mlee

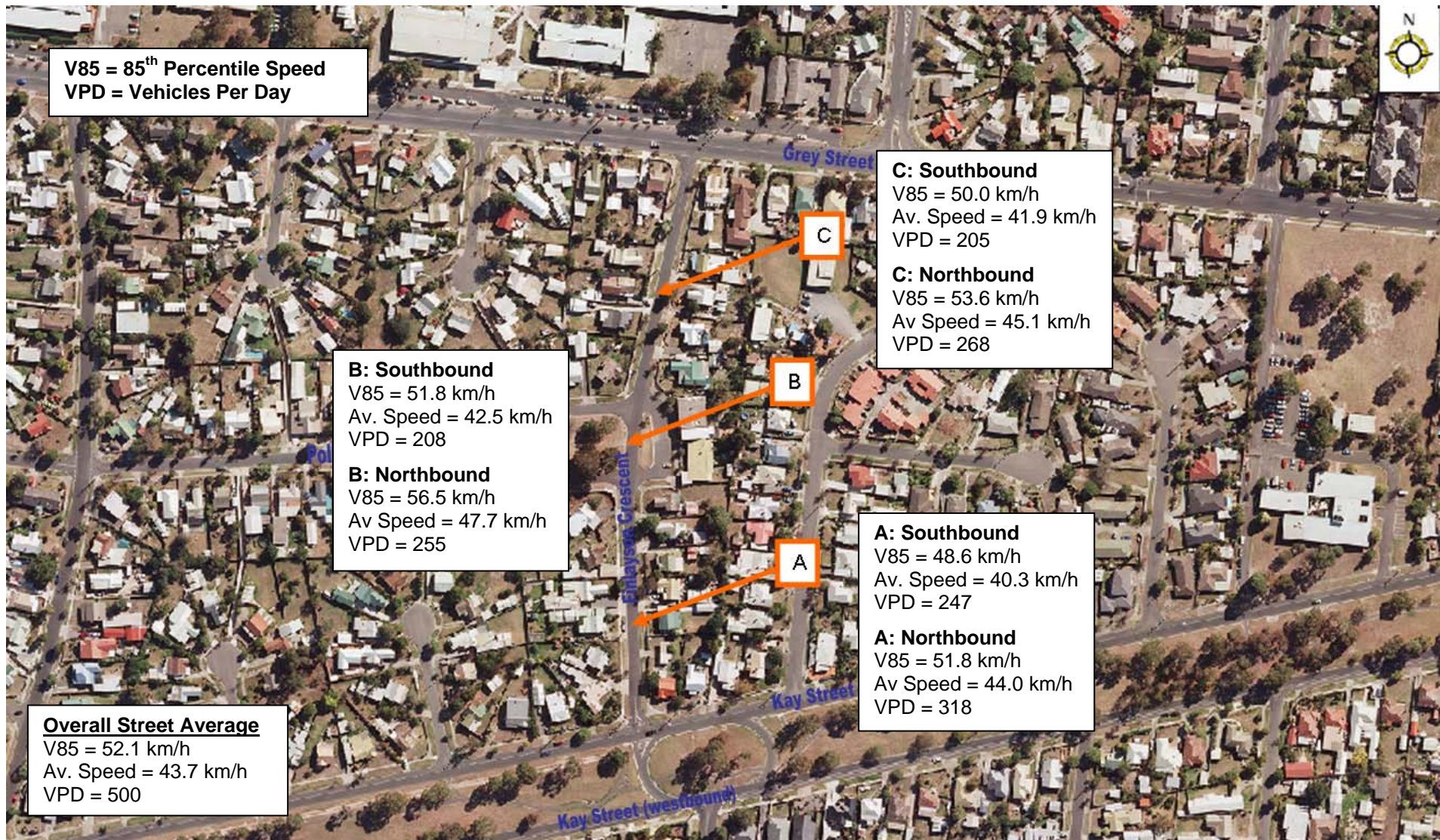
Maree Lee
 2A Finlayson Crescent
 Traralgon

LATROBE CITY COUNCIL INFORMATION MANAGEMENT	
RECEIVED 12 JUN 2012	
R/O:	Doc No.
Comments/Copies Circulated to:	
<input type="checkbox"/> Copy registered in DataWorks	<input type="checkbox"/> Invoice forwarded to accounts

Petition for speed humps in Finlayson Crescent Traralgon

Name	Address	Signature
Matthew McDonald	01 Finlayson Cres	
Walda Porter	160 Kay St.	
Ais LESJES.	17 CLAREMONT CROSS.	
A M'CLUSKEY	3 FINLAYSON CRE	
L. M'Cluskey	3 Finlayson Cres	
J. HARRIS	5 FINLAYSON CRES.	
Rachel Webb	9 Finlayson cres	
Mark Webb	9 FINLAYSON CRES	
Jenny Scrivien	12 FINLAYSON CRES	
MARKFORTE	12 FINLAYSON CRES	
D Anderson	8 FINLAYSON CRES	
Mick Connors.	4 Finlayson Cres	
Don. Porter	160 Kay Street	
Heather Isles	6 Finlayson Cree	
Sheryl Knowles	5 Pollock Ave	
Nancy deHammel	8 Pollock Ave	
GARY LEE	2A FINLAYSON	
MAREE LEE	2A Finlayson Cres	









CORRESPONDENCE

10. CORRESPONDENCE

10.1 VOLUNTARY LEVY FOR CONSTITUTIONAL RECOGNITION 'YES' CAMPAIGN

General Manager

Governance

For Decision

PURPOSE

The purpose of this report is to present correspondence from the Municipal Association of Victoria regarding the Voluntary Levy for Constitutional Recognition 'Yes' Campaign and determine Council's position in relation to this matter.

DECLARATION OF INTEREST

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

OFFICER COMMENTS

The Municipal Association of Victoria (MAV) has recently written to all Victorian Councils requesting that they adopt a position in relation to the constitutional recognition campaign.

It is anticipated that the Australian Government will soon announce its intention on whether to proceed with a referendum at the federal election on 14 September 2013 to recognise local government in the national constitution.

The Australian Local Government Association (ALGA) is working with the MAV and other state associations to coordinate a national 'Yes' campaign. The cost of a national campaign has been identified to be in the order of \$10 million and the contribution from Victoria has been estimated at \$2 million. Based on a costing model used by the MAV, which considers population and revenue, Latrobe City Council would be asked to contribute \$29,308 to the 'Yes' campaign by 30 June 2013.

The MAV is seeking confirmation from all Victorian council's to determine their positions on two points. Those points in question are:

- Council's intention to participate in the national 'Yes' campaign at a local level (to be coordinated at the state level by the MAV under the direction of a national campaign team); and
- The amount of voluntary financial contribution that Latrobe City Council is willing to provide towards the national local government 'Yes' campaign.

There is currently no provision for the indicative costs associated with supporting the 'Yes' campaign in the current 2012/13 budget.

**ORDINARY COUNCIL MEETING AGENDA
20 MAY 2013 (CM408)**

Attachments

1. Yes Campaign information from MAV
2. Constitutional recognition May 2013 brief

RECOMMENDATION

1. That Council notifies the MAV that a commitment to participate in the 'Yes' campaign at a municipal level is given in principle;
2. That Council advises the MAV that it is unable to commit to a voluntary financial contribution to the campaign.

10.1

Voluntary Levy for Constitutional Recognition 'Yes' Campaign

- 1 Yes Campaign information from MAV 101**
- 2 Constitutional recognition May 2013 brief 103**

MUNICIPAL ASSOCIATION OF VICTORIA

Mr Paul Buckley
Chief Executive Officer
Latrobe City Council
PO Box 264
MORWELL VIC 3840

30 April 2013

Dear Mr Buckley

Voluntary levy – Constitutional recognition 'Yes' campaign

An announcement is imminent from the Australian Government about whether it will proceed with a referendum on 14 September to recognise local government in our national Constitution.

In recent weeks momentum has been building. A Bill before parliament proposes to remove the existing constraints on public funding for any referendum held this year. Bipartisan support has been sought from Tony Abbott; and it has been discussed by federal and state Local Government Ministers, and Premiers with the Prime Minister at the recent Council of Australian Governments (COAG) meeting.

The Australian Local Government Association (ALGA) has also sought a formal commitment from the Government to be designated as the exclusive body responsible for the expenditure of any public funding made available to support a partisan 'Yes' case.

As the ALGA continues its campaign planning work with the MAV and other state associations, we need to be ready to activate quickly if the Government announces the referendum.

As advised in my letter on 20 February, the ALGA Board has previously identified that a national campaign could cost local government in the order of \$10 million, of which the contribution from Victoria is estimated at \$2 million (excluding any public funding).

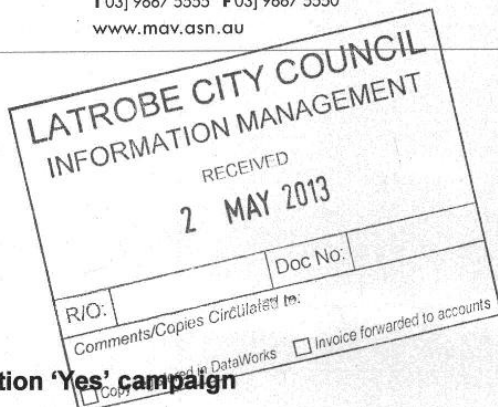
Victoria's contribution to the national campaign will be funded in line with our 2012 State Council resolution for the MAV to issue a voluntary levy on members, with each council to determine whether or not to pay the levy. Other state associations are making or have made similar requests of councils in their respective states.

At our March meeting, the MAV Board resolved to adopt a methodology using population and revenue to set the voluntary contribution amount for each member council.

Under this model, your council is being asked to formally consider supporting the national 'Yes' campaign with a voluntary contribution of \$29308.

The MAV requests that your council formally consider this matter and provide us with confirmation of your decision by **Friday 31 May**. This will allow us to advise the ALGA of the total anticipated financial contribution that can be expected from Victoria towards the national campaign efforts.

LEVEL 12 60 COLLINS STREET MELBOURNE
GPO BOX 4326 MELBOURNE 3001
T 03] 9667 5555 F 03] 9667 5550
www.mav.asn.au



In particular, I seek confirmation of your council's position on:

1. Your intention to participate in the national 'Yes' campaign at the local level (to be coordinated at the state level by the MAV under the direction of a national campaign team)
2. The amount of voluntary financial contribution that your council is willing to provide towards the national local government 'Yes' campaign.

At this stage we are only seeking formal notification of your commitment. If the Government announces that a referendum will proceed in September, we will issue you with an invoice for the amount that your council has committed to contribute as a voluntary levy.

While the ALGA has sought payments from all states by the end of May, the MAV has chosen not to seek any payments ahead of a formal announcement from the Government.

It is likely that we will request payment of voluntary levies by 30 June, unless other arrangements are requested by individual municipalities.

A members' brief will be circulated electronically, which you may wish to provide to your councillors and to assist in preparing a report to the council. Confirmation of your position to participate in a national 'Yes' campaign and make a voluntary financial contribution can be sent to Eliza Nolan (enolan@mav.asn.au or) by **Friday 31 May**.

Questions relating to this matter can also be directed to Owen Harvey-Beavis on 9667 5584.

Yours sincerely



ROB SPENCE
Chief Executive Officer

CONSTITUTIONAL RECOGNITION CAMPAIGN

May 2013

Introduction

The Australian Local Government Association (ALGA) is campaigning for the inclusion of local government in the Australian Constitution to provide financial certainty about direct federal funding to councils. This brief outlines the campaign's background, key issues and next steps.

At the time of writing, the Australian Government had not yet announced whether it would support the recommendation to proceed with a referendum at the September 2013 federal election.

Background

Local government generates around 80 per cent of its own revenue, with grants from the state and federal governments providing an additional source of funding. Vital funding from the Australian Government can occur as *direct payments* from the Australian Government to councils; or as *payments through the states*, which are distributed to councils through the Victorian Grants Commission.

The most significant *direct payment* is funding under the Roads to Recovery program, which has provided Victorian councils with \$365 million over four years. Since the program commenced in 2001, Victorian councils have received almost \$1 billion in Roads to Recovery funding. There is bipartisan support for the program to continue until at least 2019.

Other federal programs also provide direct funding to local councils. From 2008 to 2010, for example, the Regional and Local Community Infrastructure program funded Victorian councils \$300 million over three years for local community infrastructure projects.

Despite making *direct payments* to local government for many years, the Australian Government may lack the constitutional power to do so.

In 2009 Bryan Pape challenged the constitutional basis of the \$900 taxpayer 'stimulus' payment. The High Court's decision in the *Pape* case created uncertainty regarding the validity of *direct payments* from the Australian Government to third parties (including councils) where there is no specific head of power in the Constitution. The constitutional validity of the Australian Government funding councils through *payments through the states* is irrefutable.

The 2012 High Court ruling in the *Williams* case confirmed a lack of power to directly fund the National School Chaplaincy Program. This outcome further built on the *Pape* case to confirm the Australian Government's limited capacity to make payments in areas not expressly provided for in the Constitution by emphasising the need for any funding to be specifically authorised by an Act of Parliament.

Advice from leading constitutional experts confirms these High Court decisions leave the *direct payment* model, particularly the Roads to Recovery program, fatally exposed to further constitutional challenge.

The proposed change

A reference to local government in section 96 of the Constitution would create a specific head of power in the Constitution for *direct payments* to occur.

The preferred wording, recommended by the Expert Panel on Constitutional Recognition of Local Government (2012) and supported by the ALGA is an amendment to read:

"Parliament may grant financial assistance to any state or local government body formed by or under a law of a state or territory."

Financial recognition in the Constitution seeks to formalise and secure direct federal funding which has been received by local government for more than ten years. Recognition won't change the status of local government, its powers, or its relationship with the State Government.

Political context

At the federal level this form of constitutional recognition has been supported by the Government, the Opposition, the Greens and key cross bench members.

While the challenge of reform is substantial, there is a need for the local government sector to work together to overcome obstacles and engage the broader community and public on changing the Constitution and improving the way that the different levels of government work.

Why is it needed?

This referendum is different from previous referendums on local government (1974 and 1988), which focused on the status of local government. A 2013 referendum is about fixing a problem by removing the legal uncertainty about the Australian Government's ability to fund local communities directly through local government by seeking 'financial recognition'.

Legal advice sought by ALGA from two constitutional experts states that the Commonwealth's recent solution to establish legislation does not address the Roads to Recovery program and the program remains open to constitutional challenge.

Voluntary levy towards 'Yes' campaign

An announcement is imminent from the Australian Government about whether it will proceed with a referendum on 14 September.

The ALGA, working with the MAV and other state associations, has undertaken extensive planning to run a 'Yes' campaign. A national campaign framework has been developed, the ALGA has applied to be the exclusive recipient of public funding for a 'yes' campaign, and will appoint a National Campaign Director.

If the Government announces that a referendum will proceed, the campaign needs to be activated quickly to have the best chance of succeeding. The ALGA has previously identified that a national campaign could cost local government in the order of \$10 million, with Victoria's share being around \$2 million.

In line with our 2012 State Council resolution for the MAV to issue a voluntary levy on members, we have written to all councils requesting voluntary contributions for the national 'Yes' campaign. Councils in all states are also being canvassed for voluntary contributions by their state associations. The MAV Board resolved to adopt a methodology using population and revenue to set the voluntary contribution amount for each member council, and it will be up to each council to determine whether or not to pay the levy.

Next steps

The MAV requests that your council formally consider this matter and provide us with confirmation of your decision by Friday 31 May. This will allow us to advise the ALGA of the total anticipated financial contribution that can be expected from Victorian local government towards the national campaign efforts.

At this stage we are only seeking formal notification of:

- A commitment to participate in a national 'Yes' campaign at the municipal level
- The amount of voluntary levy your council has agreed to contribute towards the 'Yes' campaign.

If the Government announces that a referendum will proceed in September, we will issue invoices for the amount that councils have committed to contribute. Confirmation of your council's formal position can be sent to Eliza Nolan (enolan@mav.asn.au) by Friday 31 May.

Further information

Website link: <http://www.councilreferendum.com.au/>

For queries on the voluntary levy contact Owen Harvey-Beavis, oharvey-beavis@mav.asn.au 9667 5584
For queries regarding the national 'Yes' campaign contact Debbie Smith, dsmith@mav.asn.au 9667 5521

PRESENTATION OF PETITIONS

11. PRESENTATION OF PETITIONS

Nil reports

CHIEF EXECUTIVE OFFICER

12. CHIEF EXECUTIVE OFFICER

**12.1 INSTRUMENT OF DELEGATION - DELEGATION TO THE ACTING
CHIEF EXECUTIVE OFFICER**

Chief Executive Officer

For Decision

PURPOSE

This is a procedural report recommending that Council approves a period of annual leave for Paul Buckley, Chief Executive Officer and appoints Ms Carol Jeffs, General Manager Governance to act in the position of Chief Executive Officer for the period from Monday, 8 July 2013 to Monday, 22 July 2013 inclusive.

DECLARATION OF INTEREST

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives - Governance

In 2026, Latrobe Valley has a reputation for conscientious leadership and governance, strengthened by an informed and engaged community committed to enriching local decision making.

Latrobe City Council Plan 2012 - 2016

Strategic Direction – Governance

Delegate appropriately and make sound decisions having regard to legislative requirements, policies, professional advice, sound and thorough research and the views of the community.

Legislation – Local Government Act 1989

The Council is required, pursuant to the *Local Government Act 1989*, to appoint a Chief Executive Officer.

Section 94 of the *Local Government Act 1989* enables the Council to appoint an acting Chief Executive Officer for a period of less than 12 months.

**ORDINARY COUNCIL MEETING AGENDA
20 MAY 2013 (CM408)****BACKGROUND**

Due to the temporary absence of the Chief Executive Officer, Mr Paul Buckley, between the period Monday, 8 July 2013 to Monday, 22 July 2013 inclusive, Council is asked to approve the appointment of an Acting Chief Executive Officer.

To allow the Council to undertake its usual powers, duties or functions it is necessary for Council to approve the appointment of an Acting Chief Executive Officer.

The Council, by resolution on the 16 November 2009, delegated 'to the member of Council staff holding, acting in or performing the position of Chief Executive Officer, the powers, duties and functions set out in the Schedule' of the Instrument of Delegation.

ISSUES

The Instrument of Delegation, resolution and appointment is prepared pursuant to section 98 of the *Local Government Act* 1989 which states:

98. Delegations

- (1) A Council may by instrument of delegation, delegate to a member of its staff and power, duty or function of a Council under this Act or any other Act other than:
 - (a) this power of delegation;
 - (b) the power to declare a rate or charge;
 - (c) the power to borrow money except as provided in section 149;
 - (d) the power to approve any expenditure not contained in a budget approved by the Council;
 - (e) any power, duty or function of the Council under section 223; and
 - (f) any prescribed power.
- (2) The Chief Executive Officer may by instrument of delegation, delegate to the member of the Council staff any power, duty or function of his or her office other than this power of delegation unless sub-section (3) applies.
- (3) The instrument of delegation to the Chief Executive Officer may empower the Chief Executive Officer to delegate a power of the Council other than the power of delegation to a member of the Council staff.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-2014.

There is no effect to budget allocations. Paul Buckley has leave entitlements available to cover this period of time.

**ORDINARY COUNCIL MEETING AGENDA
20 MAY 2013 (CM408)****INTERNAL/EXTERNAL CONSULTATION***Engagement Method Used:*

There is no need for consultation in relation to this matter.

OPTIONS

The appointment of an Acting Chief Executive Officer is required to enable the day-to-day operation of the organisation to proceed during the absence of the Chief Executive Officer, Mr Paul Buckley.

CONCLUSION

This report approves a period of annual leave for Mr Paul Buckley and ensures the delegation of functions, duties and powers to Ms Carol Jeffs during the period of absence of the Chief Executive Officer, Mr Paul Buckley.

A copy of the Instrument of Delegation and Authorisation to be signed on 21 May 2013 from Mr Paul Buckley to Ms Carol Jeffs is attached.

Attachments

1. Instrument of Sub-Delegation to Acting CEO

RECOMMENDATION

1. That Council approves the period of annual leave for Mr Paul Buckley, Chief Executive Officer from Monday, 8 July 2013 to Monday, 22 July 2013 inclusive .
2. That Council approves the appointment of Ms Carol Jeffs as Acting Chief Executive Officer during the period Monday, 8 July 2013 to Monday, 22 July 2013 inclusive, and authorises the delegation of Chief Executive Officer powers, functions and duties in accordance with the Instrument of Delegation dated 17 November 2009.

12.1

INSTRUMENT OF DELEGATION - DELEGATION TO THE ACTING CHIEF EXECUTIVE OFFICER

- 1 Instrument of Sub-Delegation to Acting CEO 117**

Maddocks Delegations and Authorisations

S5A. Instrument of Sub-Delegation by the Chief Executive Officer

Latrobe City Council

Instrument of Sub-Delegation

to

The Acting Chief Executive Officer

[13 DEL-1]



LATROBE CITY COUNCIL

APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER AND INSTRUMENT OF DELEGATION PURSUANT TO SECTION 98(2) OF THE LOCAL GOVERNMENT ACT 1989

I **PAUL BUCKLEY**, Chief Executive Officer of the Latrobe City Council **HEREBY APPOINT Ms Carol Jeffs**, General Manager Governance as Acting Chief Executive Officer and, pursuant to and in the exercise of the power conferred by section 98(2) of the *Local Government Act 1989* (the Act), I **HEREBY DELEGATE TO Ms Carol Jeffs**, General Manager Governance, all those powers duties or functions of my office as provided for by legislation and the Instrument of Delegation dated 17 November 2009.

AND HEREBY DECLARE THAT:

1. Such appointment and delegation shall have force and effect from Monday, 8 July 2013 and shall remain in force until Monday, 22 July 2013 inclusive, or such time as I shall determine either to vary or revoke the delegation.
2. The powers duties and functions so specified shall be exercised and performed in accordance with:
 - (a) any policies of the Council that may be adopted from time to time;
 - (b) this Instrument of Sub-Delegation and subject to any conditions and limitations specified herein.

.....
CHIEF EXECUTIVE OFFICER – PAUL BUCKLEY

.....
GENERAL MANAGER GOVERNANCE – CAROL JEFFS

DATE:

SCHEDULE

The power to:

1. determine any issue;
2. take any action; or
3. do any act or thing

arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.

Conditions and Limitations

The delegate must not determine the issue, take the action or do the act or thing

4. if the issue, action, act or thing is an issue, action, act or thing which involves:
 - 4.1 awarding a contract for goods and services exceeding the value of \$150,000, (GST inclusive) or awarding a contract for construction works exceeding the value of \$200,000 (GST inclusive);
 - 4.2 making a local law under Part 5 of the Act;
 - 4.3 approval of the Council Plan under s.125 of the Act;
 - 4.4 adoption of the Strategic Resource Plan under s.126 of the Act;
 - 4.5 preparation or adoption of the Budget or a Revised Budget under Part 6 of the Act;
 - 4.6 adoption of the Auditor's report, Annual Financial Statements, Standard Statements and Performance Statement under Part 6 of the Act;
 - 4.7 noting Declarations of Impartiality by Valuers pursuant to section 13DH(2) of the Valuation of Land Act 1960;
 - 4.8 determining pursuant to s.37 of the Act that an extraordinary vacancy on Council not be filled;
 - 4.9 exempting a member of a special committee who is not a Councillor from submitting a return under s.81 of the Act;
 - 4.10 appointment of councillor or community delegates or representatives to external organisations; or
 - 4.11 the return of the general valuation and any supplementary valuations;

5. if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
6. if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a:
 - 6.1 policy; or
 - 6.2 strategyadopted by Council; or
7. if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise; or
8. the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

ECONOMIC SUSTAINABILITY

13. ECONOMIC SUSTAINABILITY

Nil reports

RECREATION CULTURE AND COMMUNITY INFRASTRUCTURE

14. RECREATION CULTURE AND COMMUNITY INFRASTRUCTURE

14.1 PUBLIC OPEN SPACE STRATEGY

General Manager

**Recreation, Culture &
Community Infrastructure**

For Decision

PURPOSE

The purpose of this report is to present the submissions received on the draft Public Open Space Strategy during the community consultation process and seek consideration of the strategy for adoption by Council.

DECLARATION OF INTEREST

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives - Recreation

In 2026, Latrobe Valley encourages a healthy and vibrant lifestyle, with diversity in passive and active recreational opportunities and facilities that connect people with their community.

Strategic Objectives – Built Natural Environment

In 2026, Latrobe Valley benefits from a well-planned built environment that is complimentary to its surroundings, and which provides for a connected and inclusive community.

Latrobe City Council Plan 2012 - 2016

Shaping Our Future

*An active connected and caring community
Supporting all*

*Attract, retain, support
Enhancing opportunity, learning and lifestyles*

Strategic Direction – Recreation

Foster the health and wellbeing of the community by promoting active living and participation in community life.

Assess and evaluate recreational trends and opportunities to address community aspirations for passive and active recreational activities.

Align open space requirements of the community with useable public open space.

Promote and maximise the utilisation of recreational, aquatic and leisure facilities and services to ensure they meet the needs of the community.

Provide a diverse and accessible recreational, leisure and sporting facilities that are financially sustainable.

Develop and maintain high quality recreational, leisure and sporting facilities in accordance with community aspirations.

Support and develop partnerships and collaboration with user groups, friends of and committees of management for recreational, aquatic, public open spaces, park and gardens.

Continue to develop and enhance recreation and leisure facilities in order to attract and facilitate events of regional, national and international significance.

Strategic Direction – Built Natural Environment

Develop high quality community facilities that encourage access and use by the community.

Promote and support high quality urban design within the built environment.

Promote the integration of roads, cycling paths and footpaths with public transport options and public open space networks to facilitate passive recreation and enhance the liveability and connection of Latrobe City.

Ensure proposed development enhance the liveability of Latrobe City and provide for a more sustainable community.

Ensure public infrastructure is maintained in accordance with community aspirations.

Ensure proposed development and open space areas are complementary to their surrounds.

Enhance the quality and sustainability of streetscapes and parks across the municipality through the provision and maintenance of trees that are appropriate to their surroundings.

Service Provision – Built Environment

Provide Recreation and Open Space planning advice for Latrobe City.

Major Initiatives - Recreation

Finalise review of the Latrobe City Public Open Space Strategy to ensure accessible, connected and varied open space experience continue to be provided for our community.

*Strategy – Recreation**Mathison Park Development Plan**Newman Park Development Plan**Morwell Town Common Development Plan**Recreation and Leisure Strategy**Playground Strategy**Public Open Space Plan**Traralgon Outdoor Recreation Plan**Moe Newborough Outdoor Recreation Plan**Bicycle Plan**Morwell Outdoor Recreation Plan**Ted Summerton Reserve Master Plan**Soccer Facilities Plan**Tennis Facilities Plan**BMX & Skate Plan**Southern Towns Outdoor Recreation Plan**Northern Towns Outdoor Recreation Plan**Playground Improvement Implementation Plan**Gaskin Park Master Plan**Traralgon South Recreation Master Plan**Key Strategic Actions*

Finalise review of the Latrobe City Public Open Space Strategy to ensure accessible, connected and varied open space experience continue to be provided for our community.

BACKGROUND

The review of the Latrobe City Public Open Space Plan (2007) is a major initiative in the Latrobe City Council Plan 2012 – 2016 and a Key Strategic Action.

The purpose of this initiative is to review Council's existing Public Open Space Plan (2007) and provide a strategic vision for the future planning and improvement of public open space across the municipality.

The review focuses on the four major townships within the municipality (i.e. Morwell, Traralgon, Moe/Newborough and Churchill) and the seven smaller townships (i.e. Glengarry, Toongabbie, Boolarra, Yinnar, Yallourn North, Tyers, Traralgon South).

The review formally commenced in November 2011 following the appointment of a consultant.

ORDINARY COUNCIL MEETING AGENDA 20 MAY 2013 (CM408)

A range of engagement activities were undertaken from 13 February 2012 and continued to 9 March 2012 to inform the development of a draft Public Open Space Strategy. Table 1 below provides all engagement activities undertaken during the consultation period.

Table 1. Engagement activities undertaken

Activity	Stakeholder	Date	Venue
Councillor Workshop	Councillors	Wednesday 22 nd February 2012	Latrobe City Council Headquarters
Township Workshop	Yallourn North & Tyers	Thursday 23 February 2012	Monash Hall, Yallourn North
	Yinnar/Boolarra	Wednesday 15 February 2012	Yinnar Recreation Reserve
	Morwell	Monday 13 February 2012	Morwell Senior Citizens Building
	Traralgon	Thursday 16 February 2012	Kath Teychenne Centre, Traralgon
	Churchill	Tuesday 14 February 2012	Churchill Neighbourhood House
	Moe	Thursday 23 February 2011	Moe Town Hall
	Glengarry/Toongabbie	Thursday 23 February 2012	Toongabbie Mechanics Institute
Listening Post	Interested community stakeholders	Monday 13 February 2012	Mid Valley Shopping Centre
	Interested community stakeholders	Monday 13 February 2012	Woolworths – Churchill
	Interested community stakeholders	Friday 17 February 2012	Stockland Plaza – Traralgon
	Interested community stakeholders	Friday 17 February 2012	Coles – Moe
Key Stakeholder Workshop	Key invited stakeholders	Wednesday 22 February 2012	DSE Building - Traralgon
Surveys	All interested community members	Monday 6 February 2012 – Friday 9 March 2012	Online and hard copy

The engagement activities were promoted through a letter and flyer detailing the township workshops. The letter was sent to 453 individual stakeholders, community groups, sporting organisations, township associations, and primary and secondary schools across the municipality.

A further 125 emails and letters were sent to sporting reserve Committees of Management, sporting clubs and organisations, Government agencies and property developers inviting them to attend a targeted workshop on Wednesday 22 February 2012. Seventy people attended the township and key stakeholder workshops during the engagement period.

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The engagement activities were promoted through the Latrobe City Council Noticeboard in the Latrobe Valley Express from 30 January 2012 to 6 March 2012 and on Latrobe City Council's 'Have a Say' page on the website until 9 March 2012. A link to the online survey was also available through Latrobe City Council's website until 9 March 2012.

Hard copies of the survey were also available at all Latrobe City Council service centres and leisure facilities until 9 March 2012. Copies of the surveys were sent to all Latrobe City Council preschool families and family day care providers.

Council officers conducted public listening posts, in an informal one-on-one approach, where they were able to canvas public opinion to open spaces within the municipality, community and neighbourhoods. These were held at the following venues:

- Mid Valley Shopping Centre – Monday 13 February 2012
- Woolworths Churchill – Monday 13 February 2012
- Stockland Plaza Traralgon – Friday 17 February 2012
- Coles Moe – Friday 17 February 2012

Latrobe City Council had positive feedback from the initial consultation process for the review of the Public Open Space Strategy. There were six formal written submissions received during the engagement period. Below is a list of the submitters. The consultation report also highlights these submissions key comments, issues and suggestions. Submitter's responses were included in a report to Council on 17 September 2012.

List of Submitters:

- Mr Killalea-Hore, Traralgon East resident
- Mr Mackenzie, Traralgon resident
- Mr Norwood, Hazelwood North resident
- Mr Scarlett, Campus Manager, Monash University Gippsland Campus, Churchill
- Ms Place, Churchill resident
- Ms Guthrie, President, Churchill District Community Association

Community survey results

The community and key stakeholder engagement survey process provided information to inform the Public Open Space Strategy Consultation Report.

The report was available on-line as well as in hard copy form and was available at all Latrobe City Council service centres and Leisure Centres. In addition, paper copies of the survey were completed as part of the community listening posts conducted in Morwell, Churchill, Traralgon and Moe.

A total of 333 surveys were completed during the engagement period. The survey asked 14 questions about Latrobe City Council's open spaces and parks. The results of the survey are further detailed in the consultant report which was presented to Council in April 2012.

The following information provides a summary of the key themes to emerge from the engagement activities undertaken to date, through:

- A Councillor workshop
- Key stakeholder workshops
- Community meetings
- Public submissions
- Hard copy surveys
- Online surveys

A consultation report was developed drawing on the themes from the community engagement. The consultation report identifies the following eight themes to arise from the engagement activities.

Theme 1: Planning

The importance of strategic open space planning was recognised by the community and stakeholders alike. A strong message from the community and stakeholder engagement process was the importance of preserving and protecting the public open spaces that already exists within Latrobe City. Planning outcomes should include a proactive strategic planning approach in the form of the establishment of clear guidelines for open space acquisition and development, and the development of master plans and strategies to address site/topic specific gaps.

Theme 2: Enhance what we already have

A key theme consistently represented in the engagement activities was a desire to improve and enhance what open space is already present in Latrobe City. In particular this related to upgrading/replacing ageing infrastructure, improving wet weather management of our sporting grounds, and implementation of universal access principles to encourage further use of our public open spaces. Latrobe City Council's capacity to sustainably manage what already exists to appropriate standards was highlighted, particularly in light of additional pressures created by expanding residential areas and additional open space acquisition.

Theme 3: Community

Open spaces are commonly recognised as vital in facilitating community interaction, social inclusion and community health and well-being. In discussions through the engagement process it was suggested that Council should explore opportunities to enhance existing arrangements with community groups and encourage additional 'community stewardship', like the Morwell Rose Garden Committee and various Recreation Reserve Committees.

Theme 4: Activation

This relates to Theme 2 in enhancing existing public open space, but it was also expressed through the engagement process that Latrobe City need to use, promote and appreciate what already exists. Topics were raised such as improving the design, walk-ability, landscaping, maintenance, visibility, appeal and community pride of Latrobe City's public open space. The desire for facilitating physical activity programs, using parks for community events, markets and music in the park was also expressed through the process.

Theme 5: Linkages and connections

Maximising linkages and connections has emerged as a major theme through the engagement process. This relates not only to paths and trails within reserves, but more importantly the capacity to utilise open space corridors to connect neighbourhoods, suburbs, points of interest, common destinations, and across/between townships. Linking to Theme 2 was the opportunity to enhance the appeal, safety, and usability of open space corridors, through signage and way-finding signs, establish better/more walking trails and maintenance of these connections. There was also the desire to establish Township specific walking maps and brochures.

Theme 6: Open space settings and functions

Consultation results highlighted the importance of providing a variety of open space settings and functions, ranging from conservation areas through to active sporting reserves. It was acknowledged that formal sport and recreational activities contributed to a significant use of our public open space. It was stressed that the majority of users are individuals and families participating in non-formal activities and future open space acquisition and enhancement needs to reflect the need for a variety of functions.

Theme 7: Vision

As part of the community and key stakeholder engagement process, Council Officers invited interested parties to provide their vision on where they would like to see Latrobe City Council's public open spaces in the future. Common characteristics of the visioning included enhancements of linkages; connections and existing open spaces; improve urban design outcomes to promote passive surveillance over open spaces and path networks; and a synthetic multi-disciplinary sports field, welcoming places for young people and family gatherings.

Theme 8: Priorities

From the consultations with the community and key stakeholders, it has emerged that there are common priorities arising from the public open spaces. Items included enhancing and activating linkages and connections of our existing public open spaces. Increasing activation and appeal of existing open spaces, through better design, maintenance standards, promotion and marketing of what we have and improving amenities such as car parking and toilet facilities.

Development of a Draft Public Open Space Strategy

The initial consultation process has shown the positive value the community has in the public open space that is already on offer within the municipality. Common opinion from the consultation results has provided clear direction for the development of the draft Public Open Space Strategy.

ISSUES

Following the initial consultation, the draft Public Open Space Strategy (the draft strategy) was developed. It comprised of two reports:

- Public Open Space Strategy Volume 1: Strategy and Recommendations, August 2012.
- Public Open Space Strategy Volume 2: Appendices and Supporting Information July 2012.

At the Ordinary Council meeting of 17 September 2012, Council resolved the following:

1. *That Council releases the draft Public Open Space Strategy Volume 1: Strategy and Recommendations August 2012 and draft Public Open Space Strategy Volume 2: Appendices and Supporting Information July 2012 for community consultation for a period of 6 weeks from 30 October 2012 to 14 December 2012.*
2. *That a further report be presented to Council on the results of the community consultation process.*

This report responds to item 2 of the above resolution.

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Community engagement commenced on 30 October 2012, with the following activities:

- A Public Notice was placed on Council's noticeboard in the Latrobe Valley Express from Monday 30 October 2012 and repeated each Monday and Thursday until Monday 10 December 2012.
- All previous submitters and attendees from previous Public Open Space Strategy engagement activities were advised in writing of the release of the strategy for community consultation and advised of the process for providing feedback about the strategy.
- The strategy, Volumes one and two were placed on Council's webpage for review.
- The strategy, Volumes one and two were placed at all Latrobe City Council Service Centres from the 30 October 2012 to 14 December 2012.
- The strategy, Volumes one and two were able to be requested by community members and sent out at their request.
- A Fact Sheet (Attachment 1) was available at all Latrobe City Council Service Centres and on line on Council's webpage from 30 October 2012 to 14 December 2012.
- A Feedback form (Attachment 2) was available at all Latrobe City Council Service Centres and on line on Council's webpage from 30 October 2012 to 14 December 2012.
- The maps for Morwell, Traralgon, Moe/Newborough and Churchill were made available at Latrobe City Council Service Centres and on line on Council's webpage from 30 October 2012 to 14 December 2012.

A total of 31 submissions were received in response to the public exhibition of the draft Public Open Space Strategy. The key themes that emerged from the submissions are summarised as follows:

- Highlighting the need to improve connections to pedestrian and cycle networks;
- Opportunities to enhance, protect and value key biodiversity corridors and habitats within Latrobe City;
- Activation of parks, reserves and playgrounds with activities such as community gardens;
- Mapping anomalies;

The 31 submissions (Attachment 3 and 4) provided were overwhelmingly positive about the draft Public Open Space Strategy. The following is a response to all submissions received.

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Table 1.

Stakeholder	Issues raised	Officer Response
Latrobe Valley Umpires Association	<ul style="list-style-type: none"> ○ Supports recommendation No. 28 (Master plan for Maryvale Reserve Morwell) 	Noted
Mrs W Sas	<ul style="list-style-type: none"> ○ Lack of Open space ○ Path behind Kernot Hall to connect Mid Valley Shopping Centre 	<p>Noted – Both the Waterhole Creek Linear Pathway and the Gippsland Heritage Walk are in close proximity to the Mid Valley area. The land referred to behind Kernot Hall is owned and managed by the Department of Education. Latrobe City Council has responsibility for the development and maintenance for the Kernot Lake area which has recently seen an upgrade to extend the walking track around the entire lake area and improvements to the amenity in the area. Overgrown vegetation surrounding the lake area has also recently been removed.</p>
Department of Sustainability & Environment	<ul style="list-style-type: none"> ○ DSE support the rezoning of open space to reflect the core function of each site. ○ DSE supports the rationalisation of all council owned/managed land to assist with the identification of strategic linkages for high biodiversity conservation value areas. ○ DSE would like to be actively involved in the proposed feasibility study for the Traralgon and Narracan Creeks ○ Consider opportunities for municipal land with significant biodiversity values to align site/asset maintenance to address statutory and risk management obligations/constraints. ○ Consider the development of an over-the-counter vegetation credit trading scheme, linked to the department and implementation of a landscape-based strategic plan to enhance and conserve Latrobe's' biodiversity assets. ○ DSE recommends that council ensures that this and all future planning considers 	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted – The Natural Environment Sustainability Strategy will be reviewed in 2013/14 and there will be an emphasis on bio links.</p> <p>Noted – Not within the scope of the Public Open Space Strategy. The Natural Environment Sustainability Strategy will be reviewed in 2013/14 and further explore this recommendation.</p> <p>Noted – This is current planning practice.</p>

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	<p>the conservation and enhancement of biodiversity and ecological values association with public land reserves, wetlands and waterways, and all endorsed State and local policies, strategies and statutory obligations relevant to existing biodiversity and habitat values.</p>	
Glengarry Community Association	<ul style="list-style-type: none"> ○ Supports maintaining the open space along the rail trail (Gippsland Plains Rail Trail) ○ Reiterates the importance of establishing pathway connections both within the townships and between Glengarry and surrounding towns. ○ Highlights the need for cycle and walking paths within the township. ○ Identifies the need for off-road cycle paths and highlights the importance of the Gippsland Plains Rail Trail. 	<p>Noted</p> <p>Noted – Aligns with Recommendation 4 for the development of a Municipal Tracks and Trails Strategy.</p> <p>Noted – Aligns with Recommendation 4 for the development of a Municipal Tracks and Trails Strategy.</p> <p>Noted – Aligns with Recommendation 4 for the development of a Municipal Tracks and Trails Strategy.</p>
Community Member*	<ul style="list-style-type: none"> ○ Would like to see inclusive open space environments for community gardening in all areas of Traralgon included in the strategy. 	<p>Noted – Recommendation 19, which recommends an increased focus on the activation of park and reserves within Latrobe City.</p>
Community Member*	<ul style="list-style-type: none"> ○ Lack of definition on what constitutes local, district and regional open spaces. ○ Why are Charles Bond Park and Nardino Reserve zoned as residential and what possible consequences might flow from this? ○ Stockroute Reserve in Yinnar Road at Northern entrance to Yinnar is not 	<p>Noted – A definition of local, district and regional open spaces can be found in the Public Open Space Strategy under Section 5.1 – Open Space roles and functions.</p> <p>Noted – There are no consequences for these reserves. They will continue to function as open space reserves. There are many examples, municipal wide of parks and reserves zoned as residential. This is reflective of the original zoning of the land, and that this land was then reserved in favour of Council as a Public Open Space contribution. Recommendation 2 of the draft Public Open Space Strategy recommends that a review of existing planning scheme zones for all sites identified be reviewed to reflect their primary role/purpose (i.e. PPRZ or PCRZ).</p> <p>Noted – This reserve has been included in the Yinnar mapping and assessments.</p>

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	listed.	
Community Member*	<ul style="list-style-type: none"> o Feedback form 	Mr Chenhall completed his name and address on a Draft Public Open Space feedback form, but did not complete the questions. However, Mr Chenhall participated in an informal interview with Council Staff and Consultant.
Anonymous	<ul style="list-style-type: none"> o Would like to see equally sized parklands/rec reserves in each new development. o Wants a gate for the plantation adjacent to the Crinigan Road Bushland Reserve. o Would like Gippsland to be advertised more. 	<p>Noted – However, this is not possible nor practicable. The current subdivision act requires a 5% contribution of the developable land for public open space. The draft Public Open Space Strategy nominates 5% unencumbered and 5% encumbered of the net developable land. The net developable land component is never the same because each development is different in size, therefore the contribution and size of parks and reserves will and should alter depending on the size of the development or subdivision.</p> <p>Noted – However this is not within the scope of the Public Open Space Strategy. Referred to the Committee of Management for review.</p> <p>Noted – However this is not within the scope of the Public Open Space Strategy.</p>
Newborough Football Netball Club	<ul style="list-style-type: none"> o Supports the draft Public Open Space Strategy. 	Noted
Pam Odgers	<ul style="list-style-type: none"> o Supports integrated network of linear trails and provide a corridor along the length of the Traralgon Creek through to Agnes Brereton Reserve o Improve curb entries to road crossings for bicycle, prams etc. 	<p>Noted</p> <p>Noted – Recommendation 10 refers to the indicative Infrastructure guidelines as an operational policy to guide future reserve and open space developments.</p>
Edward Hunter Heritage Bushland Reserve COM	<ul style="list-style-type: none"> o Would like an investigation into the likelihood of Public toilets required for the reserve for visiting schoolchildren and volunteer workers. 	Noted – Recommendation 11 and 12 of the Public Open Space Strategy refers to reserve development and maintenance.
Gippsland Education Precinct	<ul style="list-style-type: none"> o Highlights the Churchill Art & Culture Pathway project o Eelhole Creek Pavilion proposed at the western end of the leisure centre car park o Creation of a pedestrian link from the Monash walking path near the golf driving range in McDonald Way to 	<p>Noted – A feasibility study for the Churchill Art & Culture Pathway has been completed with funding from the Securing our Future program.</p> <p>Noted – Funding was secured to investigate options for the design of a pavilion on the western side of Latrobe Leisure Churchill.</p> <p>Noted – The Churchill map has been updated to include the proposed pedestrian walking path.</p>

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	<p>connect with the Mathison Park boardwalk – it would create a continuous link to the Monash pathway network.</p> <p>o</p>	<p>Recommendation 4 will further explore pedestrian and cycle links in the municipality.</p>
<p>Yallourn North Action Group</p>	<ul style="list-style-type: none"> o Support the priorities that were raised at the community consultation session on 23 February 2012. o Skate is in good condition. The BMX track is in poor condition. o Support the establishment of open space at Lake Narracan and a recreational link/pathway back to Yallourn North. o Linking the Yallourn North township with George Bates Reserve via a pathway. o Would like these specific recommendations for Yallourn North included in the POS. o Supports recommendation No. 4 	<p>Noted</p> <p>Noted</p> <p>Noted – This linear pathway has already been included in the adopted Northern Towns Outdoor Recreation plan as a priority action.</p> <p>Noted – This linear pathway has already been included in the adopted Northern Towns Outdoor Recreation plan as a priority action.</p> <p>Noted – These recommendations have been included in the rural townships recommendations.</p> <p>Noted</p>
<p>Department of Health Greg Blakely Acting Director Health & Aged Care</p>	<ul style="list-style-type: none"> o The intent of the draft POS is supported. o The strategy is well researched, has a good level of community engagement and input. <p>Recommendations: Planning</p> <p>1. That the Open Spaces Vision (6.1) be amended to include the words <i>promote healthy lifestyles</i> and read;</p> <p><i>Latrobe city will plan, provide and manage a diverse range of attractive, appealing and sustainable public open space facilities that are welcoming, accessible, promote healthy lifestyles and enhance the character of individual townships or neighbourhoods.</i></p> <p>2. Open spaces provide vital</p>	<p>Noted</p> <p>Noted</p> <p>Noted – requested changes made to the Public Open Space Strategy.</p> <p>Noted - Whilst many of Latrobe City Council reserves</p>

<p>staging and operational areas during emergency responses. Consideration should be given to the impact of various types of emergency e.g. fire and flood on the availability of open space for responses to ensure there are suitable open spaces available across the district to fulfil this function during emergencies.</p> <p>Enhancing What We Already Have</p> <p>3. Natural shading whilst offering many advantages over built shading may not provide sufficient protection in areas where users are in a higher risk group (under 15 or over 60), or activities carried out in the space expose users to long periods of sunlight, or high intensity ultraviolet radiation. Therefore, it is recommended that there is a mechanism in master plans to assess shade requirements for high use open spaces.</p> <p>Open Space Activation</p> <p>4. The Victorian Population Survey 2008 found that 56% of Latrobe City residents didn't meet the National Health and Medical Research Council 2003 guidelines for the consumption of fruit and 87% did not meet the guidelines for vegetables. The most common reason sighted for this was the cost of food. Community gardens and planting programmes that use fruit trees and other edible plants to enhance open spaces and provide healthy food options should be part of the plan to activate open spaces. These initiatives should be looked into as part of the process recommended in recommendation 18.</p>	<p>are used for staging and operational areas during natural disasters, the purpose of these reserves is for public open space, not as an emergency management staging area.</p> <p>Noted – These principles already form the basis of the Liveability clause in the Latrobe Planning Scheme and the Healthy by Design guidelines.</p> <p>Noted – Changes have been made to recommendation 18, to include and highlight the need for community gardens etc.</p>
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	<p>General Matters</p> <p>5. Resources such as Shade for everyone (Cancer Council), Active by Design: Subdivision Guidelines and Checklist for Residential Development (Baw Baw Shire Council), Planning Checklist for Cycling Practice Note (Bicycle Network Victoria), Food Sensitive Planning and Urban Design provide design guidance to encourage healthy activity in open spaces. Embedding these into Council policy and practice will support the ongoing development of a physical environment that supports public health objectives.</p> <p>6. The rate of soft drink consumption in Latrobe City is high, with 18.6% of residents consuming soft drink everyday compared to a Victorian average of 12.4% (Vic Health Survey Indicators 2011)². Easy access to drinking water in open spaces will assist in reducing the consumption of soft drink and improve health outcomes. Drinking water should be made available at all open spaces in Latrobe City. The design of water fountains should be such that they are prominent, easy to use, can be drunk from directly and used to fill bottles.</p>	<p>Noted – These principles already form the basis of the Liveability clause in the Latrobe Planning Scheme and the Healthy by Design guidelines.</p> <p>Noted – However this is not feasible. The draft Infrastructure Guidelines in Volume 2 of the Public Open Space Strategy provides an indicative guide to the installation of taps and water fountains at parks and reserves in Latrobe City.</p>
<p>Community Member*</p>	<ul style="list-style-type: none"> o Community gardens – there is plenty of space for one of these excellent community assets in every town, but particularly Traralgon. o Street trees require maintenance, but they provide important shade in summer making towns more liveable. o There needs to be bike paths incorporated into maps and future designs. Traralgon especially is a larger town on the cusp of 	<p>Noted – Recommendation 19, which recommends an increased focus on the activation of park and reserves within Latrobe City.</p> <p>Noted</p> <p>Noted – these are indicatively shown on all the major town maps already and will form the basis for Recommendation 4, which recommends that a Municipal Tracks and Trails Strategy be developed.</p>

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	<p>becoming congested. Encouraging bike riding through safe, logical bike paths will ease this and create a sustainable future.</p>	
<p>Bob & Barbara Johnson Traralgon Creek NEIP Implementation Committee</p>	<p>The Traralgon Creek Neighbourhood Environment Improvement Plan Implementation Committee submits the following points about the Draft Public Open Space Strategy.</p> <ul style="list-style-type: none"> ○ The Open Space Strategy is concerned primarily with <i>Recreation Open Space</i>. Surely this strategy should include other open space in the municipality and be consistent with other policies of Council eg. Natural Environment Sustainability Strategy 2008 (to name only one). ○ An Open Space Strategy could include/accommodate/account for corridors of land that could be biodiversity linkages. That is, we could achieve multiple objectives with this strategy. There is research that was reviewed by Parks Victoria "Healthy Parks, Healthy People 2008", Deakin University that indicated that biodiversity rich open spaces were more beneficial for the health and well-being of urban communities than just open spaces. ○ The NEIP Committee endorse the suggestions in the Strategy but would add one. That is, the corridor link between the Traralgon Railway Reservoir Conservation Reserve – Rose Avenue – Traralgon Creek. ○ The Traralgon Creek is an iconic stream within the 	<p>Noted – However, this is the Public Open Space Strategy, which is primarily a strategy for public open space within Latrobe City. The strategy has not included private public open space that is not managed by Latrobe City and cannot be accessed by the public.</p> <p>Noted – Not within the scope of the Public Open Space Strategy The Natural Environment Sustainability Strategy will be reviewed and further explore this recommendation.</p> <p>Noted – This has been updated on the maps to reflect this feedback.</p> <p>Noted – The importance of the Traralgon Creek is identified in the strategy, with the recommendation to</p>

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	<p>municipality and this strategy is an opportunity to establish something special for the future. The West Gippsland Catchment Management Authority (WGCMA) has already recognised the significance of the Traralgon Creek to the area. Latrobe City's policies should build on the work of other agencies. In this manner the scarce resource we all have can achieve more.</p> <ul style="list-style-type: none"> ○ The strategy should ensure that all the paths/open spaces along the Traralgon Creek become an entire network of connectedness. All signage and titling should be consistent so that everyone who walks the paths is made aware of Traralgon's association with the Creek. 	<p>undertake a master plan for the precinct including the Traralgon Creek.</p> <p>Noted – This will form part of recommendation 4, with the study of a Municipal Tracks and Trails Strategy as a further piece of work.</p>
<p>Jacqueline McLure</p>	<ul style="list-style-type: none"> ○ Better use of existing park land, making it more attractive and usable through improve maintenance of vegetation areas. ○ Extra pathways through Andrews Park Churchill, with security lighting. ○ Collaboration with adjoining neighbours and families ○ Must consider Councils ability to maintain park area to an acceptable standard. ○ Signage ○ Restrict car parking on reserves ○ New children's play area being constructed is excellent. ○ Create walking paths through treed areas. 	<p>Noted – Recommendation 10 – 15 reflects the strong community desire to improve and enhance what we already have.</p> <p>Noted</p> <p>Noted – Recommendation 16 states that Council's role and capacity to provide additional support to community volunteer committees and groups to encourage additional community stewardship.</p> <p>Noted – Recommendation 10 – 15 reflects the strong community desire to improve and enhance what we already have.</p> <p>Noted</p> <p>Noted – This is already enforced as a Latrobe City Council By Law.</p> <p>Noted –</p> <p>Noted – Recommendation 4 is to develop a municipal wide Pathway, Tracks and Trails Strategy which identifies gaps, opportunities and infrastructure requirements.</p>

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	<ul style="list-style-type: none"> ○ Acknowledge use by Churchill Baseball when designing pathways. ○ Encourage more use of Andrews Park 	<p>Noted – As above.</p> <p>Noted – Recommendation 19 which recommends an increased focus on the activation of park and reserves within Latrobe City.</p>
Crinigan Road Bushland Reserve	<ul style="list-style-type: none"> ○ Unisex Public Toilet so that the reserve can continue to host schools groups, office of corrections volunteers etc. 	<p>Noted – Recommendation 11 and 12 of the Public Open Space Strategy reserve development and maintenance.</p>
Community Member*	<ul style="list-style-type: none"> ○ Unisex Public Toilet so that the reserve can continue to host schools groups, office of corrections volunteers etc 	<p>Noted – Recommendation 11 and 12 of the Public Open Space Strategy reserve development and maintenance.</p>
Community Member*	<ul style="list-style-type: none"> ○ Agrees with POS 	<p>Noted</p>
Community Member*	<ul style="list-style-type: none"> ○ Hubert Osborne Park – creation of a community garden ○ Traralgon Creek – extension of pathway from Shakespeare Street south to rear of cement works to Rose Avenue to Railway Reserve with Biolink plantings by the Landcare group. 	<p>Noted – Recommendation 19 which recommends an increased focus on the activation of park and reserves within Latrobe City.</p> <p>Noted – This feedback has resulted in the map of Traralgon being amended to reflect this recommendation.</p>
Elizabeth Jeffrey	<ul style="list-style-type: none"> ○ Agrees with the key priorities ○ Shade trees ○ Rejects the suggestion that Council should consider rationalisation of underutilised or surplus open space. ○ Traralgon has limited open space and none should be sold. ○ Historic Walking Trail suggestion – see attached 	<p>Noted</p> <p>Noted – Recommendation 10 – 15 reflects the strong community desire to improve and enhance what we already have.</p> <p>Noted – An audit of Latrobe City Council's existing public open space is necessary to ensure that Council continues to have the capacity to maintain and sustainably manage the existing public open spaces.</p> <p>Noted – Recommendation 9 recommends that a separate audit of existing open space sites be undertaken in order to identify possible opportunities for rationalisation, guided by level of use, existing underdeveloped site, planning scheme zones, availability of alternative public open space nearby and the suitability of the site for possible development.</p> <p>Noted – This Historic Walking Trail has been incorporated into the Traralgon map and will assist with Recommendation 4, the development of a Municipal Tracks and Trails Strategy.</p>

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<p>Morwell Tennis Club Lachlan Wall</p>	<ul style="list-style-type: none"> ○ Agrees with recommendations ○ Detailed plans on how the facilities will be managed and how maintenance and up keep will be performed to advise the public how and who to contact regarding issues with public open space and its possible uses. 	<p>Noted</p> <p>Noted – Recommendation 12 and 13 provides for a formalising of a hierarchical approach to the management of public open space and a placed based approach to maintenance at reserves.</p>
<p>Samantha Needham</p>	<ul style="list-style-type: none"> ○ You give no consideration to Glendonald Park. ○ Better planning for walking/cycling paths ○ Glendonald Park is a shambles. Its needs new infrastructure and a drainage system that does not drain through the middle of the children’s playground. 	<p>Noted – Glendonald Park is referenced in the Public Open Space Strategy in the Churchill maps.</p> <p>Noted – Recommendation 4 is to develop a municipal wide Pathway, Tracks and Trails Strategy which identifies gaps, opportunities and infrastructure requirements.</p> <p>Noted – As part of the new subdivision at Churinga Drive in Churchill, Glendonald Park is being redeveloped to incorporate new pathways, plantings and reconstruction of the BMX Track.</p>
<p>Tyers and District Community Association Jim Stranger</p>	<ul style="list-style-type: none"> ○ TDCA is in broad agreement with the strategy’s recommendations and implementation plan. ○ Public Open spaces in Tyers that are not included in the POS Strategy (Tyers Lookout, Tyers Walking Track. ○ Sandbanks Reserve is mentioned in the list ‘rural others’ but no other place. ○ Unnamed reserve on Fitzgibbons Road Tyers is mentioned. The reserve is unknown to the TDCA. What is this reserve. ○ Wirilda Park is mentioned in the documentation but not elsewhere. TDCA understands that Wirilda Park is experiencing Committee Of Management difficulties at present and requests that Council continue to support this valuable asset. 	<p>Noted</p> <p>Noted – The Tyers Walking track and the Tyers Lookout have been included in the Tyers Public Open Space.</p> <p>Noted – This reserve should only be reflected on one map – Tyers.</p> <p>Noted – This reserve is a Fauna and Flora Reserve, original vested by the State Government to the Shire of Traralgon in 1941.</p> <p>Noted – Recommendation 16 states that Council’s role and capacity to provide additional support to community volunteer committees and groups to encourage additional community stewardship.</p>

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<p>Community Member*</p>	<ul style="list-style-type: none"> ○ Supports recommendations 33 & 34 ○ It is important that conservation values are fully addressed in open space planning considerations. Corridors linking biodiversity 'islands' are as important as recreational open areas. 	<p>Noted</p> <p>Noted - The Natural Environment Sustainability Strategy will be reviewed in 2013/14 and further explore this recommendation</p>
<p>Alan Scarlett Monash University Gippsland</p>	<ul style="list-style-type: none"> ○ The document does not capture the public imagination because of the planning focus. ○ Latrobe City and its larger towns have high numbers of open spaces and active spaces or sports reserves. It is worth noting in the strategy how this compares with other regional centres. ○ The hierarchy of open space doesn't appear in the executive summary. The public needs to understand that if they want top level facilities, then these will need to be consolidated at key locations. The consequences of this is that other open spaces will be less well developed, and maintained in good condition but with a lower level of facilities. ○ Supports the recommendation to increase public open space contributions by developers to 10%. ○ However, given that the 5% encumbered open space is sometimes set aside for drainage or other restricted purposes, this may mean that all this space may not be accessible to the public. If this is the case then the "ten per cent rule" should be varied so all of this percentage of land is useable public open space. Encumbered space should only be included into this 	<p>Noted – It is a Public Open Space Strategy.</p> <p>Noted – It is not the intention of the document to investigate other regional centres, public open space. The document is focused on Latrobe City and the individual aspects of the municipality.</p> <p>Noted – The report has been amended to reflect this feedback.</p> <p>Noted</p> <p>Noted – this is the intention of the 10% public open space contribution. It is acknowledged that whilst 5% of the land may be encumbered, it is expected that a further 5% will be unencumbered.</p>

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percentage if it can be demonstrated that the land can be converted into useable recreational space. This is consistent with the Growth Areas Authority (GAA) approach which requires encumbered land “should be used productively for open space....The parkland created by such sharing and integration [of encumbered land] should be suitable for the intended open space function/s, including maintenance.

- The residents of Churchill value and use its open space. This is shown by the level of use of Churchill’s open spaces, with the 19% experiencing high use and 56% of spaces having medium level use. Even though Churchill has the second highest per capita of space per population (p.46), this shows what can be achieved with well-planned and linked open spaces. It provides an opportunity to further cement this high level of use by adopting a targeted development and comprehensive maintenance program. Use could decline if open spaces are not well maintained. Latrobe City, in attempting to upgrade some of the low quality spaces elsewhere, in an effort to raise use, should not deprive Churchill of further upgrades. It is worth noting that those spaces with low levels of use are those with no links to other open spaces or with poor quality walking paths.
- The high level of use of sports reserves relative to other open spaces is

Noted - Recommendation 10 – 15 reflects the strong community desire to improve and enhance what we already have.

Noted - Recommendation 10 – 15 reflects the strong community desire to improve and enhance what we already have.

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suggested as a reason to put more resources into maintaining these spaces at a high quality (p.46). This is logical but also poses a risk; a bias towards formal sport venues. It may take resources away from the much needed upgrades to open space sites where a broad section of the population has the opportunity for passive recreation. Sports reserves have greater potential through their resident clubs to access volunteers to help with maintaining their spaces. In the case of Churchill, the public open space strategy has overlooked the opportunities for better recreational opportunities. These include:

1. The outer link from Mathieson Park to the east and southeast loops around Monash University. This extends the existing linked open space system to new housing developments established within the town. This is to be applauded but these developments which may not occur for many years. In the meantime an easy win in this vicinity is the connection of the Lawless Rd Reserve with the Monash University pathways through to Mathieson Park. It is understood that this is a strategy for Latrobe City's open space but to ignore the Monash walking path network, which is open to the general public, diminishes the recreational potential of Churchill's open space. This omission is also counter to the report's overarching themes of community partnerships; linkages and connections; and open space activation.

Noted – The Public Open Space Strategy has been amended to reflect this feedback.

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	<p>2. Three sites of open space identified on the Churchill plan are in fact private land owned by Monash University. It is incorrect to assume that the University intends these space to remain as open space. There are potentially other development opportunities for this land and indeed one (448) already has a building ("GREEN Inc.") on it. These spaces are Switchback Rd. Reserve (CR25), Reserve 448 and Reserve 478 (noted on the Reserves by Code page as Monash's).</p> <p>3. There should be some consideration of the using the roadside reserve (granted this is not an open space but it is a key link) of McDonald Way between Kurnai College and Monash University to link Mathieson Park to the Synthetic Sports Field and the Monash walking paths. This would complete the walking path route around Lake Hyland.</p> <p>4. The Draft Strategy appears to ignore the Churchill Arts and Culture Pathway project. This project is consistent with the Strategy's recommendations of improving the quality of existing public space and improving linkages. It has already had considerable design work completed including work on the Eel Hole Creek pavilion.</p> <p>5. It is disappointing that there is no specific mention of Eel Hole Creek and the opportunities this presents to link open spaces along this corridor. Giving different</p>	<p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p> <p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p> <p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p> <p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p>
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<p>sections of the creek open space different names undermines the important role the creek space plays in linking major adjacent parks along its route.</p> <p>6. The maps use to locate parks, with the background streets “washed out”, makes it very difficult to identify open spaces and streets.</p> <p>7. There needs to be more detail around the links to Mathieson Park. The broad arrows on the plans are too imprecise. In particular there needs to better definition of how to link the western side of Mathieson Park across Tramway Rd to the open spaces on the western side of Monash Way, especially as this land is to be developed soon.</p> <p>8. The Churchill Map and Reserves by Code pages contain lots of inaccuracies. These should be corrected before final report if it is to be useful rather than misleading. Examples include:</p> <ul style="list-style-type: none"> a. Switchback Rd. Reserve (CR25) is not public open space but Monash University land. The designated name is misleading because it does not front Switchback Rd, but rather Monash Way and Northways Rd. b. Reserve 448 at 50 Northways Rd. is not public open space but Monash University land. c. The open space north of Mathieson Park along Eel Hole Creek (named in the Draft Strategy, as CRO10) is incorrectly 	<p>Noted</p> <p>Noted – This is an indicative map showing the future links and linear pathways. Recommendation 4 of the Public Open Strategy will investigate further options for linkages and linear pathway connections to key destinations such as Mathieson Park Churchill.</p> <p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p> <p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p> <p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p>
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	<p>identified as Fraser Crescent but should be the Eel Hole Creek Reserve. It is problematic whether this has a public access point at the northern end at Tramway Rd.</p> <p>d. Glendonald Park (CR017) is incorrectly identified as fronting Glendonald Rd. The reference in the address of 6-8 Amaroo Dve. is also misleading as this is not where the majority of the space is.</p> <p>e. CR017 is also duplicated and is used to identify the Fraser Crescent Reserve.</p> <p>f. CR018 is incorrectly named as being at Glendonald Rd, whereas it is at Monash Way and Wattle Crescent.</p> <p>g. CR19 is duplicated and the southern location should be named as Northways Rd and Ikara Way.</p> <p>h. CR24 is duplicated and western location should be named as Skate Park, Philip Pde.</p> <p>i. Ashman Park is marked as CR001 on the map but should be CR004</p> <p>j. Amaroo Park on the map is not marked and on Reserves by Code page it is incorrectly labelled as CR001.</p> <p>k. CR004 on the map is incorrectly labelled on the Reserves by Code page and should be Monash</p>	<p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p> <p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p> <p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p> <p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p> <p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p> <p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p> <p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p> <p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p>
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	<p>Way.</p> <p>I. The area of CR005 marked on the map is too large and appears to include private land to the north of Canterbury Way.</p>	<p>Noted – The Public Open Space Strategy has been amended to reflect this feedback.</p>
<p>Valerie Callister User groups at Catterick Crescent Reserve Traralgon including:</p> <ul style="list-style-type: none"> o Traralgon Basketball Association o Imperials Cricket Club o Kosciusk Primary School o Latrobe Energy Basketball Association o Cumberland Park Junior Football Club o Latrobe Valley Badminton Club o Traralgon Badminton Association 	<ul style="list-style-type: none"> o The high usage of Catterick Crescent by multiple clubs and codes, schools, community groups and the broader community represents excellent value and opportunity for Latrobe City's strategic management of community and recreational facilities. o There would be very few venues in the City that have such consistent, high levels of use. This justifies prioritization of planning for the Reserve along with the condition of existing facilities. o The Reserve already generates significant economic benefit for the City which would be maximized by proper master planning and investment in improved facilities and site lay-out. o There is an urgent need to address traffic safety issues at the Reserve particularly due to the proximity of schools. o Potential exists for a partnership with Kosciusko Primary School and the Council can yield extra space through demolition of the Infant Welfare Centre. o That Council endorse master planning for Catterick Crescent Reserve and include it in their 2013-2014 budget based on high user numbers and the urgency of addressing facility, area, parking and traffic safety requirements. 	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted – There are a number of Latrobe City Council reserves which have been identified in the Public Open Space Strategy as requiring a master plan. The implementation of these master plan will depend on Council and State government funding opportunities.</p>
<p>Kelly Abbott</p>	<ul style="list-style-type: none"> o Wants playgrounds 	<p>Noted – Not within the scope of the Public Open</p>

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	<p>previously removed to be reinstated.</p> <ul style="list-style-type: none"> ○ Would like more information available about which parks in Latrobe City are dog-friendly. 	<p>Space Strategy.</p> <p>Noted – Recommendation 22 refers to investigating options for dog-friendly parks in each of the towns. Latrobe City Council has a number of Off Leash Dog Areas already. They are advertised on Latrobe City Councils website. These include:</p> <ul style="list-style-type: none"> ○ College Park, Eastern Ave Newborough ○ Waterhole Creek Reserve West Bank Morwell ○ Ashman Park, Birch Drive, Churchill ○ Burnett Park, Hickox St, Traralgon
<p>Latrobe Cricket Club</p>	<ul style="list-style-type: none"> ○ Expresses support for the recommendation to undertake a master plan for Maryvale Reserve 	<p>Noted</p>
<p>West Gippsland Catchment Management Authority</p>	<ul style="list-style-type: none"> ○ Supports the creation of open space linkages and connections along waterways ○ Refers to the State Planning Policy Framework ○ Supports the incorporation of the waterway buffers as Public Open Space reserves ○ Highlights Water Sensitive Urban Design features to manage stormwater runoff. ○ The Authority is generally not supportive of proposals to create long linear open grassed lawn areas adjacent to waterways, as these have very little environmental benefit for water quality treatment or creation of habitat. ○ WGCMA would be happy to participate in any future master planning for development of open space corridors along waterways, to ensure that WGCMA regulatory responsibilities are incorporated and to explore opportunities to develop joint funding bids to improve the environmental condition of waterways where these align with the Open Space Strategy. 	<p>Noted</p> <p>Noted – This is already part of the planning and development of parks and reserves for the assessment of subdivision and development plans. Noted</p> <p>Noted - This is already part of the planning and development of parks and reserves for the assessment of subdivision and development plans Noted – However these linear open spaces are important connections to link residential areas, to areas of other open space and existing pedestrian and cycling networks.</p> <p>Noted – As a key partner and referral authority for planning developments, the WGCMA will be included in all master planning processes.</p>

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*Feedback form was completed on the proviso that personal details will only be accessed by employees and/or Councillors of Latrobe City Council.

The 31 submissions that have been considered as part of this report have been very positive about the draft Public Open Space Strategy. The majority of the responses provided have been supportive of the original recommendations or where required have resulted in changes to maps or specific recommendations. The submissions have highlighted the community's priorities of improving and enhancing our existing public open spaces.

The development of the Public Open Space Strategy has been a positive process, with a substantial level of engagement by the community of Latrobe City.

The recommendations in the Public Open Space Strategy will guide the acquisition, development and management of public open spaces in Latrobe City into the future and it has a strong synergy with the objectives of the draft Council Plan 2013 – 2017.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-2014.

The risk to Council relevant to this report is inappropriate public open space developments in the municipality.

The Public Open Space Strategy is a project to mitigate the above risk to Council.

Funds have been allocated in the 2012/13 budget year to enable the review of the Public Open Space Strategy to proceed.

Additional officer resources will be required to deliver the Public Open Space Strategy recommendations and additional officer resources will be included in the draft 2013/14 budget for consideration.

The following projects from the Public Open Space Strategy have been included in the draft 2013/14 budget for consideration:

- Morwell Recreation Precinct Master plan
- Warren Terrace Reserve Master Plan
- Traralgon Outdoor Recreation Plan review
- Traralgon Recreation Reserve & Showgrounds Master plan (State Government funding application pending).

INTERNAL/EXTERNAL CONSULTATION*Engagement Method Used:*

As detailed in the Background section of this report a range of engagement activities were undertaken between 13 February 2012 and continued until 9 March 2012 to assist with the development of the draft strategy. The results of this community engagement are detailed in Public Open Space Strategy Volume 2: Appendices and Supporting Information July 2012. These engagement methods used during this aspect of the engagement included:

- Key stakeholder workshops
- Listening posts at Coles in Moe, Woolworths in Churchill, Mid Valley Shopping Centre in Morwell and the Stockland Plaza in Traralgon.
- A survey which was available on line or in hard copy.
- Community meetings held in Traralgon, Morwell, Moe, Churchill, Yinnar and Toongabbie.

The engagement methods used during the public exhibition period from 30 October 2012 to 14 December 2012 for the draft strategy included:

- One on one meetings with Council officers in Moe, Traralgon, Morwell and Churchill.
- Submissions, letters or emails with feedback on the strategy
- A feedback form

Details of Community Consultation / Results of Engagement:

The recent community consultation and public exhibition period for the Draft Public Open Space Strategy is consistent with the endorsed communication plan and Council's *Community Engagement Plan 2010-2014*.

OPTIONS

Council has the following options available:

1. Adopt the Public Open Space Strategy Volumes 1 and 2 acknowledging the submissions received.
2. Not adopt the Public Open Space Strategy Volumes 1 and 2 and seek further information.

CONCLUSION

The Public Open Space Strategy, Volumes 1 and 2 (Attachment 3) provides a clear strategic direction for the future acquisition, development and improvement of public open space in Latrobe City.

The public consultation process has enabled extensive involvement and feedback to be received from interested parties and stakeholders. Where appropriate, these comments have been incorporated into the strategy.

Recommendations in this strategy have been developed having regard to the results from a review of the existing supply and demand for open space, site analysis and consultation with the community, including the community's vision and suggested priorities.

Attachments

1. Attachment 1. Draft Public Open Space Strategy Fact Sheet
2. Attachment 2. Draft Public Open Space Strategy Feedback Form
3. Attachment 3 Public Open Space Strategy Volumes 1 & 2

RECOMMENDATION

- 1. That Council adopts the Public Open Space Strategy Volume 1 and 2 May 2013.**
- 2. That the Mayor writes to those persons who made written submissions to thank them for their consideration and notify them of Council's decision.**

14.1

Public Open Space Strategy

- 1 Attachment 1. Draft Public Open Space Strategy Fact Sheet..... 159**
- 2 Attachment 2. Draft Public Open Space Strategy Feedback Form 161**
- 3 Attachment 3 Public Open Space Strategy Volumes 1 & 2..... 163**

Do you use open space in Latrobe City?

Tell us what you think about our
Draft Public Open Space Strategy



What is public open space?

Public open space can be a playground, a park, a shared pathway or a recreation reserve. Examples of public open space in Latrobe Valley include:

- Victory Park in Traralgon
- Edward Hunter Reserve in Moe
- Gaskin Park Reserve in Churchill
- Morwell Recreation Reserve

Public open space contributes to the quality of living in Latrobe City. It enhances the amenity, character, community health and lifestyle of our community by preserving public access to open space for leisure, recreation and sport.

What is the draft Public Open Space Strategy?

The strategy identifies where public open space in Latrobe City is now, where it should be in the future and how it is used and maintained. It also provides guidance to developers on the standard of open space and the type of infrastructure that should be in our parks and reserves.

Where can you get a copy of the draft Public Open Space Strategy?

Copies of the draft strategy and individual townships maps as well as recommendations for Traralgon, Morwell, Moe, Churchill and the rural townships can be picked up from any Latrobe City Council Service Centre. The documents can also be downloaded from the Latrobe City Council website

www.latrobe.vic.gov.au/haveasay



Do you use our open space in Latrobe City?

Tell us what you think about our
Draft Public Open Space Strategy



This is your chance to tell us if we have it right. Review the draft strategy and tell us:

- Is the information on the maps correct?
- Do you think that the open space hierarchy is correct?
- What do you think of the recommendations in the strategy?
- Do you agree with the draft infrastructure guidelines that guide new and upgraded public open spaces?

How can you get involved?

Community consultation for the draft Public Open Space Strategy starts on Tuesday 30 October 2012 and will finish on 16 December 2012. You can get involved with this project by:

- Filling out a feedback form – www.latrobe.vic.gov.au/haveasay
- Making an appointment to talk to us (see dates and times below)
- Writing a submission and sending it to Latrobe City Council P O BOX 264 Morwell Vic 3844.

Individual appointments to provide your feedback are available on the following dates:

Date	Time	Town	Venue
Monday 3 December 2012	9 – 5 pm	Morwell	Latrobe City Corporate Headquarters Commercial Road Morwell
Tuesday 4 December 2012	9 – 5 pm	Traralgon	Latrobe City Council Service Centre, Kay Street Traralgon
Monday 10 December 2012	9 – 5 pm	Moe	Latrobe City Council Service Centre, Albert Street Moe
Tuesday 11 December 2012	9 – 5 pm	Churchill	Latrobe City Council Service Centre, Philip Parade Churchill

To make an appointment or for further information about the draft Public Open Space Strategy, please contact Ms Karen Tsebelis, Senior Recreation and Open Space Planner on (03) 5128 5483 or email karen.tsebelis@latrobe.vic.gov.au



Draft Public Open Space Strategy

Feedback Form



Privacy Collection Notice:

Latrobe City Council is collecting your contact details and thoughts on this issued to gain your feedback so it can improve its operations and, if necessary, contact you to follow up on your comments. The information will only be accessed by employees and/or Councillors of Latrobe City Council. Your information will not be give to any other person or agency unless you have given us permission or law requires us.

Club/Association name (if applicable):	
Name:	
Postal address:	Postcode:
Phone no:	Mobile no:
Email address:	Date: / /

Is the information in the maps correct (see page 30) Yes No If not, what is incorrect?

Do you think the open space hierarchy on page 44 – 46 is correct? Yes No If no, why?

Do you agree with the recommendations in the strategy? Yes No Why/Why Not?



Feedback Form



Do you agree with the guidelines for the types of infrastructure that should be in our open spaces? Yes No Why/Why not?

Is there anything you think is missing from the strategy? Please comment.

Do you have any other feedback or comments you would like to make?

Return your feedback form by close of business, Monday 17 December 2012:

By mail:
Chief Executive Officer
Latrobe City Council
P O BOX 264
Morwell VIC 3840

By email: latrobe@latrobe.vic.gov.au

In Person:
At any Latrobe City Council Service Centre
(Morwell, Traralgon, Moe and Churchill)

Would you like to receive a response? Yes No

Preferred method for receiving a response: Phone Email Post

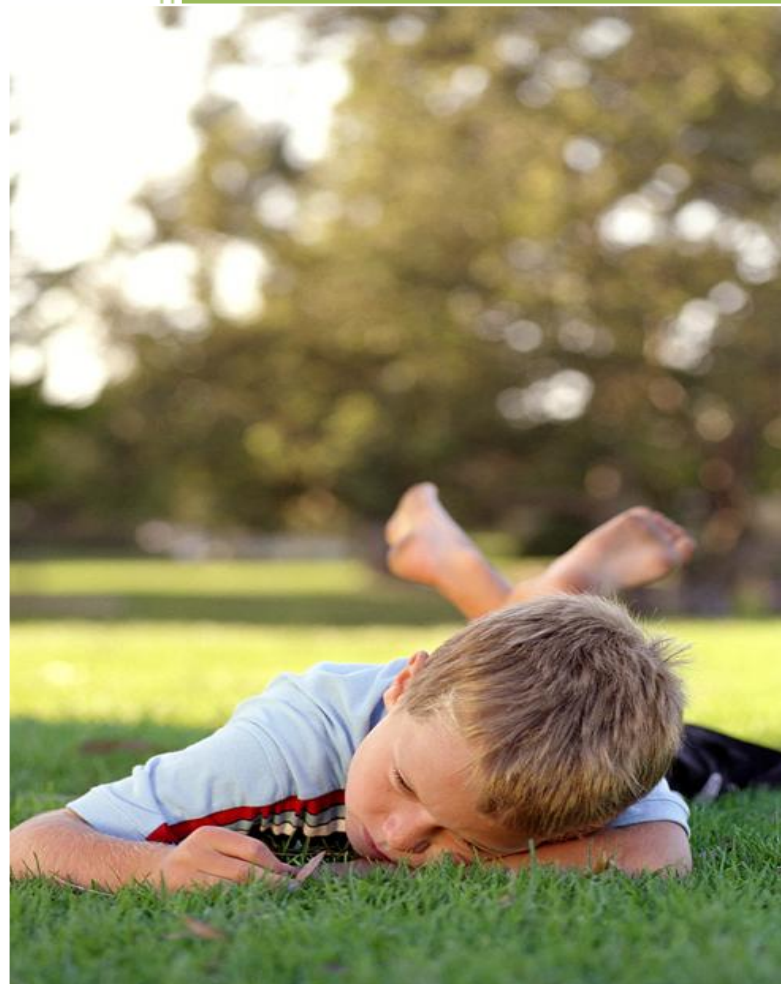
For further information relating to this project, please contact the Project Manager, Karen Tsebelis, Senior Recreation and Open Space Planner at Latrobe City Council on (03) 5128 5483 or email karen.tsebelis@latrobe.vic.gov.au



**ATTACHMENT THREE
PUBLIC OPEN SPACE STRATEGY VOLUME 1 & 2**



Public Open Space Strategy Volume 1: Strategy and Recommendations



INSIGHT
Leisure Planning

Final Report

March 2013



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Acknowledgements

Insight Leisure Planning would like to acknowledge the input and direction provided throughout this project by a number of key Council staff, specifically the *Project Assurance Group*: We would also like to thank those members of the community that attended workshops, responded to surveys and/or provided submissions. Finally, we would like to thank Latrobe City Councillors for providing support, direction and input at key stages on behalf of the broader community.

Insight Leisure Planning also acknowledges the support and expertise provided by our project partners:

- Fitzgerald Frisby Landscape Architects, specifically Tim Fitzgerald and Winnie An, and
- Davis Planning Solutions, specifically Brett Davis.

1. Executive Summary

Latrobe City Council currently owns and manages a diverse range of public parks and reserves in numerous locations across the municipality. It is therefore important that the City has a strategic vision and framework to assess community needs and guide future public open space priorities.

A well planned and connected network of open space contributes to the liveability of a municipality and provides opportunities for active transport and passive recreation activities including walking, jogging and cycling. Open space reserves also provide venues for a range of formal sports clubs and groups to facilitate active participation in organised sports and physical activities. Effective open space provision is therefore integral to the promotion of healthy communities.

For the purposes of this project, open space is defined as:

Publically accessible land that is set aside for recreation, leisure, sport, conservation and/or associated environmental and urban design functions.

The scope of the project concentrates on the four major townships within the municipality (i.e. Morwell, Traralgon, Moe/Newborough and Churchill) along with a review of the seven smaller townships (i.e. Glengarry, Toongabbie, Boolarra, Yinnar, Yallourn North, Tyers, Traralgon South). Furthermore, the focus of the project is primarily on open space within residential areas (current and proposed) as opposed to commercial and industrial regions, the latter being adequately covered through existing *Activity Centre Plans* and the Council's proposed *Industrial Land Strategy*.

The key intent of this project is to review Council's previous *Public Open Space Plan (2007)* and to provide an easily understood strategic vision for the future planning and improvement of public open spaces across Latrobe City. The project will result in the development of a new *Public Open Space Strategy* with individual actions to be implemented as funding becomes available.

In preparing this Strategy significant community and stakeholder consultation has been undertaken (refer to Volume 2: Appendices and Supporting Information). The following vision is drawn from the consultation results and seeks to capture the community and stakeholder aspirations for open space provision, management and development in Latrobe City:

Latrobe City will plan, provide and manage a diverse range of attractive, appealing and sustainable public open space facilities that are welcoming, accessible, and enhance the character of individual townships or neighbourhoods.

Key priorities to emerge from the consultation activities included the following themes:

- Linkages and connections (including those used for active transport).
- Physical accessibility.
- Sustainability – standards, maintenance and acquisition.
- Increase activation and appeal of existing spaces.
- Way-finding signage.
- Enhance what we already have.
- Improve service / maintenance levels.
- Improve public toilets.
- Promote / market what we have.
- Additional car parking.
- Enhance planning provisions within the Planning Scheme and local planning policy.

Recommendations in this Strategy have been developed having regard to the results from a review of the existing supply and demand for open space, site analysis and consultation findings, including the community's vision and suggested priorities. A total of fifty-two individual recommendations have been made and are presented under five themes as well as township/area specific directions. The recommendation themes are:

- Planning;
- Enhance what we already have;
- Community partnerships;
- Open space activation; and
- Linkages and connections.

Recommendations are presented in Section 7 along with maps for each township.

A major theme to emerge from the research has been a desire to improve open space linkages and connections. The township maps provide an overview of strategic opportunities to enhance existing networks and establish a broader system of paths, trails, walking loops and linear reserves. Additional strategic planning may be required in order to fully scope and plan for these connections, and hence development of a Municipal Pathways Strategy is recommended.

A draft Open Space Policy is presented in Section 10 for incorporation into Council's MSS/Planning Scheme which outlines a strategic basis to guide future developer contributions. The policy recommends new residential subdivisions be levied at 10% of the net developable area as total open public space, of which a minimum of 5% must be unencumbered and where required, suitable for active open space development.

The policy also provides direction on open space siting, design and when to consider cash versus land contributions.

The demand assessment has confirmed that the majority of existing residential areas are generally well serviced and have adequate access to open space facilities. However, consistent with the community identified priorities, the quality and appeal of many of the existing sites could be significantly improved.

Despite recent population growth and planned increases in residential land availability¹ the demand assessment identified that the forecast annual growth rate (i.e. 0.86% or approximately 2,500-3,000 additional people over the next five years across the entire municipality²) is unlikely to significantly increase demand for access to new/additional open space during the life of this plan (i.e. next five years). However, the provision of locally accessible open space for informal recreation will remain important in future residential developments. It also reinforces the importance of providing appropriate connections and linkages to existing open space parks, reserves and facilities.

Staged implementation of the recommendations contained in this report will help achieve the overall vision for open space, address community priorities and improve open space planning and development outcomes for Latrobe City Council.

¹ Council recently successfully rezoned 232 hectares for residential development with a further 584 hectares planned across the City which will eventually provide for an additional 8,160-12,240 lots. *Source: Latrobe City: Business Connect, Autumn Edition 2011, p 4.*

² Latrobe City Population Estimates: <http://forecast2.id.com.au/Default.aspx?id=294&pg=5000>

2. Introduction

Latrobe City Council currently owns and manages a diverse range of public parks and reserves in numerous locations across the municipality. It is therefore important that Latrobe City establish a strategic vision and framework to assess community needs and guide future public open space management priorities.

The Latrobe City Council Municipal Strategic Statement, within the Latrobe Planning Scheme, highlights the principles of good urban design. In particular the *Healthy Urban Design Good Practice Guideline – Meeting Healthy by Design Objectives* provides policies and guidelines aimed at promoting an active and healthy lifestyle for residents in Latrobe City.

A well planned and connected network of open space contributes to the liveability of a municipality and provides opportunities for active transport and passive recreation activities including walking, jogging and cycling. Open space reserves also provide venues for a range of formal sports clubs and groups to facilitate active participation in organised sports and physical activities. Effective open space provision is therefore integral to the promotion of healthy communities.

2.1 Project Purpose

The key objective of this project is therefore to review Council's previous *Public Open Space Plan (2007)* and provide an easily understood strategic vision for the future planning and improvement of public open spaces across Latrobe City. Specific objectives (in summary) include:

- Define what is *Public Open Space*.
- Evaluate usage, capacity and distribution of existing public open space.
- Assess indicative demand and supply of open space across the City.
- Consider opportunities for additional provision (where appropriate), including possible *regional or district* open space.
- Consider opportunities for rationalisation of underutilised or surplus open space.
- Enhance linear linkages and connections.
- Strengthen Council's Planning Scheme provisions for open space contributions and acquisition.

2.2 Report Format

The *Public Open Space Strategy (2013)* is presented in two volumes. Specifically this document presents a summary of key research findings, strategic directions and recommendations. The remaining volume provides more detailed background information, appendices and consultation results. The report volumes are as follows:

- Volume 1: Public Open Space Strategy (2013)
- Volume 2: Appendices and Supporting Information.

3. Situation Analysis

The following section provides a summary of key implications for the Public Open Space Strategy from a review of selected information including the strategic planning context, values and benefits of open space provision, background reference material, industry trends and population / demographic profile of the community. The situation analysis helps to inform the planning context for the study. More detailed source material is provided in Volume 2: Appendices and Supporting Information.

3.1 Open Space Definition

Open space has had a variety of definitions used by different Local Government Authorities, however there are distinct consistencies related to public accessibility and the primary purpose of the land. Examples of definitions used by other LGA's include:

Open space refers to public and Council land accessible to the public and set aside for recreation and/or conservation. Surf Coast Shire Open Space Strategy 2004.

Open space refers to public land owned and/or managed by the Shire of Yarra Ranges or another public agency. Shire of Yarra Ranges Open Space Strategy 2008.

Open space is defined as public land that has a leisure function and or is zoned or reserved for public parks or conservation purposes. Open space may include sports fields, conservation areas, playgrounds, recreation trails as well as public land that may be provided for drainage, or utility purposes, and is used or valued for leisure. It is acknowledged that open space may not always be green, as it may also be paved, such as in a town square, mall or plaza. City of Casey, Draft Open Space Strategy 2011.

The Victorian Environmental Assessment Council (VEAC) was established in 2001 under the *Victorian Environmental Assessment Council Act 2001*. It provides the State Government of Victoria with independent advice on protection and management of the environment and natural resources of public land. The VEAC defines public open space as:

Those areas of public land and local council land that have an accepted and ongoing community use for outdoor recreation and informal activities, and that are freely accessible to the public. Victorian Environmental Assessment Council (VEAC), 2011.

Latrobe City Council's *Public Open Space Plan (2007)* defined public open space as:

Any publicly accessible land that is set aside for active recreation, passive recreation, community amenity space or nature conservation. This may include Council, Government or private land available for community use.

The 2007 definition remains largely relevant and therefore for the purposes of this project open space can be defined as:

Publically accessible land that is set aside for recreation, leisure, sport, conservation and/or associated environmental and urban design functions.

The scope of the project concentrates on the four major townships within the municipality (i.e. Morwell, Traralgon, Moe/Newborough and Churchill) along with a review of the seven smaller townships (i.e. Glengarry, Toongabbie, Boolarra, Yinnar, Yallourn North, Tyers, Traralgon South). Furthermore, the focus of the project is primarily on open space within residential areas (current and proposed) as opposed to commercial and industrial regions, the latter being adequately covered through existing *Activity Centre Plans* and the Council's proposed *Industrial Land Strategy*.

3.2 Planning Context/Framework

The City already has a number of strategic planning documents which provide direction and influence open space provision and management, these include (but not limited to):

- Latrobe 2026: The Community Vision for Latrobe Valley.
- Council Plan 2011-2015: Council's response to Latrobe 2026.
- Strategic Resource Plan 2011-2015.
- Municipal Strategic Statement (MSS) & Latrobe Planning Scheme.
- Precinct/Area Specific Structure Plans.
- Healthy Urban Design Good Practice Guideline Meeting Healthy by Design® Objectives (2009).
- Latrobe City Council Residential and Rural Residential Land Assessment (2009).
- Recreation and Leisure Strategy (2006).
- Recreation /Sport Specific Strategies (e.g. Bicycle Plan 2007, Playground Strategy 2010).
- Site Specific Master Plans (e.g. Recreation Reserve Master Plans, such as Gaskin Park).
- Township and Rural Area Outdoor Recreation Plans.

3.3 Values and Benefits

Latrobe City recognises the benefits of leisure, recreation and open space in contributing to the culture, lifestyle and character of the region. In particular it is acknowledged that the City has a natural environment that facilitates a high level of participation in a range of physical activities, including aquatic sports (lakes and waterways), informal recreation, environmental appreciation and a range of traditional formal sports.

The range of recreation and leisure opportunities available in the City, supported by the physical character of the Latrobe Valley, lakes, bushland areas and rural open spaces contribute to the liveability of the municipality and enhance the region's economic sustainability through tourism, events and population retention/attraction.

Hence open space and the natural environment form an integral part of the City's character, including as settings for a range of sport and recreation activities. The benefits associated with participating in sport and physical activity include personal enjoyment, social interaction, physical and mental health, personal achievement, community involvement ('social capital'), community resilience and opportunities for expression of community pride³.

The health benefits of participation in regular physical activity have been well documented⁴ and include:

- Reduced incidence of cardiovascular disease, stroke, obesity and other preventable illnesses.
- Increased life expectancy.
- Reduced incidence of bowel cancer and certain other cancers.
- Reduced incidence of stress, anxiety, depression and improved overall mental health.
- Reduced incidence of chronic conditions such as diabetes, arthritis and asthma.

Participation in a broad range of leisure activities has the potential to improve physiological and mental health, contribute to personal development, improve well-being and assist in social learning (e.g. tolerance, respect, cooperation, leadership etc).

Participation may also contribute to a reduction in anti-social behaviour, assist in the improvement of educational performance, promote a sense of community belonging and reduce incidences of social isolation.

Hence parks, reserves and open space play an important role in promoting a sense of community, social inclusion and community well being. Recreation and open space facilities are recognised as important physical assets that contribute to providing a social focus and influencing people's perception of their community. Quality facilities assist broad community

³ Parks & Leisure Australia: Literature review of industry research.

⁴ Various research reports from Vic Health, Sport & Recreation Victoria and other agencies.

use, events, tourism and contribute to overall economic sustainability of the communities in which they exist.

The Victorian Environmental Assessment Council (VEAC) undertook an investigation into the provision of public land in metropolitan Melbourne, releasing a Final Report in August 2011. In its report, the VEAC identified that public open space contributes to:

- Physical health (including addressing obesity) by providing opportunities for physical activity and children's play in parks, beaches, sportsgrounds, playgrounds and along walking and cycling paths.
- Mental health by providing opportunities to undertake informal activities such as relaxing and being in natural environments.
- Social capital by providing opportunities for group gatherings (such as picnics and barbecues), socialising and meeting new people and integrating new members of the community in parks, beaches and playgrounds and sports venues.
- Stimulated and sustainable economies by providing a venue for a variety of community, tourism and commercial activities in city squares and promenades, beaches and parks, which in turn generate employment.
- Environmentally sustainable urban areas through the protection of nature values in parks, provision of ecosystem services and reduction in the urban heat island effect.
- Artistic expression and cultural diversity through the provision of venues for community, sporting and cultural events and festivals in city squares and promenades, parks, beaches and sportsgrounds, which contribute to the diversity and liveliness of urban areas.

Source: VEAC, Metropolitan Melbourne Investigation, August 2011.

3.4 Background Reference Material

Volume 2 Appendices and Supporting Information provides an overview of a selection of key documents reviewed as part of the planning process for this project. Key findings include:

- Overall existing levels of demand for open space is likely to be a good indicator of future demand, given the limited anticipated population growth within the next five years and existing land supply. However, future subdivisions (particularly in Traralgon, Moe/Newborough, Morwell and Churchill) will need to consider provision of adequate local open space and appropriate off-road linkages to existing facilities.
- Consideration must be given to opportunities to improve the appeal and capacity of existing open spaces to encourage active lifestyle choices and community recreation.
- There is support for ongoing partnerships with Reserve Committees and relevant community groups in the management and enhancement of public open space.
- There may be a need to establish a regional tracks and trails strategy (or similar), supported by local township walking trails. This may include a review of the existing 2007

Bicycle Strategy to incorporate a Footpath Audit and Pedestrian/Shared Trail Network Plan.

- The *Walkability Toolkit*⁵ provides a valuable resource for Planners in assessing subdivision requests. Application of the Balance Sheet assessment template should form part of Council's subdivision assessment process. The design guidelines can also be applied to existing path and open space linear links in order to improve walkability outcomes.
- Healthy by Design^{®6} encourages:
 - Walkable neighbourhoods, including safe and attractive pedestrian and cycle routes to all key local destinations;
 - Design of legible street networks that are clear and easy to navigate;
 - Open space that incorporates a range of shade, shelter, seating and signage opportunities;
 - Building design that maximises natural surveillance and active street frontages;
 - Maximised public transport options and connections to all key destinations;
 - Community spaces or buildings that incorporate a variety of uses;
 - Avoiding opportunities for concealment and entrapment along paths and in community spaces; and
 - Minimal fencing and walls, with maximum lighting, windows, doors, articulation to facades and use of low walls and transparent fencing.

More specifically the Council Plan (2012-2016) contains a number of strategic objectives that are directly relevant to the Public Open Space Strategy, for example:

- Promote and support the development of the tourism and events sector.
- Protect and enhance bushland parks and reserves for the benefit of native flora and fauna.
- Promote a collaborative approach to the management of weed infestations on private and public land, including weed control initiatives.
- Develop high quality community facilities that encourage access and use by the community.
- Protect and respect the historical character of Latrobe City.
- Promote and support high quality urban design within the built environment.
- Promote the integration of roads, cycling paths and footpaths with public transport options and public open space networks to facilitate passive recreation and enhance the liveability and connection of Latrobe City.

⁵ Clause 56 Walkability Toolkit: The toolkit was developed by the City of Greater Geelong (CoGG) and the Department of Planning and Community Development (DPCD) and other stakeholders representing the fields of walkable infrastructure provision, health promotion and strategic & statutory planning. In addition to CoGG and DPCD, other organisations that participated in the development of the toolkit were; The Department of Human Services, Department of Transport and the City of Whittlesea.

⁶ Heart Foundation's Healthy By Design[®] Guide (original version 2004, updated 2006 & 2008).

- Ensure proposed developments and open space areas are complementary to their surrounds.
- Enhance the quality and sustainability of streetscapes and parks across the municipality through the provision and maintenance of trees that are appropriate to their surroundings.
- Adequately identify and plan for future maintenance costs of assets and infrastructure to reduce the asset renewal gap in allocated funding.
- Ensure public infrastructure is maintained in accordance with community aspirations.
- Promote community participation and volunteerism to support improved health and wellbeing through all stages of life.
- Facilitate and support events, community festivals and arts programs that reflect and celebrate cultural diversity and heritage.
- Plan, facilitate, develop and maintain public infrastructure and assets that strengthen the cultural vitality of the municipality.
- Align open space requirements of the community with useable public open space.

3.4.1 Public Open Space Plan (2007)

A comprehensive review of the previous *Public Open Space Plan (2007)* was undertaken as part of this project. Council has made considerable progress in implementing the recommendations from the previous strategy, including the development of township specific Outdoor Recreation Plans.

The previous plan provided effective operational direction for Council over the last five years. However, opportunities now exist to improve open space planning provisions, including enhanced integration with the Planning Scheme.

Despite a strong operational focus of the previous plan, the six guiding principles and four key recommendation themes remain relevant and will continue to inform this current Public Open Space Strategy. Specifically the **key principles** (in summary) are:

- i. Latrobe City is committed to providing a variety of high quality public open space facilities.
- ii. Open space provision/distribution in residential areas should be guided by:
 - Local - The majority of houses in residential areas should have access to a minimum of 0.5 hectares of public open space within a 500 metre radius.
 - District - The majority of houses in residential areas should have access to district level public open space within a 3 km radius.
 - Regional - Each town with a population of over 5,000 should have regional level public open space within the township boundaries.
- iii. Council recognises that in rural areas larger land holdings and town based recreation facilities meet the local level needs of rural residents.
- iv. All public open space should have a clearly identified use (i.e. role, purpose, function).

- v. Community accessible public open space should be managed by the most appropriate governing body (e.g. this may be Council, Reserve Committee or other agency).
- vi. Council is committed to ensuring future residential areas maximise the community benefit and functionality of public open space provision and development.

Using the guiding principles outlined above, the previous Public Open Space Plan presented recommendations under the following four themes:

- Diversity,
- Accessibility,
- Connecting the community, and
- Sustainability.

The 2012 version of the Public Open Space Strategy will reflect the key principles outlined above, however the recommendation themes will be broadened in order to reflect contemporary needs and consultation outcomes.

3.4.2 Victorian Planning Provisions & Municipal Strategic Statement

The Latrobe Planning Scheme consists of a number of State and Local Policies that are known as the Victorian Planning Provisions (VPPs). Contained within this, is the Municipal Strategic Statement (MSS) that outlines the vision for the City, as well as numerous objectives and aims. The Planning Scheme is the principle mechanism from which Council can actively negotiate and seek to extend its open space, either through the provision of land in subdivision developments or a cash equivalent.

In addition, there a number of documents at State level that have shaped the development of Latrobe's open space network. These documents include:

- The Native Vegetation Management – A Framework for Action (NRE 2002) was developed to implement the objectives of Australia's Biodiversity Conservation Strategy (2010-2030) and the National Strategy for the Conservation of Australia's Biological Diversity (DSE 1997).
- Various Management Policies of Crown Land that outline the powers and responsibilities of a Committee of Management are outlined under the Crown Land (Reserves) Act 1978.
- Department of Sustainability and Environment "Responsibilities and Good Practice Guidelines" for Committees of Management to guide the management of Crown land.
- West Gippsland Native Vegetation Plan 2003 (WGCMA).

The Latrobe Planning Scheme MSS is intended to be a concise statement of the key strategic planning, land use and development objectives for the municipality and the strategies and actions for achieving the objectives. It must be compatible with State Planning Policy. It provides the strategic basis for the application of the zones, overlays, the development of schedules to the particular provisions in the planning scheme and decision making by the

responsible authority. Planning and responsible authorities must take account of the MSS when preparing amendments to planning schemes and before making decisions about permit applications.

Contained within the Latrobe Planning Scheme MSS are the following references and influences on open space:

- Clause 21.04-5 Urban Design Overview which states that the community is increasingly demanding high quality architectural and urban design outcomes for built form and open spaces.
- 21.05-2 Main Towns Overview - Encourage well designed, infill residential development throughout the existing urban area, especially in locations close to activity centres, areas of open space and areas with good public transport accessibility. Ensure various parcels of land are transferred to complete certain links.
- 21.06-2 Maintain and enhance existing public open space reserves and implement the recommendations of the Latrobe City Public Open Space Plan.
- 21.06-6 Implementation - Apply Public Park and Recreation Zone or Public Conservation and Recreation Zone to public open space areas and conservation areas, as appropriate.
- 21.08-3 Healthy Urban Design Overview - Healthy Urban Design Good Practice Guideline – Meeting Healthy by Design Objectives is an initiative of Latrobe City Council which aims to accommodate the community, pedestrians and cyclists as a first priority in street, building and open space design.
 - To provide for walkable neighbourhoods, ensuring public transport, shops, public open space and mixed-use community centres are close to all dwellings.
 - To co-locate neighbourhood centres with complementary uses, such as public open space or schools.

Finally, Clause 11.03-1 of the Latrobe Planning Scheme indicated that the objective for open space planning is to assist creation of a diverse and integrated network of public open space commensurate with the needs of the community.

3.4.3 Clause 52.01 and the Subdivision Act (1988)

The *Subdivision Act 1988* provides local government authorities with the opportunity to require contributions for open space as a result of the subdivision of land. Under the provisions of Section 18 of the Act, if a requirement for public open space is not specified in the planning scheme at clause 52.01 (Public Open Space Contribution and Subdivision), Council can require any applicant for a planning permit for subdivision of land to either;

- (i) set aside part of the land to be subdivided for public open space (up to 5%), or
- (ii) pay Council a percentage of the site value of all of the land in the subdivision intended to be used for residential, industrial or commercial purposes (up to 5%), or a combination of the two.

These requirements can only be imposed if Council considers that there will be need for more open space as a result of the proposed subdivision, based on the potential for increased demand for open space and any Council policies on public open space. In most cases, a requirement for public open space contribution may only be made once in relation to any particular land.

Council's can specify a mandatory requirement for a public open space contribution in the Planning Scheme at Clause 52.01, Public Open Space Contribution and Subdivision. The planning scheme may specify classes of subdivision that are exempt from public open space contributions. Under Clause 52.01 of the Victoria Planning Provisions (VPPs), the following subdivisions are exempt from public open space requirements:

- a) The subdivision of a building used for residential purposes provided each lot contains part of the building, if the building was constructed or a planning permit was issued to construct the building before 30 October 1989.
- b) The subdivision of a commercial or industrial building provided each lot contains part of the building.
- c) Subdivision for the purpose of transferring land to a public authority, Council or a Minister for a utility installation.
- d) Subdivision of land into two lots, if the Council considers it unlikely that each lot will be further subdivided.

Under the provisions of Section 20 of the *Subdivision Act 1988*, a Council must use any payment it receives towards public open space for one of the following:

- To buy land to be used for public open space;
- To improve land already set aside, zoned or reserved (by the Council, the Crown, a planning scheme or otherwise) for public open space;
- Only with the approval of the Minister administering the Local Government Act 1989, to improve land that is already used for public open space (whether set aside or not).

Section 20 also specifies that public open space can either be used for municipal purposes or sold (only if the Council has provided for replacement public open space).

It is important to note that typical lot sizes have decreased in size since the drafting of the *Subdivision Act 1988*, yet the standard contribution percentage has remained in the order of 5%.

3.4.4 Development Plan Overlays

A Development Plan Overlay (DPO) is a flexible tool within the Planning Scheme that can be used to guide the future development of land that may be subject to future subdivision or development.

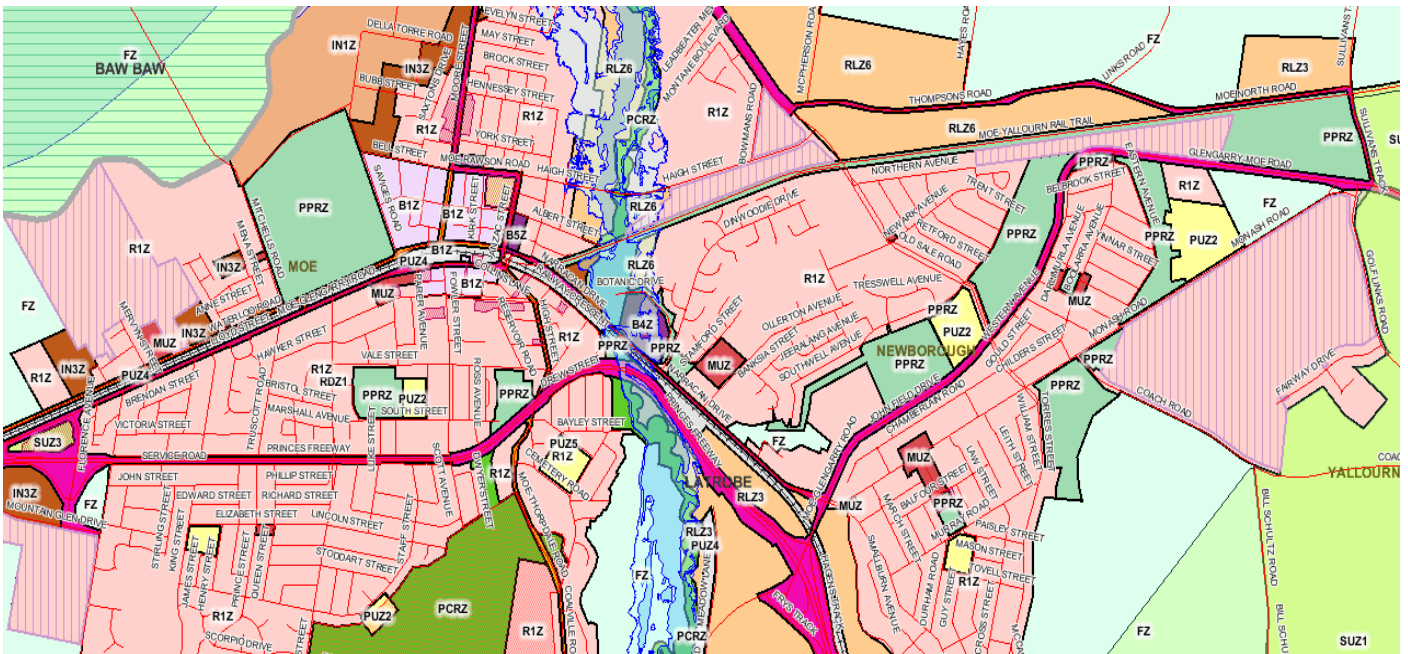
The overlay generally has two purposes:

- To identify areas that require the form and conditions of future use or development to be shown on a plan before a permit can be granted to use or develop the land and;
- To exempt a planning permit application from notice and review if it is generally in accordance with an approved plan.

DPOs 5 and 6 of the Latrobe Planning Scheme relate to Residential Growth Areas, introduced by way of Amendment C47 (2011) and C64 (2012) to the Planning Scheme.

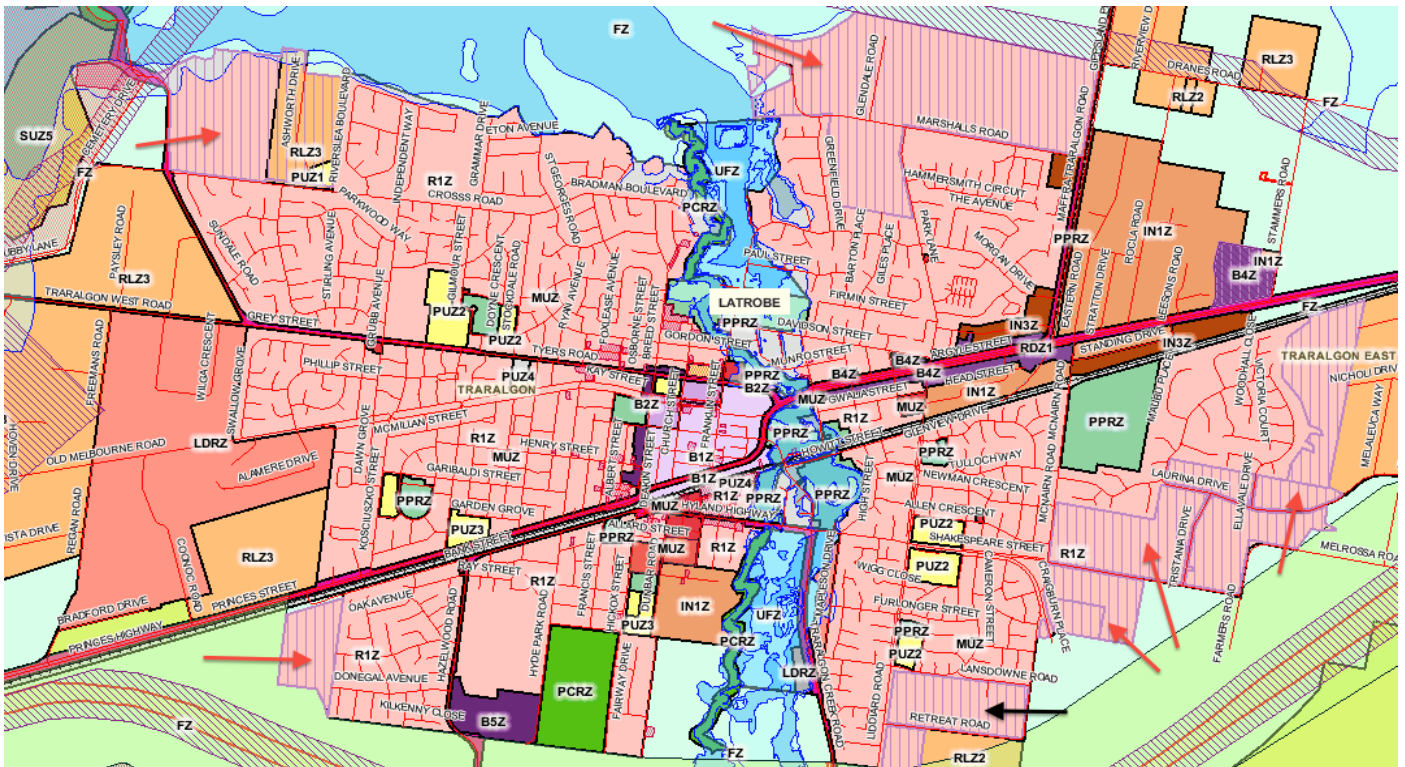
The DPOs apply to growth areas defined by the extent of the DPO Schedules.

DPO 5 covers a wide number of areas in the Moe and Newborough area and is denoted with cross hatching shown below.



Source DPCD <http://services.land.vic.gov.au/maps/pmo.jsp>

DPO 5 also relates to areas around Traralgon, as does DPO 6 as highlighted by the arrows below.



Open space requirements are listed in each DPO as according with the *Latrobe Public Open Space Plan 2007* (as amended). Given the consistency with these objectives in the current Public Open Space Strategy (i.e. this document) and the fact the schedules do not specify a set percentage, then there no altered conditions or implications for open space provision as a result of this project for the areas covered by DPO 5 and 6.

Relationship Between DPO's and Public Open Space Strategy

Overlays (such as DPOs) affect subdivisions, buildings and works. They operate in addition to the zone requirements and generally concern environmental, landscape, heritage, built form, and land and site management issues. In addition, other planning requirements may apply to particular uses or development, such as open space. Such requirements are listed under *Particular Provisions* within a planning scheme.

The current mechanism for public open space contributions in Latrobe City is through the Subdivision Act (1988). These methods are no longer considered appropriate in order to respond to the growing demand for public open space.

It is intended Council will adopt the Public Open Space Strategy at the conclusion of the planning process. After this, it will be known as a “*seriously entertained proposal*” when being

used as a tool to assess public open space and contributions. However, it is only once the Public Open Space Strategy undergoes a planning scheme amendment process and is approved, that it will become a *Reference Document* and have force and effect, as it will be listed at Clause 21.08-6 of the Planning Scheme.

The amendment will also update the Schedule to Clause 52.01 (Public Open Space and Subdivision) in the Particular Provisions of the Latrobe City Planning Scheme. The new schedule introduces a percentage for public open space contributions for all subdivisions, including residential, commercial and industrial zoned land. The draft schedule proposed is set out in Section 10.2 of this report.

Once the amendment for the Public Open Space Strategy is approved, Clause 52.01 and its new percentages will apply to all current and future DPOs.

3.4.5 Growth Areas Authority Guidelines

The provision of open space differs between growth areas and existing developed urban areas. The Growth Areas Authority (GAA), a Statutory Authority dealing in declared growth areas under the Planning and Environment Act (1987) has prepared guidelines and standards for the provision of what they define as 'Active Open Space'. The GAA guidelines are provided as reference material only, as Latrobe City Council is not a designated growth area, nor does it fall under GAA jurisdiction, however the GAA guidelines provide a useful *benchmark* reference point for consideration. Specific GAA requirements include:

- In residential areas, approximately 10% of the net developable area as total open public space, of which 6% is active open space.
- In major employment areas, approximately 2% of net developable area as public open space usually with a passive recreation function.
- In meeting this standard, encumbered land should be used productively for open space. Encumbered land usually includes land retained for drainage, electricity, biodiversity and cultural heritage purposes. The parkland created by such sharing and integration should be suitable for the intended open space function/s, including maintenance.
- Active Open Space is defined as being of an appropriate size i.e. sufficient to incorporate two football / cricket ovals, but small enough to enable regular spacing of active open provision across the precinct. This would generally require at least 8ha:
 - appropriate for its intended open space use in terms of quality and orientation;
 - located on flat land (which can be cost effectively graded);
 - located with access to, or making provision for a recycled or other sustainable water supply;
 - designed to achieve sharing of space between sports; and
 - linked to pedestrian and cycle paths.

The GAA Standards have been applied by Council in the recent preparation of the draft Traralgon North Development Plan and Development Contributions Plan. However this Public Open Space Strategy recommends applying similar principles but not direct replication of GAA guidelines. This is because the provision of open space in Metropolitan growth areas does not necessarily directly apply to growth in major regional centres such as Latrobe City due to differences in residential densities, levels of use, infrastructure requirements and access to non-urban areas (including State and National Parks).

Also, as cited in a recent Victorian Planning and Environmental Law Association article, “the provision of open space for biodiversity protection establishes barriers as generally these areas have limited accessibility and is only provided for one purpose.”⁷ In essence the findings point to the issue of ‘usability’ and ‘primary function/purpose’ of public open space and that flexibility is required in negotiations to ensure appropriate open space is provided to address community recreation needs.

The draft Open Space Policy (Section 10) proposed for new residential areas in Latrobe City Council vary from the GAA guidelines in two subtle areas related to active open space and encumbered versus unencumbered land. The proposed Latrobe Open Space Policy is designed to afford greater flexibility in contribution negotiations to ensure sites are ‘fit for purpose’ and usable. The GAA requirements also reflect stronger pressures on active open space provision experienced in high density urban areas.

The key differences between the GAA Guidelines and proposed draft Open Space Policy (refer to Section 10) for Latrobe City are highlighted in the table below:

Component	GAA Guidelines	Latrobe Proposed Policy
Active Open Space	6% minimum	5% minimum, where required
Passive Open Space	4% maximum	Up to 10%
Encumbered Land	No specific targets, could be entire 10%	5% maximum
Unencumbered Land		5% minimum
Total Open Space Contribution	10%	10%

⁷ Gilfedder G VPELA Newsletter March 2012 pg:30

3.5 Industry Trends

Two important elements have been considered when identifying broad industry trends that are likely to influence future open space provision in Latrobe City. Specifically (i) sport and recreation participation trends⁸ help to provide direction on likely future demand pressures for open space utilisation and (ii) open space design and development trends will influence how future open space is provided, used and developed.

Examples of likely impacts for future open space planning from the review of industry trends are summarised below.

Participation Demand:

- Greater consideration may need to be given to opportunities to enhance informal recreation participation opportunities within open space as these account for the largest proportion of overall physical activity participation by the community including walking, cycling, running, golf, tennis etc. This reinforces the importance of quality walking paths, trails and accessible open space facilities and programs.
- It can be expected that the use of parks and open space by personal trainers is likely to increase associated with a growing preference for 'pay as you go' activities and increasing recognition of the health benefits of regular physical activity participation.
- Demand for organised sport opportunities, particularly for children aged 5-15 years and young adults aged 15-24 years, will remain significant (and growing), including soccer, football, cricket, netball, basketball and aerobic/fitness.
- Demand for organised tennis and golf is likely to continue to decline. Participation in tennis (in Victoria) has declined significantly between 2001 and 2010 (down by 24%), therefore future facility provision may not need to reflect historical levels of provision or previous benchmarks.
- Despite a growing preference for informal (non-club based) physical activity participation, opportunities for participation in sports such as soccer, cricket, football, basketball, netball, lawn bowls and aerobic/fitness will still need to be considered.

Facilities and Infrastructure:

- Future facility and service provision will need to be cognisant of recent industry trends in terms of design, operation and open space development (e.g. maximising opportunities for multi-use, the development of 'service hubs', partnerships with developers, establishment of a hierarchical approach to facility provision that is linked to defined service levels and asset management planning etc).

⁸ Data sources include ABS Exercise, Recreation and Sport Survey (ERASS, 2010) and Children's Participation in Cultural and Leisure Activities (2009). These are the latest results available.

- Facility and infrastructure developments will need to consider an improved emphasis on quality, not just quantity of facilities.
- New and refurbished facility provision should consider opportunities to support social gathering spaces, multi-use and incorporating a high degree of environmental sustainability in design, development and operation.
- Ensure future residential areas 'embrace' open space reserves and encourage casual surveillance and design outcomes.
- Plan, provide and maintain linear connections to/from open space reserves and destinations as a high priority.
- Ensure open space provision and initial standards of development are operationally sustainable for Council.

Programs and Services:

- Greater consideration will need to be given to initiatives that support participation in formal sport and club based physical activities by women and girls, including those from non-English speaking backgrounds.
- In addition, supporting non-organised physical activities (through infrastructure, services and programs) will help facilitate increased physical activity participation by the community, in particular by women and older age groups (both genders).
- Greater consideration will also need to be given to opportunities that encourage, promote and facilitate increased participation by children in organised sports and activities, particularly by 5-8 year olds and those from non-English speaking backgrounds (the latter being almost 50% less likely to participate than those from English speaking backgrounds).
- An emerging issue from community is the need to plan spaces for local food production to increase access to fresh, nutritious and affordable food, e.g. community gardens and neighbourhood orchards.

*(Source: Food Alliance and National Heart Foundation (Victorian Division).
Planning for food: Towards a prosperous, resilient and healthy food system
through Victoria's Metropolitan Planning Strategy, 2012).*

3.6 Population and Demographics

The *Public Open Space Strategy* Appendices present a review of relevant population projections and demographic profile of the community. Relevant open space planning implications that can be drawn from the demographic and population analysis for Latrobe City include:

- The annual growth rate (i.e. 0.86% or approximately 2,500-3,000 additional people over the next five years across the entire municipality)⁹ is unlikely to significantly increase demand for access to new/additional open space during the life of this plan (i.e. next five years). However, this reinforces the importance of providing appropriate connections and linkages to existing open space parks, reserves and facilities.
- The provision of locally accessible open space for informal recreation will remain important to future residential development.
- Existing open space should be improved and enhanced in order to better address informal recreation needs and improve the overall appeal and functionality of spaces.
- The age profile of the City remains relatively 'young' (i.e. by 2021 20% of the entire population will be aged under 15 years), therefore demand for formal junior sports participation opportunities will remain high. In addition, demand for open space which supports family gatherings, children's play and informal recreation can be expected to grow.
- Conversely, the proportion of older adults (i.e. 65+ years) is also increasing, therefore open space infrastructure including accessible walking paths, seating, drinking taps and shelter facilities will be important in meeting community needs.
- Despite a higher proportion of residents from non-English speaking backgrounds compared to the Gippsland Statistical Division, the vast majority of residents remain Australian-born, this characteristic is expected to continue, therefore a continued emphasis on the provision of facilities for "traditional" Australian sports, such as Australian football, cricket, tennis, netball and soccer remains relevant.
- Opportunities to enhance the cultural relevance of existing open space areas may need to be explored in order to encourage greater use by residents from non-English speaking backgrounds.
- The high incidence of social disadvantage experienced in a number of sections across the municipality highlights the importance of low cost, locally accessible parks, reserves and recreational opportunities, in particular infrastructure and facilities that support and encourage informal physical activity participation (e.g. walking paths, fitness equipment, half-court basketball/netball, free access tennis courts, playgrounds etc).

⁹ Latrobe City Population Estimates: <http://forecast2.id.com.au/Default.aspx?id=294&pg=5000>

4. Consultation

Volume 2 Appendices and Supporting Information provides a detailed record of the initial consultation activities undertaken leading to the development of this report, including:

- Councillor workshop.
- Government agency workshop.
- Youth and CALD representative workshop.
- Development community workshop.
- Reserve Committees workshop.
- Community meetings.
- Public submissions.
- Community survey results.

A summary of the key themes to emerge from the consultation activities are outlined below. Theme numbers are for reference purposes only and are not intended to reflect relative priority or order of importance.

Theme 1: Planning

- The importance of strategic open space planning was recognised by the community and stakeholders alike. Desired planning outcomes for the Public Open Space Strategy were expressed as follows:
 - Preserve / protect what we have.
 - Enhance what we have.
 - Proactive Strategic Planning to guide future development.
 - Establishment of clear guidelines for open space acquisition and development.
 - Address site /topic specific planning gaps (e.g. Master Plans, Pathways Strategy).

Theme 2: Enhance what we already have

- A key theme consistently represented in the consultation was a desire to improve and enhance what we already have, specifically in relation to:
 - Improve the appeal of existing sites, including road reserves and undeveloped parks.
 - Upgrade / replace ageing infrastructure.
 - Improve linkages and connections.
 - Improve physical access and mobility – implement Universal access principles.
 - Improve wet weather management to minimise ground closures (management and infrastructure implications).
 - Provide / upgrade public toilets, playgrounds and gathering spaces.
 - Improve maintenance standards and consistency (common issues highlighted include vegetation management, mowing frequency, tree litter and broken glass).

- Proactively identify reserves that are suitable for off-leash dog exercise areas.
- Council's capacity to sustainably manage what we have to appropriate standards was questioned, particularly in light of additional pressures created by expanding residential areas and additional open space acquisition. Additional management resources may be required.

Theme 3: Community

- The benefits of collaborative partnerships and a high degree of community involvement are recognised by all parties. Opportunities to enhance existing arrangements and establish broader community involvement should be explored and encouraged. A sample of positive examples include Recreation Reserve Committees, Morwell Centenary Rose Gardens Advisory Committee and Victory Park Precinct Advisory Committee and associated volunteers.
- Council's role and capacity to provide additional support to these groups and to encourage additional 'community stewardship' should be explored.
- Open spaces are recognised as vital in facilitating community interaction, social inclusion and community health and well being.

Theme 4: Activation

- Associated with Theme 2: Enhance what we already have, there is a strong desire to encourage more use and appreciation of what we already have. This relates to marketing, promotion and community pride, however it also relates to activation of spaces through:
 - Enhanced design (walk-ability, landscaping, maintenance, appeal, visibility etc),
 - Safety (lighting, physical access),
 - Core infrastructure including paths, seating, drinking taps, fitness stations, way finding signage and interpretive information.
 - Facilitation of physical activity programming,
 - Use of parks for community events, markets and activities.

Theme 5: Linkages and connections

- Maximising linkages and connections has emerged as a major theme. This relates not only to paths and trails within reserves, but more importantly the capacity to utilise open space corridors to connect neighbourhoods, suburbs, points of interests, common destinations (including parks and reserves) and across/between townships.
- The appeal, safety and usability of a number of existing open space corridors could be enhanced.
- There are gaps in open space connections and linkages.
- There is a desire to establish more/better walking tracks and trails.
- There is inadequate signage and way finding information.

- There is a desire to establish walking maps and brochures.
- Township specific Walking Tracks, Trail and Pathway Strategies may be needed in order to confirm network gaps, priorities and scope indicative implementation costs.

Theme 6: Open space settings and functions

- Consultation results highlighted the importance of ensuring variety in open space settings and functions, ranging from bush/conservation areas through to active sport reserves.
- Whilst formal sports clubs and recreation activities were acknowledged as significant users of open space, it was stressed that the majority of users are individuals and families participating in informal, non-organised activities.
- Future open space acquisition and enhancement activities must reflect the need for a variety of functions, settings and development standards for open space across the City.

5. Demand Assessment

The following section provides an overview of the demand assessment which has helped inform the Public Open Space Strategy recommendations.

5.1. Open Space Roles and Functions

Section 3.1 identifies the definition of open space as “*publically accessible land that is set aside for recreation, leisure, sport, conservation and/or associated environmental and urban design functions.*”

It is acknowledged that there is a considerable range and variety in open space types, functions, settings and character across the City. Therefore in order to assist the assessment of open space, all reserves have been assigned a category which reflects the primary purpose or function of the land. In order to maximise user friendliness of the information, the number of categories used has been restricted to eight in total.

It is further acknowledged that some reserves may service more than one function, for examples *Sports* reserves are also often sites for community playgrounds; *Conservation* reserves may also contain BBQ or picnic facilities; such uses are considered complementary to the primary purpose or function of the reserve, and hence the primary function is considered the priority when assigning categories for each site.

Each of the eight categories are described below.

Category	Description / Primary Function	Example/s
Sport	Open space reserves set aside primarily to accommodate active sports use. This may include indoor sport facilities such as stadiums, as well as outdoor facilities including sports grounds and courts, or a combination of both. Sports reserves may also contain facilities or amenities that support the primary sports use of the reserve.	<ul style="list-style-type: none"> • Boolarra Memorial Park. • Morwell Netball Centre. • Morwell Recreation Reserve. • Traralgon West Sporting Complex.
Community facilities	Open space reserves set aside primarily to accommodate a range of community facilities. This may include pre-schools, kindergartens, libraries, community centres, scouts, guides, art galleries and other civic functions.	<ul style="list-style-type: none"> • Latrobe Regional Gallery. • Morwell Central Preschool. • Carinya Child Care Centre. • Morwell Senior Citizens Centre.
Parkland – General use	Open space reserves set aside primarily to accommodate a range of recreational uses by the community. These are not formal sports venues. However, they are likely to include playgrounds, neighbourhood parks and areas offering urban relief, landscape amenity and opportunities for informal physical activity participation. In some instances these sites may be undeveloped pending future enhancement opportunities.	<ul style="list-style-type: none"> • Apex Park, Moe. • Howitt Court Reserve, Moe. • Glendonald Park, Churchill. • Charles Bond Park, Yinnar.

Category	Description / Primary Function	Example/s
Parkland – Linear link	Open space reserves set aside primarily to provide off-road connections between points of interest, urban areas and key destinations.	<ul style="list-style-type: none"> • Newman Park, Traralgon. • Waterhole Creek Reserve, Morwell. • Ikara Reserve, Churchill.
Parkland – Special use	Open space reserves set aside to accommodate a range of special uses. Uses will vary depending on individual site requirements, however may range from specialist horticulture (e.g. botanic gardens, nursery), ornamental/amenity functions, memorial sites and the like, through to caravan parks and specialised community clubs/groups etc.	<ul style="list-style-type: none"> • Toners Lane Reserve, Morwell. • Norman Sharpe Reserve / Morwell Centenary Rose Garden. • Traralgon Botanic Park.
Waterway/drainage	Open space reserves set aside primarily to cater for waterway conservation, access and/or drainage management.	<ul style="list-style-type: none"> • Lake Narracan foreshore reserve. • Gabo Way Reserve, Morwell. • Eel Hole Creek Reserve, Churchill.
Conservation/environment	Open space reserves set aside primarily for environmental conservation and management.	<ul style="list-style-type: none"> • Crinigan Bushland Reserve, Morwell. • Traralgon Railway Conservation Reservoir. • Edward Hunter Heritage Bush Reserves, Moe.
Road reserve / utilities	Open space reserves set aside primarily to accommodate a range of utilities, services, easements and road reservations.	<ul style="list-style-type: none"> • Switchback Road Reserve, Churchill. • Joy Street Reserve, Morwell. • Kay Street, Traralgon.

The application and distribution of each open space category is presented in the mapping which follows this section. Indicative infrastructure guidelines for each category are provided in Appendix 9.2.

5.2. Open Space Hierarchy

In order to provide a sustainable basis for open space provision and operational management it is appropriate to establish a hierarchical approach to open space provision. The hierarchical approach recognises that not all reserves can, or should, be developed to the same standard and that it is desirable to provide a selection of higher quality parks and reserves that provide an enhanced level of amenity, appeal and infrastructure available for community use.

The *2007 Public Open Space Plan* advocated the following catchments for each level of the defined hierarchy for residential areas. These guidelines remain largely relevant (*refer to notation below*) and have been considered in undertaking a review of the current level of open space provision. The hierarchy and desired distribution for residential areas is defined as follows:

- **Local** - The majority of houses in residential areas should have access to a minimum of 0.5 hectares of public open space within a 500 metre radius.
- **District** - The majority of houses in residential areas should have access to district level public open space within a 3 km radius.
- **Regional** - Each town with a population of over 10,000* people should have access to regional standard public open space venue/s.

**NB: Council recognises that in rural areas larger land holdings and town based recreation facilities tend to meet the local and district level open space needs of rural residents. Furthermore, the relatively close proximity and distribution of larger settlements surrounding rural areas in Latrobe City means that accessing higher order (i.e. regional) venues is achievable and more likely to be operationally sustainable for Council.*

Therefore, the catchment guidelines for provision of 'regional' facilities has been increased from 5,000 people as suggested in the 2007 Public Open Space Plan to 10,000+ people in this document.

The reserve hierarchy and distribution is presented on the maps which follow this section.

5.3. Open Space Levels of Use

An understanding of the level of use of existing open space reserves is critical to informing the overall demand assessment. Evidence of overuse of selected reserves, or reserve categories, can be an indicator of unmet community demand.

Consultation with Council officers has informed the assessment of current usage which has been categorised as either High, Medium or Low.

Levels of use for individual reserves are presented on the maps which follow this section.

5.4. Open Space Mapping

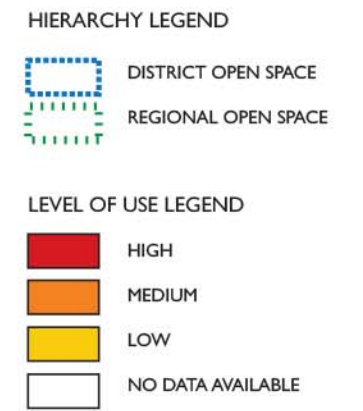
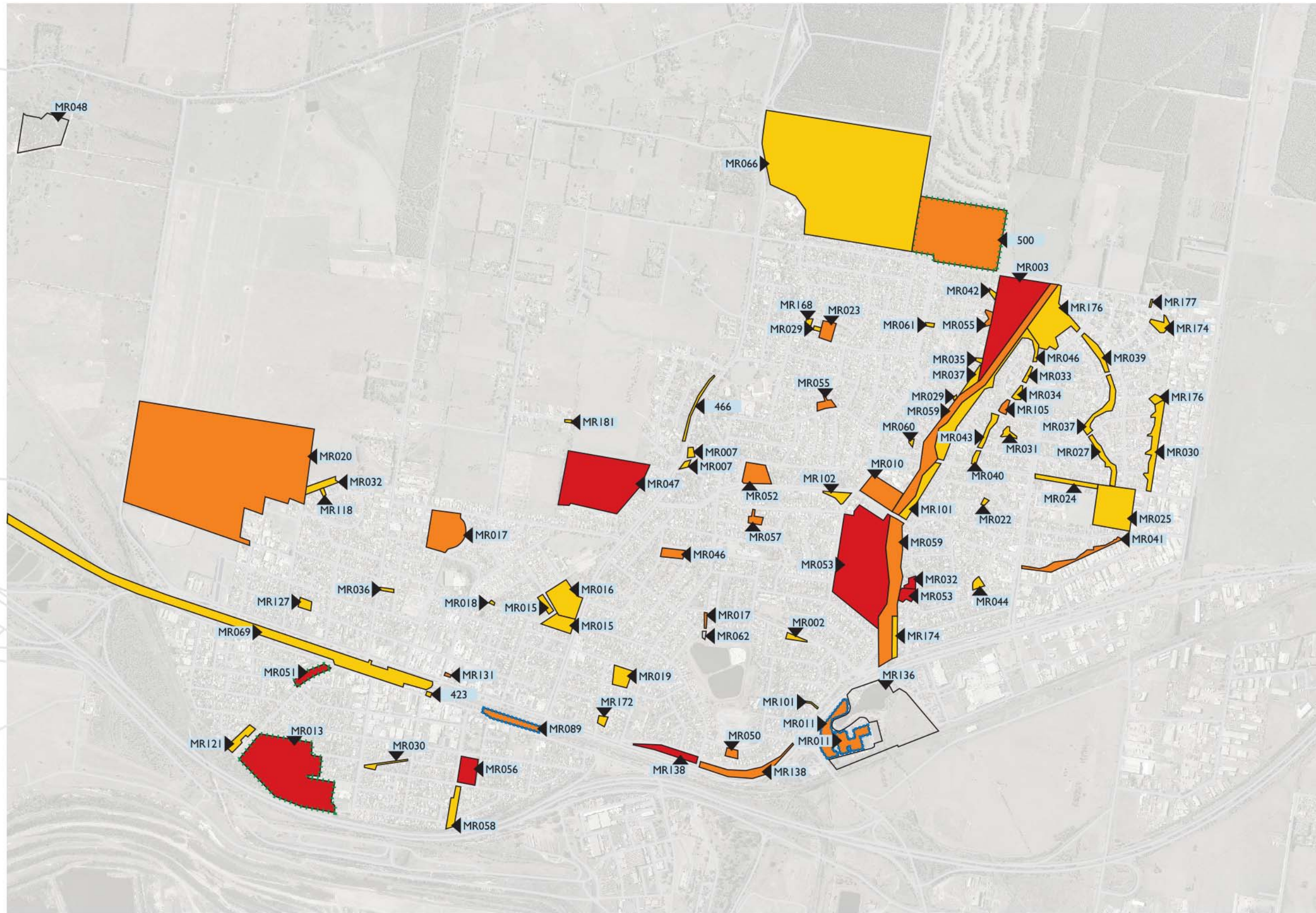
The following maps are provided for each major township and summary maps for rural areas:

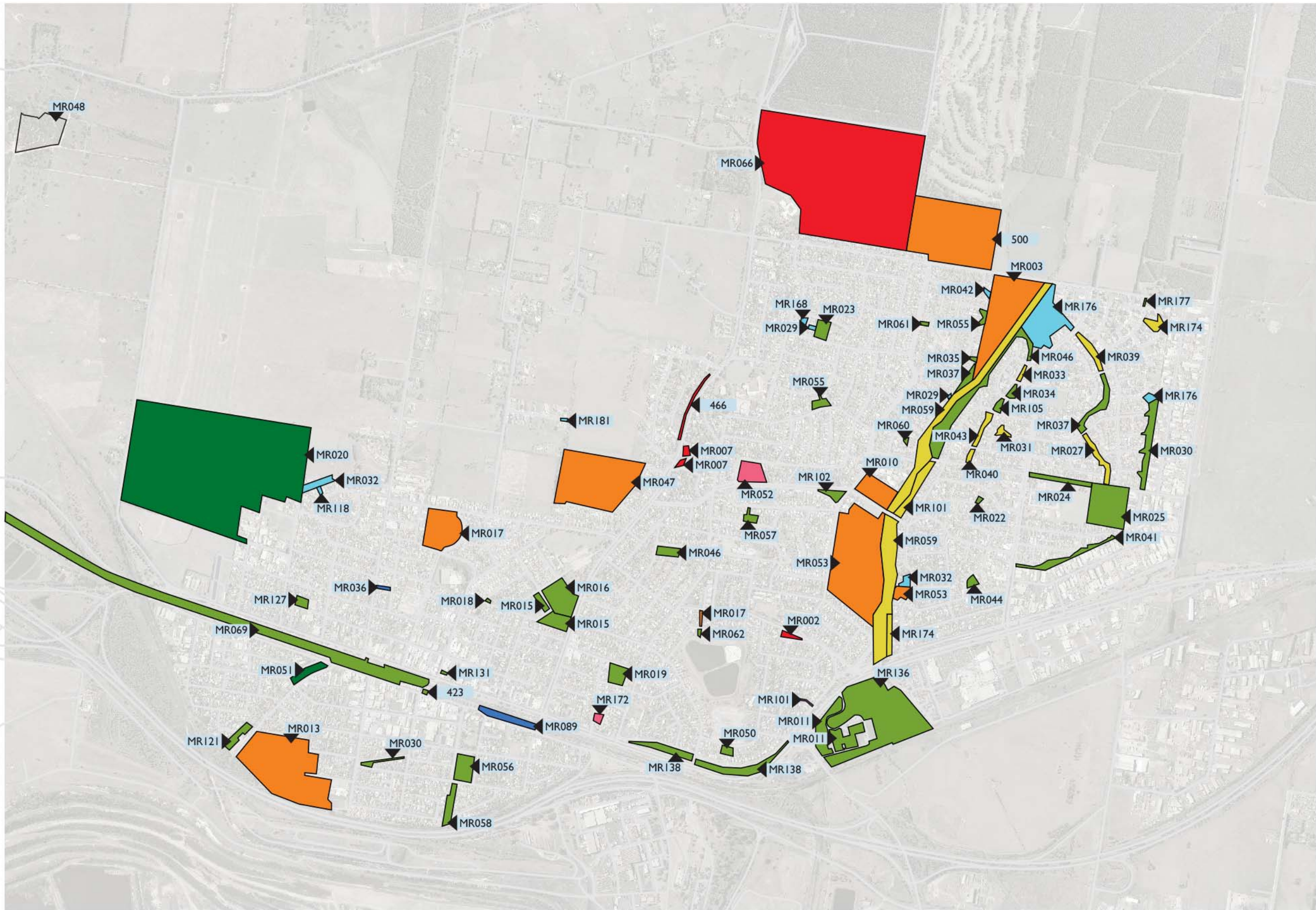
- Overall provision, including hierarchy and level of use.
- Open space category distribution.
- Current planning scheme zoning for identified open space.

MORWELL

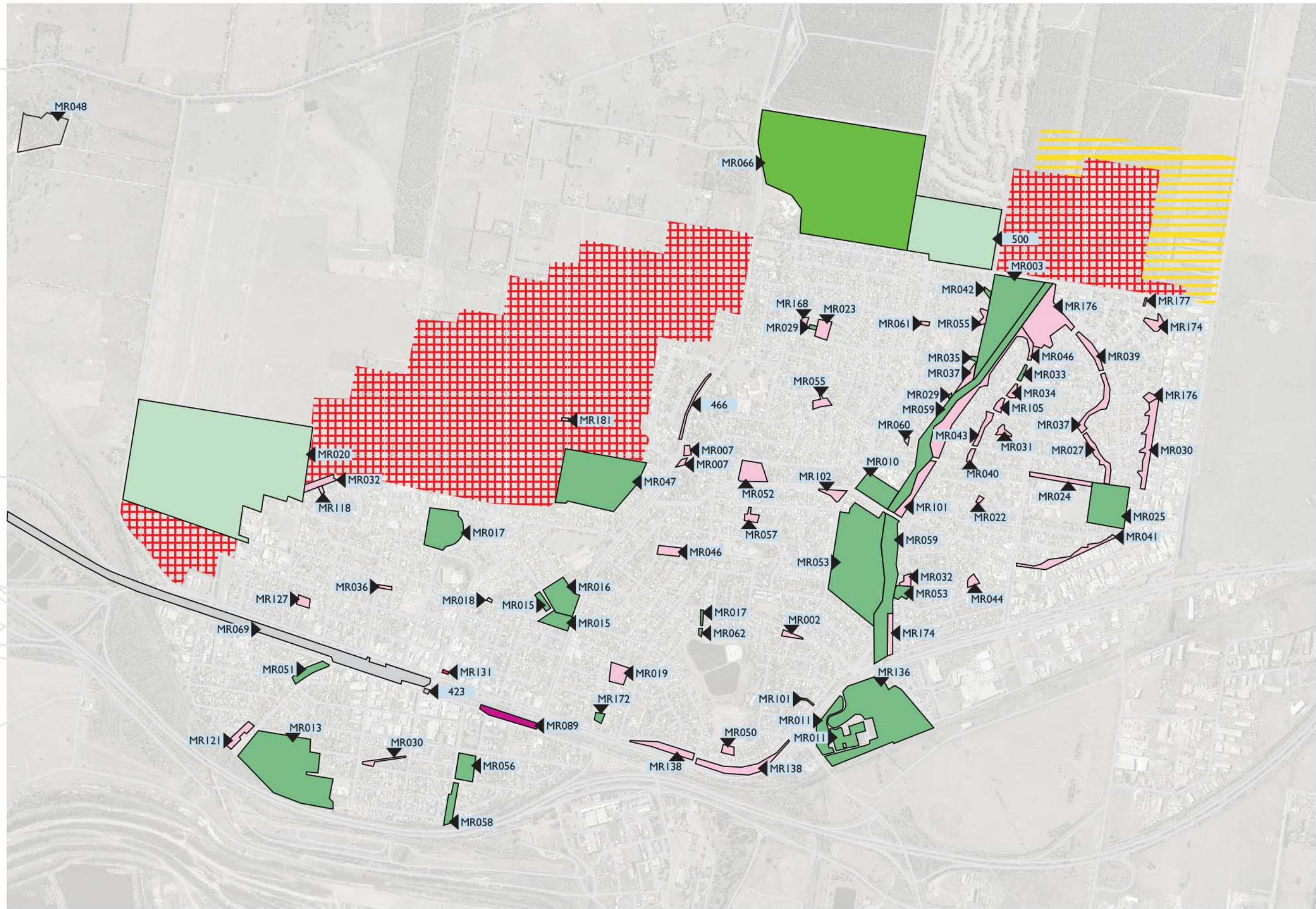
Reserves by code

423	Legacy Place	Commercial Road	MR069	Commercial Road Gardens	Commercial rd, Morwell
466	Tree Reserve	Tree Reserve	MR089	Alexanders Park	South of railway line, north of Commercial Road, between White St. And McDonald Between 5 & 6 Connan St, Morwell
500	Latrobe City Sports Stadium	107-111 Crinigan Rd W, Morwell	MR101	Connan Street-Walkway, Morwell	
MR002	Churchill Rd Plantation Reserve	Churchill Rd, Morwell	MR102	Toora Street, Reserve	Cnr Hourigan Rd, Vary St, Toora St, Morwell
MR003	Crinigan Road South Reserve	Crinigan Rd/ Waterhole Creek	MR105	Waratah Dve Reserve	Between 43 & 45 Waratah Drive, Morwell
MR007	Vincent - Hourigan Reserve	Cnr Granya Grove & Maryvale Rd, Watt St, Urbhans Cres, Morwell.	MR118	Bet 58 - 60 Bellarine CCT	Bet 58 - 60 Bellarine CCT
MR010	Morwell Netball Park	Cnr Vary & Hourigan Rd, Morwell	MR121	Ivan Madden Reserve	Maryvale Cres, Langford St, Elgin St, Morwell
MR011	80 Princes Drive, Reserve.	Land adjacent to Civic Centre (80 Princes Drive) Morwell	MR127	Helen St, Morwell	Helen Street, Morwell
MR013	Morwell Recreation Reserve Precinct	Travers St Morwell	MR131	Church St Park	Church St, behind Post Office
MR015	Sir Norman Brookes Park.	McDonald Street, Morwell.	MR136	Morwell Civic Gardens	Kernot Lake
MR016	Norman Brookes Park (pool site) Morwell leisure Centre	McDonald Street, Morwell.	MR138	Princes Drive - Lions Club, Car Park / Playground.	Princes Drive, Morwell
MR017	Northern Reserve	Holmes Rd, Collins Rd, Church St, Morwell	MR168	Lot 3 Bruton Street Morwell	Bruton Street Morwell
MR018	Papyrus Street Reserve	Cnr Papyrus St & Margaret St, Morwell.	MR172	Airlie Bank Homestead	33 The Boulevard Morwell
MR019	Spry St Reserve	30 Spry St, Morwell btwn Spry & Booth St's.	MR174	22 Glenrowan Street (Unnamed Reserve)	Between Glenrowan Street and Angela Court Morwell
MR020	Toners Lane Reserve	Toners Lane, Morwell	MR176	11 Bemm Drive (Unnamed Reserve)	Bemm Drive Morwell
MR021	Tulloch Street Reserve	Tulloch St Morwell	MR177	Unnamed Reserve	St George Terrace & Crinigan Road Morwell
MR022	Wattletree Crescent Reserve	14 Wattle Tree Crescent, Morwell	MR178	Unnamed Reserve	St George Terrace Morwell
MR023	Well Street Reserve	Well Street Morwell	MR180	Unnamed Reserve	Bridle Road, Morwell
MR024	Airlie Bank Road Reserve	Airlie Bank road Morwell	MR181	Unnamed Reserve	16 Josie Place, Morwell
MR025	Airlie Bank Reserve - adjacent to Maryvale high	99-109 Airlie Bank Road, Morwell			
MR027	Airlie Bank Road East 2	Airlie Bank Road East & Nindoo Drive, Morwell			
MR029	Beattie Crescent Floodway Reserve	Rear 20 - 42 Beattie Crescent, Morwell			
MR030	Berg Street Reserve	Berg Street, Morwell			
MR031	Bulga Reserve	Bulga Crt & Devon Crt, Morwell			
MR032	Catherine St Reserve, Bellarine Circuit Reserve	40 Catherine St, & between 58 - 60 Bellarine Circuit, Morwell,			
MR033	Dargo Crescent Reserve	Between 6 & 8 Dargo Crescent and 30 & 32 Wyung Drive, Morwell			
MR034	Wyung Drive Reserve	Between 7 & 9 Dargo Crescent & 8 & 10 Wyung Drive, Morwell			
MR035	Dwyer Court Reserve	Between 6 & 7 Dwyer Crt, & Beattie Crescent, Morwell			
MR036	"Joy Street Reserve (Denby St Reserve Easement Drain File R510182/3)"	Joy Street, Morwell			
MR037	Nindoo Drive Reserve	Nindoo Drive, Airlie Bank Road Morwell			
MR039	Noonga Place / Bridle Road Reserve	Bridle Road, & Noonga Place, east of Wingan Way, Morwell			
MR040	Tambo Crescent Reserve	Between 5 & 7 Tambo Crescent, Morwell			
MR041	Park Avenue Reserve	Bridle Rd, Park Ave, Spring Crt, Morwell			
MR042	Symons Crescent Reserve	Between 22 & 24 Symons Crescent Morwell			
MR043	Tambo Crescent Reserve	Btwn 6-8 Tambo Crescent, Morwell,			
MR044	The Avenue Reserve	The Avenue, Morwell			
MR046	Barry St Reserve Morwell	Cnr Barry St & Cynthia St, Morwell			
MR047	Maryvale Recreation Reserve Grant Street Reserve	Grant St, Morwell			
MR048	Kaye Road Reserve	Kaye Rd, Morwell			
MR050	Mcmillan St Reserve	10 - 14 McMillan St, Morwell			
MR051	Norman Sharpe Reserve / Morwell Centenary Rose Garden	Avondale Crescent, Commercial Rd, Maryvale Cres, Morwell			
MR052	Robertson St Reserve	Robertson St, Morwell			
MR053	Ronald Reserve	Vary St, Morwell			
MR055	Savige St Reserve	39 - 47 Savige St, Morwell			
MR056	Morwell Town Common	Elgin St, White St, Chapel St and McLean St, Morwell			
MR057	Tulloch St Reserve	17-21 Tulloch St, Morwell			
MR058	Wallace Street Reserve	Wallace Street Morwell			
MR059	Waterhole Creek reserve	West of The Boulevard, Morwell			
MR060	Fraser(Frazer) Court Reserve	2 Fraser Court, Morwell			
MR061	Junier St Reserve	32 Junier St, Morwell			
MR062	Livingstone Street Reserve	Btwn 2 - 4 Livingston St, Morwell			
MR066	Crinigan Bushland Reserve (formerly Crinigan Road Bushland Reserve)	Crinigan Rd, Fairway Dve, Morwell			





- PRIMARY FUNCTION LEGEND
- CONSERVATION AND ENVIRONMENT
 - COMMUNITY FACILITIES
 - SPORT
 - PARKLAND - SPECIAL USE
 - PARKLAND - GENERAL USE
 - PARKLAND - LINEAR LINK
 - ROAD RESERVE / UTILITIES
 - WATERWAY / DRAINAGE
 - NO DATA AVAILABLE



- URBAN GROWTH ZONES**
-  EXISTING RESIDENTIAL OPPORTUNITY
 -  POTENTIAL FUTURE RESIDENTIAL GROWTH AREAS
- PLANNING SCHEME ZONES**
-  BIZ - BUSINESS I
 -  FZ - FARMING
 -  MUZ - MIXED USE ZONE
 -  PPRZ - PUBLIC PARK AND RECREATION
 -  PCRZ - PUBLIC CONSERVATION AND RESOURCE
 -  RIZ - RESIDENTIAL I
 -  RDZ1 - ROAD - CATEGORY I
 -  PUZ4 - TRANSPORT
 -  NO DATA AVAILABLE



TRARALGON

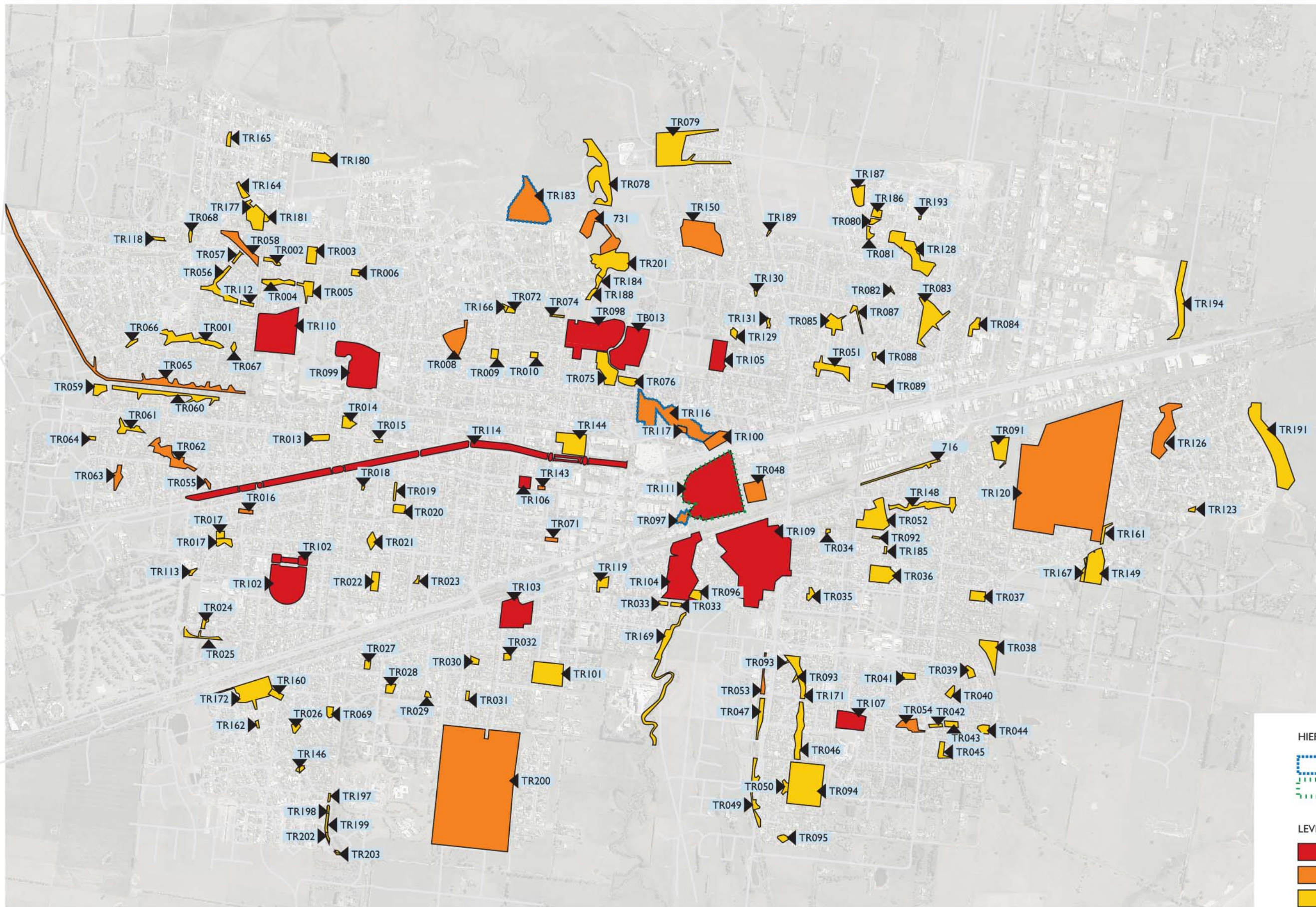
Reserves by code (1 of 2)

716	Railway Reserve	Rimfire Court	
731	Unnamed Reserve	Bradman Boulevard, Traralgon	
TB013	Traralgon Tennis Club (Skate Park)	Harold Preston Park Franklin Street and Davidson Street Traralgon	
TR001	RANGEVIEW PARK	Sth side Rangeview Dr, btwn Bindi close, Buller court, Alpine close Ellery place, Everard Court, Birregun Court, Claire Court, Traralgon	
TR001	RANGEVIEW PARK	Sth side Rangeview Dr, btwn Bindi close, Buller court, Alpine close Ellery place, Everard Court, Birregun Court, Claire Court, Traralgon	
TR001	RANGEVIEW PARK	Sth side Rangeview Dr, btwn Bindi close, Buller court, Alpine close Ellery place, Everard Court, B	
TR002	AITKEN PARK	Grubb Avenue, nth of Greenvalley Crt & James Pde, Traralgon	
TR003	ANN PARK	James Pde, Josephine Crt, Bernadette Crt, Traralgon	
TR004	BODYCOMB PARK	Between Grubb Ave & Inverness Way Traralgon	
TR005	FRED HAWLEY PARK	Between Inverness Way, Douglas Pde, Traralgon.	
TR006	WEST PARK	3 & 4 West Crt, Traralgon	
TR008	MASKREY PARK	Barker Cres, Chenhall Cres, Traralgon	
TR009	GILWELL PARK, Pax Hill Playground	Btwn Gilwell Ave & Somers Pl, Traralgon.	
TR010	GRANT PARK	Grant Crt, Traralgon	
TR011	To Remain Unnamed	25A Grubb Ave, 30 Elizabeth St, Traralgon	
TR013	BLANCK PARK	Pollock Ave, & Finlayson Cres, Traralgon	
TR014	GUIDES PARK Reserve No.15	19A Cumberland St Traralgon	
TR015	QUEENS PARK	Between 2A Blundell Crt & Coronation St, Traralgon	
TR016	To Remain Unnamed	12 Dawn Grove & 83 Kosciusko St, Traralgon	
TR017	WOOD PARK	Between 5 Field Crt, 9 - 13 Laurence Gve, & b/n lots 20 & 21 Coster Circle, Traralgon	
TR018	BRUCE PARK	Neville St, Broadford Crt Traralgon	
TR019	FRANKLAND PARK	Brookes St, Traralgon	
TR020	DYER PARK	Brookes St, & Denison St, Traralgon	
TR021	DIAMOND PARK	Between Williams Crt, & Breen Crt, Traralgon	
TR022	BURGE PARK	7 to 8 Hicks Crt, Traralgon	
TR023	TRIANGLE PARK	2 Glenlee Crt Traralgon	
TR024	LLOYD PARK	Between lots 27 & 28 Sunderland Circuit, Traralgon	
TR025	GRAMBLING PARK	Between lots 8 & 9 Sunderland Circuit	
TR026	MYRTLE PARK	8 Myrtle Crescent, Traralgon	
TR027	JUDD PARK	Ray St, & Mervyn St, Traralgon	
TR028	BLAKE PARK	24 Elliott St, Traralgon	
TR029	COURT PARK	5 Hugh Crt, Traralgon	
TR030	CHAPPELL PARK	8 - 10 Orr Brien Crescent, Traralgon	
TR031	To Remain Unnamed	26 Charles St, Traralgon	
TR032	CONSIDINE PARK	11 & 13 Bennett Crt, Traralgon	
TR033	TEMPLETON PARK	South West Corner of Shakespeare Street and Traralgon Creek. Crosses Atherley Close. Adjoins north west bank of Traralgon Creek.	
TR034	CRISP PARK	Between Dowling St, & Tanjil St, Traralgon	
TR035	CAUSER PARK	4 Coulson Crt, & between 3 & 5 Mayne Crt, Traralgon	
TR036	LAYTON PARK	Between Maguire Crt, & Robert's St, Traralgon	
TR037	MACEY PARK	Between Lyndon Cres, & Brereton St, Traralgon	
TR038	HYLAND PARK	Shakespeare St, Hyland Way (Stuart St), McNairn Rd, Traralgon	
TR039	MILLIGAN PARK	Between 22 - 24 Murphy Cres & between 4 - 5 Milligan Court, Traralgon	
TR040	COLEMAN PARK	Between 27 Murphy Cres, & Taylor Cres, Traralgon	
TR041	FORD PARK	24A Maskrey Street, & Cameron Street, Traralgon	
TR042	GILBERT PARK	19 Thexton St, & 50 Cameron St, Traralgon	
TR042	GILBERT PARK	19 Thexton St, Traralgon	
TR043	GROUT PARK	12 Thexton St, Traralgon	
TR044	GRIST PARK	Between Welch Court & Stuart Street Traralgon	
TR045	DONALD PARK	Jakobi Court, Farrington Pde, Donald Court, Traralgon	
TR046	HOURIGAN PARK	Between Ormond Rd & Hunter Rd, west of Coman Crt & Nixon Court, Traralgon	
TR047	CUMMING PARK	East side Traralgon Creek Rd, between Hunter Road & Ormond Road, Traralgon	
TR048	DOORTY PARK	2 Peterkin St, & 8 Peterkin St, Couch's La, Traralgon	
TR049	CUMMING PARK	East side of Traralgon Creek Rd, south of Hunter Road, Traralgon abuts Barbor Crt, O'Hehir Crt, Car	
TR050	O'MARA PARK	Farren Crt, Kennedy Crt, Traralgon	
TR051	BOND PARK	Christensen Cl, Firmin St, & Conway Crt, Traralgon	
TR052	THINK BIG RESERVE	Liddiard Rd, Glenview Dr, Tulloch Way, Carbine Crt, Traralgon	
TR053	CUMMING PARK	East side Traralgon Creek Road, north of Ormond St, Traralgon	
TR054	PRIESTLY PARK	between the eastern end of Priestly Crt, & McDonald Crt & Cameron St, Traralgon	
TR055	MCCARTHY PARK	Eastern end of Raven Crt, North of Kay St, Traralgon	
TR056	MEADOW PARK	Meadow Park Dr, Stirling Ave, Farina Crt, Sunset Pl, Cloverlea Crt, Parkwood Way, Traralgon	
TR057	THE DOWNS	Between 20 & 22 Parkwood Way, to the Downs, Traralgon	
TR058	THE DOWNS	Grubb Ave to Crosses Rd & Grey St Traralgon	
TR059	PENDLEBURY PARK	South West corner Swallow Gve, & Grey St, Traralgon	
TR060	PENDLEBURY PARK	South east corner Grey St, & Swallow Gr, Christopher Crt, Trent Crt, Traralgon	
TR061	FREEMAN PARK	Willaroo Crt, Lamprey Crt, Wylah Crt, Rialto Crt Phillip St, Traralgon	
TR062	FREEMAN PARK	Phillip St, to Broлга Boulevard, Kestrel Cl, Lorikeet Pl, Traralgon	
TR063	JACK HARRISON PARK Ibis Court Reserve	Ibis Crt, Toucan Crt, Bellbird Way, Quail Crt, Traralgon	
TR064	HANETON PARK	Between 41 & 43 Swallow Grove, Traralgon	
TR065	ROD DUNBAR PARK	North side of Grey St, west of Grubb Ave, to Kimberley Drive, Traralgon. Abuts Boola Crt, Selwyn Pl, Selma Crt, Bendock Crt, Nugong Dr & Broome Tce.	
TR066	LITTLETON PARK	Between Wirilda Cres, & Parslow Crt, Traralgon	
TR067	SEEAR PARK	Between Maryvale Crt, & Walhalla Crt, Traralgon	
TR068	HEGARTY PARK	Between 58 & 60 Parkwood Way, to Cross's Road, Traralgon	
TR069	CAMPIGLE PARK	Between 3 & 5 Fernlea St, Traralgon	
TR071	DEAKIN STREET RESERVE	Between Breed St and Deakin St, Traralgon	
TR072	TANNER PARK	Michael Crt, near Chenhall Cres, Traralgon	
TR074	SKEELS PARK	Between Michael Crt, & Breed St, Traralgon	
TR075	Un named Reserve	110 Church St, Northern end of St, west of Traralgon Creek, Traralgon.	
TR076	Unnamed Reserve	213 Franklin St, Traralgon	
TR078	RENWICK RESERVE	South of Marshalls Road East side of Traralgon Creek.	

TRARALGON

Reserves by code (2 of 2)

TR079	Northgate Reserve	Marshalls Rd, Green Field Dr, Traralgon	TR123	Un named Reserve	Between 6 & 7 Ryeburn Close, Traralgon.
TR080	WATSON PARK	Between 7 & 8 Mayfair Crt, Traralgon	TR125	Un named Reserve	Merindah Crt, Springfield Crt, Sandalwood Crt, Stirling Ave
TR081	ROBINSON PARK	Between Mayfair Crt & Regency Crt Traralgon	TR126	ROBERT FARMER PARK	Ellavale Dr, Jack Farmer Way, Malibu Place, Traralgon
TR082	SYKES PARK	Pepperdine Crt, Park Lane, Morgan Dr, Traralgon	TR128	Sanctuary Lake	The Avenue, Lakeset Dr, Traralgon AGL address: 6 Waterrun Close a/c 5042 2020 3260
TR083	MEDEW PARK	Morgan Dr, Pepperdine Crt, Strathcole Dr, Traralgon	TR129	Un named Reserve	Alfred Close, Traralgon
TR084	LYONS PARK	Illyarrie Crt, to Nefertiti Crt, Traralgon	TR130	LCC Reserve	Ambler Place, Traralgon
TR085	PRATT RESERVE	Blair Athol Drive Traralgon	TR131	Un named reserve	Between Central Park Avenue & William Cuthill Court, Traralgon
TR085	Pratt Reserve	Blair Athol Drive	TR143	Traralgon Croquet Club	43 Breed Street, Traralgon.
TR087	WHITE PARK	Blair Athol Drive Traralgon	TR144	Traralgon Civic Centre	34-38 Kay Street, Church Street, Grey Street, Breed Street, Traralgon
TR088	ADAIR PARK	Intersection of Park Lane, Strathcole Dve, Traralgon	TR146	Ash Court	Ash Court, Traralgon
TR089	Unnamed Reserve	10 Park Lane, Traralgon	TR147	Franklin Street Park Reserve	Franklin Street, Traralgon
TR091	CEC BEATON RESERVE	Eastern end of Archer Crt, to railway line, Traralgon	TR148	Glenview Drive Reserve	Glenview Drive, Traralgon
TR092	POSEIDON PARK	Between Wotan Crt, & Trivalve Crt, Traralgon	TR149	Anzac Memorial Park	Ellavale Drive, Traralgon East
TR093	EFFENBERG PARK	Ormond Rd, Keith Crt, Bonighton Crt, Traralgon	TR150	Explorers Park	Franklin Street, Castlereagh Court, Wentworth Place Traralgon
TR094	O'CONNOR PARK	Between 18 & 20 Bayley Drive Traralgon	TR154	Road Reserve McNairn Road, Traralgon	Frontage of Lots 1-7 PS 218002 McNairn Road
TR095	BONNIE VISTA RESERVE	Between Bayley Dve, & Blake Crt, Traralgon	TR160	Unnamed Reserve	10 Oak Avenue, Traralgon
TR096	JOHN TURNBULL RESERVE	Whittakers Rd, Shakespeare St north east corner of Shakespeare St and Traralgon creek	TR161	Unnamed Reserve	Between Winston Court and Ellavale Drive Traralgon
TR097	McLEAN PARK	Princes Hwy, Whittakers Rd, 2 - 8 Hotham Street, Traralgon	TR162	Unnamed Reserve	Cagney Court Traralgon (Between Nos. 9 & 11)
TR098	AGNES BRERETON PARK	Between Breed Street and Traralgon creek north of Church St, Traralgon	TR164	Unnamed Reserve	104 Riverslea Boulevard, Traralgon
TR099	APEX PARK	Johnson Cres, Gilmour St, Pentland Crt, Traralgon	TR165	Unnamed Reserve	16 Wellington Drive Traralgon
TR100	BERT THOMPSON RESERVE	Between Princes Highway and behind Red Rooster Traralgon	TR166	Unnamed Reserve	13 Sherwood Court, Traralgon
TR101	BURNET PARK	Hickox St, Dunbar Rd Traralgon	TR167	Anzac Memorial Park	Ellavale Drive Traralgon
TR102	Catterick Crescent Reserve.	Catterick Cres, Garibaldi St, Traralgon	TR169	Unnamed Reserve	Traralgon Creek - Harney Place subdivision
TR103	Duncan Cameron Memorial Park	2 - 12 Francis St, Bank St, Hickox St, Traralgon	TR171	Unnamed Reserve	Lawn Avenue Traralgon
TR104	ERIC TAYLOR RESERVE	Shakespeare St, Queens Pde Western side of Traralgon Creek, Traralgon	TR172	Unnamed Reserve	Oak Avenue Traralgon (Northern side between 20 and 24)
TR105	HAROLD PRESTON PARK	Franklin St, Davidson St, Phelan St, Latrobe Cres, Traralgon	TR177	Unnamed Reserve	Between Cross's Road and Riverslea Boulevard
TR106	HUBERT OSBORNE MEMORIAL PARK	Kay St, Breed St, Seymour St, Mabel St, Traralgon	TR180	Unnamed Reserve	18 - 22 Graduate Place
TR107	KEVIN LYTHGO RESERVE	Liddiard Rd, Furlonger St, Gathercole Dr, Traralgon	TR181	Unnamed Reserve	Independent Way
TR109	Traralgon Recreation Reserve / Showgrounds	Howitt St, Whittakers Rd, Shakespeare St 5 Howitt St, Traralgon	TR183	Unnamed Reserve	Bradman Boulevard
TR110	Traralgon West Sporting Complex: Includes; Jack Maskrey Oval, Gil Blythman Oval, Stoddart Oval, Jack Canavan Ovals 1 & 2.	Grubb Ave, Douglas Pde, Traralgon	TR184	Unnamed Reserve	Traralgon Creek, at the rear of 22 & 23 Hedges Avenue, Traralgon
TR111	VICTORY PARK AND NEWMAN PARK	Princes Hwy & Whittakers Rd Traralgon	TR185	Unnamed Reserve	Between 16 & 18 Newman Crescent, Traralgon
TR112	PLANT RESERVE	Between 79 & 81 Grubb Ave, Traralgon.	TR186	Unnamed Reserve	141-145 Hammersmith Circuit Traralgon
TR113	HANDLEY PARK	Between 21 & 23 Coster Close Traralgon	TR187	Unnamed Reserve	Hammersmith Circuit, Elise Terrace and Hawksburn Rd Traralgon
TR114	KAY STREET GARDENS	Central Median Strip in Kay St, between Breed St, & Franklin St, Traralgon	TR188	Unnamed Reserve	Traralgon Creek, at the rear of 24 to 26 Hedges Avenue, Traralgon
TR116	FRANKLIN STREET RESERVE	Franklin St, south of Traralgon Creek, Traralgon	TR189	Unnamed Reserve	Flinders Place, Traralgon
TR117	SPRING PARK	Wright Street and Traralgon Creek, between Bert Thompson Reserve & Franklin St, Reserve	TR191	Unnamed Reserve	Southdown Way, Traralgon East
TR118	SYMONS PARK	Between 8 & 9 Hillcrest Cres & Greendale Crt. Traralgon	TR193	Unnamed Reserve	Hammersmith Crt Traralgon
TR119	To Remain Unnamed	Queens Pde, Collins St, Traralgon	TR194	Unnamed Reserve	Princes Highway, Traralgon East
TR120	Glenview Park Traralgon Racecourse	McNairn Rd, Princes Hwy, Traralgon	TR197	Unnamed Reserve	Donegal Avenue, Traralgon
			TR198	Unnamed Reserve	Donegal Avenue, Traralgon
			TR199	Unnamed Reserve	Hazelwood Rd Traralgon
			TR200	Traralgon Railway Reservoir Conservation Reserve	
			TR201	Unnamed Reserve	4 Windsor Court, Traralgon
			TR202	Unnamed Reserve	Hazelwood Road, Traralgon
			TR203	Unnamed Reserve	Hazelwood Road, Traralgon



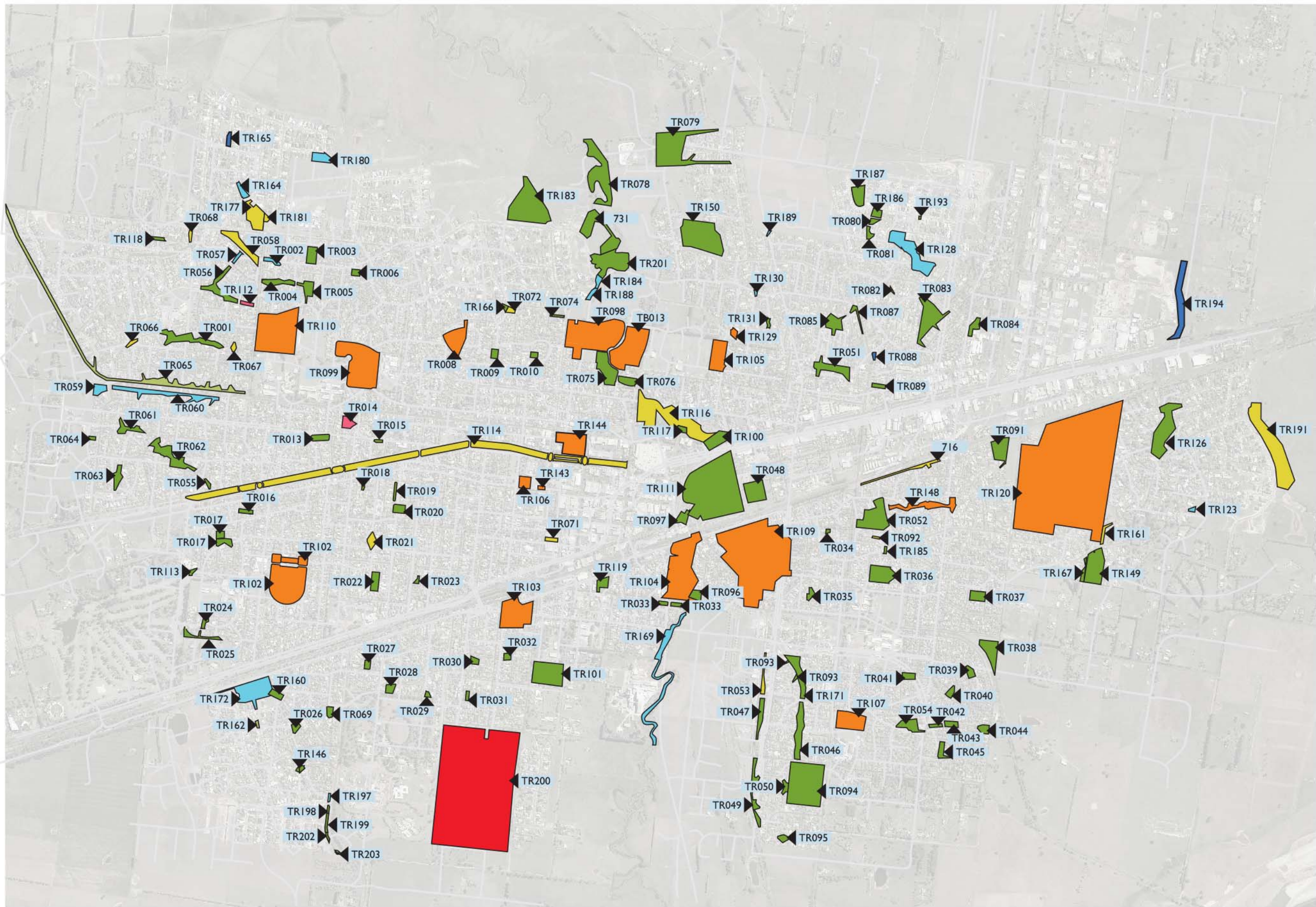
HIERARCHY LEGEND

- DISTRICT OPEN SPACE
- REGIONAL OPEN SPACE

LEVEL OF USE LEGEND

- HIGH
- MEDIUM
- LOW

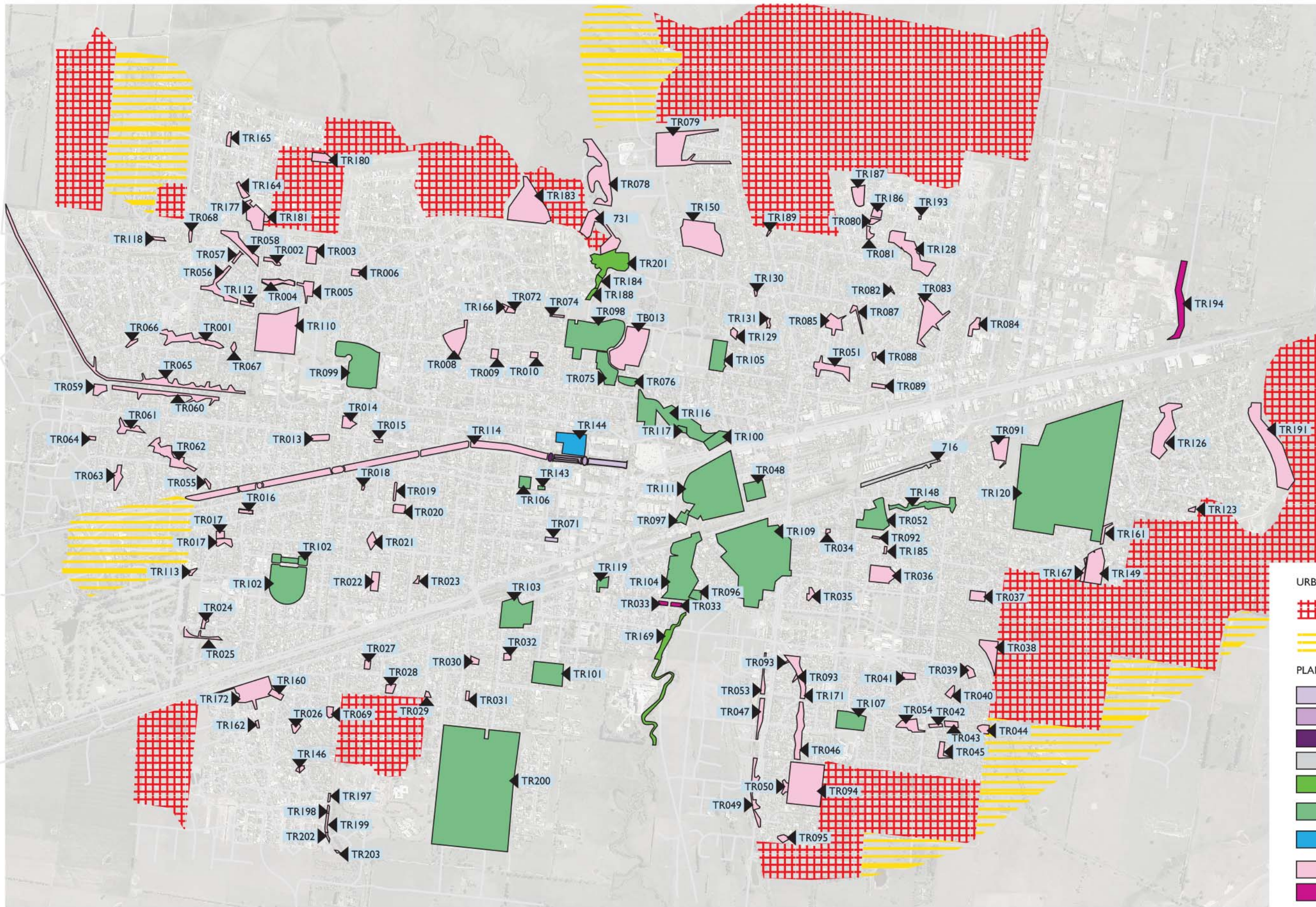




PRIMARY FUNCTION LEGEND

- CONSERVATION AND ENVIRONMENT
- COMMUNITY FACILITIES
- SPORT
- PARKLAND - SPECIAL USE
- PARKLAND - GENERAL USE
- PARKLAND - LINEAR LINK
- ROAD RESERVE / UTILITIES
- WATERWAY / DRAINAGE





- URBAN GROWTH ZONES**
-  EXISTING RESIDENTIAL OPPORTUNITY
 -  POTENTIAL FUTURE RESIDENTIAL GROWTH AREAS
- PLANNING SCHEME ZONES**
-  B1Z - BUSINESS 1
 -  B2Z - BUSINESS 2
 -  B5Z - BUSINESS 5
 -  PUZ4 - TRANSPORT
 -  PCRZ - PUBLIC CONSERVATION AND RESOURCE
 -  PPRZ - PUBLIC PARK AND RECREATION
 -  PUZ6 - PUBLIC USE ZONE (LOCAL GOVERNMENT)
 -  R1Z - RESIDENTIAL 1
 -  RDZ1 - ROAD (CATEGORY 1)



MOE / NEWBOROUGH

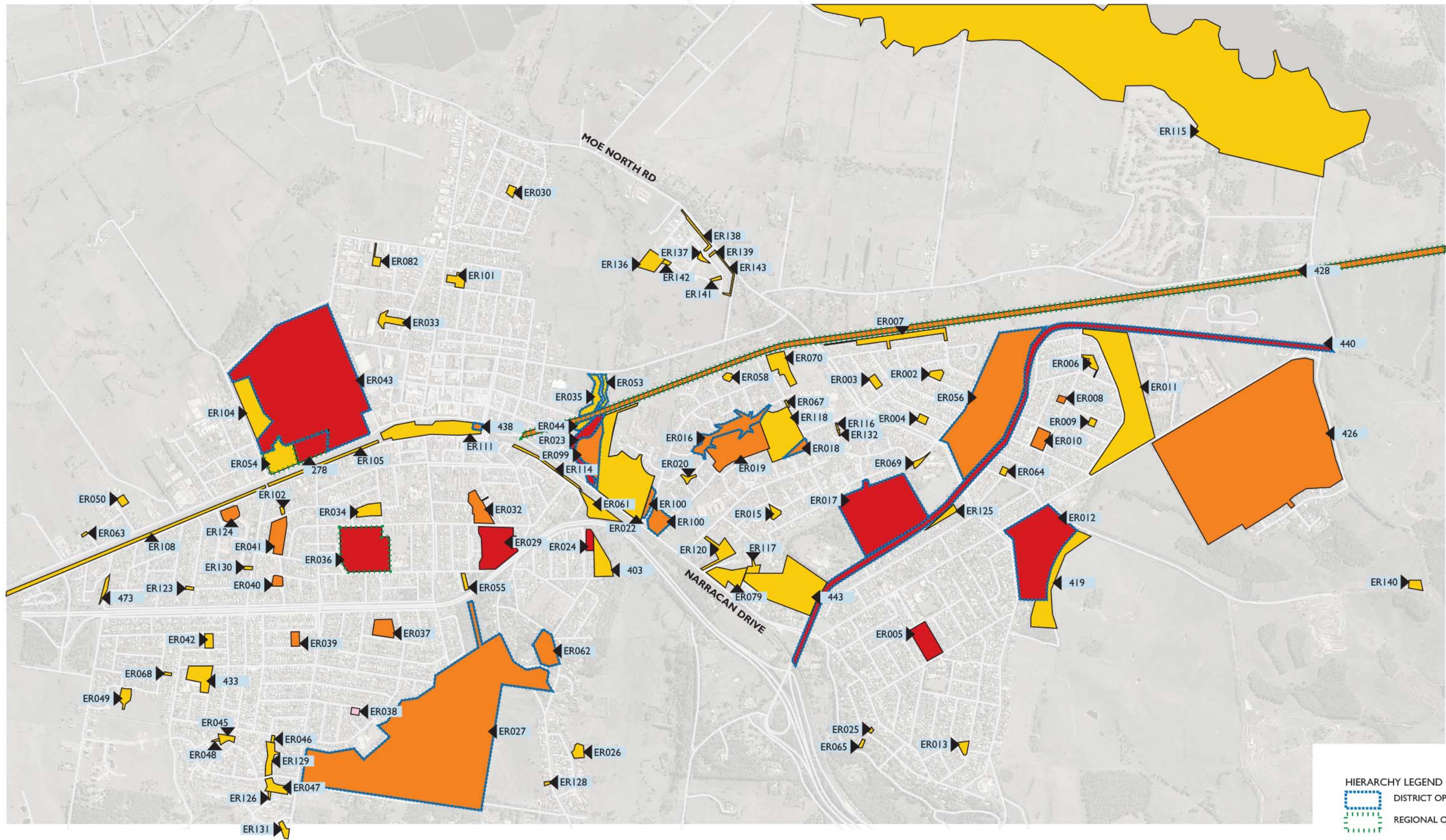
Reserves by code (1 OF 2)

278	APEX PARK	North of Waterloo Road, west and south of Saviges Road, Moe.	ER032	H.G. STODDART Park	North of Vale Street, west of Burrage Street, Moe. Opposite Olympic Park
403	Unnamed Reserve Mann Street	East of Mann Street, west of Narracan Creek.	ER033	Unnamed Reserve	West of Saxtons Drive between Paul St and O'Rielly Crt Moe
419	SEC Reserve	792 Coach Road	ER034	Un named Reserve Hinkler Street	West of Kingsford Street east of Hinkler St, Moe.
426	Yallourn Golf Club	50 Golf Links Road	ER035	Narracan Creek Reserve	West of Narracan Creek between railway line and Haigh Street extension, Moe.
428	Moe - Yallourn Rail Trail		ER036	Ted Summerton Reserve, Vale Street Reserve	Between Vale Street, and South Street, Moe. Abuts Barwick Place
433	Elizabeth Street Primary School Community Playground	Cnr Elizabeth and King St.	ER037	Un named Reserve Scott Avenue	North side of Scott Avenue, Moe.,
438	Moe Skate Park	George Street	ER038	Un named Reserve Stoddart Street	10 - 14 Stoddart Street, Moe.
440	Vicroads Pathway	John Field Drive	ER039	Un named Reserve Phillip Street	North of Richard Street, south of Phillip Street, Moe.
443	Unnamed Reserve	John Field Drive	ER040	Un named Reserve Marshall Avenue	Marshall Avenue, West of Caldwell Street, Moe.
473	Unnamed Reserve	2 Watsons Road	ER041	Village Green. Bristol St & Hawker St Reserve	Between Bristol St and Hawker Street, east of Truscott Road, Moe.
ER 028	Edward Hunter Bushland Reserve	Coalville Road	ER042	Un named Reserve John Street	South of John Street, north of Edward Street, Moe.
ER 105	Herbert Martin Gardens	George Street	ER043	Joe Tabuteau Reserve Moe Race Course	North of Waterloo Road, west and south of Saviges Road, Moe.
ER002	Newstead Street, Reserve	18 Newstead Street, Newborough	ER044	Creek Reserve	West of Narracan Creek, west of Botanic Park south of Railway north of Narracan Drive.
ER003	Steadman Street, Reserve	2 - 8 Stearman Street, Newborough.	ER045	Prince Street, Moe	South of St, between Elizabeth St, Prince St, Queen St and Margaret St, Moe
ER004	Retford Street, Reserve	9 - 13 Retford Street, Newborough.	ER046	23 Margaret Street, Moe	Margaret Street
ER005	Northern Reserve Newborough	John Field Drive Newborough	ER047	Un named reserve	North & South of Scorpio Drive, Moe.
ER006	Un named Reserve. 65 Boolarra Avenue, Newborough	65 Boolarra Avenue, Newborough	ER048	Un named Orion Court Reserve	Between Prince Street & Orion Court, Moe
ER007	Un named Reserve. Northern Avenue, along railway line east of O	North of Northern Avenue, east of Old Sale Road, south of railway easement	ER049	Un named Reserve	Randall Crescent, Moe
ER008	Un named Reserve 50 - 52 Boolarra Avenue, Newborough	50 - 52 Boolarra Avenue, Newborough	ER050	Unnamed Reserve	East of Mervyn St opposite Morgan Crt Moe
ER009	Un named Reserve. 9 - 11 Yinnar Street, Newborough	9 - 11 Yinnar Street, Newborough.	ER051	College Park Eastern Avenue Newborough	Includes from John Field Drive south to Monash Road, Newborough dissected by Sandy Creek
ER010	Newborough Square	Darlimurla Avenue, Wooreen Street, Ellinbank Street, Boolarra Avenue, Newborough	ER053	Creek Reserve	South of Haigh St Extension, north of railways, east of Narracan Creek Moe
ER011	John Field Reserve	John Field Drive, west of Ellinbank Street, Newborough	ER054	Lions Park	Corner Waterloo Rd & Mitchells Rd Moe
ER012	Monash Reserve	South of Monash Road east of Torres Street, Newborough.	ER055	Un named Reserve Halden Crescent	Halden Crescent between South St and Princes Freeway, Moe.
ER013	Cross Street Reserve	Cross Street, north corner with Harvey Street, Newborough.	ER056	John Field Reserve	Between John Field Drive, Old Sale Road, Southwell Avenue, and Railway Line, Newborough.
ER015	Un named Reserve	Between Tarwin Grove and Jeeralang Avenue, Banksia Street, Newborough.	ER058	Howitt Court Reserve	North of Hall Street; opposite Gould Street between Howitt Court and Mc Donald Court
ER015	Un named Reserve	Between Tarwin Grove and Jeeralang Avenue, Banksia Street, Newborough.	ER061	Unnamed Reserve	South of Railway Crescent, east of Brownbill St Moe
ER016	Ollerton Avenue Bushland Reserve	Crombe Crt, Norris Crt, McMillan Crt, Phelps Crt, Crowe Crt, Merton Crt, dudley Crt Moe	ER062	T B Drew Park	South west of Cemetery Rd Moe
ER017	Burrage Reserve	John Field drive, South of Southwell Avenue, Newborough	ER063	end of Brian Street Road Reserve	Brian Street, Moe
ER018	Ollerton Avenue Bush Reserve	Ollerton Avenue behind Hostel	ER064	Hallston Street Reserve	16-18 Hallston Street, Newborough
ER019	Ollerton Avenue Bushland Reserve	Ollerton Ave, West of Jeeralang Ave Moe	ER065	55 Haunted Hills Road, Newborough	55 Haunted Hills Road, Newborough.
ER020	Dudley Court Reserve	East of Varcoe Street west of Dudley Street, Moe.	ER067	Unnamed Reserve	Gunn Street & Shelton Street, Newborough
ER022	Un named Reserve	South of Fern Close, East of Narracan Creek.	ER068	19 Stirling Street, Moe	19 Stirling Street, Moe
ER023	Botanic Gardens & Narracan Creek Reserve	East of Narracan Creek, north of Narracan Drive, south of Railway easement Moe.	ER069	Southwell Avenue Newborough	Southwell Avenue Newborough
ER024	Unnamed Reserve Mann Street	East of Mann Street, west of Narracan Creek, Moe.	ER070	4 Wilkur Court Newborough	4 Wilkur Court Newborough
ER025	16 Smallburn Ave, Newborough	16 Smallburn Avenue, Newborough	ER079	Unnamed Reserve	114 - 130 Narracan Drive Newborough
ER026	Unnamed Reserve	21 - 23 Wirrana Drive Moe	ER082	Moe Outfall Drain, Della Torre Road, Moe	Della Torre Road, Moe
ER027	Edward Hunter Reserve	Coalville Rd Moe	ER097	Shanahan Parade, Newborough	Shanahan Parade, Newborough
ER029	Olympic Park	East of Keith Avenue, south of Vale St, Moe.	ER098	Narracan Drive Moe	Narracan Drive Moe
ER030	Un named Reserve Ferguson Street, Moe	Ferguson Street, North of Hyland Street, Moe.	ER099	Moe Tennis Courts	Narracan Drive Moe
			ER100	Unnamed Reserve	Narracan Drive Moe

MOE / NEWBOROUGH

Reserves by code (2 OF 2)

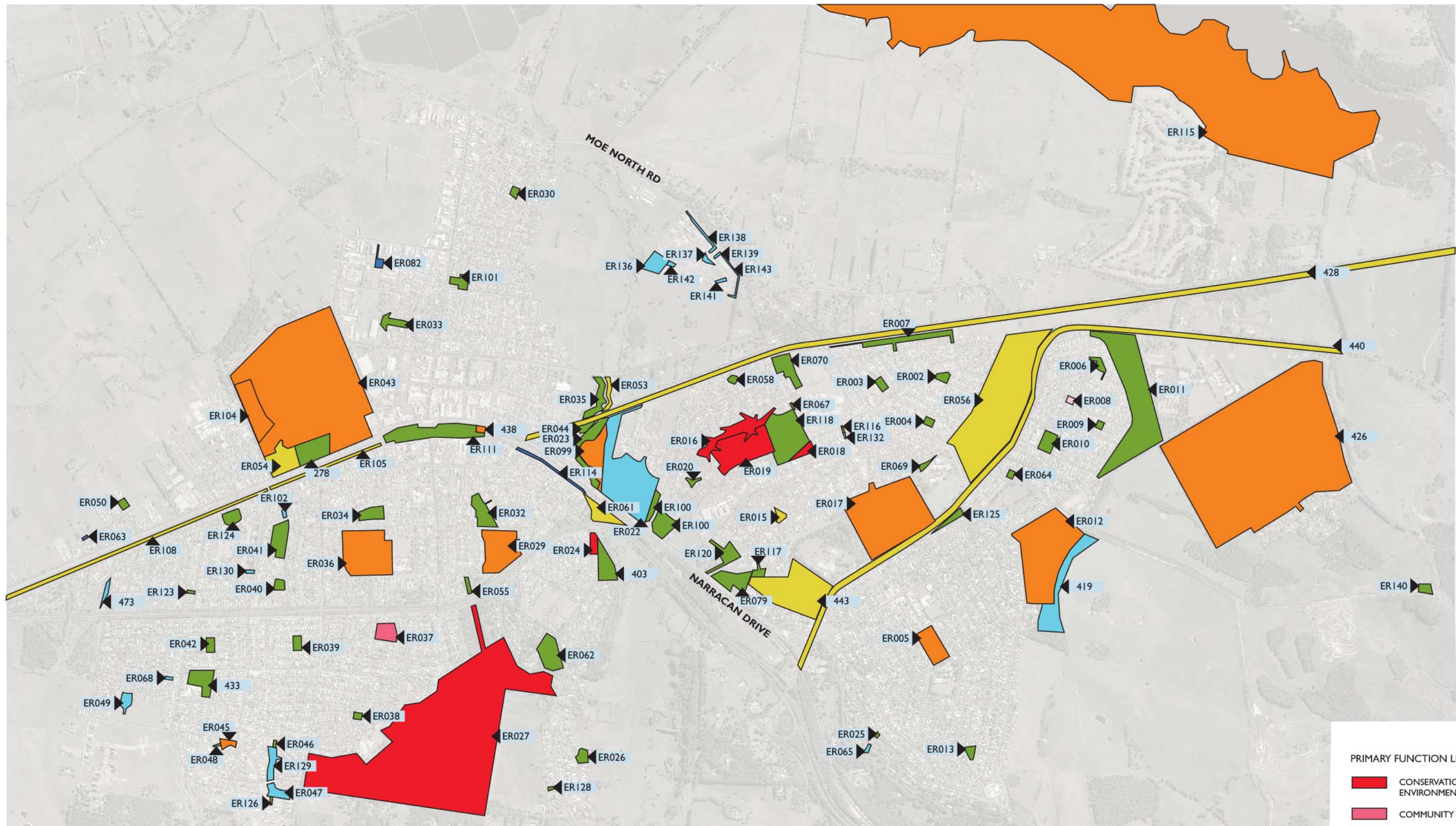
ER111	VicRail Reserve	10 Lloyd Street
ER114	Railway Reserve 24	South side Narracan Drive, from Narracan Dve to High Street
ER115	Lake Narracan Foreshore	South Shore Road & North Shore Road, Newborough.
ER116	Unnamed Reserve	Newark Avenue, Newborough
ER117	Unnamed Reserve	Colli Drive Newborough
ER118	Unnamed Reserve	Matlock Street, Newborough
ER120	114-130 Narracan Drive Newborough	114 - 130 Narracan Drive Newborough
ER120	114-130 Narracan Drive Newborough	114 - 130 Narracan Drive Newborough
ER123	Alexander Avenue Reserve	Alexander Avenue, Moe
ER124	Unnamed Reserve	Lloyd Street & Parkside Drive, Moe
ER125	Unnamed Reserve	John Field Drive, Newborough
ER126	Unnamed Reserve	Between 2 & 3 Billingsley Court, Moe
ER128	Unnamed Reserve	Coalville Road Moe
ER129	Unnamed Reserve	Leonis Court / Scorpio Drive
ER130	Unnamed Reserves	Truscott Road / Parkside Drive, Moe
ER131	Unnamed Reserve	Wirraway St Moe
ER132	Unnamed Reserve	Tresswell Avenue, Moe
ER136	Leadbeater Mews	6 Leadbeater Mews
ER137	Unnamed Reserve	Montane Boulevard
ER138	Drainage Reserve	Old Sale Road
ER139	Unnamed Reserve	Old Sale Road
ER140	Coach Road Lookout	Coach Road, Yallourn
ER141	Drainage Reserve	Copperhead Court
ER142	Unnamed Reserve	Montane Boulevard, Newborough
ER143	Drainage Reserve	Montaine Boulevard newborough



HIERARCHY LEGEND
 [Dashed Blue Line] DISTRICT OPEN SPACE
 [Dotted Green Line] REGIONAL OPEN SPACE

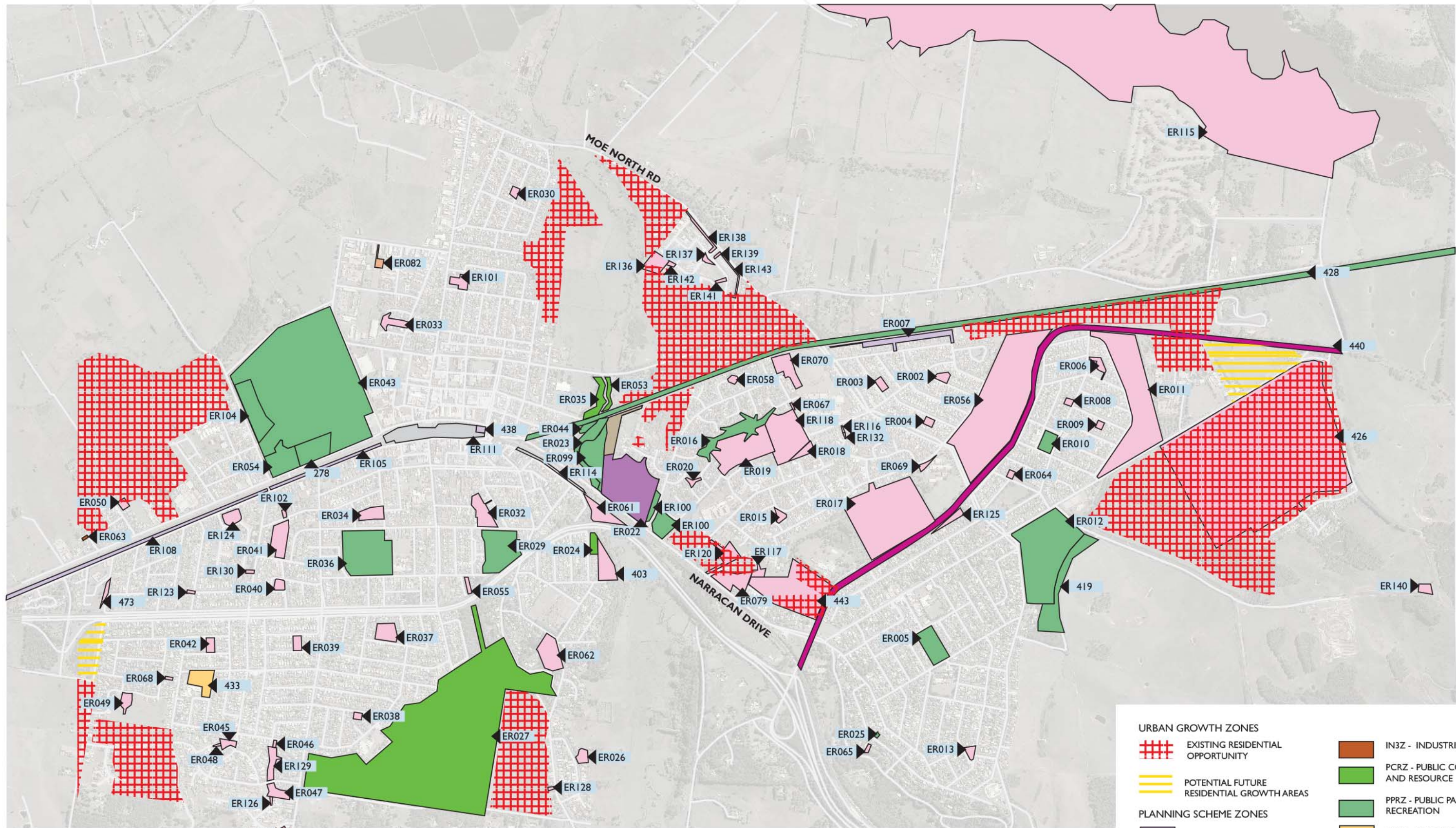
LEVEL OF USE LEGEND
 [Red Box] HIGH
 [Orange Box] MEDIUM
 [Yellow Box] LOW





- PRIMARY FUNCTION LEGEND**
- CONSERVATION AND ENVIRONMENT
 - COMMUNITY FACILITIES
 - SPORT
 - PARKLAND - SPECIAL USE
 - PARKLAND - GENERAL USE
 - PARKLAND - LINEAR LINK
 - ROAD RESERVE / UTILITIES
 - WATERWAY / DRAINAGE





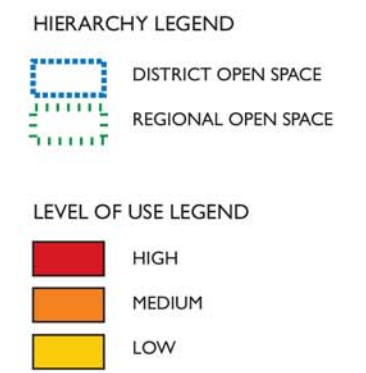
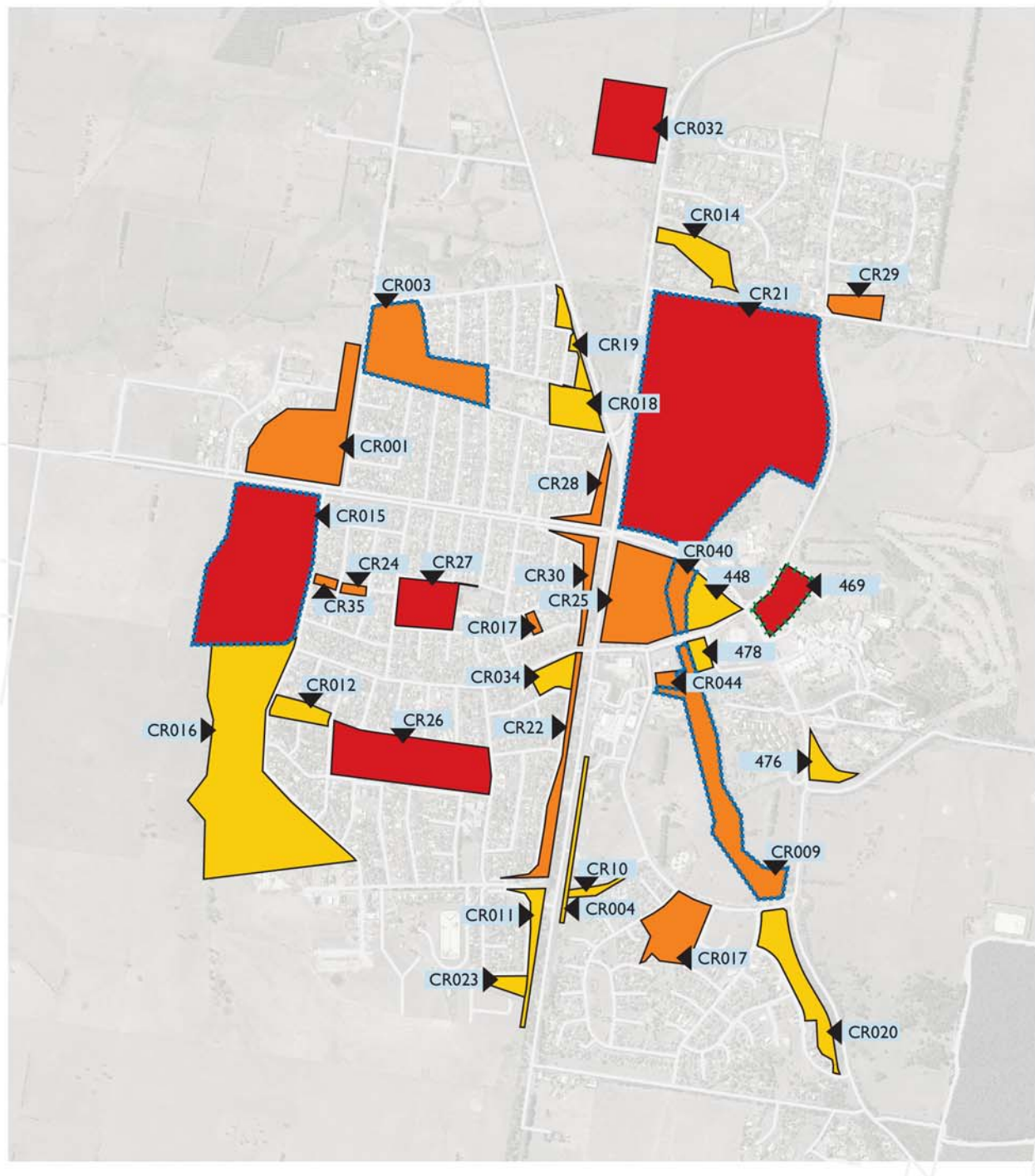
URBAN GROWTH ZONES		
	EXISTING RESIDENTIAL OPPORTUNITY	
	POTENTIAL FUTURE RESIDENTIAL GROWTH AREAS	
PLANNING SCHEME ZONES		
	B1Z - BUSINESS 1	
	B4Z - BUSINESS 4	
	IN1Z - INDUSTRIAL 1	
	RLZ6 - RURAL LIVING 6	

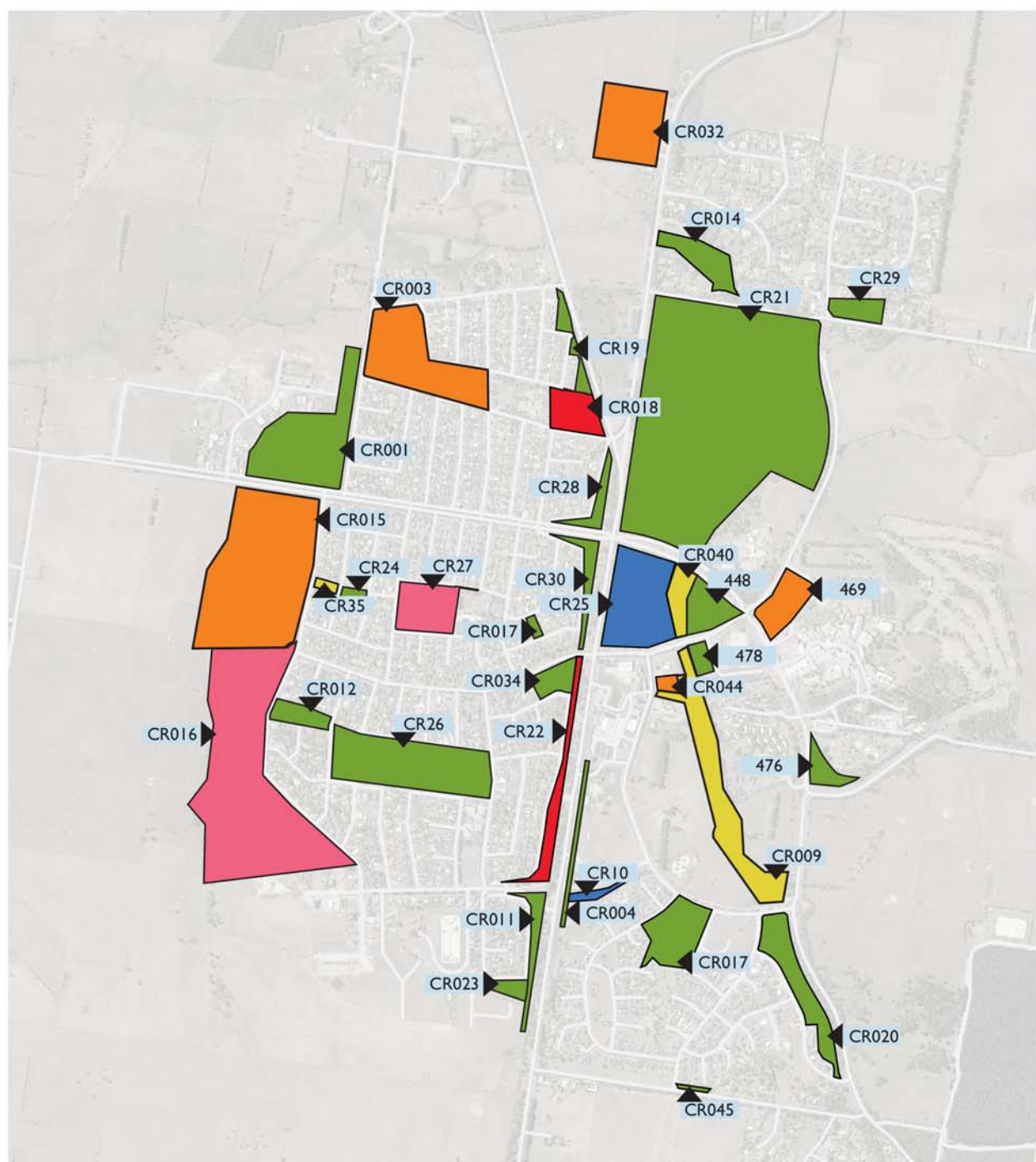


CHURCHILL

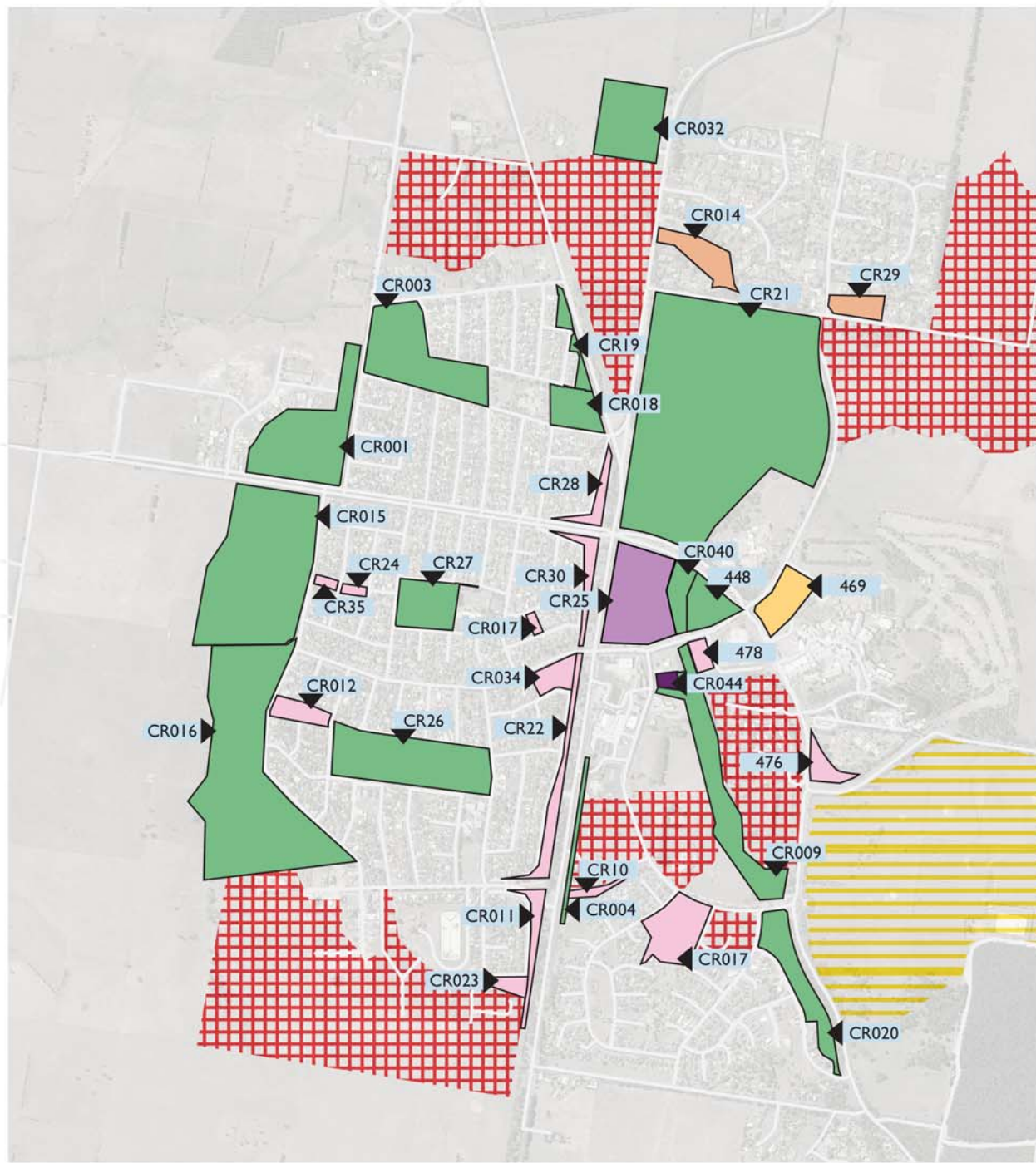
Reserves by code

469	Monash Synthetic Surface	55-111 Northways Road
476	LCC Road reserve	Lawless Road
478	Monash Uni Open Space LCC Managed	McDonald Way
CR001	Amaroo Park	btwn 40 & 42 Amaroo Dve, Barooga Cres, Bunyarra Crt, Condowie Crt, Churchill
CR003	Andrews Park - West	Birch Dve, Acacia Way, Coolabah Dve, Hawthorn Cres, Banksia Cres, Maple Cres, Churchill
CR004	Ashman Park	58 Switchback Rd, Birch Dve, Churchill
CR009	Churchill Linear Reserve	McDonald Way, Switchback Rd East, Phillip Pde Churchill
CR011	Cutler Crescent Reserve	8 Cutler Cres, Monash Way, Canterbury Way, Churchill
CR012	English Reserve	Manning Drive, McLean Ave, Eli Crt, Vary Crt Churchill
CR014	Fraser Crescent Reserve	34-36 Fraser Cres, White Pde, Churchill
CR015	Gaskin Park	Manning Drive, Switchback Rd Churchill
CR016	Gaskin Park - South	Manning Drive, Churchill
CR017	Glendonald Park	6 - 8 Amaroo Dve, Phillip Pde, Churchill
CR018	Glendonald Road Plantation	Glendonald Rd, Churinga Dve, Churchill
CR020	Ikara Reserve	Northways Road
CR023	Reservoir Park	Cutler Cres, McCarthy St, Churchill
CR032	Hazelwood South Recreation Reserve	760 Tramway Road Churchill
CR034	Unnamed Reserve	McDonald Way Churchill
CR040	Eel Hole Creek Reserve	Philip Parade Churchill
CR043	Andrews Park - East	Wattle Cres, Monash Way, Churchill
CR044	Skate Park	Phillip Parade, Churchill
CR10	Plantation Reserve	Canterbury Way & Phillip Pde Churchill
CR19	Mimosa Cres, Churchill	Mimosa Cres, Monash Way, Churchill
CR21	Mathison Park	Tramway Rd, Switchback Rd, McDonald Way, Mackeys Rd, Churchill
CR22	Monash Way Plantation Reserve	Monash Way, Walker Pde, McDonald Way, Canterbury Way, Catterick Ave, Churchill
CR24	Shaw Street Reserve	Shaw St, Manning Dve, Kelleher St, Churchill
CR26	Walkley Park	McLean Ave, Williams Ave, Mulcare Cres, Rae Cres, Quigley Cres, Auchterlonie Cres, Churchill
CR27	Watson Park	Firmin Rd, Coleman Pde, Heesom Cres, Churchill
CR28	Wattle Crescent Reserve	Wattle Cres, Monash Way, Churchill
CR29	Winchester Way Reserve	Winchester Way, Mackeys Rd, Hazelwood South
CR30	White Parade Reserve	White Pde, Monash Way, Switchback Rd, McDonald Way, Churchill
CR35	Manning Dve, Churchill	Manning Dve, Churchill





- PRIMARY FUNCTION LEGEND
- CONSERVATION AND ENVIRONMENT
 - COMMUNITY FACILITIES
 - SPORT
 - PARKLAND - SPECIAL USE
 - PARKLAND - GENERAL USE
 - PARKLAND - LINEAR LINK
 - ROAD RESERVE / UTILITIES
 - WATERWAY / DRAINAGE



URBAN GROWTH ZONES

-  EXISTING RESIDENTIAL OPPORTUNITY
-  POTENTIAL FUTURE RESIDENTIAL GROWTH AREAS

PLANNING SCHEME ZONES

-  B1Z - BUSINESS 1
-  B2Z - BUSINESS 2
-  B5Z - BUSINESS 5
-  PPRZ - PUBLIC PARK AND RECREATION
-  R1Z - RESIDENTIAL 1
-  RLZ - RURAL LIVING
-  PUZ2 - EDUCATION

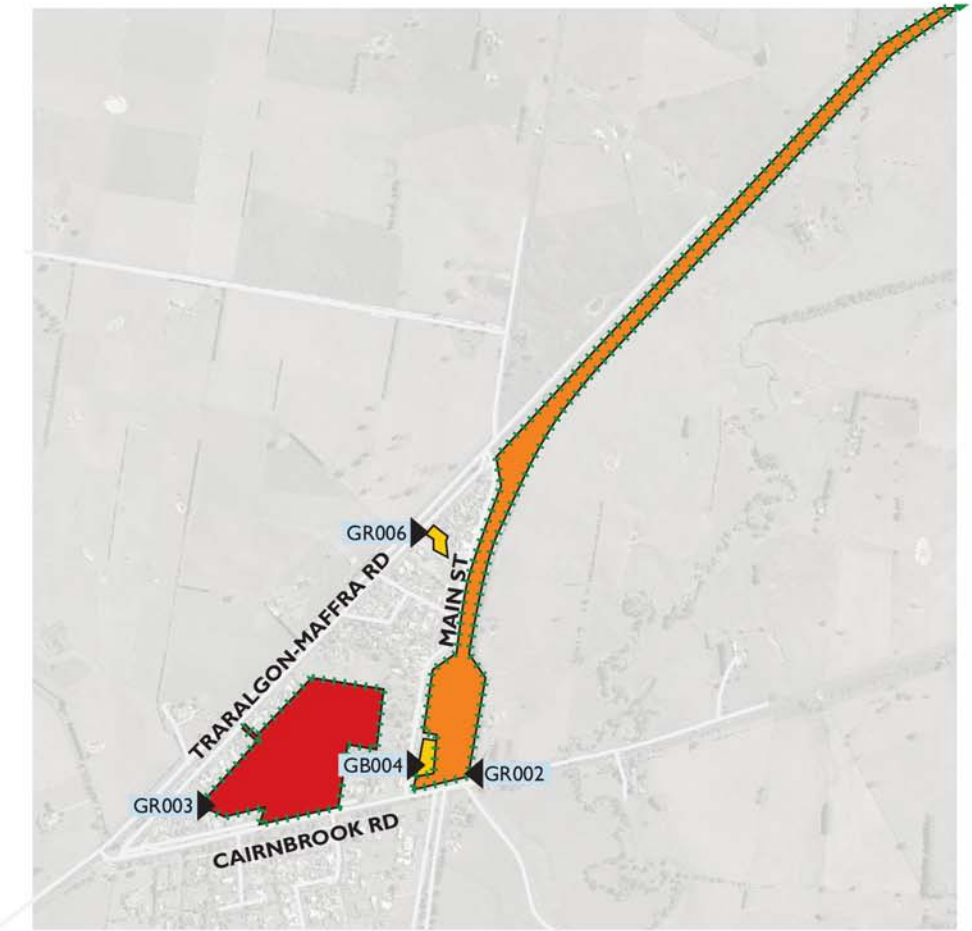
RURAL OTHER

Reserves by code

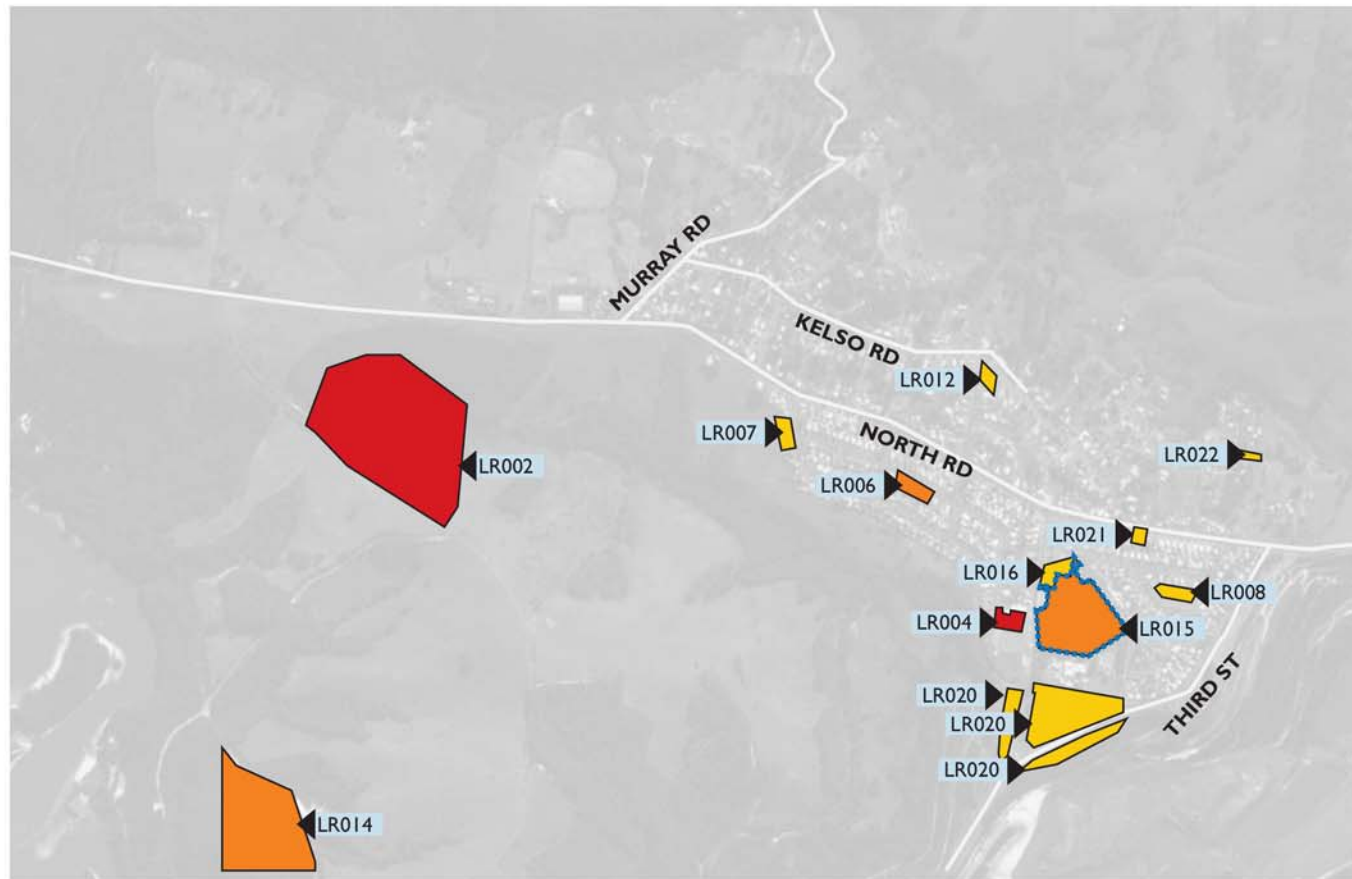
150	rail trail	Toongabbie	OR004	Toongabbie Recreation Reserve	Main Street
420	DSE - Rail Trail	97 Cairnbrook Road	OR006	9 Victoria Street Toongabbie	Victoria Street, Scott Street Toongabbie
424	Unnamed Reserve	Main Street	RB002	Hall	Grandridge Rd, Boolarra Foster Rd, Boolarra South
427	Boolarra - Mirboo North Rail Trail	Boolarra	RR002	Wirilda National Park Tyers River Reserve.	Tyers Road Yallourn North
429	Callignee Recreation Reserve	426 Old Callignee Road	RR003	Hazelwood North Tennis Court Reserve	Church Road, Hazelwood North
430	Flynn Recreation Reserve	7 Widdis Way	RR004	Darlimuria Road, Boolarra	Darlimuria Rd, Boolarra
442	Traralgon South shared pathway	Traralgon Creek road	RR005	Martin Walker Park	Middle Creek Rd, Gilberts Rd, Yinnar South
446	Traralgon South Recreation Reserve	3-7 Keith Morgan Drive	RR006	Boolarra South Tennis Courts & Hall Reserve	Grand Ridge Rd Mirboo
447	Callignee Recreation Reserve	440 Old Callignee Road	RR009	Billy's Creek, Reserve. Junction Picnic Reserve	Junction Road, Jeeralang
453	Toongabbie Village Green	Cowen Street	RR010	Jeeralang West Road Quarry Reserve	Jeeralang West Road, Jeeralang Junction
480	Callignee Recreation Reserve	Old Callignee Road	RR011	Lindners Rd Sandpit	Lindners Rd & Sargeant Dve Jeeralang Junction
AR003	Un named plantation	Off Traralgon Creek Rd, Traralgon South.	RR013	MacIntoshs Road Boolarra	MacIntoshs Road Delburn
AR023	Unnamed Reserve	Immediately north of Traralgon South Recreation	RR015	Morwell River Falls Reserve	Morwell River Rd, Budgeree
BR001	DSE Reserve - Mechanics Institute Reserve	Church Street, Boolarra	RR018	Olsens Bridge Reserve Morwell River Bushland Camping & Picnic Reserve	Olsens Rd, Morwell River Rd, Hatchery Rd, Boolarra South
BR002	1 Church St, Boolarra	1 Church St, Boolarra	RR020	Outlook Way Reserve	Outlook Way, Hearnas Oak
BR004	DSE Reserve - Railway Reserve	Duke Street, Boolarra	RR022	Arwon Dve Reserve	Arwon Dve, Hearnas Oak
BR005	Boolarra Recreation Reserve	Park Rd, Hirsts Rd, Boolarra	RR024	Ebie Falls Reserve	Watkins Rd, Boolarra South / Wonyip
BR006	Penaluna St, Boolarra	Between 55 & 57 Penaluna St, Boolarra	RR027	Whitelaws Track flora & Fauna Reserve	Whitelaws Track Yinnar Sth
BR008	Boolarra Gardens Reserve	31 Tarwin St, Boolarra	RR031	Church Reserve Callignee	Neaves Rd Calignee
BR011	Limonite Road Reserve	Limonite Road, Bastin St, Mirboo - Morwell Rd, Boolarra	RR032	Koornalla Park Farm	Taylor's Road, Traralgon Creek Road, Koornalla.
BR013	Boolarra Railway Reserve		RR034	Site of old Koornalla School	north east cnr of i/s Traralgon Creek Rd and Taylor's Rd, Koornalla
GB004	Glengarry Pre School & Infant welfare centre	Main Street, Glengarry	RR037	Flynn Recreation Reserve	Widdis Way Flynn
GR002	Apex Park and Gippsland Plains Rail Trail Glengarry	Main St, Glengarry	RR041	Hazelwood North Recreation Reserve	Warren Terrace, Hazelwood North
GR003	Glengarry Recreation Reserve	31-39 Cairnbrook Road	RR047	Junction Road / Old Jumbuk Road Reserve	Junction Road, Old Jumbuk Road, Yinnar
GR004	Mavis Whateley Park	Glengarry North Road, Cemetery Road Toongabbie South	RR051	Abuts Morwell National Park	Kerry Road, Yinnar
GR006	Unnamed Reserve	106-108 Traralgon Maffra Road Glengarry	RR052	Land at Hazelwood Pondage Power Boat Club & Aquatic Centre	Yinnar Road Hazelwood
LR002	George Bates Reserve	Howlett Track, Yallourn North	RR053	Yinnar South Tennis Club	195 Middle Creek Rd, Yinnar
LR004	Lions Park	Reserve Street, Yallourn North	RR054	Hazelwood Pondage properties leased from SECV by Latrobe Council	Yinnar Rd, Yinnar
LR006	Anderson Ave Playground	Anderson Ave, Yallourn North	RR057	Unnamed Reserve	Cnr. Middle Creek Road and Brewsters Road Yinnar South
LR007	Playground	57 - 61 Boundary Rd, Yallourn North	RR060	Old Budgeree School Site	36 Roys Road, Budgeree
LR008	Playground	Low Rd, East St Yallourn North	SR001	Flora and Fauna Reserve	Fitzgibbons Rd, Tyers
LR012	Playground	21-23 Rossmore Avenue, Yallourn North	SR002	Land adjacent to mechanics institute	Mount Hope Road & Tyers Rd, Tyers. Tyers Township.
LR014	Latrobe Valley Water Ski Club	Hall Rd, Yallourn North, Lake Narracan	SR003	Unnamed reserve	Mount Hope Rd, Tyers
LR015	Yallourn North Recreation Reserve	Reserve Street, Yallourn North	SR004	Jean Galbraith Flora Reserve Tyers	Mount Hope Rd, Tyers
LR016	Yallourn North Tennis Club	Reserve St & Gooding St, Yallourn North	SR005	Sandbank Reserve	Tyers Rd, Tyers
LR020	Yallourn North Historical Society [formerly Yallourn North Youth Group]	unmade section of Third Ave between School Ave & Reserve Road, Yallourn North	SR006	Tyers Recreation Reserve	Tyers Recreation Reserve
LR021	Unnamed Reserve	Between 85 & 87 North Rd Yallourn North	SR007	Bert Christensen Reserve	Tyers Walhalla Rd. & Tyers Rd, Tyers
LR022	Unnamed Reserve	Marshall Ave Yallourn North	SR008	Tyers Lookout	Tyers Walhalla Rd, Tyers
MR063	Hazelwood Pondage - caravan park	Hazelwood Pondage, Hazelwood	SR009	Tyers Walking Track	Mt Hope Road, Tyers
MR064	Aquatic centre-hazelwood pondage	Yinnar Rd, Hazelwood	YB010	Old Butter Factory, ARC	
MR065	LV Yacht Club-Hazelwood pondage	Yinnar Rd, Hazelwood	YR001	Nardino Reserve	Albert St, Alfred Dve, Yinnar
OR002	Edward Stringer Memorial Site Toongabbie	O'Meara Street, Toongabbie	YR002	Charles Bond Park	Wicks Street, Yinnar
OR003	Recreation Reserve adjacent Thomson River at Cowarr	Weir Road Cowarr	YR003	Un named reserve	Creamery Rd, Yinnar
			YR005	Yinnar Public Park CWA Park	Main St, Yinnar
			YR006	Yinnar Centenary Gardens	Main St Yinnar
			YR008	Yinnar Recreation Reserve	Jumbuk Road, Yinnar
			YR009	Jumbuk Rd, Yinnar adjacent Recreation reserve	Jumbuk Road, Yinnar
			YR010	Yinnar Stockroute	Main Road, Yinnar



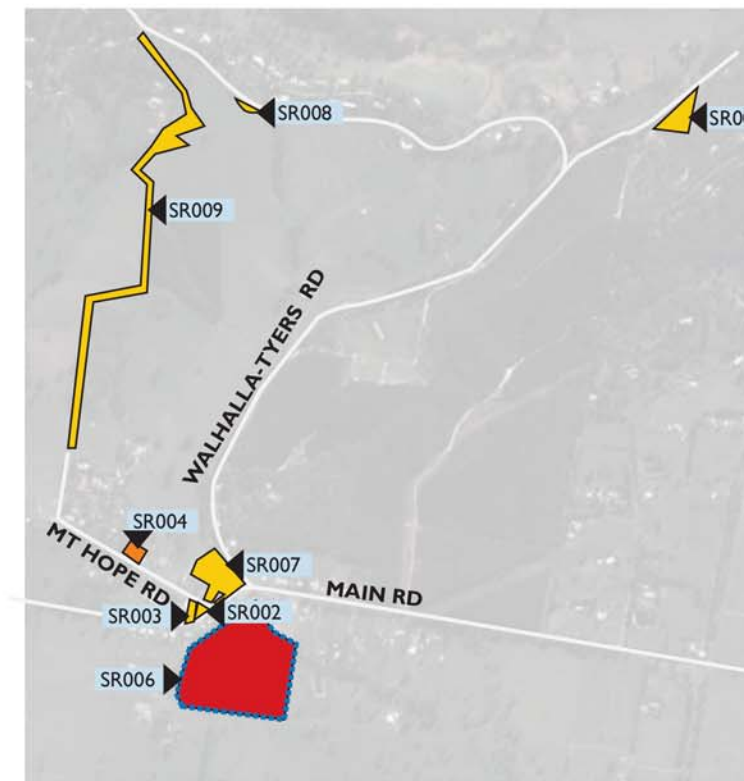
TOONGABBIE



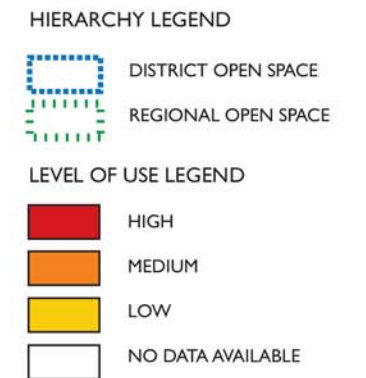
GLENGARRY



YALLOURN NORTH

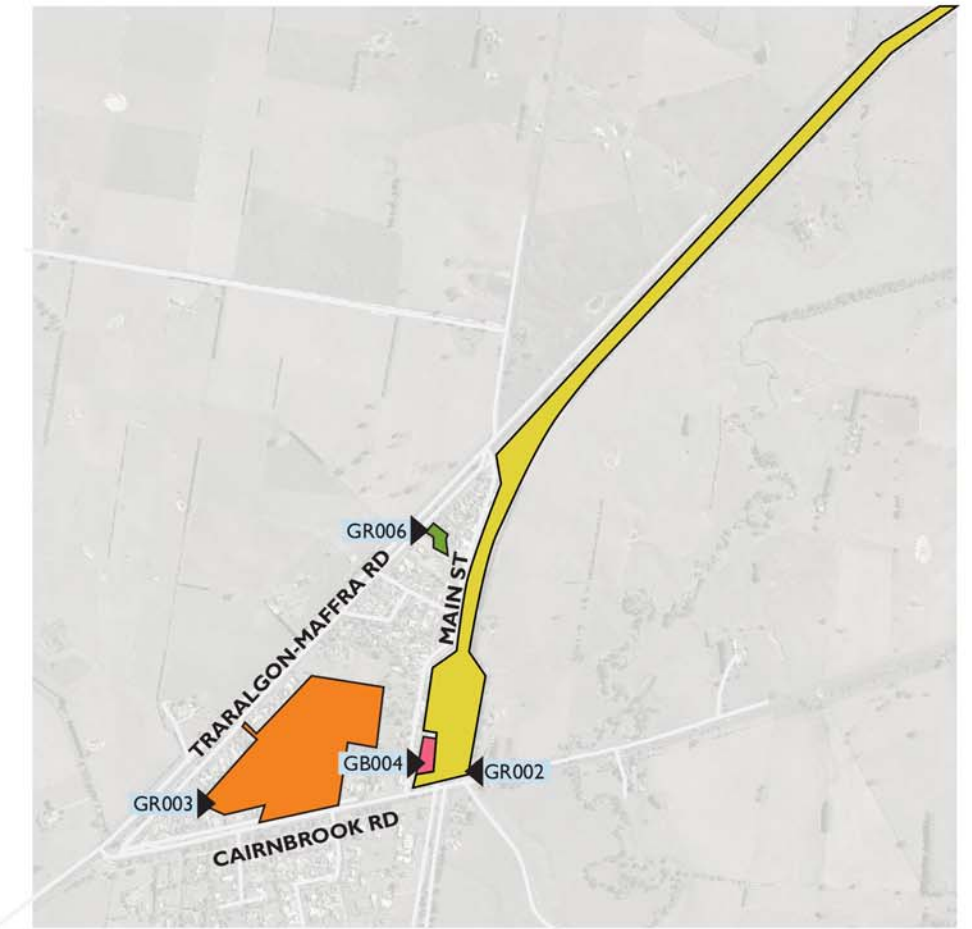


TYERS

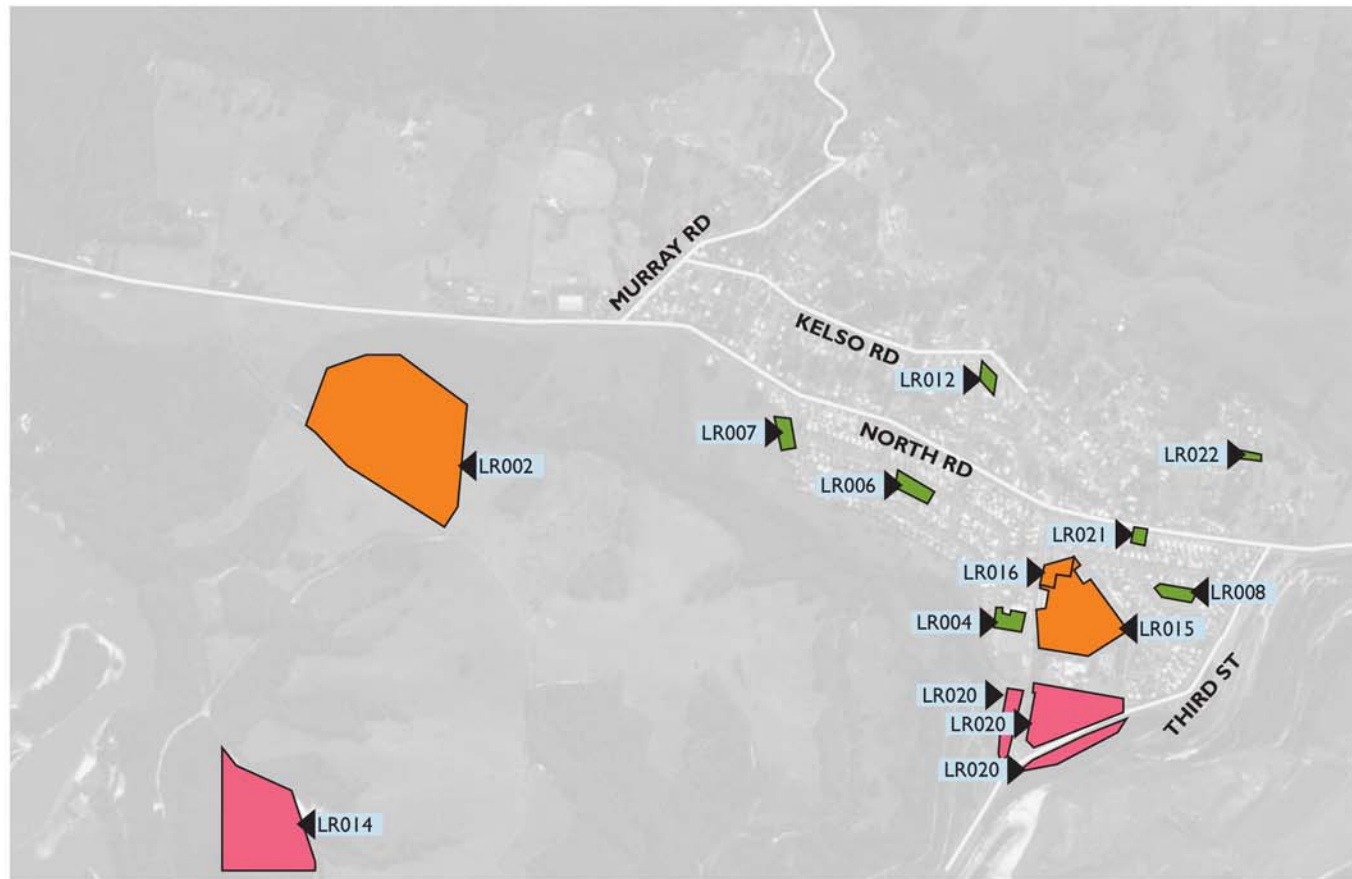




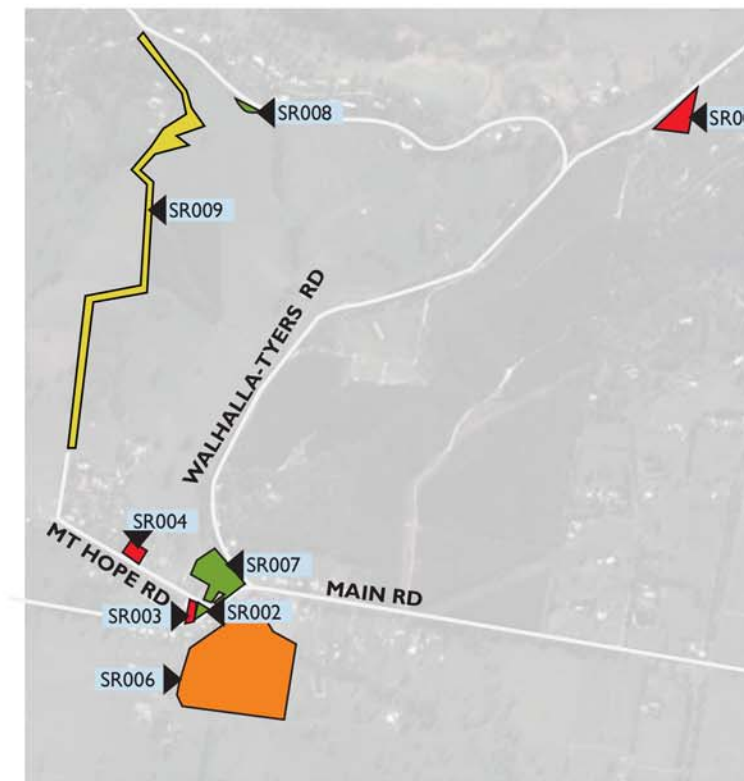
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GLENGARRY



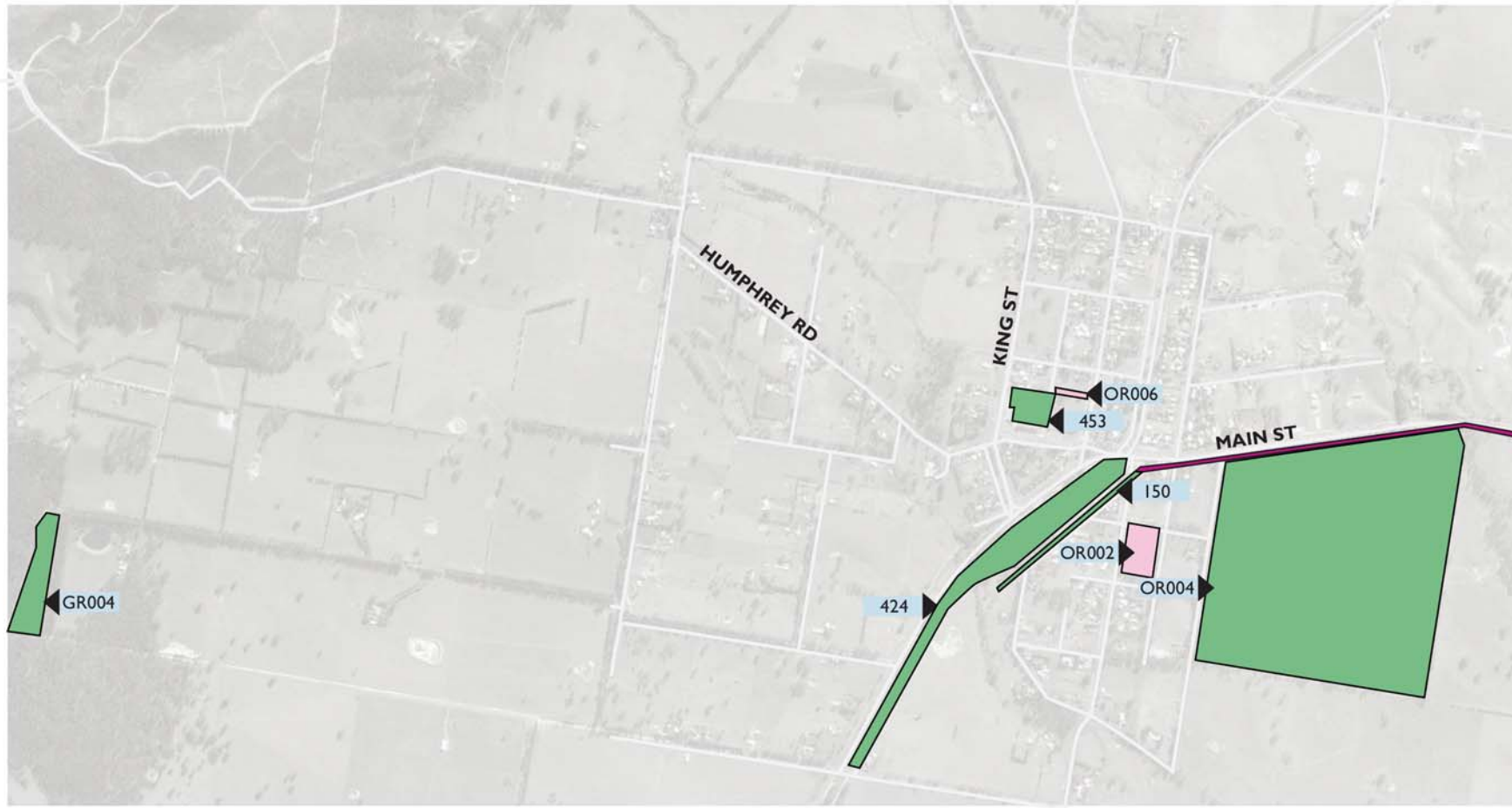
YALLOURN NORTH



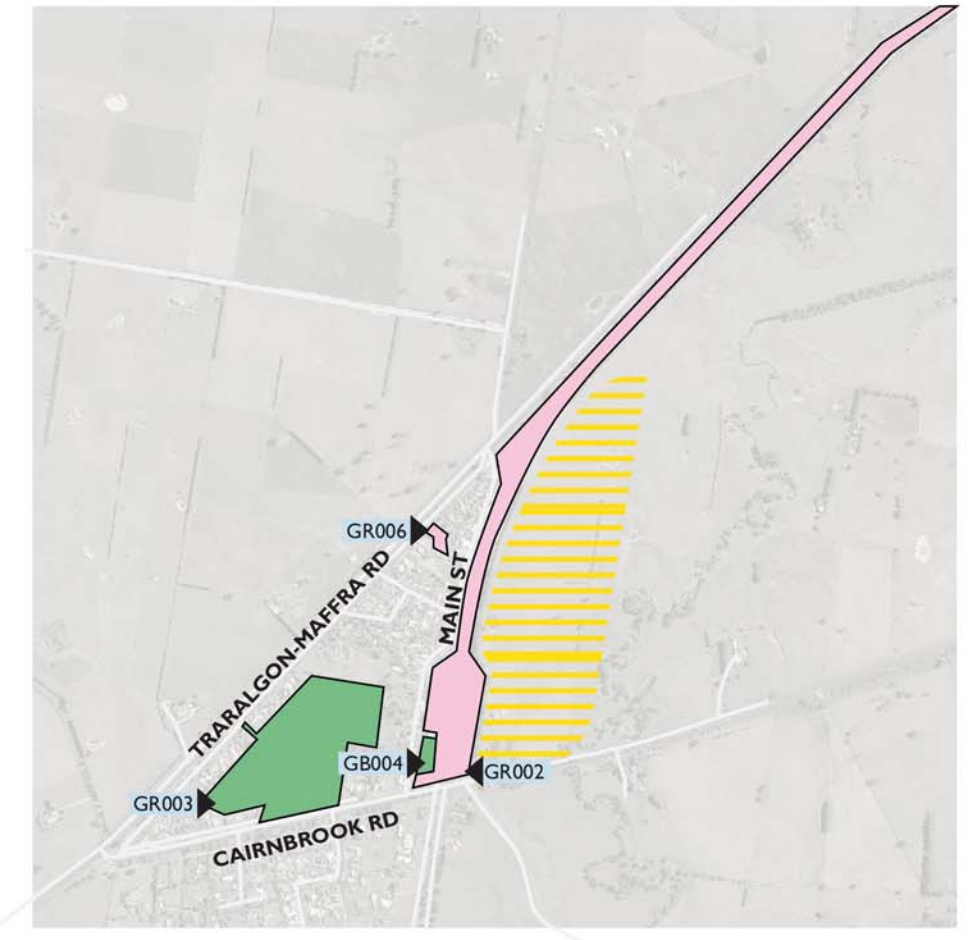
TYERS

PRIMARY FUNCTION LEGEND

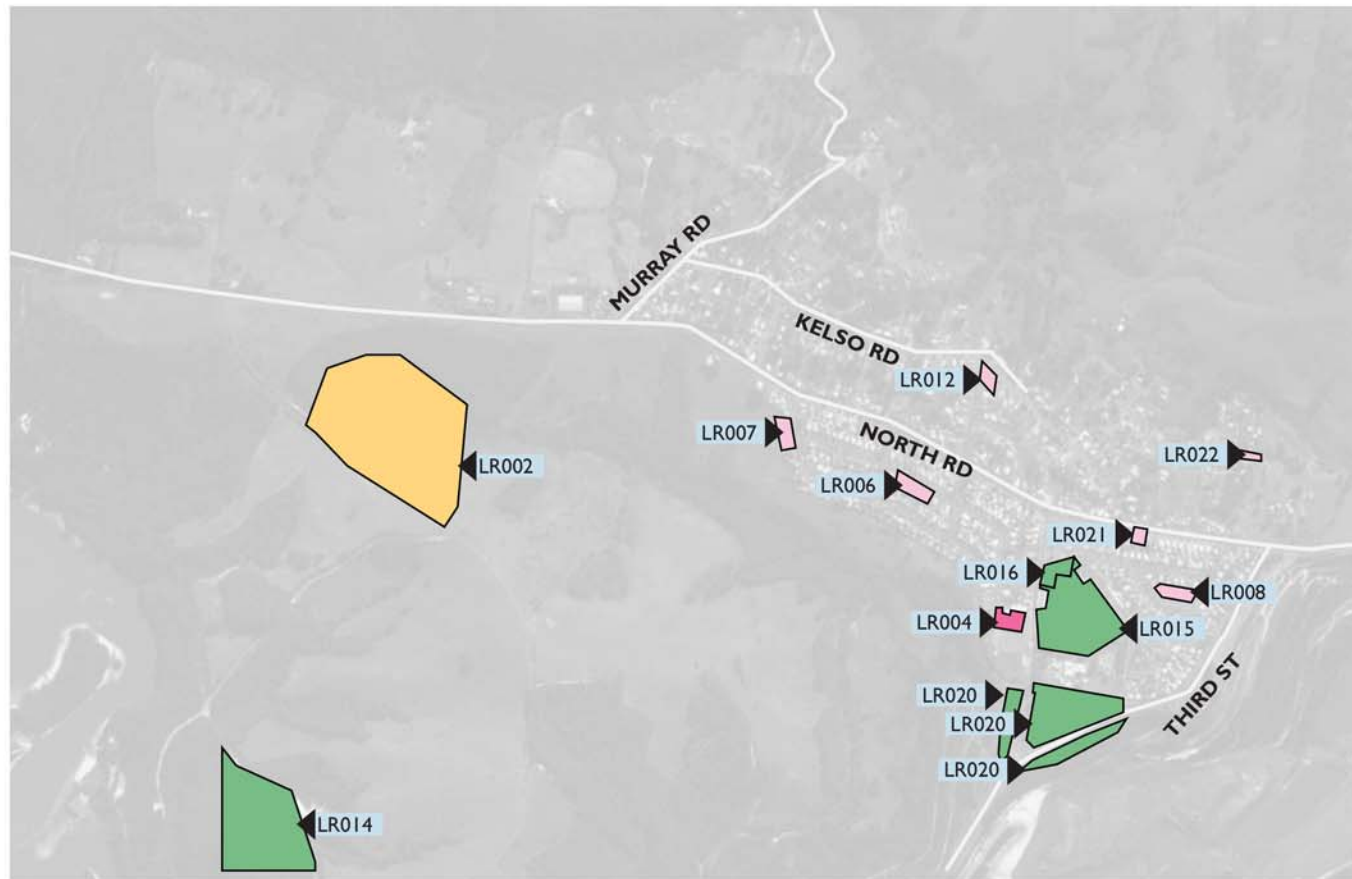
- COMMUNITY FACILITIES
- PARKLAND - GENERAL USE
- SPORT
- CONSERVATION AND ENVIRONMENT
- PARKLAND - LINEAR LINK
- NO DATA AVAILABLE



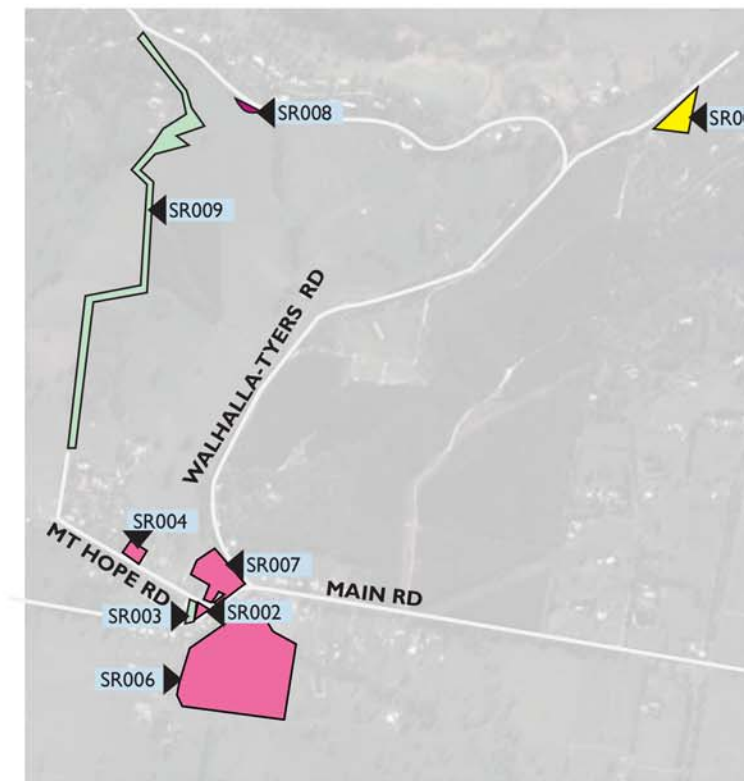
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GLENGARRY



YALLOURN NORTH



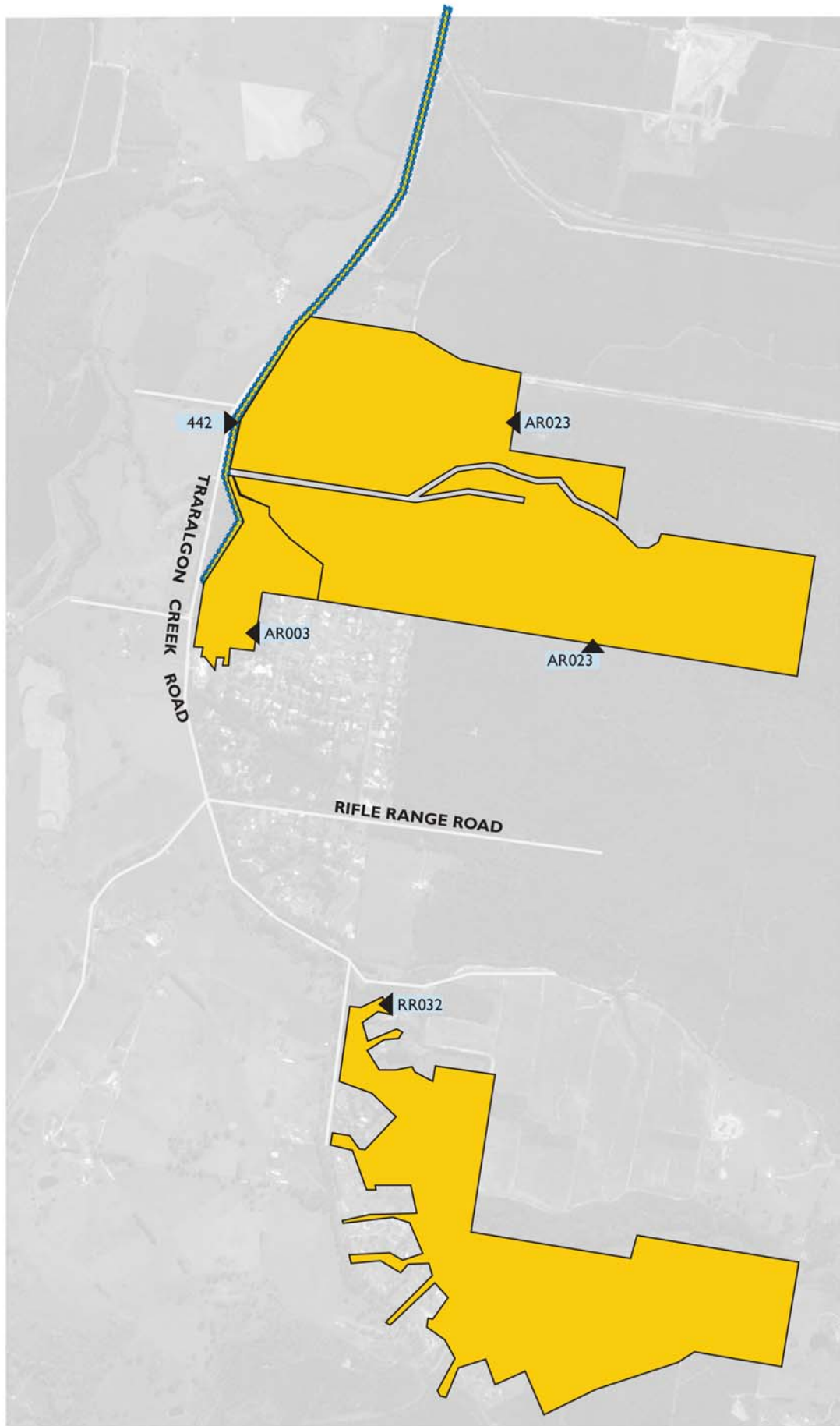
TYERS

URBAN GROWTH ZONES

Yellow hatched area: POTENTIAL FUTURE RESIDENTIAL GROWTH AREAS

PLANNING SCHEME ZONES

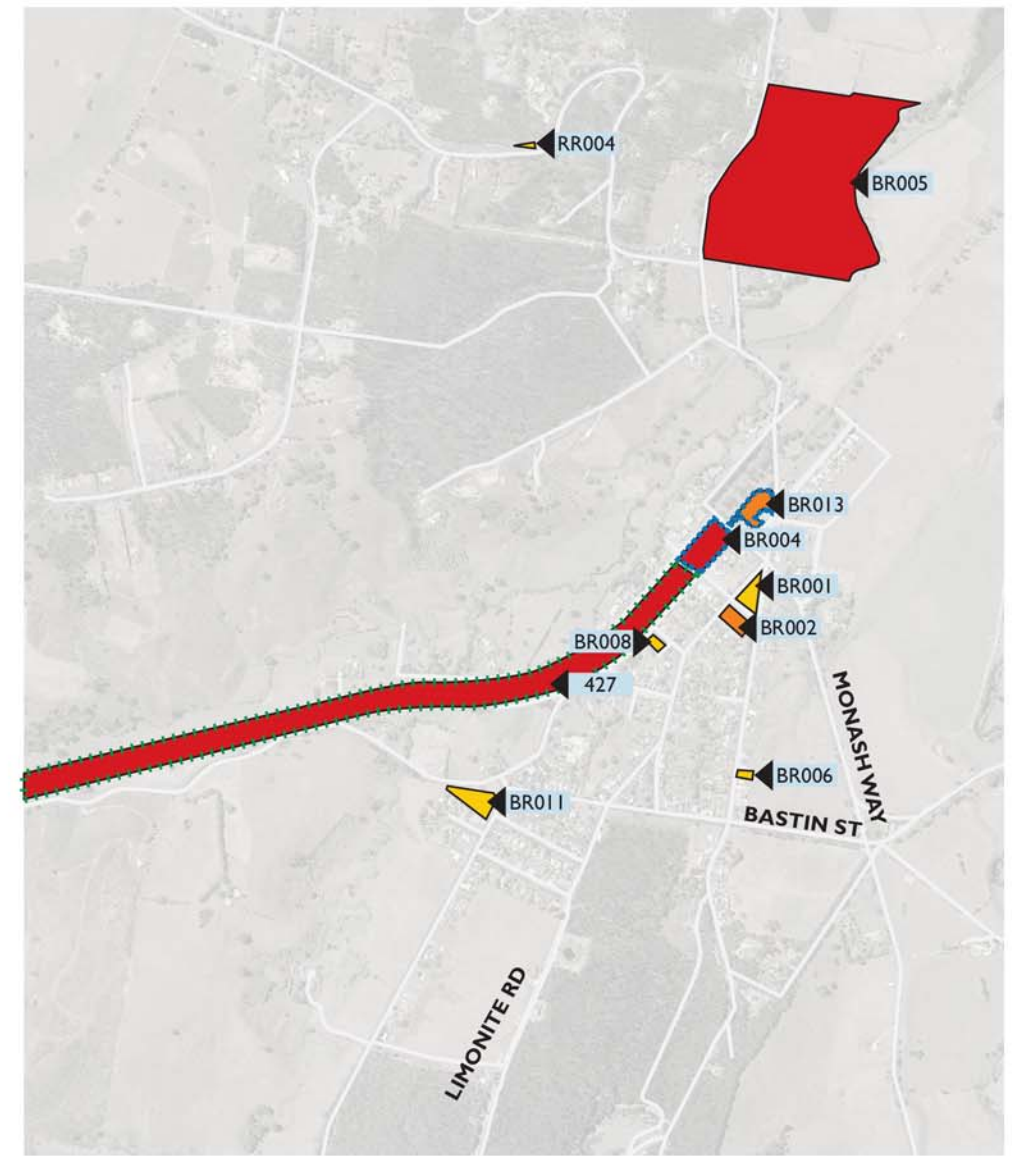
- FZ - FARMING
- PPRZ - PUBLIC PARK AND RECREATION
- R1Z - RESIDENTIAL 1
- RLZ4 - RURAL LIVING 4
- PUZ2 - PUBLIC USE ZONE 2
- TZ - TOWNSHIP ZONE
- RDZ1 - ROAD ZONE - CATEGORY 1



TRARALGON SOUTH





YINNAR




BOOLARRA

HIERARCHY LEGEND

-  DISTRICT OPEN SPACE
-  REGIONAL OPEN SPACE

LEVEL OF USE LEGEND

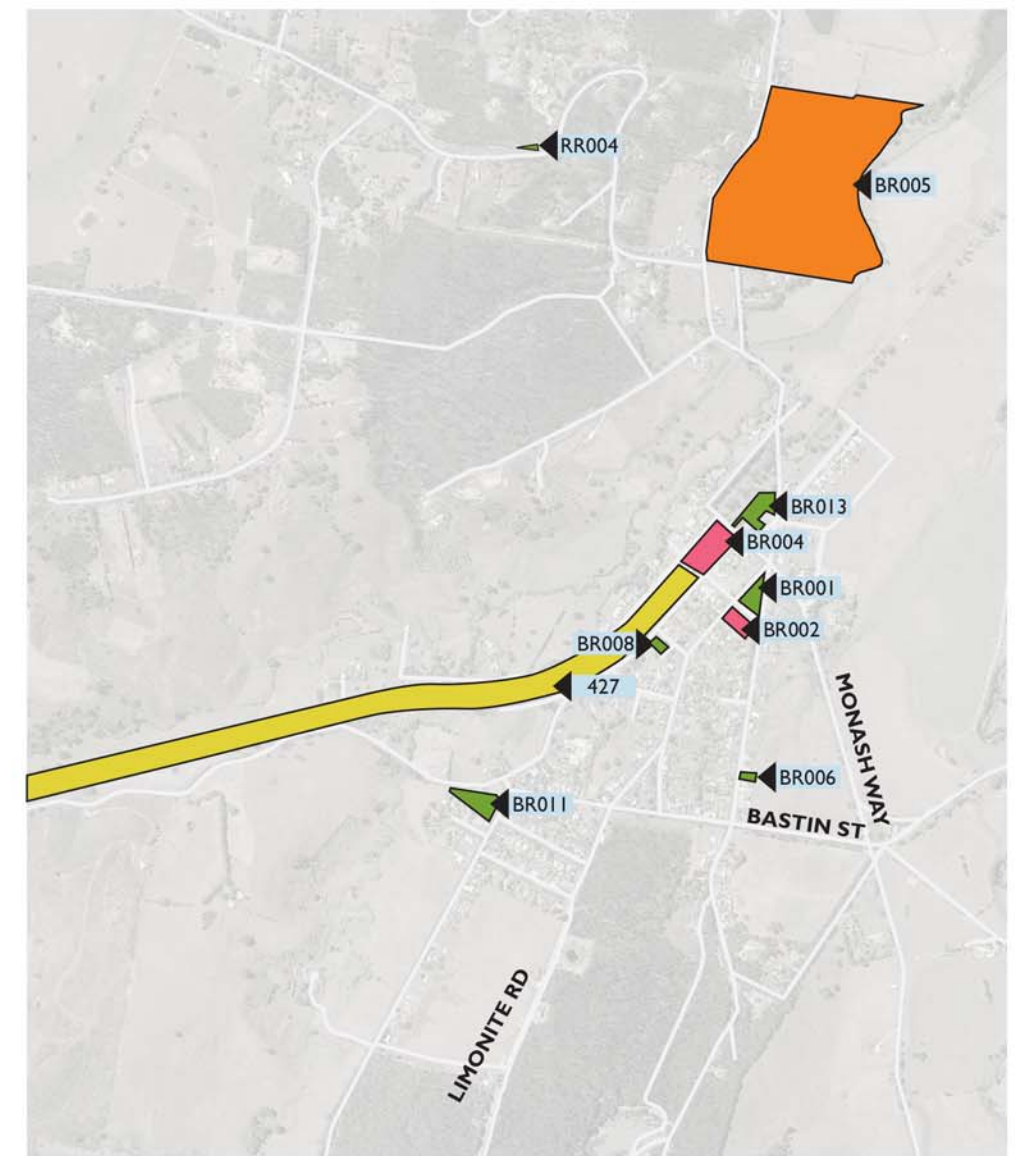
-  HIGH
-  MEDIUM
-  LOW



TRARALGON SOUTH



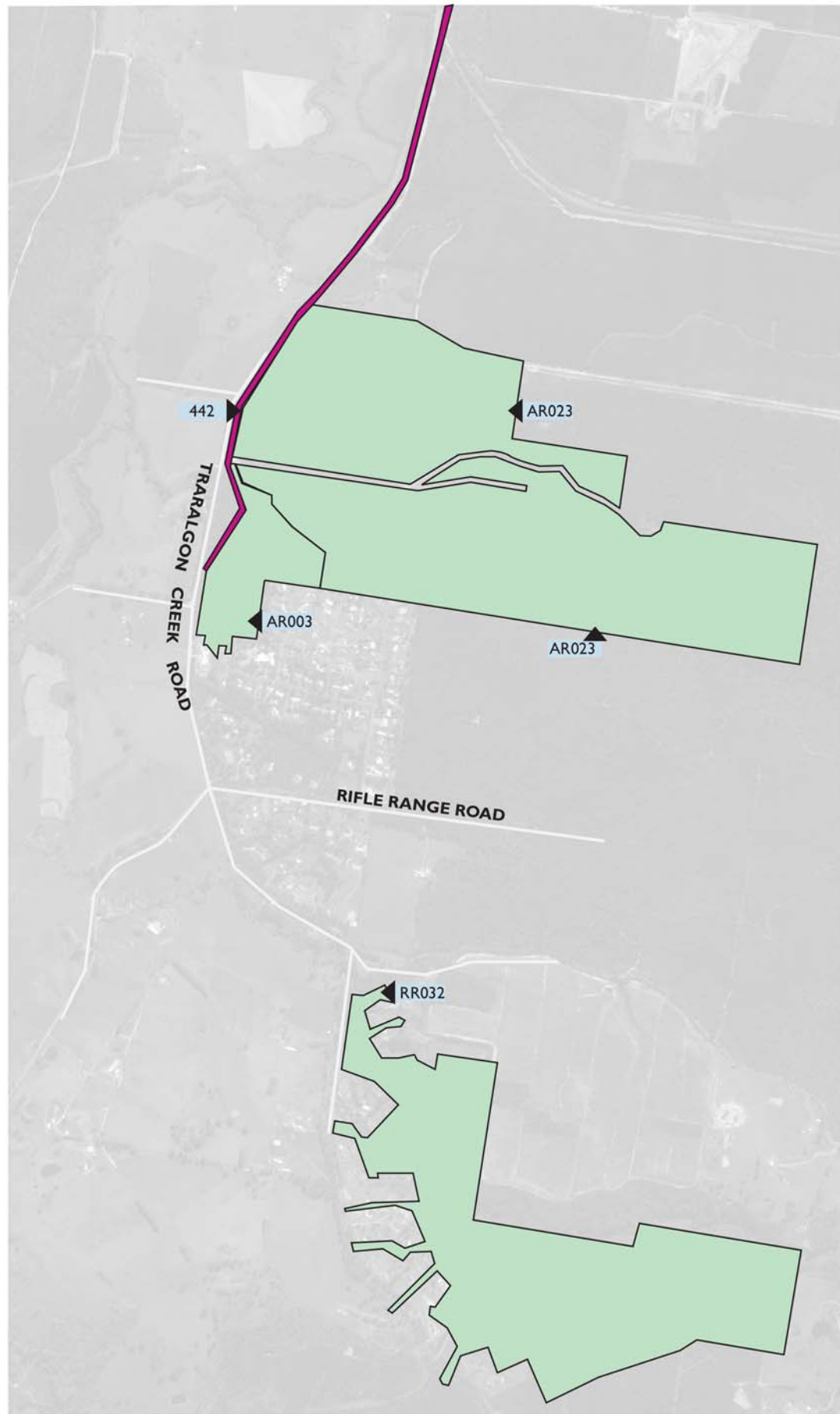
YINNAR



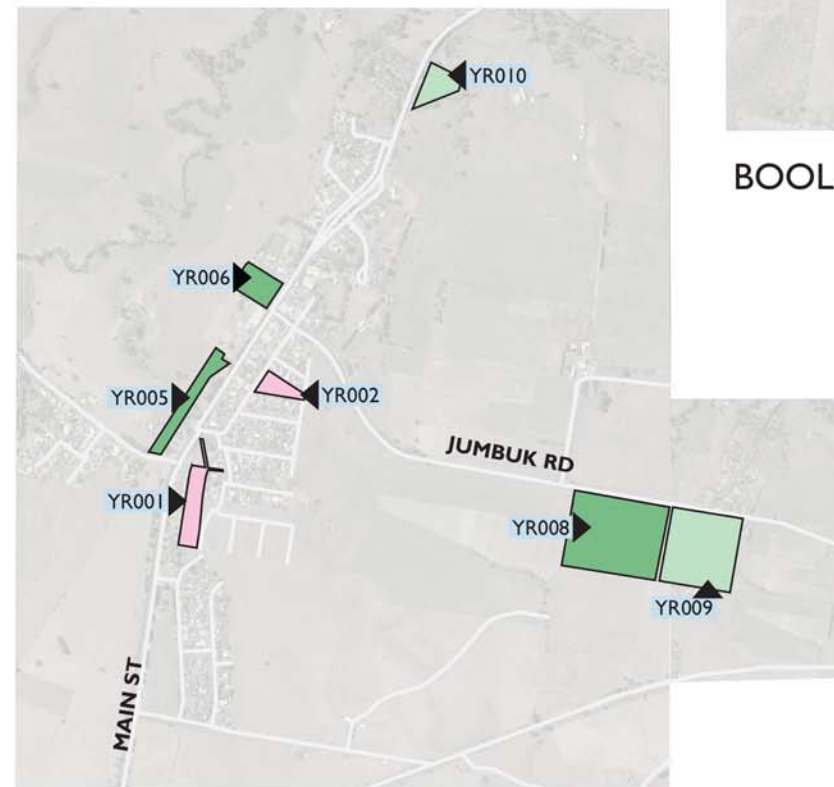
BOOLARRA

PRIMARY FUNCTION LEGEND

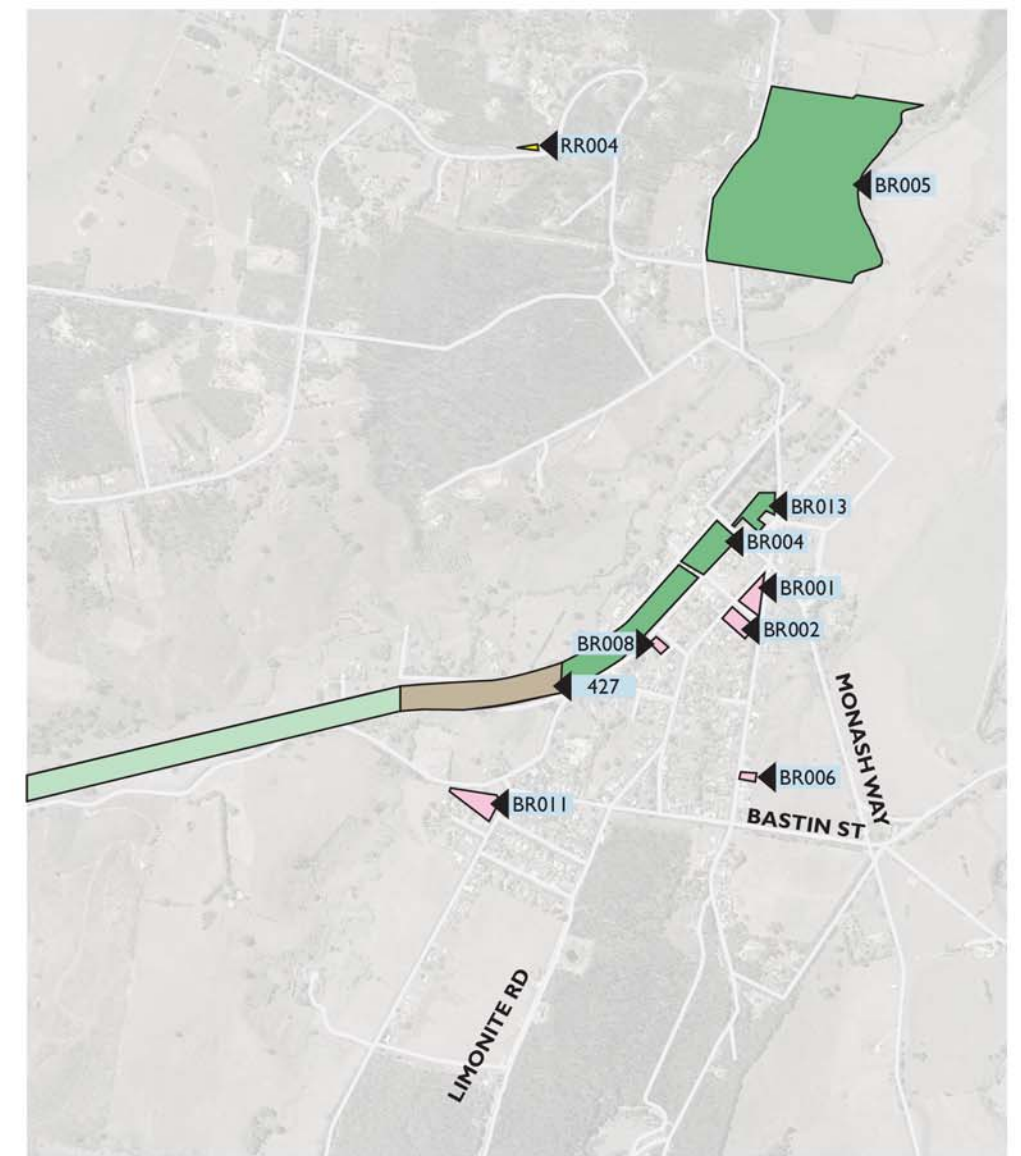
- COMMUNITY FACILITIES
- SPORT
- PARKLAND - GENERAL USE
- PARKLAND - LINEAR LINK
- WATERWAY / DRAINAGE



TRARALGON SOUTH



YINNAR



BOOLARRA

- PLANNING SCHEME ZONES
- RLZ4 - RURAL LIVING 4
 - FZ - FARMING
 - PPRZ - PUBLIC PARK AND RECREATION
 - RIZ - RESIDENTIAL I
 - RDZI - ROAD ZONE - CATEGORY I
 - RLZ6 - RURAL LIVING 6

5.5. Analysis of Current Open Space Provision

The following section provides an analysis of the current open space provision in the City. The data does not include future proposed open space as contained in City Structure Plans or Development Plans, however these have been considered when determining recommendations for future action.

5.5.1 Quantity of Open Space Provision

Broad benchmarks for minimum total open space provision that reflect population densities are typically expressed as hectares per 1,000 people. Such benchmarks should be used as a planning guide only and not taken to be definitive indicators of open space needs. Provision benchmarks should always be used in conjunction with a review of quality, function and distribution measures to determine overall open space needs.

The Victorian Environmental Assessment Council (VEAC) undertook an investigation into the provision of public land in metropolitan Melbourne, releasing a Final Report in August 2011. According to the results from this report, metropolitan Melbourne Council's average between 5ha-10ha of public open space per 1,000 people. Whilst data collection and analysis varies, Latrobe City Council has considerably more open space per 1,000 people compared to metropolitan Melbourne Council's. Specifically Latrobe has approximately 33.17ha of open space per 1,000 people¹⁰.

This reflects not only the lower total population, including lower residential densities, but also incorporates large parcels of land set aside for conservation/environment and large waterways which are unlikely to be available in metropolitan Melbourne.

The quantity of Latrobe's current open space provision is summarised below.

Township	Approx. Total Open Space (Hectares)	Approx. Hectares/1,000 people ¹¹
Morwell	160	10.72
Traralgon	245	8.99
Moe / Newborough	552	31.65
Churchill	181	36.03
Rural Other	1,406	116.46
Total	2,545	33.17

Discounting the 'rural other' areas, the average open space provision in established residential areas is **17.62ha/1,000 people**.

Therefore, concentrating on the established residential settlements, analysis of the table reveals that all areas, aside from Traralgon and Morwell, have more open space than the

¹⁰ NB: Sizes were not available for all reserves in Council's data base and hence figures are considered indicative only.

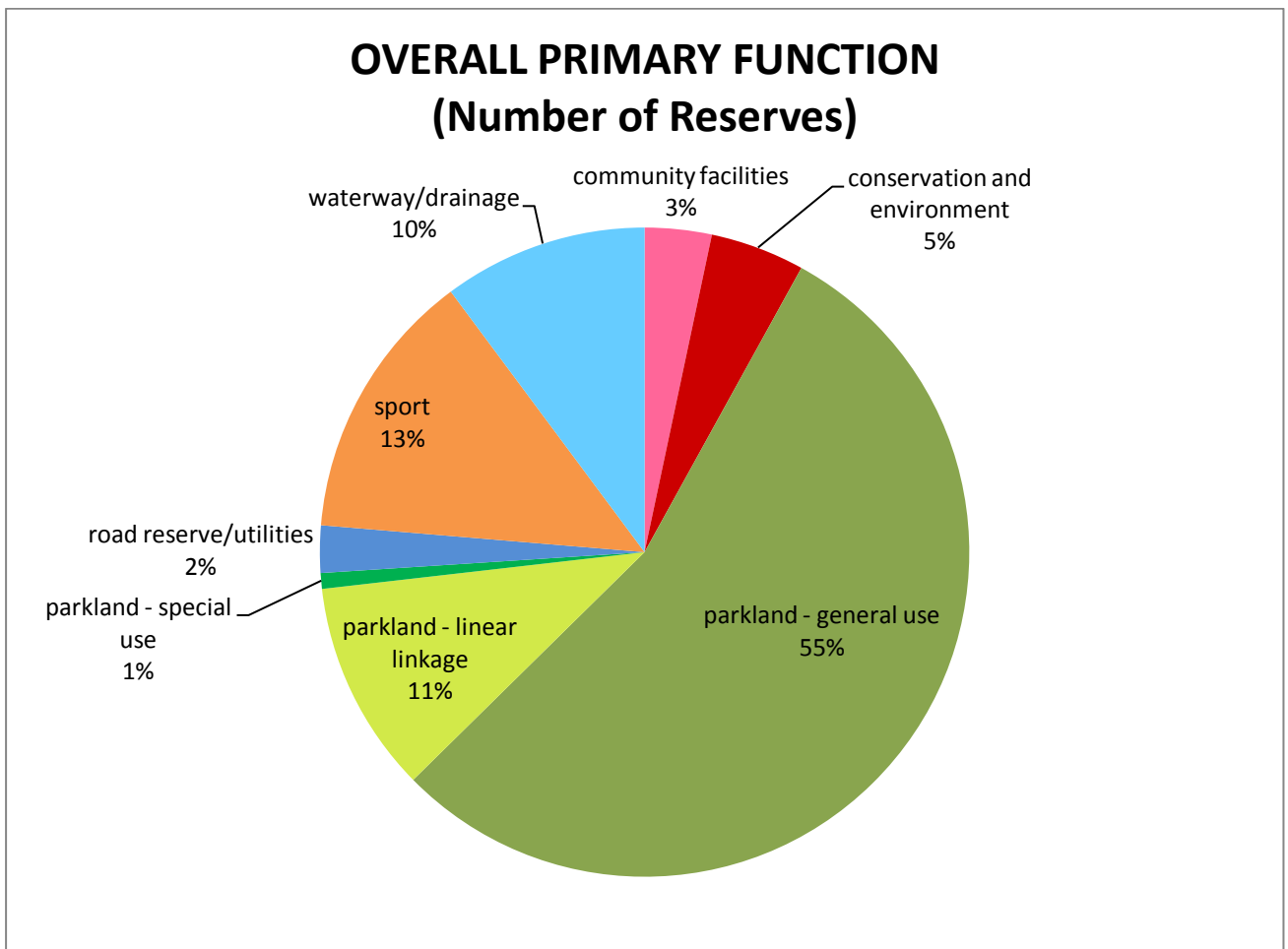
¹¹ Latrobe City estimated resident population figures for 2011 have been used.

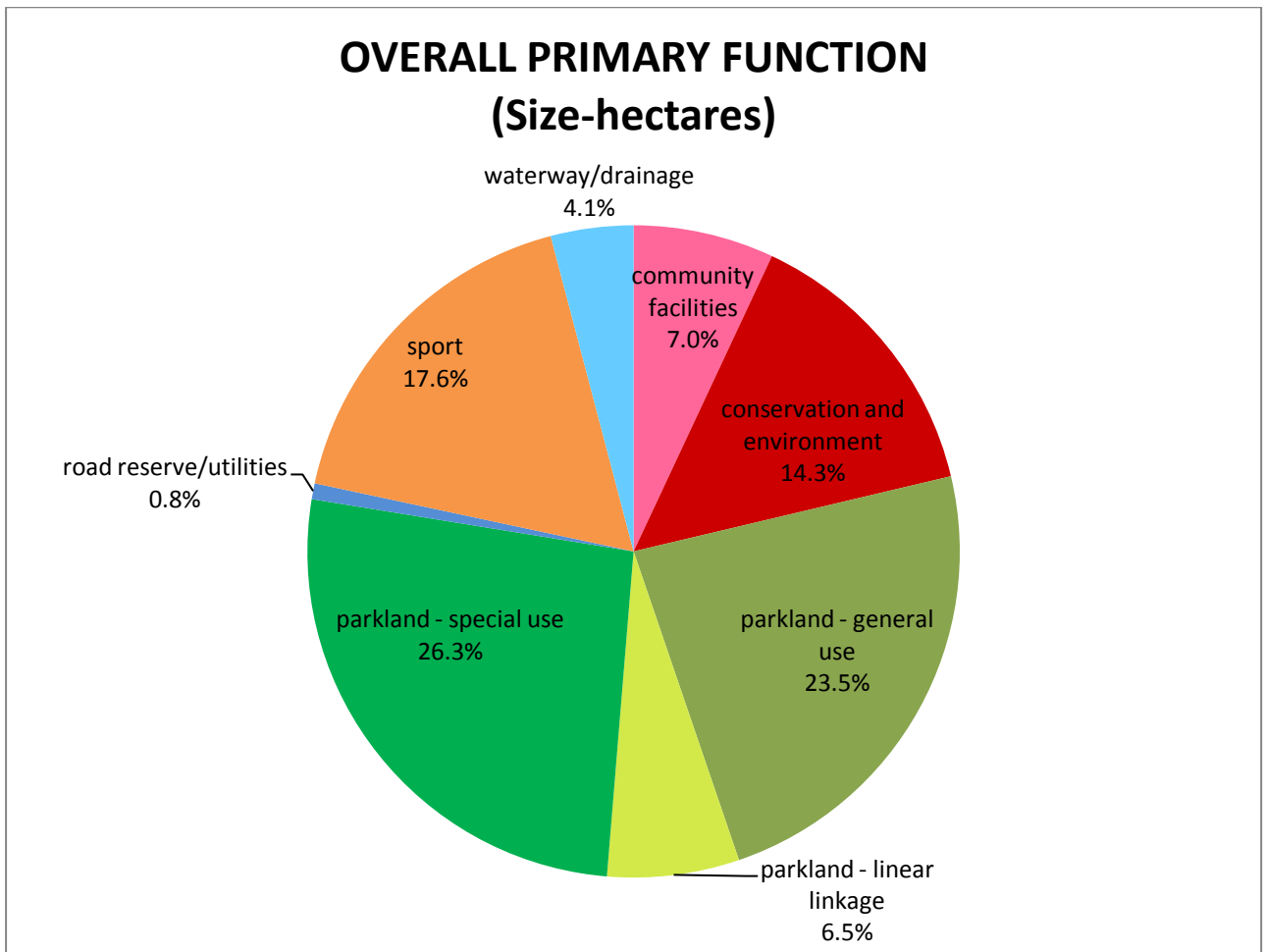
municipal average. In particular, Churchill has in excess of double the Latrobe City average open space provision (i.e. 36.03ha/1,000 compared to municipal residential average of 17.62ha/1,000).

The table highlights that Traralgon has almost half the average quantity of open space per 1,000 people compared to the City average (i.e. 8.99ha/1,000), despite the fact that Traralgon accounts for over one third of the total City population.

5.5.2 Open Space Categories

The graphs below highlight the proportion of open space within each category for each settlement, however commences with a summary of provision for the City as a whole.

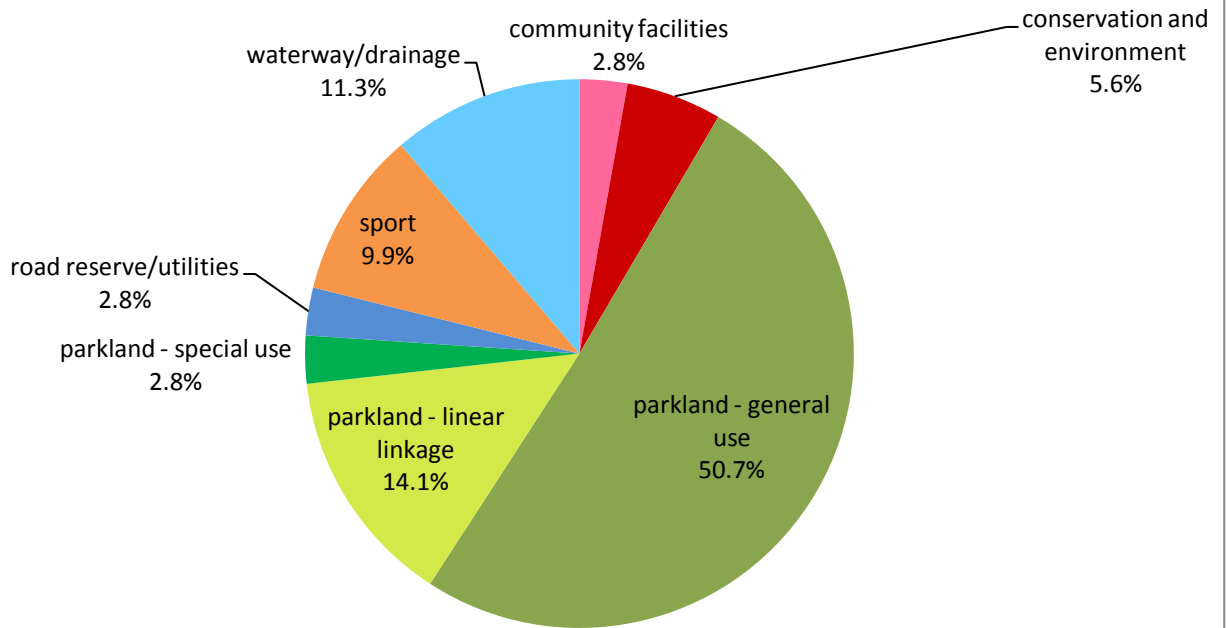




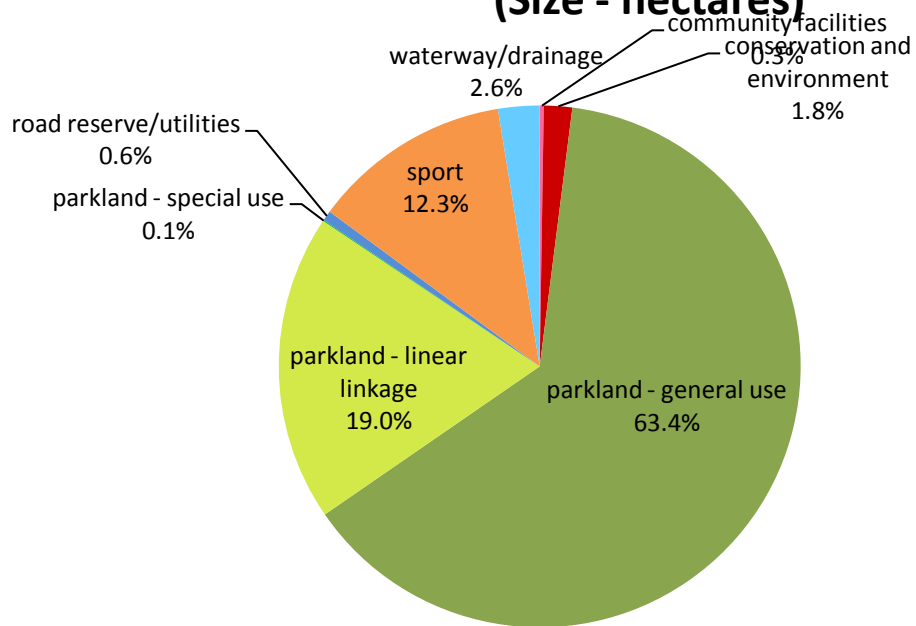
Analysis of the graphs for the City as a whole reveals:

- Approximately half of all open space sites are classified as 'Parkland- General Use', however in terms of overall size, these sites account for around one quarter (23.5%) of all open space provision.
- Whilst there are only a limited number of 'Parkland – Special Use' sites (i.e. 4), these account for the majority of open space provision in terms of overall size (i.e. 26.3% of total hectares of open space).
- Parkland – Linear Link accounts for around 11% of the total number of sites. However, not surprisingly, only accounts for around 6.5% of the total hectares of open space.
- Sports open space accounts for around 13% of all sites and 17.6% of the total hectares of open space.
- Conservation and Environment open space accounts for only 5% of total sites (i.e. 24 sites in total), which contribute 14.3% of the total hectares available.
- Waterway/drainage reserves contribute 10% of all open space reserves, however account for only 4.3% of total hectares available.

MORWELL PRIMARY FUNCTION (Number of Reserves)

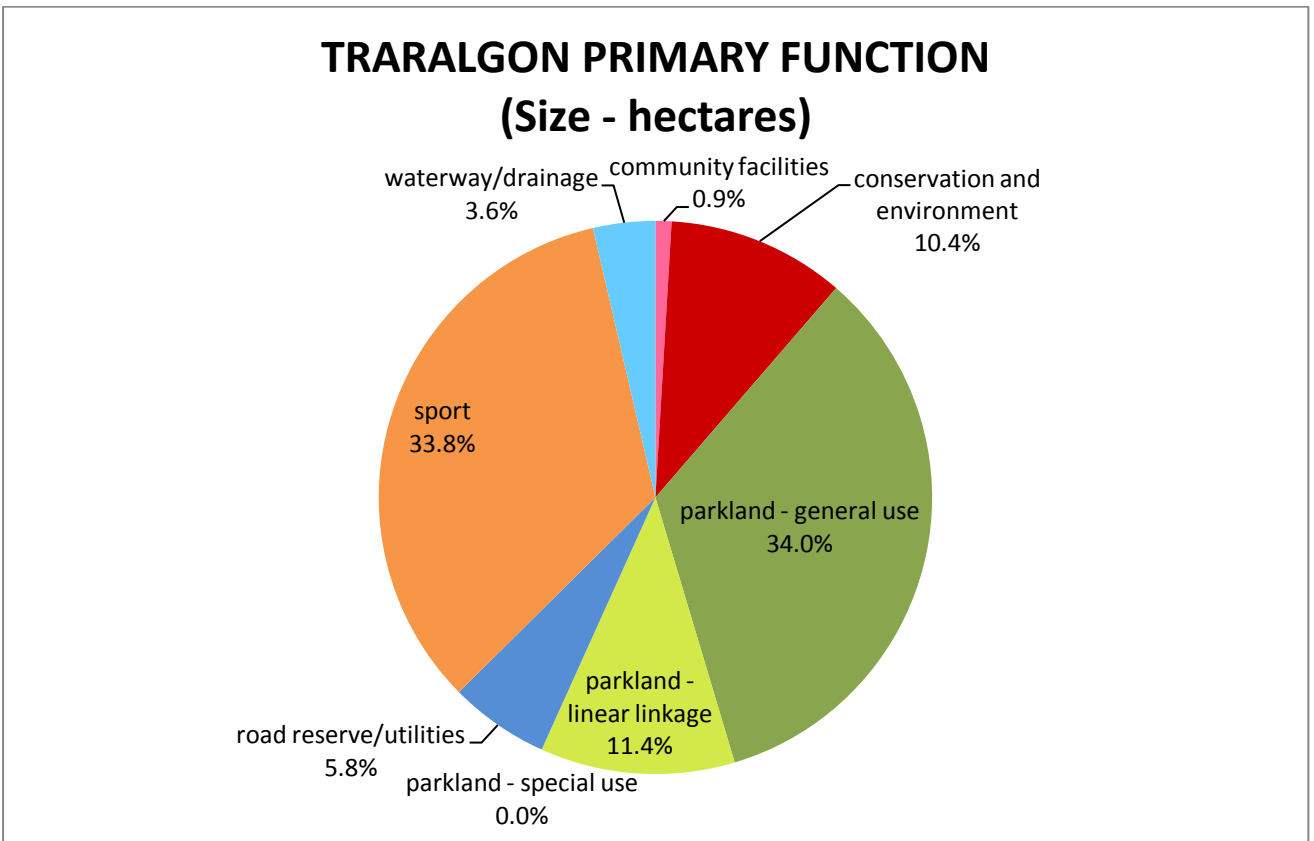
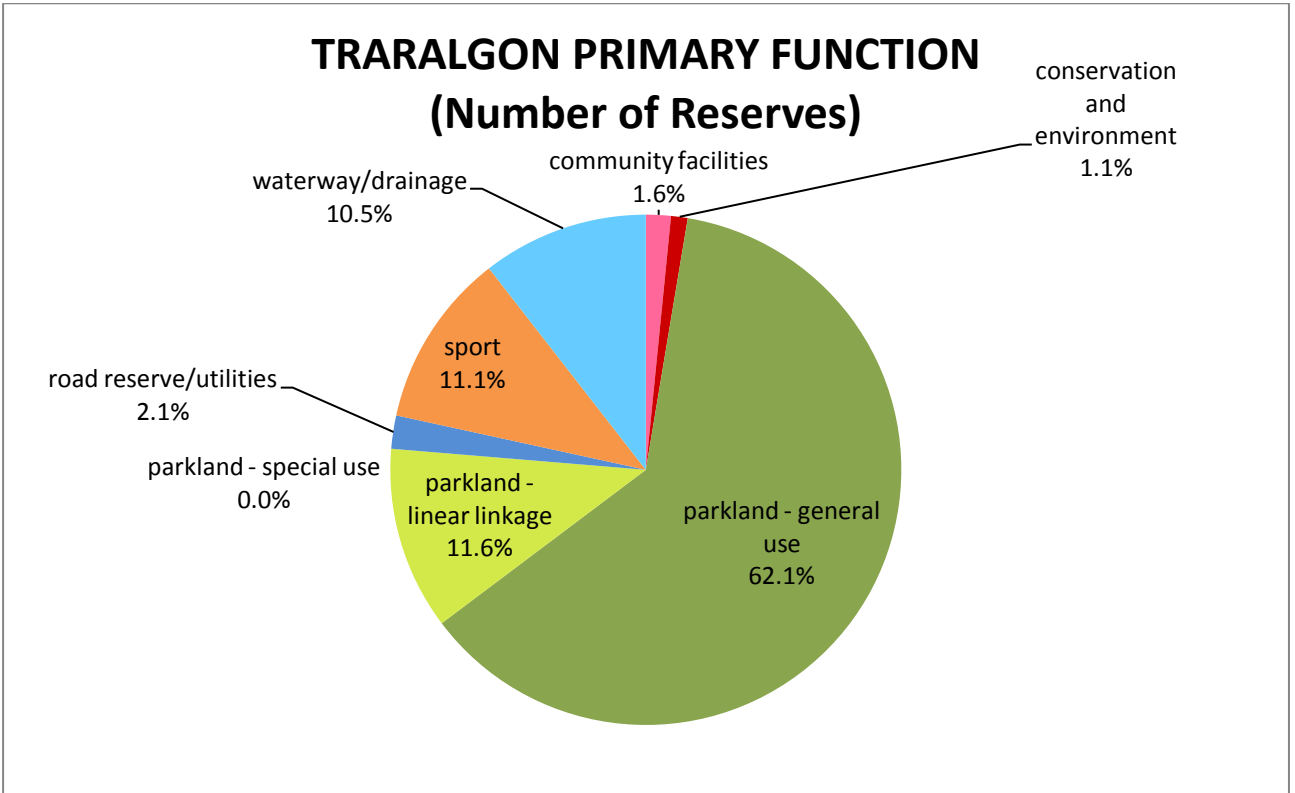


MORWELL PRIMARY FUNCTION (Size - hectares)



Analysis of the graphs for Morwell reveals:

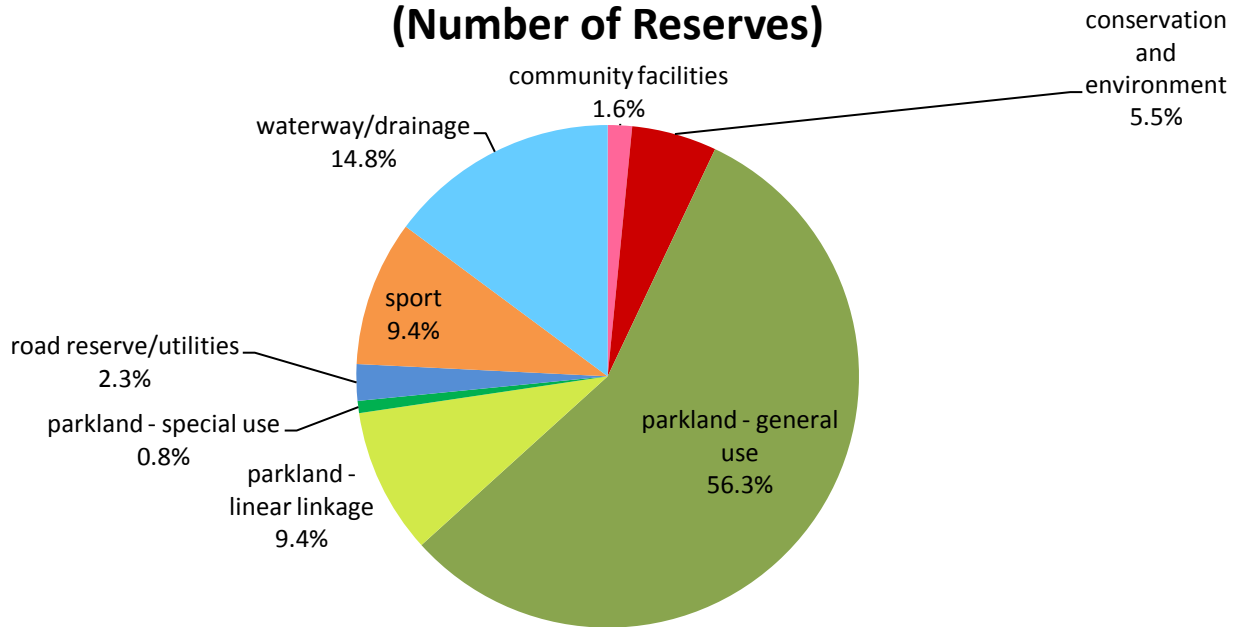
- The majority of open space sites are classified as Parkland – General Use, accounting for 50.7% of all sites and 63.4% of the total hectares available in Morwell.
- There is a relatively high proportion (number and size) of open space sites categorised as Parkland – Linear Link (14.1% and 19.0% respectively).
- There are few sites classified as Waterway/Drainage (8 sites or 11.3% of total), which account for less than 3% of total hectares provided. The useability of some of these sites for community recreation may be limited.
- Sport open space accounts for a small proportion of total open space provision (number and size i.e. 9.9% and 12.3% respectively).
- There is limited provision of Conservation/Environment open space in Morwell (i.e. 4 sites, which account for less than 5.6% of total hectares provided).



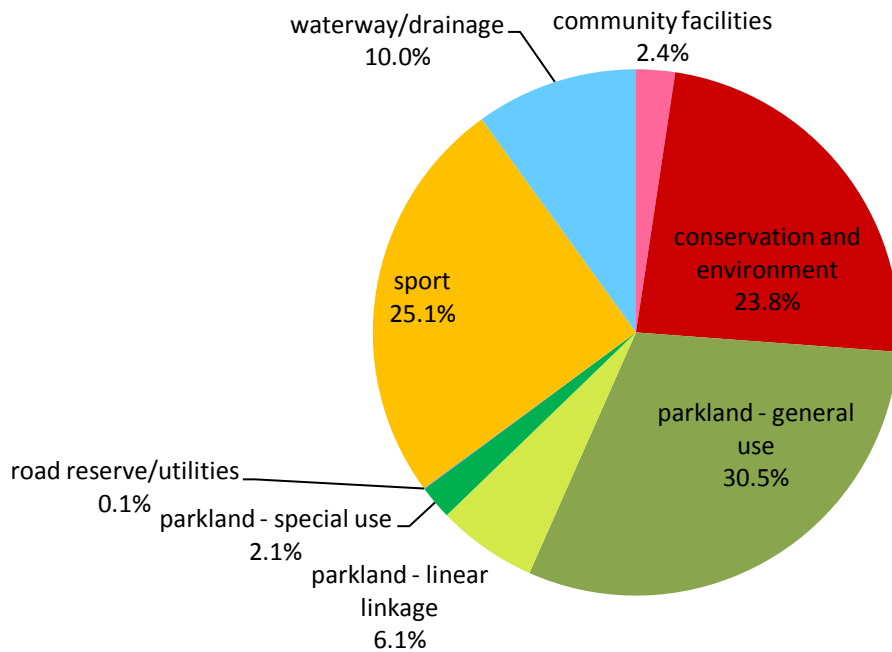
Analysis of the graphs for Traralgon reveals:

- Although Parkland – General Use account for almost two thirds of total sites provided (62.1%), they contribute only around one third of the total size of all open space in Traralgon (34.0%).
- Sports open space account for around 11.1% of the number of all sites, however contribute approximately one third (33.8%) of the total size of all open space.
- Therefore, Parkland – General Use and Sports open space account for over two thirds of all hectares of open space available in Traralgon.
- Traralgon has two Conservation/Environment open space sites which account for approximately 10.4% of the total open space land provided.
- Approximately 11.6% of all open space sites in Traralgon are Parkland - Linear Link, which is in line with the average for the City as a whole (i.e. 11%).

MOE/NEWBOROUGH PRIMARY FUNCTION (Number of Reserves)

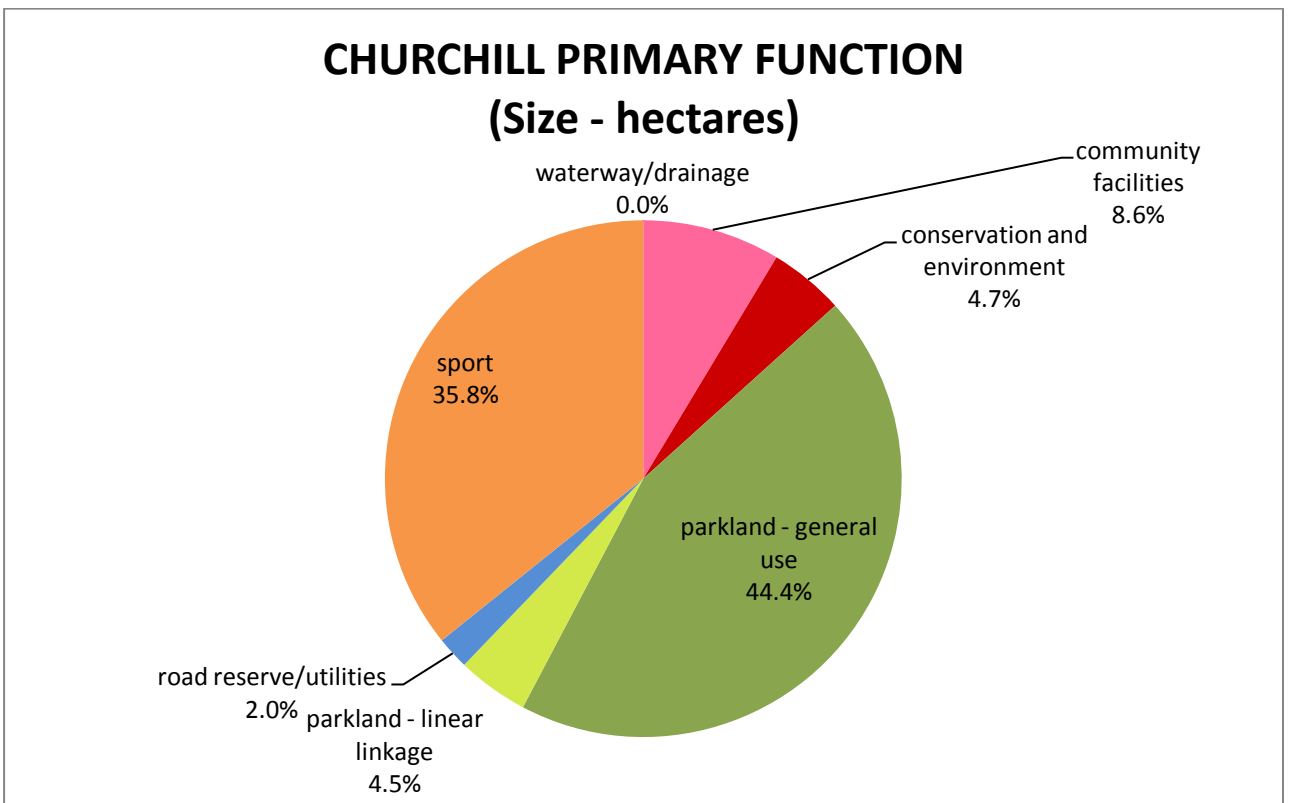
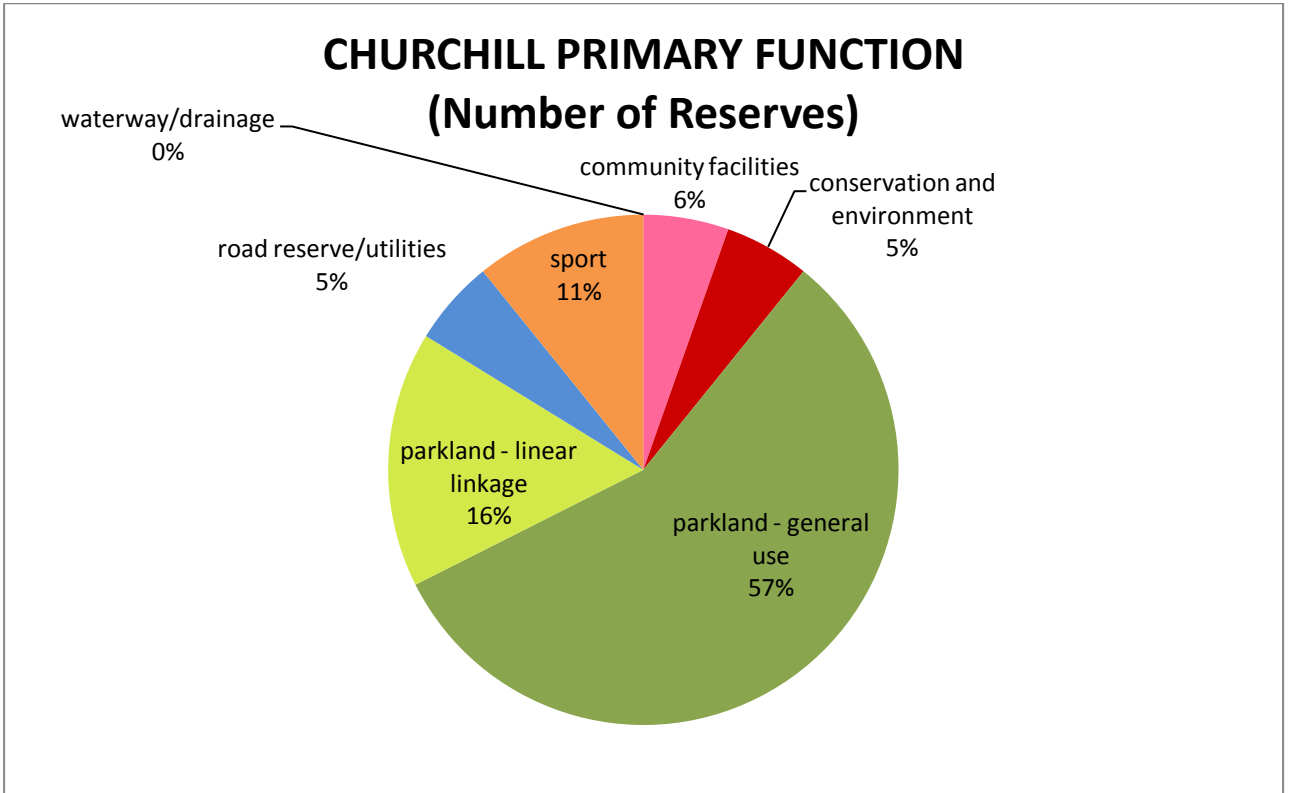


MOE/NEWBOROUGH PRIMARY FUNCTION (Size - hectares)



Analysis of the graphs for Moe/Newborough reveals:

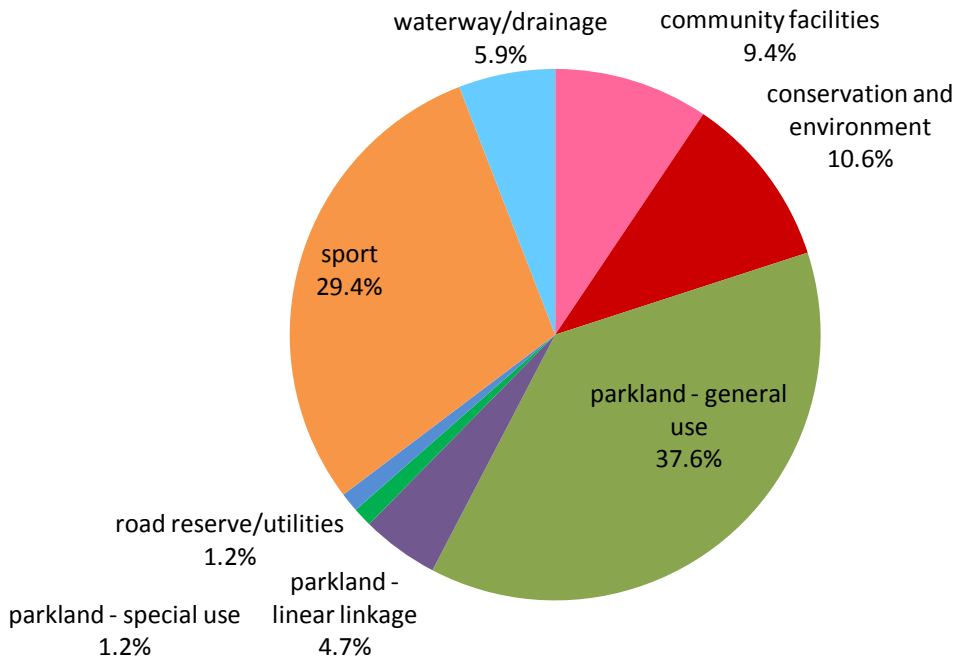
- Parkland – General Use and Waterway/Drainage reserves account for a large proportion of total sites provided in Moe/Newborough (i.e. combined 71.1% of all sites), however this contributes only 40.5% of the total area provided.
- Sports open space accounts for only 9.4% of the total number of sites, which is below the City as a whole (i.e. 13%), however Sports open space in Moe/Newborough accounts for 25.1% of the total land area provided (compared to 17.6% for the City as a whole).
- There are 7 Conservation and Environment sites in Moe/Newborough which account for around one quarter of all hectares of open space (23.8%).
- Waterway/drainage reserves account for 10% of the total size of open space available, which is significantly higher than the average for the City as a whole (i.e. 4.1%).



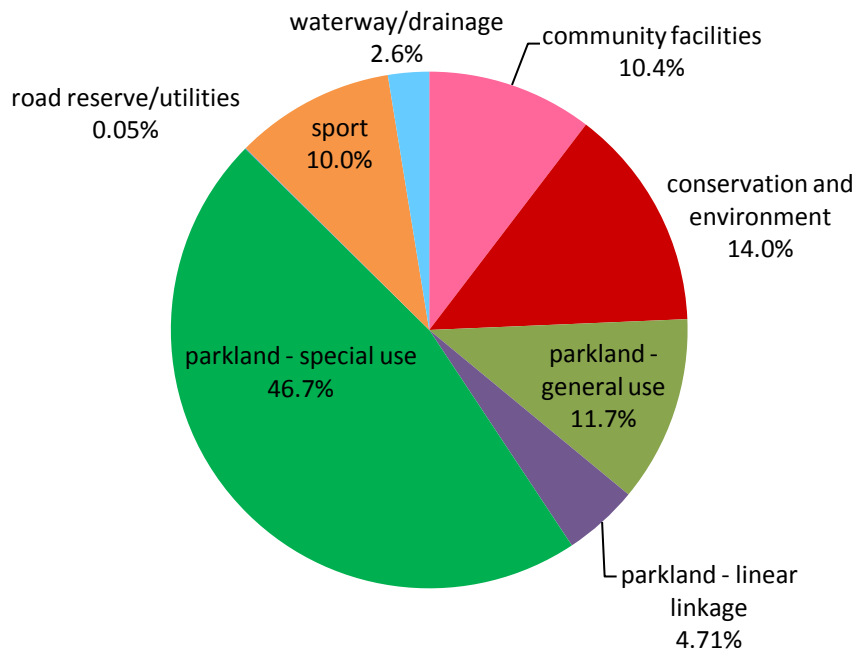
Analysis of the graphs for Churchill reveals:

- Parkland – General Use reserves account for the majority of open space provision in Churchill (i.e. 57% of all sites and 44.4% of total area provided).
- Sports open space accounts for 11% of all sites and contributes over one third of total hectares available (35.8%).
- Churchill has a high proportion of Linear Link reserves (i.e. 16% compared to the City average of 10.6%), however these account for only 4.5% of total hectares available in Churchill, compared to 6.5% in the City as a whole.
- Churchill only has 2 Conservation and Environment open space reserves, which contribute 4.7% of the total hectares available. This is significantly lower than the average for the City as a whole (i.e. 14.3%).

RURAL OTHER PRIMARY FUNCTION (Number of Reserves)



RURAL OTHER PRIMARY FUNCTION (Size - hectares)



Analysis of the graphs for Rural Other areas reveals:

- Parkland – General Use reserves account for the majority of sites (i.e. 37.6%), however these only contribute 11.7% of the total hectares available.
- Although there are only 1 Parkland – Special Use site (i.e. Hazelwood Pondage Caravan Park), this site accounts for almost half of the total hectares available (46.7%)
- Sports open space accounts for a high proportion of all sites (29.4%), however these only contribute 10% of the total hectares available.
- Conservation/Environment open space provides around 10% of all sites and 14% of all hectares available.
- Community Facility open space is well represented in Rural Other areas (i.e. 9.4% of all sites and 10.4% of the total area available).

5.5.3 Open Space Hierarchy Distribution

The table below presents the number and percentage of *Regional* and *District* open space sites across Latrobe City. Percentage figures relate to the proportion of total open space provision within each town/area.

Township	Regional	District	Local	Total Sites
Morwell	3 (3%)	9 (11%)	73 (86%)	85
Traralgon	5 (2%)	8 (4%)	181 (93%)	194
Moe/Newborough	5 (5%)	10 (11%)	75 (83%)	90
Churchill	1 (3%)	6 (20%)	30 (81%)	37
Rural Other	3 (4%)	16 (23%)	50 (72%)	69
Total Sites	17 (4%)	49 (10%)	409 (86%)	475

Analysis of the table reveals:

- The balance between total *Regional*, *District* and *Local* open space appears appropriate (i.e. 4%, 10% and 86% respectively).
- The hierarchy distribution of open space across Latrobe City appears relatively consistent, with the following possible exceptions:
 - Traralgon has fewer *Regional* and *District* open space sites and more *Local* sites compared to the Latrobe City average.
 - Churchill and Rural Other has a higher proportion of *District* standard open space reserves (i.e. double the average).

Individual sites are identified in the table below:

Township	Reserve	Hierarchy	Primary Function
Morwell	Morwell Centenary Rose Garden	Regional	Parkland - Special Use
	Latrobe City Sports & Entertainment Stadium	Regional	Sport
	Morwell Recreation Reserve	Regional	Sport
	Ronald Reserve	District	Sport
	Crinigan Road South Reserve	District	Sport
	Morwell East Reserve	District	Sport
	Maryvale Reserve	District	Sport
	Morwell Town Common	District	Parkland
	Immigration Park	District	Parkland
	Crinigan Bushland Reserve	District	Conservation & Environment
	Northern Reserve Morwell	District	Sport
Waterhole Creek	District	Linear Linkage	
Traralgon	Newman Park	Regional	Parkland
	Victory Park	Regional	Parkland
	Traralgon Recreation Reserve & Showgrounds	Regional	Sport
	Traralgon Tennis Centre	Regional	Sport

Township	Reserve	Hierarchy	Primary Function
	Glenview Park	Regional	Sport
	Traralgon West Sporting Complex	District	Sport
	Harold Preston Park	District	Sport
	Agnes Brereton Park	District	Sport/Parkland
	Duncan Cameron Memorial Park	District	Sport
	Sir Frank Macfarlane Burnett Reserve	District	Parkland
	Traralgon Railway Reservoir Conservation Reserve	District	Parkland – Special Use
	Hubert Osborne Memorial Park	District	Parkland
	Traralgon Creek	District	Linear Linkage
Moe	Moe Racecourse	Regional	Sport
	AAA/Apex/Lions Park	Regional	Parkland
	Ted Summerton Reserve	Regional	Sport
	Moe/Yallourn Rail Trail	Regional	Parkland – Linear Linkage
	Edward Hunter Heritage Bush Reserves	District	Conservation & Environment
	Moe Olympic Reserve	District	Sport
	Moe Botanic Gardens	District	Parkland/Sport
	Joe Tabuteau Reserve	District	Sport
Newborough	Joe Carmody Reserve	Regional	Sport
	Burrage Reserve	District	Sport
	Balfour Street Reserve	District	Parkland
	Northern Reserve	District	Sport
	Monash Reserve	District	Sport
	Lake Narracan	District	Parkland – Special Use
	John Field Drive	District	Linear Linkage
Churchill	Latrobe City Synthetic Sports Facility	Regional	Sport
	Mathison Park	District	Parkland
	Gaskin Park Reserve	District	Sport/Parkland
	Andrews Park West Reserve	District	Sport
	Glendonald Park	District	Parkland
	Hazelwood Pondage	District	Parkland – Special Use
	Eelhole Creek	District	Linear Linkage
Glengarry	Gippsland Plains Rail Trail	Regional	Parkland – Special Use
	Glengarry Recreation Reserve	District	Sport
	Apex Park Glengarry	District	Parkland
Toongabbie	Gippsland Plains Rail Trail	Regional	Parkland – Special Use
	Toongabbie Village Green	District	Sport/Parkland
	Toongabbie Recreation Reserve	District	Sport/Parkland
Tyers	Tyers Recreation Reserve	District	Sport
	Bert Christensen Reserve	District	Parkland
	Jean Galbraith Flora Reserve	District	Conservation & Environment
	Wirilda Park Tyers	District	Conservation & Environment

Township	Reserve	Hierarchy	Primary Function
Yallourn North	George Bates Reserve	District	Sport
	Yallourn North Town Oval	District	Sport
	Lions Park Yallourn North	District	Parkland
Traralgon South	Traralgon South Recreation Reserve	District	Sport/Parkland
	Traralgon South Shared Pathway	District	Linear Linkage
Callignee	Callignee Recreation Reserve	District	Sport
Boolarra	Grand Ridge Rail Trail	Regional	Parkland – Special Use
	Boolarra Memorial Park	District	Sport
	Centenary Park	District	Parkland
	Railway Reserve	District	Parkland
Yinnar	Yinnar Recreation Reserve	District	Sport
	Yinnar Centenary Park	District	Parkland
	CWA Park	District	Parkland

5.5.4 Open Space Levels of Use

Consultation with Council officers has informed the assessment of current usage. The table below provides an indication of the level of use of existing public open space reserves. Percentages relate to the proportion within each individual settlement.

Township	High	Medium	Low	Total
Morwell	11%	23%	66%	100%
Traralgon	21%	11%	68%	100%
Moe/Newborough	19%	16%	65%	100%
Churchill	19%	56%	25%	100%
Rural Other	8%	26%	66%	100%
Average Total	17%	20%	63%	100%

Analysis of the table reveals:

- Traralgon (21%) has the highest proportion of ‘High’ use reserves, closely followed by Moe/Newborough and Churchill (both 19%).
- Churchill (56%) has the highest proportion of ‘Medium’ use reserves, followed by Rural Other (26%) and Morwell (23%).
- Churchill (25%) also has the lowest proportion of ‘Low’ use reserves, whereas all other townships have around two thirds of their reserves rated as ‘Low’ use.
- Despite - or indeed due to - the fact that Churchill has the second highest proportion of open space per capita in the City (36.03ha/1,000 people), the levels of use appear greater than in other townships.
- Traralgon has the lowest proportion of total open space per capita (8.99ha/1000 people) and therefore not surprisingly has the highest proportion of ‘high use’ reserves (21%). However, it also has the highest proportion of ‘low use’ reserves (68%). This may suggest

that the quality and appeal of open space in Traralgon needs to improve in order to attract greater utilisation by residents.

- Across the City as a whole (and within individual townships, except for Churchill) around two-thirds of existing open space is considered 'low use'. This suggests that there is considerable scope within existing venues to accommodate greater levels of use. However, the existing low levels of use may reflect the poor quality and appeal of many sites.
- The majority of 'high use' sites are categorised as Sports reserves (i.e. 48%). This suggests that there may be demand for additional active open space across the City and/or consideration may need to be given to improving the capacity of existing sites to accommodate ongoing high levels of use (i.e. review of maintenance standards, core infrastructure such as drainage and irrigation, turf management and/or consideration of synthetic surfaces that can cater for higher usage levels).

6. Vision

Throughout the consultation activities the community and stakeholders were asked to consider what would be an appropriate vision to guide future open space provision, management and development within Latrobe City.

Key suggestions, themes and characteristics of the visioning included:

- Establishment / improvement of environmental corridors.
- Enhance linkages and connections.
- Enhance tree planting, habitat and food sources for wildlife.
- Effective / attractive signage (way finding and interpretive).
- Improve urban design outcomes in new residential areas (i.e. casual surveillance).
- Improve the quality and appeal of existing parks, including lighting.
- Preserve and enhance existing parks.
- Welcoming spaces for young people.
- Attractive places for family gatherings.
- Selection of higher quality parks and reserves – destinations.
- Embrace water ways as open space corridors.
- Township linkages.
- Synthetic soccer pitch / multi use synthetic training facility for use by all sports.
- Expansion / enhancement of 'Sports Precincts'.
- Continuous improvements.
- Access for all.
- No dog litter.

In addition to the general themes, there were also specific suggestions for two individual townships:

- Traralgon:
 - Refocus the Traralgon CBD to embrace the creek and open space corridor through town. Consider development of the opposite bank for mixed residential / commercial developments.
 - Establish a new park corridor in Traralgon from the freeway by-pass to (north-western) flood plain. Incorporate way finding, rest stops, places of interest, botanical gardens, wetlands, educational garden zone, linkages, community gardens, partnerships etc.
- Glengarry:
 - Establish and promote a Glengarry Heritage Walk.

6.1 Open Space Vision

The following vision is drawn from the consultation results and captures the community and stakeholder aspirations for open space provision, management and development in Latrobe City:

Latrobe City will plan, provide and manage a diverse range of attractive, appealing and sustainable public open space facilities that are welcoming, accessible, and enhance the character of individual townships or neighbourhoods.

6.2 Priorities

The consultation process was also used to help identify community priorities for open space provision, management and development. The following key themes were suggested, which have been used to guide identification of priority recommendations for the *Public Open Space Strategy*.

- Linkages and connections.
- Physical accessibility.
- Sustainability – standards, maintenance, acquisition.
- Increase activation and appeal of existing spaces.
- Way finding signage.
- Improve what we already have first.
- Improve service / maintenance levels.
- Improve public toilets.
- Promote / market what we have.
- Additional car parking (e.g. Newman Park, Traralgon).
- Enhance planning provisions within the Planning Scheme and local policy.

7. Recommendations

The following recommendations have been developed having regard to the demand assessment results, site analysis and consultation findings, including the community's vision and suggested priorities.

Recommendations are presented under five key themes as well as township/area specific directions. The key themes are:

- Planning;
- Enhance what we already have;
- Community partnerships;
- Open space activation; and
- Linkages and connections.

7.1 Planning

Summary of issues:

- Council's Planning Scheme provisions for open space could be improved, including an integrated Open Space Local Policy:
 - Instruments such as specifying a minimum amount of open space via Clause 52.01 provide a way for the Council to support the growth and development of the open space network (refer to Chapter 3). It is therefore imperative that following adoption of this Strategy by Council, that the Strategy is formally recognised in the Planning Scheme in order to effectively and proactively negotiate with developers. Failure by Councils to include specified amounts of open space contributions in Clause 52.01 results in considerable uncertainty in requests for review that can end up at the Victorian Civil and Administrative Tribunal.
- There is a high proportion of Council owned or managed 'open space' reserves that are not appropriately zoned in the Planning Scheme (i.e. not currently Public Park and Recreation Zone – PPRZ; or Public Park and Conservation Zone - PCRZ). Inappropriate zoning does not reflect the primary function or importance of the open space and may not provide adequate protection from future development. Zoning may also influence other planning requirements including planning permits and development processes. Rezoning to PPRZ or PCRZ provides a higher level of protection for the land and enables management and development consistent with the primary purpose of the land (i.e. public park, recreation and/or conservation).
- There are gaps in Council's strategic planning to guide specific open space outcomes (e.g. selected park specific Master Plans, Municipal Pathways Strategy).
- Council's existing database and information systems are limited and may not provide for effective asset management.

Recommendations:

1. Adopt the draft Open Space Policy and Guidelines as outlined in Section 10 as integrated components of the MSS/Planning Scheme in order to guide future open space acquisition and development, including direction on when to accept land and/or cash contributions.
2. Review existing Planning Scheme zones for all sites identified as public open space (refer to attached maps) and rezone as appropriate to reflect their primary role/purpose (i.e. PPRZ or PCRZ).
3. Continue to develop site specific reserve Master Plans for high-profile/high-use public open space reserves in order to avoid ad-hoc developments and improve asset management, usage and amenity outcomes.
NB: Site specific recommendations for Master Plans are included under each Township section. Development of 'Local' reserves should be guided by the indicative infrastructure guidelines provided in Volume 2: Appendices and Supporting Information.
4. Develop a municipal-wide Pathways, Tracks and Trail Strategy which identifies gaps, opportunities and infrastructure requirements, including establishment of township specific walking trails and loops, as well as connections between townships (where feasible). The Pathways Strategy should be supported by appropriate promotional material including maps, brochures and establishment of a consistent suite of way-finding signage. Refer to attached township maps for preliminary route directions.
5. Review Council's GIS management system in order to improve information management and data base systems. Consideration should be given to including sites that function as public open space, including Crown Land, even if management is undertaken by other groups or agencies. Clarification of internal roles and responsibilities may be required in order to ensure one consistent point of control for future database management.
6. Establish Open Space Asset Management Plans (linked to the GIS system) for all classes/types of open space assets and park furniture. This could be undertaken as one large project or divided into asset classes. The aim of the Asset Management Plan is to not only improve corporate knowledge of what already exists, but to implement a costed, systematic approach to asset replacement, renewal and maintenance.
7. Undertake a Feasibility Study to investigate demand and options for the possible establishment of a Regional multi-use Sports reserve, inclusive of multi-use synthetic surfaces, to operate (in part) as a municipal overflow training venue thereby reducing usage pressures and improving wet-weather management at existing sports turf venues.
8. Inclusion of public art in open space reserves can significantly add to the amenity and appeal of existing sites as well as facilitating opportunities for cultural interpretation, expression, community involvement and pride. Greater priority needs to be given to implementing Council's *Public and Urban Art Policy (adopted Feb 2011)*, including negotiations with developers to incorporate a visual arts component into all major construction and refurbishment projects.

9. Undertake a separate planning exercise to audit existing open space sites in order to identify possible opportunities for rationalisation. Identification of possible sites is to be guided by:
 - Sites with a low level of use.
 - Existing undeveloped sites.
 - Planning scheme zoning (i.e. not currently PPRZ or PCRZ).
 - Availability of alternative open space to service the catchment.
 - Suitability of the site for possible future development.

7.2 Enhance What We Already Have

Summary of issues:

- With the exception of designated future residential growth areas (which are subject to their own Development Plans), the demand analysis and consultation results confirm that Council's focus should be on improving the quality and appeal of existing open space reserves as opposed to new open space acquisition to service existing populations.
- There is a strong community desire to improve and enhance what we already have, specifically in relation to:
 - The appeal of existing sites, including road reserves and undeveloped parks.
 - Upgrade / replace ageing infrastructure.
 - Improve linkages and connections.
 - Improve physical access and mobility – implement Universal access principles.
 - Provide / upgrade public toilets, playgrounds and gathering spaces (including access to drinking water).
 - Improve maintenance standards and consistency (common issues highlighted include vegetation management, mowing frequency, tree litter, broken glass).
- Council's capacity to sustainably manage what we have to appropriate standards may need to be reviewed, particularly in light of additional pressures created by emerging residential areas and additional open space acquisition.
- Council has an adopted planning hierarchy to guide the provision and maintenance of playgrounds and active sports reserves, however this does not extend to other categories of open space.

Recommendations:

NB: Recommendations #3 (Master Plans), #4 (Pathway Strategy), and #6 (Asset Management Plans) will help improve what we already have. In addition...

10. Adopt the Open Space Category Indicative Infrastructure Guidelines (refer to Volume 2: Appendices and Supporting Information) as operational policy to guide future reserve developments.

11. Ensure future reserve development (and acquisition) demonstrates a high degree of consistency with *Healthy By Design Principles* and *Crime Prevention Through Environmental Design (CPTED)* principles.
12. Formalise a hierarchical approach to open space asset maintenance which reflects that different standard of facilities and maintenance activities that may be undertaken depending on the reserve hierarchy (i.e. Regional, District or Local) and/or reserve category (Primary Function). Establish defined maintenance standards and schedules for each hierarchy and category of reserve.
13. Review maintenance activities to reflect a 'place based approach' where reserves are considered in their entirety on each maintenance visit (i.e. not just confined to separate individual tasks e.g. mowing, litter, vegetation, path clearing etc).
14. Continue to implement Council's *Playground Strategy* and *Public Toilet Plan*. When upgrading or improving playgrounds consider opportunities for enhanced integration with the surrounding environment and use of natural features to increase play space opportunities and overall appeal.
15. Consider opportunities to improve the appeal of existing spaces for young people and families, including installation of multi-use half-court areas, park seating, drinking taps, shade/shelter, public toilets and informal gathering spaces where appropriate.

7.3 Community Partnerships

Summary of issues:

- The benefits of collaborative partnerships and a high degree of community involvement are recognised by all parties. Council already has well established partnerships with a range of Advisory Committees, including:
 - Yallourn North Recreation Reserve.
 - Tyers Recreation Reserve.
 - George Bates Reserve.
 - Edward Hunter Heritage Bush Reserves.
 - Jean Galbraith Flora Reserve.
 - Traralgon Railway Reservoir Conservation Reserve.
 - Moe Yallourn Rail Trail.
 - Callignee & Traralgon South Sporting Facilities User Group.
 - Toongabbie Recreation Reserve.
 - Boolarra Memorial Reserve.
 - Morwell Centenary Rose Garden.
 - Mathison Park Advisory Committee.
 - Criningan Bushland Reserve.
 - Yinnar Recreation Reserve.
 - Morwell Croquet Club.
 - Friends of Toongabbie Wetlands.

- Gippsland Plains Rail Trail.
- Ollerton Avenue Bushland Reserve.
- Hazelwood South Warren Terrace Recreation Reserve.
- Gippsland Immigration Park Inc.
- Traralgon Recreation Reserve and Showgrounds User Group Committee.
- Victory Park Precinct Advisory Committee.
- Traralgon Railway Reservoir Conservation Reserve.
- Opportunities to enhance existing partnership arrangements and establish broader community involvement in park stewardship should be explored and encouraged.
- Open spaces are recognised as vital in facilitating community interaction, social inclusion and community health and well being. Infrastructure which supports community use and gathering should be considered a priority.

Recommendations:

16. Council's role and capacity to provide (or facilitate) additional support to community volunteer reserve committees and groups to encourage additional community stewardship should be explored, examples may include:
 - Engage with communities to establish new reserve committees, recruit additional volunteers for established groups and/or establish new reserve groups – including multi-cultural representation.
 - Meet with and/or survey existing volunteer committees and groups in order to identify common areas of need and priorities.
 - Establish an annual calendar of training and support events for existing committees.
 - Establish an annual awards program and celebration to recognise volunteer efforts within the community (e.g. annual community BBQ and Fun Day or similar).
17. Ensure future planning (e.g. Master Plans) and reserve improvements consider opportunities to integrate community gathering spaces and infrastructure that supports social interaction.

7.4 Open Space Activation

Summary of issues:

- There is a high proportion of existing open space sites (i.e. approximately 63%) which receive a 'low' level of use.
- The health, economic and community benefits of participation in a range of physical activities has been well documented. Improvements to existing parks and reserves may facilitate increased physical activity participation.
- There may be a lack of community awareness (and community pride) in existing open space opportunities.

- Council is currently in the process of reviewing its *Events Strategy*, which is likely to include a number of key initiatives located in public parks and reserves that will contribute to overall activation.

Recommendations:

NB: Recommendations #4 (Pathway Strategy) and #11 implement Healthy by Design and CPTED principles will help increase open space activation. In addition...

18. Call for expressions of interest for providers to facilitate physical activity programming in parks and reserves (e.g. personal trainers, State Sporting Associations, commercial providers).
19. Review Council's recreation/leisure/health promotion staff roles and responsibilities in order to increase the focus on physical activity programming and facilitation in the City's parks and reserves, including off-site programming from existing leisure centres (e.g. walking groups, off-site fitness/yoga classes etc in parks).
20. Actively pursue external funding opportunities that may support physical activity programming and activation of open spaces (e.g. Vic Health, SRV).
21. Increase installation of outdoor fitness stations and exercise equipment at selected 'District' reserves across the City (sites to be determined by Council, however aim for at least one site per major township integrated with defined walking trails as per the proposed Pathway Strategy).
22. Improve provision of infrastructure that supports increased physical activity participation including paths, seating, drinking taps, fitness stations, way finding signage, interpretive information, half-court facilities etc. Consideration should also be given to proactively identifying reserves that are suitable for off-leash dog exercise and establishment of community gardens or neighbourhood orchards.

7.5 Linkages and Connections

Summary of issues:

- Maximising linkages and connections has emerged as a major theme. This relates not only to paths and trails within reserves, but more importantly the capacity to utilise open space corridors to connect neighbourhoods, suburbs, points of interests, common destinations (including parks and reserves) and across/between townships.
- The appeal, safety and usability of a number of existing open space corridors could be enhanced.
- There are gaps in open space connections and linkages.
- There is a desire to establish more/better walking tracks and trails.
- There is inadequate signage and way finding information.

Recommendations:

NB: Recommendations #4 and # 6 will contribute to achieving an effective network of open space linkages and connections.

Specifically Recommendation #4: Develop a municipal-wide Pathways, Tracks and Trail Strategy which identifies gaps, opportunities and infrastructure requirements, including establishment of township specific walking trails and loops, as well as connections between townships (where feasible). The Pathways Strategy should be supported by appropriate promotional material including maps, brochures and establishment of a consistent suite of way-finding signage.

Recommendation #6: Establishment of Open Space Asset Management Plans (i.e. footpaths and path infrastructure) will also contribute to addressing this theme. In addition...

23. Consider partial credit for open space development contributions for encumbered land where such land contributes to the 'walkability' of neighbourhoods and townships (refer to the Draft Open Space Policy, Section 10).

7.7 Township/Area Specific Recommendations

In addition to the City-wide recommendations outlined under each theme in the previous section, the following chapter presents strategic recommendations for each major township. Illustrative maps highlighting these opportunities are also provided.

7.7.1 Morwell

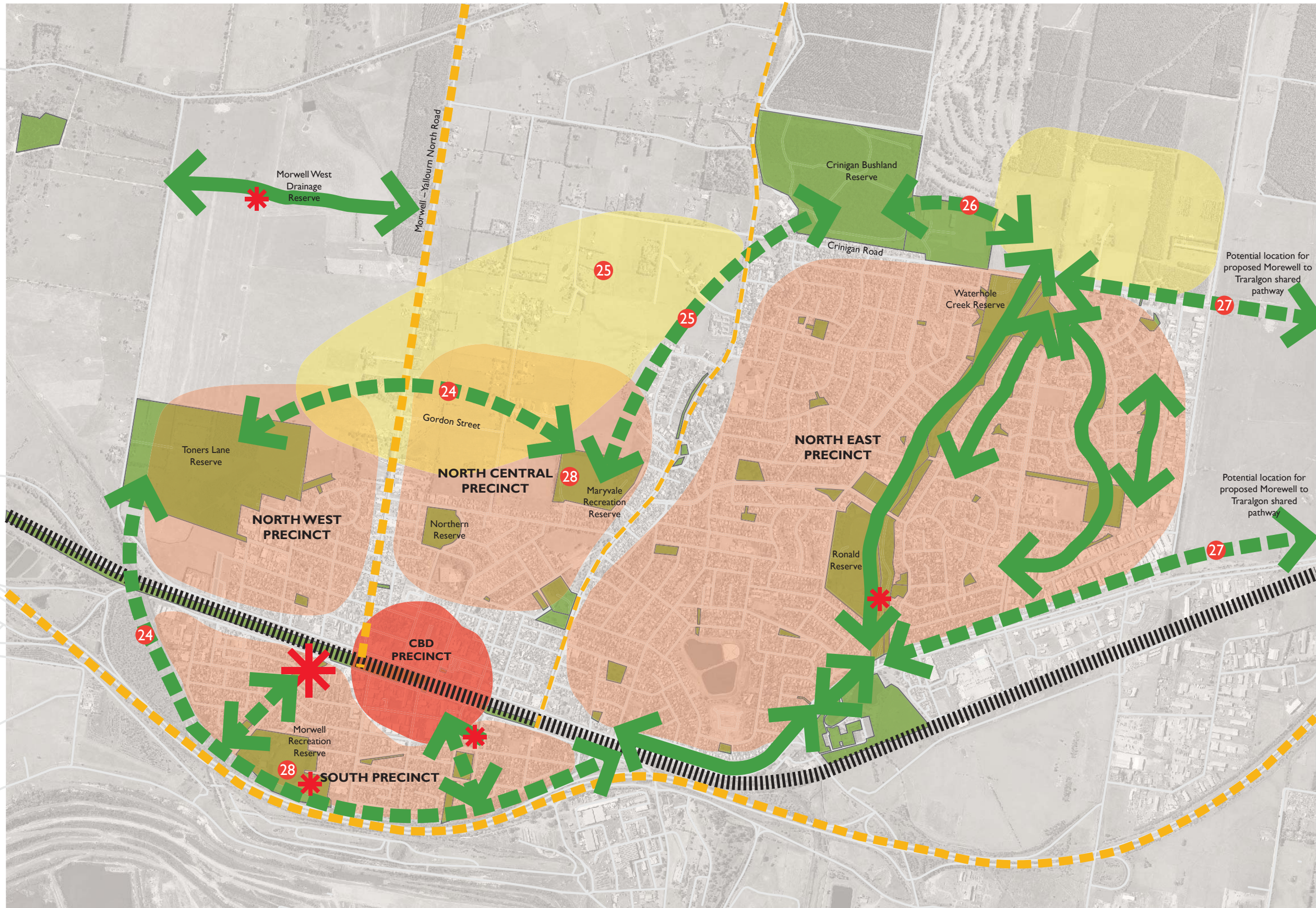
Summary:

- Morwell has less open space (10.72ha/1,000 people) than the average within residential areas of the City (i.e. 17.62ha/1000 people).
- Open space appears appropriately distributed across Morwell. However, there are gaps in linkages connecting to the CBD.
- The future residential growth area north east and west of Morwell – Latrobe Road presents a further opportunity for establishment of a District reserve.
- There may be opportunities to extend Waterhole Creek linear pathway to the north (future residential area, north of Crinigan Road), including a connection to Crinigan Bushland Reserve.
- The form of the town is severely constrained by the mining operations to the south of the CBD, which means that growth is, and will continue to be asymmetrical.
- There are opportunities to establish defined walking trails / open space corridors around the town (refer to maps which follow this section, i.e. p58).

Recommendations:

24. Use the proposed Pathway Strategy (*i.e. Recommendation #4*) to identify and address gaps in current open space linkages and define a preferred route for establishment of a network of open space pathways around the entire township (refer to maps which follow this section, i.e. p58, for preliminary directions).
25. Ensure future open space outlined in the Morwell North West Development Plan provides attractive and appealing linear linkages connecting Toners Lane Reserve and Maryvale Reserve (contributing to a broader network of integrated pathways/trail around the town). The path network / open space trail should continue north from Maryvale Reserve to provide a connection to Crinigan Bushland Reserve.
26. Extend Waterhole Creek linear pathway to the north of Crinigan Road, including an open space connection to Crinigan Bushland Reserve.
27. Consider opportunities to implement the recommendations of the *Morwell-Traralgon Shared Pathway Feasibility Study*, in order to achieve an off-road connection between the two townships.
28. Develop site specific Master Plans to guide the future use and development of the following reserves:

- Morwell Recreation Reserve (including the former Caravan Park site, Eric Lubke Yarra Gum Conservation Reserve and Keegan Street oval).
- Maryvale Reserve (including integrating the reserve with the new residential subdivision to the north and proposed wetlands (i.e. Heritage Boulevard Estate)).



RECOMMENDATIONS

- 24 Use the proposed Pathway Strategy to identify and address gaps in current open space linkages and define a preferred route for establishment of a network of open space pathways around the entire township.
- 25 Ensure future open space outlined in the Morwell North West Development Plan provides attractive and appealing linear linkages connecting Toners Lane Reserve and Maryvale Recreation Reserve (contributing to a broader network of integrated pathways/trail around the town). The path network / open space trail should continue north from Maryvale Recreation Reserve to provide a connection to Crinigan Bushland Reserve.
- 26 Extend Waterhole Creek Reserve to the north of Crinigan Road, including an open space connection to Crinigan Bushland Reserve.
- 27 Consider opportunities to implement the recommendations of the Morwell-Traralgon Shared Pathway Feasibility Study in order to achieve an off-road connection between the two townships.
- 28 Develop site specific Master Plans to guide the future use and development of the following reserves:
 - Morwell Recreation Reserve.
 - Maryvale Recreation Reserve.

LEGEND

- EXISTING RAILWAY
- MAJOR ROADS
- EXISTING OPEN SPACE LINKAGES
- POTENTIAL OPEN SPACE LINKAGES
- EXISTING REGIONAL OPEN SPACE
- EXISTING DISTRICT OPEN SPACE
- EXISTING RESIDENTIAL AREA
- POTENTIAL RESIDENTIAL GROWTH AREA



7.7.2 Traralgon

Summary:

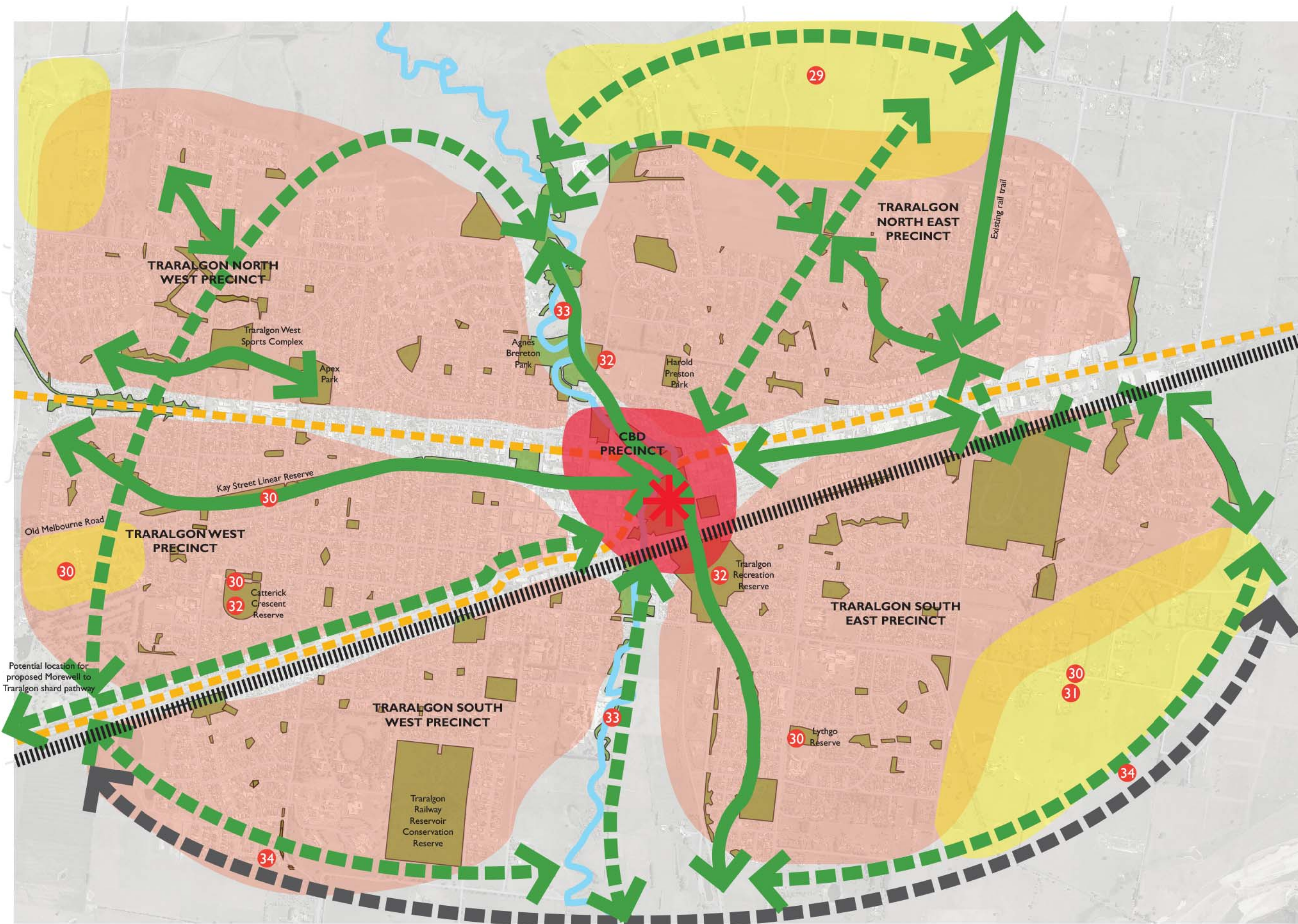
- Traralgon has almost half the average quantity of open space per 1,000 people compared to the City residential average (i.e. 8.99ha/1,000 people compared to 17.62ha/1000 average) despite the fact that Traralgon accounts for over one third of the total City population. Therefore not surprisingly, Traralgon has the highest proportion of 'high use' reserves (21%), but also the highest proportion of 'low use' reserves (68%). This may suggest that the quality and appeal of open space in Traralgon needs to improve in order to attract greater utilisation by residents.
- Future residential growth areas will require access to adequate locally accessible open space. Open space in these areas could also be used to contribute to and enhance a network of linear linkages and open space corridors throughout the town.
- There may be opportunities to establish additional District standard open space sites.
- Despite a high proportion of Sports open space (in terms of size), there may be demand to establish an additional Sports reserve as a Regional overflow venue (refer to Recommendation #7).
- There is no overarching strategic document (e.g. Master Plan) to guide the future use and enhancement of the Agnes Brereton Park/Harold Preston Park Sports Precinct.

Recommendations:

29. In accordance with the Traralgon North Development Plan acquire (via developer contribution) open space to provide an active Sports reserve (i.e. possible site for regional training venue, refer to Recommendation #7), local parks and to contribute to an integrated network of linear trails, including connection to the Gippsland Plains Rail Trail and proposed link to the CBD.
30. Identify preferred sites for upgrade of existing reserves to District standard venues, options could include:
 - Traralgon West: Kay Street Linear Reserve, Catterick Crescent Reserve, or within the possible future growth area south west of Old Melbourne Road.
 - Traralgon South East: Kevin Lythgo Reserve, or within future residential growth areas.
31. Ensure open space in the Traralgon South East growth area contributes to an integrated network of linear trails and local parks. Contributions to be guided by the draft Open Space Policy (Section 10). Consideration may also need to be given to acquisition/development of a District standard site within this area.
32. Develop site specific Master Plans to guide the future use and development of the following reserves:
 - Traralgon Recreation Reserve & Showgrounds.

- Agnes Brereton Park/Harold Preston Park Sports Precinct.
 - Catterick Crescent Reserve.
33. Undertake a Feasibility Study to investigate options for the establishment of a new open space/environmental corridor along the length of the Traralgon Creek running north-south through the town which provides a linear link to the CBD, connections into surrounding neighbourhoods, key destinations and points of interest (refer to attached map).
 34. Advocate for inclusion of an off-road shared trail corridor as part of any possible future Traralgon By-pass, with connections into the existing and proposed network of paths and trails (including proposed Traralgon Creek corridor and others to be determined as part of the proposed municipal Pathways Strategy).
 35. Review the open space recommendations to ensure consistency and/or implications from additional Council strategic planning which is currently in progress or planned, including Traralgon Growth Area Review and Traralgon Activity Centre Plan.

NB: Implement findings from the *Morwell-Traralgon Shared Pathway Feasibility Study*, as per recommendation #28.



RECOMMENDATIONS

- 29 In accordance with the Traralgon North Development Plan acquire (via developer contribution) open space to provide an active Sports reserve (i.e. possible site for regional training venue, refer to Recommendation #7), local parks and to contribute to an integrated network of linear trails in accordance with the Open Space Policy.
- 30 Identify preferred sites for upgrade of existing reserves to District standard venues. Options could include:
 - Traralgon West: Kay Street Linear Reserve, Catterick Crescent Reserve, or within the possible future growth area south west of Old Melbourne Road.
 - Traralgon South East: Kevin Lythgo Reserve, or within future residential growth areas.
- 31 Ensure open space in the Traralgon South East growth area to contribute to an integrated network of linear trails and local parks. Contributions to be guided by the Open Space Policy. Consideration may also need to be given to acquisition/development of a District standard site within this area (refer to Recommendation #31).
- 32 Develop site specific Master Plans to guide the future use and development of the following reserves:
 - Traralgon Recreation Reserve.
 - Agnes Brereton Park/Harold Preston Park Sports Precinct.
 - Catterick Crescent Reserve.
- 33 Undertake a Feasibility Study to investigate options for the establishment of a new open space/environmental corridor along the length of the Traralgon Creek running north-south through the town which provides a linear link to the CBD, connections into surrounding neighbourhoods, key destinations and points of interest.
- 34 Advocate for inclusion of an off-road shared trail corridor as part of any possible future Traralgon By-pass, with connections into the existing and proposed network of paths and trails (including proposed Traralgon Creek corridor and others to be determined as part of the proposed municipal Pathways Strategy).
- 35 Review the open space recommendations to ensure consistency and/or implications from additional Council strategic planning which is currently in progress or planned, including Traralgon Growth Area Review and Traralgon Activity Centre Plan.

LEGEND

- EXISTING WATERWAY
- EXISTING RAILWAY
- MAJOR ROADS
- EXISTING OPEN SPACE LINKAGES
- POTENTIAL OPEN SPACE LINKAGES
- FUTURE BYPASS CORRIDOR (SHOWN INDICATIVELY ONLY)
- EXISTING REGIONAL OPEN SPACE
- EXISTING RESIDENTIAL AREA
- POTENTIAL RESIDENTIAL GROWTH AREA



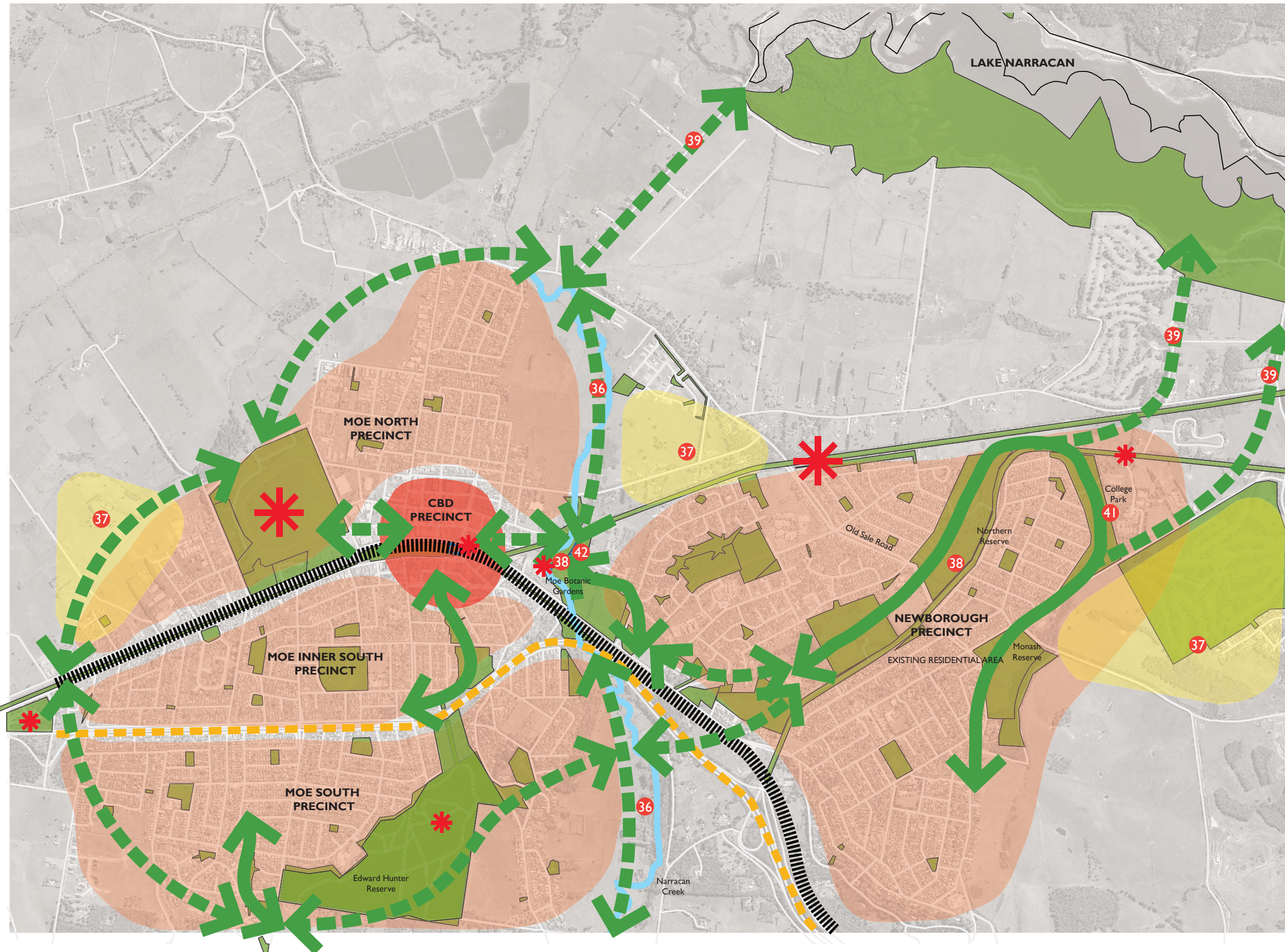
7.7.3 Moe/Newborough

Summary of issues:

- Moe/Newborough has considerably more open space than the residential average (i.e. 31.65ha/1,000 people compared to the average of 17.62ha/1,000 people). However, a large portion of this is accounted for by Lake Narracan.
- Parkland – General Use and Waterway/Drainage reserves account for a large proportion of total sites provided in Moe/Newborough (i.e. combined 71.1% of all sites), however this contributes only 40.5% of the total area provided.
- Sports open space accounts for only 9.4% of the total number of sites, which is below the City as a whole (i.e. 13%), however Sports open space in Moe/Newborough accounts for 25.1% of the total land area provided (compared to 17.6% for the City as a whole).
- There are 7 Conservation and Environment sites in Moe/Newborough which account for around one quarter of all hectares of open space (23.8%).
- Waterway/drainage reserves account for 10% of the total size of open space available, which is significantly higher than the average for the City as a whole (i.e. 4.1%).
- Northern Reserve lacks a strategic plan (i.e. Master Plan) to guide the future development and enhancement of the precinct.
- There are limited open space linkages providing connections to the CBD.

Recommendations:

36. Undertake a Feasibility Study to investigate options for the establishment of a new open space/environmental corridor along the length of the Narracan Creek running north-south through the town which provides a linear link to the CBD, connections into surrounding neighbourhoods, key destinations and points of interest (refer to attached map).
37. Ensure open space in future residential growth areas contributes to an integrated network of linear trails and local parks (refer to attached maps). Contributions to be guided by the draft Open Space Policy (Section 10).
38. Develop site specific Master Plans to guide the future use and development of the following reserves:
 - Northern Reserve Newborough, including Joe Carmody Reserve and the linear connection that runs from Old Sale Rd.
 - Moe Botanic Gardens.
39. Ensure the proposed Pathways Strategy (i.e. Recommendation #4) considers opportunities for off-road connection to Lake Narracan.
40. Implement the Moe Activity Centre Plan recommendations for establishment of open space assets, gathering spaces and skate park.
41. Investigate options for the improvement and beautification of College Park, Newborough.
42. Explore opportunities for establishing an Advisory Committee for the Moe Botanic Gardens and establish a master plan to guide future development of the precinct.



- RECOMMENDATIONS**
- 36** Undertake a Feasibility Study to investigate options for the establishment of a new open space/environmental corridor along the length of the Narracan Creek running north-south through the town which provides a linear link to the CBD, connections into surrounding neighbourhoods, key destinations and points of interest.
 - 37** Ensure open space in future residential growth areas contributes to an integrated network of linear trails and local parks. Contributions to be guided by the Open Space Policy.
 - 38** Develop site specific Master Plans to guide the future use and development of the following reserves:
 - Northern Reserve Newborough, including the linear connection that runs from Old Sale Rd.
 - Moe Botanic Gardens.
 - 39** Ensure the proposed Pathways Strategy (i.e. Recommendation #4) considers opportunities for off-road connection/s to Lake Narracan.
 - 40** Implement the Moe Activity Centre Plan recommendations for establishment of open space assets, gathering spaces and skate park.
 - 41** Investigate options for the improvement and beautification of College Park, Newborough.
 - 42** Explore opportunities for establishing an advisory committee for the Moe Botanic Gardens.

- LEGEND**
- EXISTING WATERWAY
 - EXISTING RAILWAY
 - MAJOR ROADS
 - EXISTING OPEN SPACE LINKAGES
 - POTENTIAL OPEN SPACE LINKAGES
 - EXISTING REGIONAL OPEN SPACE
 - EXISTING DISTRICT OPEN SPACE
 - EXISTING RESIDENTIAL AREA
 - POTENTIAL RESIDENTIAL GROWTH AREA



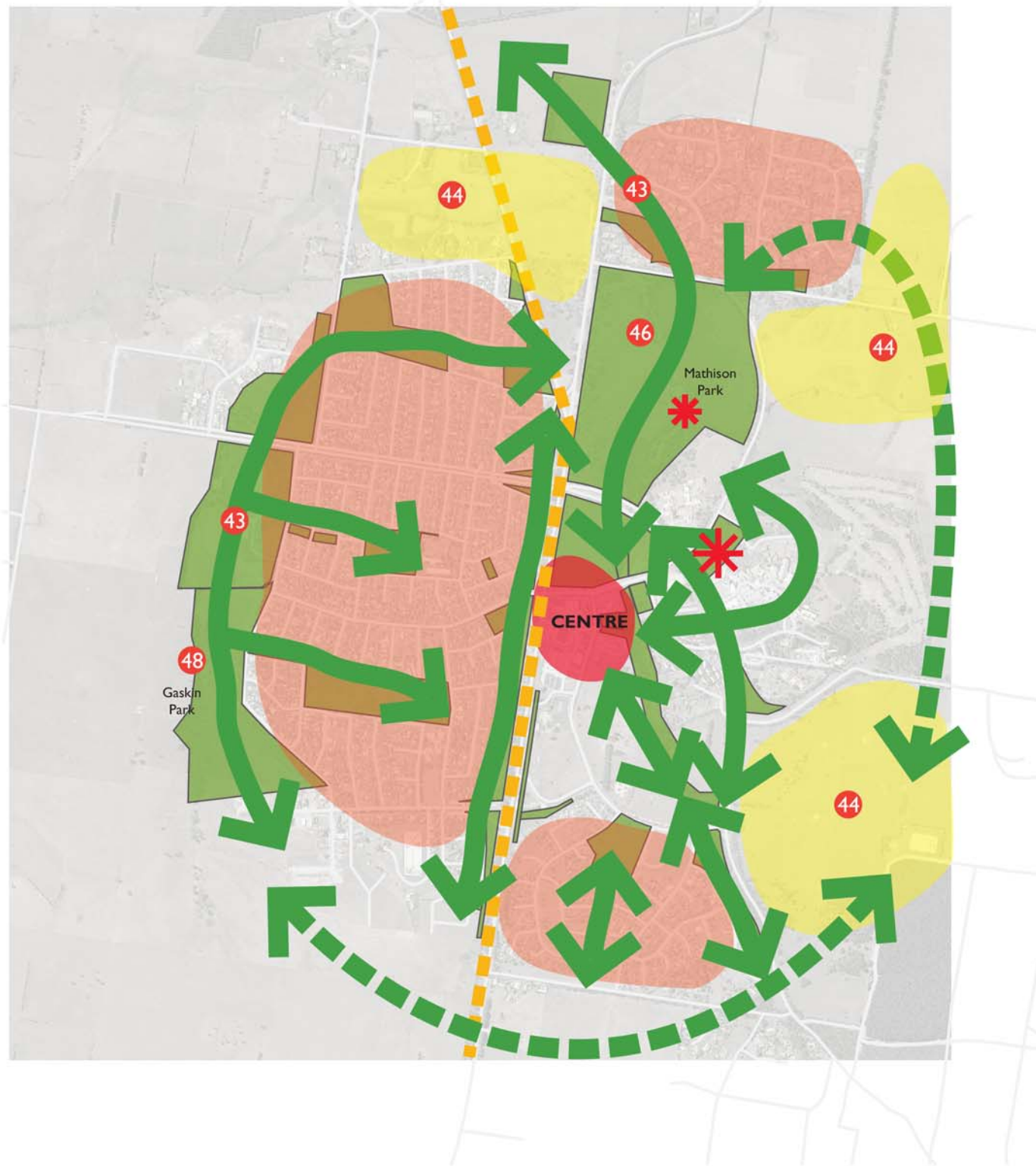
7.7.4 Churchill

Summary:

- Churchill has considerably more open space than the residential average (i.e. 36.03ha/1,000 people compared to the average of 17.62ha/1,000).
- Parkland – General Use reserves account for the majority of open space provision in Churchill (i.e. 57% of all sites and 44.4% of total area provided).
- Sports open space accounts for 11% of all sites and contributes over one third of total hectares available (35.8%).
- Churchill has a high proportion of Linear Link reserves (i.e. 16% compared to the City average of 10.6%), however these account for only 4.5% of total hectares available in Churchill, compared to 6.5% in the City as a whole.
- Churchill only has 2 Conservation and Environment open space reserves, which contribute 4.7% of the total hectares available. This is significantly lower than the average for the City as a whole (i.e. 14.3%).
- Despite - or indeed due to - the fact that Churchill has the highest proportion of open space per capita in the City, the levels of use appear greater than in other townships.

Recommendations:








43. Ensure the proposed Pathways Strategy (i.e. Recommendation #4) considers opportunities to establish defined walking loops/trails linking key destinations and existing open space sites throughout Churchill (refer to attached map for preliminary directions).
44. Ensure open space in future residential growth areas contribute to an integrated network of linear trails and local parks (refer to attached map). Contributions to be guided by the draft Open Space Policy (Section 10).
45. Continue to upgrade and improve the quality and appeal of existing open space sites having regard to the indicative infrastructure guidelines for each open space category (refer to Volume 2: Appendices and Supporting Information) and maintenance standards aligned to the hierarchy of provision.
46. Review and update the Mathison Park Management Plan (2002), inclusive of a site Master Plan to guide future use and improvement opportunities. The Master Plan should reinforce Mathison Park as a District standard venue to service the informal recreation needs of the Churchill community.
47. Review the open space recommendations to ensure consistency and/or implications from additional Council strategic planning which is currently in progress or planned, including Churchill Town Centre Plan.
48. Implement recommendations from the recently adopted (October 2011) Master Plan for Gaskin Park, including upgrade to *District* standard venue.



RECOMMENDATIONS

- 43 Ensure the proposed Pathways Strategy (i.e. Recommendation #4) considers opportunities to establish defined walking loops/trails linking key destinations and existing open space sites throughout Churchill.
- 44 Ensure open space in future residential growth areas contribute to an integrated network of linear trails and local parks. Contributions to be guided by the Open Space Policy.
- 45 Continue to upgrade and improve the quality and appeal of existing open space sites having regard to the indicative infrastructure guidelines for each open space category and maintenance standards aligned to the hierarchy of provision.
- 46 Review and update the Mathison Park Management Plan (2002), inclusive of a site Master Plan to guide future use and improvement opportunities. The Master Plan should reinforce Mathison Park as a District standard venue to service the informal recreation needs of the Churchill community.
- 47 Review the open space recommendations to ensure consistency and/or implications from additional Council strategic planning which is currently in progress or planned, including Churchill Town Centre Plan.
- 48 Implement recommendations from the recently adopted (October 2011) Master Plan for Gaskin Park, including upgrade to District standard venue.
- 49 Support implementation of the Churchill Art and Culture Pathway.

LEGEND

-  MAJOR ROADS
-  EXISTING OPEN SPACE LINKAGES
-  POTENTIAL OPEN SPACE LINKAGES
-  EXISTING RESIDENTIAL AREA
-  POTENTIAL RESIDENTIAL GROWTH AREA
-  EXISTING REGIONAL OPEN SPACE
-  EXISTING DISTRICT OPEN SPACE

7.7.5 Rural Other

Summary:

- Rural areas are well serviced by public open space (i.e. 116.46ha/1,000 people, compared to the municipal average of 33.17ha/1,000).
- Parkland – General Use reserves account for the majority of sites (i.e. 37.6%), however these only contribute 11.7% of the total hectares available.
- Although there are only 1 Parkland – Special Use site (i.e. Hazelwood Pondage Caravan Park), this site accounts for almost half of the total hectares available (46.7%)
- Sports open space accounts for a high proportion of all sites (29.4%), however these only contribute 10% of the total hectares available.
- Conservation/Environment open space provides around 10% of all sites and 14% of all hectares available.
- Community Facility open space is well represented in Rural Other areas (i.e. 9.4% of all sites and 10.4% of the total area available).
- The majority of open space sites in rural areas receive a ‘low’ level of use (i.e. 66% of all sites).

Recommendations:

49. Continue to support and recognise the efforts of volunteer reserve committees and groups. Support to include continuation of Council’s grant funding, reserve planning, specialist vegetation management, volunteer training and access to Council resources as appropriate.
50. Continue to upgrade and improve the quality and appeal of existing open space sites having regard to the indicative infrastructure guidelines for each open space category (refer to Volume 2: Appendices and Supporting Information) and maintenance standards aligned to the hierarchy of provision.
51. Develop a Master Plan to guide the future use and development of Hazelwood North Recreation Reserve.
52. Ensure the proposed municipal-wide *Pathways, Tracks and Trail Strategy (Refer to Rec #4)* considers appropriate connections from township business areas to respective recreation reserves including:
 - Yallourn North township to George Bates Reserve.
 - Glengarry township to Glengarry Recreation Reserve.

8. Implementation Plan

The following section presents a summary of the recommendations within a prioritised implementation framework. It is acknowledged that there are similarities and overlap between a number of recommendations and hence where appropriate these have been grouped together.

The table below identifies the following elements:

- Summary of each individual recommendation (numbered in accordance with the previous section).
- Implementation priority based on High, Medium or Low rating.
- Identification of which town or towns the recommendation mainly refers to.
- Identification of desired outcomes.

Whilst an indicative priority rating for implementation has been applied (i.e. High, Medium or Low) to guide operations, actual timing of implementation will be subject to Council's budget capacity, external funding and/or other partnership opportunities as appropriate. Individual actions will be considered on an annual basis as part of Council's overall budget preparations. A review of the organisations capacity to implement these recommendations within existing staff resources may need to be considered.

Ref. #	Recommendation Summary (# and Description)	Indicative Priority	Mainly applies to...	Desired Outcomes
1	<p>Recommendation #1 & 23.</p> <p>Adopt the Draft Open Space Policy and Guidelines as outlined in Section 10 as integrated components of the MSS/Planning Scheme in order to guide future open space acquisition and development, including direction on when to accept land and/or cash contributions. Consider partial credit for open space development contributions for encumbered land where such land contributes to the 'walkability' of neighbourhoods and townships (refer to the Draft Open Space Policy, Section 10).</p>	High	City wide	Enhanced clarity and direction regarding the City's public open space contribution requirements and guidelines.
2	<p>Recommendation #4, 24, 25, 26, 27, 31, 34, 37, 39, 43, 44, & 52.</p> <p>Develop a municipal-wide Pathways, Tracks and Trail Strategy which identifies gaps, opportunities and infrastructure requirements, including establishment of township specific walking trails and loops, as well as connections between townships (where feasible). The Pathways Strategy should be supported by appropriate promotional material including maps, brochures and establishment of a consistent suite of way-finding signage. Refer to attached township maps for preliminary route directions.</p>	High	City wide	Development of a plan to guide future improvements to walking/cycling paths, tracks and trails for each township.

Ref. #	Recommendation Summary (# and Description)	Indicative Priority	Mainly applies to...	Desired Outcomes
3	Recommendation #10, 45 & 50. Adopt the Open Space Category Indicative Infrastructure Guidelines (refer to Volume 2: Appendices and Supporting Information) as operational policy to guide future reserve developments.	High	City wide	Provide better direction and clarity regarding facilities and infrastructure that may be considered in public open spaces.
4	Recommendation #12. Formalise a hierarchical approach to open space asset maintenance which reflects that different standard of facilities and maintenance activities that may be undertaken depending on the reserve hierarchy (i.e. Regional, District or Local) and/or reserve category (Primary Function). Establish defined maintenance standards and schedules for each hierarchy and category of reserve.	High	City wide	Improved maintenance outcomes, consistency and application of maintenance resources.
5	Recommendation #13. Review maintenance activities to reflect a 'place based approach' where reserves are considered in their entirety on each maintenance visit (i.e. not just confined to separate individual tasks e.g. mowing, litter, vegetation, path clearing etc).	High	City wide	Improved maintenance outcomes for public reserves.
6	Recommendation #8. Greater priority needs to be given to implementing Council's Public and Urban Art Policy (adopted Feb 2011), including negotiations with developers to incorporate a visual arts component into all major construction and refurbishment projects.	High / Ongoing	City wide	Enhancement of public spaces through the inclusion of visual arts.
7	Recommendation #11. Ensure future reserve development (and acquisition) demonstrates a high degree of consistency with Healthy By Design Principles and Crime Prevention Through Environmental Design (CPTED) principles.	High / Ongoing	City wide	Improved design and amenity outcomes for public spaces.
8	Recommendation #14, 15 & 17. Continue to implement Council's Playground Strategy and Public Toilet Plan. When upgrading or improving playgrounds consider opportunities for enhanced integration with the surrounding environment and use of natural features to increase play space opportunities and overall appeal. Consider opportunities to improve the appeal of existing spaces, including installation of multi-use half-court areas, park seating, drinking taps, shade/shelter and public toilets where appropriate. Ensure future planning (including Master Plans) and reserve improvements consider opportunities to integrate community gathering spaces and infrastructure that supports social interaction.	High / Ongoing	City wide	Improve the appeal and use of public open spaces.

Ref. #	Recommendation Summary (# and Description)	Indicative Priority	Mainly applies to...	Desired Outcomes
9	<p>Recommendation #16 & 49.</p> <p>Explore Council's role and capacity to provide (or facilitate) additional support to community volunteer reserve committees and groups to encourage additional community stewardship (refer to suggestions on page 54).</p>	High / Ongoing	City wide	Improved support and recognition of volunteers and encouragement of ongoing involvement in public open space.
10	<p>Recommendation #18, 19, 20, 21 & 22.</p> <p>Call for expressions of interest for providers to facilitate physical activity programming in parks and reserves (e.g. personal trainers, State Sporting Associations, commercial providers).</p> <p>Review Council's recreation/leisure/health promotion staff roles and responsibilities in order to increase the focus on physical activity programming and facilitation in the City's parks and reserves, including off-site programming from existing leisure centres.</p> <p>Actively pursue external funding opportunities that may support physical activity programming and activation of open spaces (e.g. Vic Health, SRV).</p> <p>Increase installation of outdoor fitness stations and exercise equipment at selected 'District' reserves across the City (sites to be determined by Council, however aim for at least one site per major township integrated with defined walking trails as per the proposed Pathway Strategy).</p> <p>Improve provision of infrastructure that supports increased physical activity participation including paths, seating, drinking taps, fitness stations, way finding signage, interpretive information, half-court facilities etc. Consideration should also be given to proactively identifying reserves that are suitable for off-leash dog exercise and establishment of community gardens or neighbourhood orchards.</p>	High / Ongoing	City wide	Increased use of public open spaces for physical activity participation.
11	<p>Recommendation #3 & 28.</p> <p>Develop a Master Plan to guide the future use and development of Morwell Recreation Reserve (including the former Caravan Park site, Eric Lubke Yarra Gum Conservation Reserve and Keegan Street oval).</p>	High	Morwell	Prioritised plan to guide future improvements and development of the reserve.
12	<p>Recommendation #29.</p> <p>In accordance with the Traralgon North Development Plan acquire (via developer contribution) open space to provide an active Sports reserve (i.e. possible site for regional training venue, refer to Recommendation #7), local parks and to contribute to an integrated network of linear trails, including connection to the Gippsland Plains Rail Trail and proposed link to the CBD.</p>	High (NB:As development allows)	Traralgon	Acquisition of new open space and connections to existing path networks from emerging residential growth areas.

Ref. #	Recommendation Summary (# and Description)	Indicative Priority	Mainly applies to...	Desired Outcomes
13	Recommendation #3 & 32. Develop a Master Plan to guide the future use and development of Traralgon Recreation Reserve & Showgrounds.	High	Traralgon	Prioritised plan to guide future improvements and development of the reserve.
14	Recommendation #35. Review the open space recommendations to ensure consistency and/or implications from additional Council strategic planning which is currently in progress or planned, including Traralgon Growth Area Review and Traralgon Activity Centre Plan.	High	Traralgon	Council is currently undertaking additional strategic planning in Traralgon. These plans may present opportunities for establishment of new open space and/or connections that are currently not available. Such opportunities should be reflected in any future review of the Open Space Strategy and ensure consistency with the planning directions and principles contained in this document.
15	Recommendation #3 & 38. Develop a Master Plan to guide the future use and development of Northern Reserve Newborough, including Joe Carmody Reserve and the linear connection that runs from Old Sale Rd.	High	Moe / Newborough	Prioritised plan to guide future improvements and development of the reserve.
16	Recommendation #48. Implement recommendations from the recently adopted (October 2011) Master Plan for Gaskin Park, including upgrade to District standard venue.	High	Churchill	Improved use and appeal of Gaskin Park.
17	Recommendation #7. Undertake a Feasibility Study to investigate demand and options for the possible establishment of a Regional multi-use Sports reserve, inclusive of multi-use synthetic surfaces, to operate (in part) as a municipal overflow training venue thereby reducing usage pressures and improving wet-weather management at existing sports turf venues.	Medium	City wide	Assessment of options to establish a multi-use synthetic surface capable of accommodating soccer, football and cricket (as a minimum) as a regional training hub.
18	Recommendation #9. Undertake a separate planning exercise to audit existing open space sites in order to identify possible opportunities for rationalisation (refer to guiding criteria on page 52).	Medium	City wide	Confirmation of potentially surplus Council managed public land.
19	Recommendation #2. Review existing Planning Scheme zones for all sites identified as public open space (refer to attached maps) and rezone as appropriate to reflect their primary role/purpose (i.e. PPRZ or PCRZ).	Medium	City wide	Ensure all public open space is correctly zoned.

Ref. #	Recommendation Summary (# and Description)	Indicative Priority	Mainly applies to...	Desired Outcomes
20	Recommendation #5. Review Council's GIS management system in order to improve information management and data base systems.	Medium	City wide	Improved internal management systems.
21	Recommendation #6. Establish Open Space Asset Management Plans (linked to the GIS system) for all classes/types of open space assets and park furniture.	Medium	City wide	The aim of the Asset Management Plan is to not only improve corporate knowledge of what already exists, but to implement a costed, systematic approach to asset replacement, renewal and maintenance.
22	Recommendation #3 & 28. Develop a Master Plan to guide the future use and development of Maryvale Reserve (including integrating the reserve with the new residential subdivision to the north and proposed wetlands (i.e. Heritage Boulevard Estate).	Medium	Morwell	Prioritised plan to guide future improvements and development of the reserve.
23	Recommendation #30. Identify preferred sites for upgrade of existing reserves to <i>District</i> standard venues in Traralgon West and Traralgon South East. Options could include: Traralgon West: Kay Street Linear Reserve, Catterick Crescent Reserve, or within the possible future growth area south west of Old Melbourne Road. Traralgon South East: Kevin Lythgo Reserve, or within future residential growth areas.	Medium	Traralgon	Identification of preferred sites to upgrade to <i>District</i> standard reserves.
24	Recommendation #3 & 32. Develop a Master Plan to guide the future use and development of Catterick Crescent Reserve.	Medium	Traralgon	Prioritised plan to guide future improvements and development of the reserve.
25	Recommendation #33. Undertake a Feasibility Study to investigate options for the establishment of a new open space/environmental corridor along the length of the Traralgon Creek running north-south through the town which provides a linear link to the CBD, connections into surrounding neighbourhoods, key destinations and points of interest (refer to attached map).	Medium	Traralgon	Identification of options and actions required to establish a new open space corridor along the length of Traralgon Creek.
26	Recommendation #36. Undertake a Feasibility Study to investigate options for the establishment of a new open space/environmental corridor along the length of the Narracan Creek running north-south through the town which provides a linear link to the CBD, connections into surrounding neighbourhoods, key destinations and points of interest (refer to attached map).	Medium	Moe / Newborough	Identification of options and actions required to establish a new open space corridor along the length of Narracan Creek.

Ref. #	Recommendation Summary (# and Description)	Indicative Priority	Mainly applies to...	Desired Outcomes
27	Recommendation #3, 38 & 42. Explore opportunities for establishing an Advisory Committee for the Moe Botanic Gardens and establish a master plan to guide future development of the precinct.	Medium	Moe / Newborough	Prioritised plan to guide future improvements and development of the reserve.
28	Recommendation #40. Implement the Moe Activity Centre Plan recommendations for establishment of open space assets, gathering spaces and skate park.	Medium (NB:As development allows)	Moe / Newborough	Establishment of new open space gathering spaces in the Moe business district.
29	Recommendation #41. Investigate options for the improvement and beautification of College Park, Newborough.	Medium	Newborough	Improved use and appeal of College Park.
30	Recommendation #46. Review and update the Mathison Park Management Plan (2002), inclusive of a site Master Plan to guide future use and improvement opportunities. The Master Plan should reinforce Mathison Park as a District standard venue to service the informal recreation needs of the Churchill community.	Medium	Churchill	Prioritised plan to guide future improvements and development of the reserve.
31	Recommendation #47. Review the open space recommendations to ensure consistency and/or implications from additional Council strategic planning which is currently in progress or planned, including Churchill Town Centre Plan.	Medium	Churchill	Council is currently undertaking additional strategic planning in Churchill, including the Churchill Town Centre Plan. These plans may present opportunities for establishment of new open space and/or connections that are currently not available. Such opportunities should be reflected in any future review of the Open Space Strategy and ensure consistency with the planning directions and principles contained in this document.
32	Recommendation #51. Develop a Master Plan to guide the future use and development of Hazelwood North Recreation Reserve.	Medium	Hazelwood North	Prioritised plan to guide future improvements and development of the reserve.
33	Recommendation #3 & 32. Develop a Master Plan to guide the future use and development of Agnes Brereton Park/Harold Preston Park Sports Precinct.	Low	Traralgon	Prioritised plan to guide future improvements and development of the reserve.

9 Conclusion

The Public Open Space Strategy highlights the importance of open space in contributing to the character of urban areas and the liveability of the City. It is recognised that open space is also important for the contribution it makes to community health and wellbeing, including sites for participation in a range of sport, recreation and physical activities.

The Public Open Space Strategy has reviewed and built upon the previous plan (2007) to provide strategic policy direction to guide the planning, management and development of open space across the City.

Staged implementation of the recommendations will help achieve the overall vision for open space, address community priorities and improve open space planning and development outcomes for Latrobe City Council.

10 Sample Draft Latrobe City Public Open Space Policy

This policy is divided into the following two sections:

1. Guidelines for considering planning permit applications for subdivision and the assessment of the percentage contribution to open space (whether by levy or land).
2. Recommended planning scheme changes to Clause 21.01 and the schedule to Clause 52.01 of the Latrobe Planning Scheme.

It should be noted that for the guidelines in this section to be successfully implemented, changes to the Latrobe Planning Scheme are required generally in the form of the recommended planning scheme amendment changes provided in section 10.2.

10.1 Guidelines for planning permit applications and Development Plans

Policy Basis

Latrobe City currently owns and manages a diverse range of public parks and reserves across the municipality. A well planned and connected network of open space contributes to the liveability of a municipality and provides opportunities for formal sport and passive recreation. Effective open space provision is therefore integral to the promotion of health and wellbeing outcomes for communities. There is a need to improve the existing open space system so that it is more effective in meeting the needs of the Latrobe community. There is demand for parcels of new open space with an emphasis on completing missing open space links in key areas and ensuring locally accessible reserves in emerging urban growth areas.

The open space levies on subdivision contributions in accordance with the *Subdivision Act 1988* and Clause 52.01 of the planning scheme, provide an important source of revenue for funding new acquisition and capital improvement of open space. Open space requirements may also be outlined in adopted structure plans, urban design frameworks, development and contribution plans, activity centre plans and other relevant strategic planning documents. This policy stems from the Municipal Strategic Statement which directs Council to actively seek funding towards new or improved open spaces and recreation facilities.

The *Latrobe Public Open Space Strategy (2013)* provides a comprehensive framework for the management, use and development of open space assets. The strategy establishes guidelines to ensure that open space areas are attractive, sustainable and contribute to the liveability of the community.

The percentage amounts identified in the policy have been informed by a recent Victorian and Civil Administrative Tribunal (VCAT) decision and an investigation into open space contributions in growth areas. The determination made by VCAT regarding open space contributions in *Stupak v Hobsons Bay CC (2011 VCAT 618)* has significant consequences for

Victorian Councils. Similarly, the Growth Areas Authority (GAA) has sought in the order of 10 – 12% of open space contributions in Melbourne’s growth areas which are similar lot sizes to those developing in some parts of Latrobe City.

Open Space Policy

It is policy that:

- In residential areas, new subdivision be levied at 10% of the net developable area as total open public space, of which a minimum of 5% must be unencumbered and where required, suitable for active open space development.
- In major commercial and industrial employment areas, approximately 2% of net developable area must be provided as a public open space contribution (cash or land) usually with a passive recreation function.
- In meeting this standard, encumbered land should be used productively for open space. Encumbered land usually includes land retained for drainage, electricity, biodiversity and cultural heritage purposes. The parkland created by such sharing and integration should be suitable for the intended open space function/s, including maintenance.
- A diversity of open space and recreational opportunity must be pursued.
- Active Open Space is defined as being of an appropriate size i.e. sufficient to incorporate two football / cricket ovals, but small enough to enable regular spacing of active open provision across residential areas. This would generally require at least 8ha of land that is:
 - a) Appropriate for its intended open space use in terms of quality and orientation;
 - b) Located on flat land (which can be cost effectively graded);
 - c) Located with access to, or making provision for a recycled or other sustainable water supply;
 - d) Designed to achieve sharing of space between sports (where appropriate);
 - e) Linked to pedestrian and cycle paths;
 - f) Environmental issues such as heritage and local culture can be taken into account in the location and development of open space;
 - g) Open space has potential for a high degree of accessibility and Universal Access; and
 - h) Open space provision in residential areas is based on the objectives of Clause 56.

Location Considerations

Guidelines to inform the location of open space in residential areas include:

- Requirements as outlined in Council adopted Structure Plan, Urban Design Frameworks or other relevant strategic planning documents.
- Open space areas and facilities should be provided in locations that maximise accessibility for all users, including people with poor mobility, such as older adults and people with a physical disability, and parents with prams and strollers.

- Local open spaces should not be located on major roads, however, there should be good sightlines into an open space area from neighbouring streets, houses, schools or other buildings.
- Local parks and playgrounds should have active frontages on at least two dominant sides to provide surveillance, and where possible should avoid bordering rear yards.
- Local parks shall generally comprise a minimum area of 0.75 – 1.0 hectare. Exceptions may include small linear link reserves that may be required to provide vital connections between areas.
- Aside from open space whose primary function is to create linear links, long narrow areas should be avoided as open space contributions.
- Isolated pockets of land within a park (i.e. “dead” spaces) or those areas which cannot be overlooked, should be avoided.
- The provision of public open space should not be considered separate from the design of a subdivision. Rather, open space should be a primary consideration in the design of new subdivisions, rather than open space being simply provided after the housing and roadway layers have been prepared.
- Designed to protect native remnant vegetation and other significant natural features.

Guidelines to inform the location of open space in commercial and industrial areas include:

- Requirements as outlined in Council adopted Structure Plan, Urban Design Frameworks or other relevant strategic planning documents.
- Open space areas and facilities should be provided in locations that maximise accessibility for all users, including people with poor mobility, such as older adults and people with a physical disability, and parents with prams and strollers.
- Located so as to maximise opportunities for personal safety and security in siting and design, including consideration of sightlines.
- Located in areas of high pedestrian activity.
- Whilst there are no minimum or maximum sizes required, open spaces must be of an appropriate size (and design) to be attractive, appealing, usable and fit for purpose.
- Have regard to overshadowing, orientation and weather patterns (i.e. avoid siting open space in cold, dark, windy locations).
- Aside from open space whose primary function is to create linear links, long narrow areas should be avoided as open space contributions.
- Isolated pockets of land within a park (i.e. “dead” spaces) or those areas which cannot be overlooked, should be avoided.

Design Considerations

In considering applications for use and development the responsible authority will take into account:

- Any adopted structure plan, urban design framework, development and contribution plan, activity centre plan and other relevant strategic planning documents that may require public open space.
- The need for a variety of open space areas (categories, functions, character and standard) in the context of broader municipal open space and recreation provision.
- Healthy Urban Design Good Practice Guidelines and other relevant planning guides (e.g. Food-sensitive Planning and Urban Design, National Heart Foundation, March 2011).
- Changing community standards and expectations for recreation.
- Co-location of open space with other community facilities.
- The usability of the space for its intended purpose.
- The desire for passive surveillance of open space areas, including streets/housing to front open space reserves.
- *Universal Access* design principles, including accessibility by pedestrians to open space.
- Utilisation of natural features in the design of open space.

Additional considerations include:

- No linear open space area provided to carry a path should be less than 10m wide, and where practical locate paths along routes where clear sightlines are possible to assist navigation, to enhance security, and to provide visibility of potential hazards (i.e. people and cars).
- Avoid dense shrubbery along linear paths and set plantings well back from path edges.
- The minimum width of shared paths should be not less than 2.5m and for pedestrian paths the minimum width should be not less than 1.5m.
- Linear paths should primarily be provided to add to and/or link to a broader trail/path system, and should be located to connect residential areas with community facilities, shopping/commercial areas, other residential areas, or other key destinations/attractions.
- Where possible, circuits of varying lengths should be considered to maximise the opportunity for people to utilise linear paths for exercise.
- Developers shall be required to either fund or undertake basic development works in parks and open space areas (in order to render the site usable by the community and fit for its intended purpose) as part of their contribution, over and above the contribution of the land.
- Where Developers undertake the works to develop open space areas provided as part of their contribution, a concept plan showing the park plan should firstly be approved by Council as part of the subdivision approvals process.

- The landscape design and standard of development of new open space areas provided by Developers shall be at a level that is able to be sustained by Council after the responsibility for maintaining the site is passed onto Council.

Developer Contributions: Cash & Land

The following shall be considered by Council when assessing requirements for land or cash contributions.

- Any adopted structure plan, urban design framework, development and contribution plan, activity centre plan and other relevant strategic planning documents that may require land for public open space or a cash contribution.
- Land should be taken in preference to a cash contribution in instances where:
 - There is demand for open space in that location (having regard to the proximity, accessibility and capacity of surrounding open space) and the proposed site will enhance the overall network of open space available to the community.
 - An existing open space corridor could be enhanced.
 - There is a strategically important link required with adjoining open space or other land uses.
 - There are mature trees, or features of regional (or greater) environmental or cultural significance. Such sites may be considered encumbered and provide limited usability for the community. In such instances, only partial contribution credit may be considered by Council.
 - The nature and condition of the land is compatible with the preferred end use/purpose, and its development for that purpose can be cost effective.
 - New residential areas, or undeveloped land residentially zoned in Development Plan areas, should look to achieve 10% provision for open space in land contributions.
 - New commercial or industrial areas, or undeveloped commercial or industrial land zoned in Development Plan areas, should look to achieve 2% provision for open space in land contributions.
- Cash should be accepted from a Developer in lieu of land where:
 - The size of the subdivision does not allow sufficient land to be taken as open space to meet the demand for identified functions and setting types within the boundaries of the subdivision.
 - An adequate range of functions and setting types are already available within the locality.
 - Resources are needed to develop a regional recreational resource.
 - It is possible that the cash taken in lieu of open space land can be used to enhance an alternative site in the vicinity of where it was taken to service that communities needs.

10.2 Recommended changes to the Latrobe Planning Scheme

The recommended changes to existing Clause 21.08 Liveability are highlighted in yellow below.

21.08 **DRAFT LIVEABILITY**

14/01/2010

21.08-1 **Council Vision**

14/01/2010

Latrobe City Council will consider planning applications and make decisions in accordance with the following vision:

- To promote and support social, recreational, cultural and community life by providing both essential and innovative amenities, services and facilities within the municipality.
- To enrich the vibrancy and diversity of community life through promoting and supporting recreational services and facilities.
- To enhance the quality of residents' lives by encouraging positive interrelated elements including safety, health, education, quality of life, mobility and accessibility, and sense of place.
- To support arts and cultural opportunities that contribute to the vibrancy and diversity of community life.

21.08-2 **Liveability Overview**

14/01/2010

Latrobe City's strong sense of community continues to be a prime factor in attracting people to live and work in the region. Latrobe City offers families and individuals high quality health care, education, and housing affordability, as well as recreational, cultural and sporting facilities. Allied to this is a diverse range of employment opportunities. Community liveability includes a number of interrelated elements, including community safety, provision of health services, education services, mobility and accessibility and a 'sense of place'. Community liveability is a concept that relates to the unique combinations of these community assets, the provision of services and the ways in which they make a positive contribution to the community's quality of life.

Latrobe City is a thriving multi-cultural municipality with 15% of residents born in countries other than Australia. Its people have come from many parts of the world and have chosen to make Latrobe City their home. The Cultural and Linguistic Diversity Action Plan outlines ways and means of supporting Latrobe City family and social life, while promoting individual rights and respecting diversity. Strategies have already been developed to improve the health and level

of health and wellbeing support for older people, young people, the koorie community, people with a disability, people with mental illness and those who are economically disadvantaged, including the *Latrobe Health and Wellbeing Plan 2011 - 2014* which has a focus on improving population health and wellbeing through local action on the social determinants of health.

The outcomes of these strategies need to be monitored and continually refined to ensure they are addressing the aspirations of the community.

Objective 1 – Liveability

- To enhance the quality of residents' lives by encouraging positive interrelated elements including safety, health, education, quality of life, mobility and accessibility, and sense of place.

Strategies

- Reduce the impact of gaming on community well-being.
- Promote the development of public infrastructure to enhance Latrobe Valley's cultural liveability.
- Promote and support an increase in the level of inclusion for older people, young people, the koorie community, and people from culturally and linguistically diverse backgrounds and people with a disability or mental illness.
- Support the multi-agency approach to enhancing the health and well-being of residents in Latrobe City through the development and implementation of the *Latrobe Public Health and Wellbeing Plan 2013-2017* (and as amended).

21.08-3 Healthy Urban Design Overview

14/01/2010

Healthy Urban Design Good Practice Guideline – Meeting Healthy by Design Objectives is an initiative of Latrobe City Council which aims to accommodate the community, pedestrians and cyclists as a first priority in street, building and open space design. The *Healthy Urban Design Good Practice Guideline* has been developed for guidance in designing and developing healthy lifestyles for the community. *Healthy Urban Design Good Practice Guideline* supports state government legislation such as the *Victorian Public Health and Wellbeing Act 2008*, by encouraging:

- Walkable neighbourhoods, including safe and attractive pedestrian and cycle routes to all key local destinations.
- Design of legible street networks that are clear and easy to navigate.
- Open space that incorporates a range of shade, shelter, seating and signage opportunities.
- Building design that maximises natural surveillance and active street frontages.
- Maximised public transport options and connections to all key destinations.
- Community spaces or buildings that incorporate a variety of uses.

- Avoiding opportunities for concealment and entrapment along paths and in community spaces.
- Minimal fencing and walls, with maximum lighting, windows, doors, articulation to facades and use of low walls and transparent fencing.

Issues associated with liveability and **residential** development include:

- The main towns of Latrobe City are experiencing growth. As these towns continue to grow, new residential development is located further from town centres, and therefore access to services and community facilities is reduced.
- Residents of Latrobe City have a lower average life expectancy due to higher incidences of cancer, cardiovascular disease and mental disorders. Council therefore recognises the need to influence health outcomes through the built environment by encouraging active living and social interaction for residents.

Issues associated with liveability and **community centres** include:

- New residential development on the fringe of expanding main towns within Latrobe City are at risk of being disconnected from community services and facilities without walkable access to local hubs.
- Street lighting, particularly in laneways, needs to be improved within Latrobe City to increase safety and amenity of community areas at night.

Issues associated with liveability and **open space** and path networks include:

- Public transport opportunities, walking and cycling paths, and linkages between small and main towns in Latrobe City are not always available.
- Currently Latrobe City lacks appropriate alternatives for walking/cycle paths that provide both leisurely and direct routes. Providing paths that allow both recreational opportunities and destination based routes would benefit residents and visitors by enabling journey choice.

Objective 1 – Healthy Urban Design

- To provide for walking and cycling neighbourhoods, ensuring public transport, shops, public open space and mixed-use community centres are close to all dwellings.

Strategies

- Promote active lifestyles and avoid social isolation by designing new dwellings to be close to user-friendly pedestrian and cycle paths that incorporate shade, toilet facilities, drinking taps, cycle racks, seating and directional signage where possible.
- Promote walkability within new developments, community centres or buildings (appropriate to the scale of development) of approximately 400-800 metres from all dwellings.

Objective 2– Healthy Urban Design

- To increase and maximise public transport opportunities between towns and within corridors to support the networked city.

Strategies

- Improve existing linear open spaces and public parks by applying Healthy Urban Design Good Practice Guideline principles through minor adjustments to infrastructure. This could include planting new shade trees, maintaining clear sightlines and bridging missing linkages to create a network of well-lit, walking and bicycle paths.

Objective 3– Healthy Urban Design

- To encourage articulation of building facades and street integration to provide for safe and active neighbourhoods.

Strategies

- Support the Universal Housing Alliance Policy Platform and support the need for a state-wide approach to Universal Housing Design.
- All users of a path or park are encouraged to be able to see and be seen in their surroundings at all times.
- The use of lighting has the potential to encourage or discourage use and therefore should be carefully designed in all parks and linear open spaces, especially along walking and cycling paths.

Objective 4 – Healthy Urban Design

- To encourage all retail to provide active street frontages to foster a community spirit and promote community involvement.

Strategies

- Encourage retail areas that are commonly accessed community centres to be walkable spaces that promote physical activity and provide infrastructure such as bicycle racks.
- Encourage high quality community art in public spaces to foster community spirit, as well as provide attractive, quality neighbourhood designs.
- Encourage community centres to be designed to ensure active street frontages and promote 'eyes on the street' for natural surveillance. Provision of a mix of uses and programs that allow users to socialise. These spaces are encouraged

to be located near schools, public transport, civic areas and parks which will also assist in ensuring a viable community heart.

Objective 5 – Healthy Urban Design

- To co-locate neighbourhood centres with complementary uses, such as public open space or schools.

Strategies

- Assess and evaluate future recreational and open space opportunities by ensuring that these needs are provided in accordance with Latrobe City's Public Open Space Strategy.
- Encourage a well designed open space and path network needs to include regular intervals of well arranged seating that promotes opportunities for social interaction, provides public amenities and shelter.

Objective 6 – Healthy Urban Design

- To promote physical activity and walkability in all towns by ensuring all dwellings are within close walking distance of a community centre.

Strategies

- Encourage residential developments to plan for maximum connectivity of open space networks, local services and facilities to avoid predictive route movements and encourage residents to walk within and around the greater neighbourhood.
- Ensure all subdivision housing developments in townships include community spaces or buildings that are provided within a walkable distance (approximately 400-800 metres) where appropriate.

21.08-4 Public Open Space Overview

??/??/??

Latrobe City currently owns and manages a diverse range of public parks and reserves across the municipality. A well planned and connected network of open space contributes to the liveability of a municipality and provides opportunities for formal sport and passive recreation. Effective open space provision is therefore integral to the promotion of health and wellbeing outcomes for communities which is a key requirement of local government through the *Victorian Public Health and Wellbeing Act 2008*. There is a need to improve the existing open space system so that it is more effective in meeting the needs of the

Latrobe community. There is demand for parcels of new open space with an emphasis on completing missing open space links in key areas and ensuring locally accessible reserves in emerging urban growth areas.

The open space levies on subdivision contributions in accordance with the *Subdivision Act 1988* and Clause 52.01 of the planning scheme, provide an important source of revenue for funding new acquisition and capital improvement of open space. Open space requirements may also be outlined in adopted structure plans, urban design frameworks, development and contribution plans, activity centre plans and other relevant strategic planning documents.

Objective 1 – Public Open Space

- To improve the provision and quality of public open space.

Strategies

- Encourage the development and maintenance of public open space in accordance with the Latrobe Public Open Space Strategy, acknowledging the hierarchy of provision and variety in open space categories.
- Support new subdivision levy contributions on a fair and equitable basis to provide funding towards the provision of adequate open space proportionate to the needs of any intensified use which will arise from new residential, commercial and industrial subdivisions.
- Encourage the development of linear reserves, habitat corridors and linkages between key open spaces and community destinations.
- Extend open space corridors along major waterways where existing or future open space linkages can be achieved.
- Ensure that sustainable approaches for landscaping and irrigating the open space network are employed.
- Encourage the provision of a well-connected open space system that extends from urban to rural areas and has both north-south and east-west linkages.
- Encourage the development of existing and future open space through the provision of public art, park furniture and infrastructure in appropriate areas, which encourages informal recreation, social inclusion and activity for all ages.

Objective 2 – Public Open Space

- To improve the accessibility of public open space.

Strategies

- Encourage residential, commercial and industrial subdivision proposals to be linked with existing and proposed pedestrian and bicycle paths and trails.

- Encourage the development of open space linkages and improve connectivity to open space areas and destination points, within precincts and to connecting precincts.
- Promote the concepts of Universal Access in the design of open space areas which encourages use by residents and workers of all abilities, ages and interests, for both formal and informal open space activities.

21.08-5 Implementation

??/??/?? The objectives and strategies identified in this Clause will be implemented by;

Using zones and overlays

- Apply Development Plans to undeveloped residential land which incorporate Urban Design Good Practice principals and the provision of infrastructure and community services through developer contribution plans if required.

Further Strategic Work

- Develop sustainable design standards for urban and industrial areas.
- Develop a Gaming Strategy.
- Prepare Development Plans.
- Prepare Development Contribution Plans.
- Monitor the application and efficacy of public open space contributions for new residential, commercial, and industrial subdivisions.

21.08-6 Reference Documents

??/??/?? The following strategic studies have informed the preparation of this planning scheme. All relevant material has been included in the Scheme and decisions makers should use these documents for background research only.

- Community Plan (2004-2008).
- Public Open Space Strategy (2013).
- Traralgon Outdoor Recreation Plan (2006).
- Recreation and Leisure Strategy (2005).
- Cultural and Linguistic Diversity Plan (2006).
- Disability Action Plan (2007/2008).
- Municipal Public Health Plan (2004) (or as amended).
- Healthy Urban Design Good Practice Guideline (2008).
- Childcare Strategy (2006 - 2011).
- Older Persons Strategy (2007 – 2021).
- Morwell Outdoor Recreation Plan (2008).
- Moe/Newborough Outdoor Recreation Plan (2007).
- Southern Towns Outdoor Recreation Plan (2009).
- Northern Towns Outdoor Recreation Plan (2010).
- Soccer Plan (2008).
- Tennis Plan (2008).
- BMX/Skate Plan (2009).
- Public Toilet Strategy (2010).
- Playground Strategy (2006 – 2021).

The recommended changes to the schedule of Clause 52.01 Public Open Space Contribution and Subdivision are highlighted in yellow below.

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DRAFT SCHEDULE TO CLAUSE 52.01

Type or location of subdivision	Amount of contribution for public open space
Residential Subdivision	<p>Land Contribution</p> <p>10% of the net developable area of which a minimum of 5% must be unencumbered.</p> <p>Cash Contribution</p> <p>10 % of the site value of the net developable area.</p> <p>Combination: Cash and Land Contribution</p> <p>A combination of cash and land contribution can be negotiated up to the value of 10% of net developable area. In such instances, the first 5% of any land provided must be unencumbered.</p>
Industrial Subdivision	<p>2% of the net developable area in cash or land contribution. Land provided must be unencumbered.</p>
Commercial Subdivision	<p>2% of the net developable area in cash or land contribution. Land provided must be unencumbered.</p>



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Public Open Space Strategy Volume 2: Appendices and Supporting Information



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1. Summary of Consultation Key Themes

The following section provides a snap-shot of the key themes to emerge from the consultation activities undertaken to date, including:

- Councillor workshop,
- Government agency workshop,
- Youth and CALD representative workshop,
- Development community workshop,
- Reserve Committees workshop,
- Community meetings,
- Public submissions, and
- Community survey results.

Theme numbers are not intended to reflect relative priority or order of importance.

Theme 1: Planning

- The importance of strategic open space planning was recognized by the community and stakeholders alike. Planning outcomes should consider:
 - Preserve / protect what we have.
 - Enhance what we have.
 - Proactive Strategic Planning to guide future development.
 - Establishment of clear guidelines for open space acquisition and development.
 - Address site /topic specific planning gaps (e.g. park Master Plans, Pathways Strategy).

Theme 2: Enhance what we already have

- A key theme consistently represented in the consultation was a desire to improve and enhance what we already have, specifically in relation to:
 - Improve the appeal of existing sites, including road reserves and undeveloped parks.
 - Upgrade / replace ageing infrastructure.
 - Improve linkages and connections.
 - Improve physical access and mobility – implement Universal access principles.
 - Improve wet weather management to minimise ground closures (management and infrastructure implications).
 - Provide / upgrade public toilets, playgrounds and gathering spaces.
 - Improve maintenance standards and consistency (common issues highlighted include vegetation management, mowing frequency, tree litter, broken glass).
- Council's capacity to sustainably manage what we have to appropriate standards was questioned, particularly in light of additional pressures created by expanding residential areas and additional open space acquisition. Additional management resources may be required.

Theme 3: Community

- The benefits of collaborative partnerships and a high degree of community involvement are recognised by all parties. Opportunities to enhance existing arrangements and establish broader community involvement should be explored and encouraged. A sample of positive examples include Recreation Reserve Committees, Morwell Rose Garden Committee, Newman/Victory Park Committee and associated volunteers.
- Council's role and capacity to provide additional support to these groups and to encourage additional 'community stewardship' should be explored.
- Open spaces are recognised as vital in facilitating community interaction, social inclusion and community health and well being.

Theme 4: Activation

- Associated with *Theme 2: Enhance what we already have*, there is a strong desire to encourage more use and appreciation of what we already have. This relates to marketing, promotion and community pride, however it also relates to activation of spaces through:
 - Enhanced design (walk-ability, landscaping, maintenance, appeal, visibility etc),
 - Safety (lighting, physical access),
 - Core infrastructure including paths, seating, drinking taps, fitness stations, way finding signage, interpretive information etc.
 - Facilitation of physical activity programming,
 - Use of parks for community events, markets and activities.

Theme 5: Linkages and connections

- Maximising linkages and connections has emerged as a major theme. This relates not only to paths and trails within reserves, but more importantly the capacity to utilise open space corridors to connect neighborhoods, suburbs, points of interests, common destinations (including parks and reserves) and across/between townships.
- The appeal, safety and usability of a number of existing open space corridors could be enhanced.
- There are gaps in open space connections and linkages.
- There is a desire to establish more/better walking tracks and trails.
- There is inadequate signage and way finding information.
- There is a desire to establish walking maps and brochures.
- Township specific *Walking Tracks, Trail and Pathway Strategies* may be needed in order to confirm network gaps, priorities and scope indicative implementation costs.

Theme 6: Open space settings and functions

- Consultation results highlighted the importance of ensuing variety in open space settings and functions, ranging from bush/conservation areas through to active sport reserves.
- Whilst formal sports clubs and recreation activities were acknowledged as significant users of open space, it was stressed that the majority of users are individuals and families participating in informal, non-organised activities.
- Future open space acquisition and enhancement activities must reflect the need for a variety of functions, settings and development standards for open space across the City.

Vision:

Common characteristics of the visioning include:

- Establishment / improvement of environmental corridors.
- Enhance linkages and connections.
- Enhance tree planting, habitat and food sources for wildlife.
- Effective / attractive signage (way finding and interpretive).
- Improve urban design outcomes in new residential areas (i.e. casual surveillance).
- Improve the quality and appeal of existing parks, including lighting.
- Preserve and enhance existing parks.
- Welcoming spaces for young people.
- Attractive places for family gatherings.
- Selection of higher quality parks and reserves – destinations.
- Embrace water ways as open space corridors.
- Township linkages.
- Synthetic soccer pitch / Multi use synthetic training facility for use by all sports.
- Expansion / enhancement of '*Sports Precincts*'.
- Continuous improvements.
- Access for all.
- No dog litter.

There were also a number of township/site specific visions including the following examples:

- Refocus the Traralgon CBD to embrace the creek and open space corridor through town. Consider development of the opposite bank for mixed residential / commercial developments.
- Establish a new park corridor in Traralgon from the freeway by-pass to (north-western) flood plain. Incorporate way finding, rest stops, places of interest, botanical gardens, wetlands, educational garden zone, linkages, community gardens, partnerships etc.
- Establish and promote a Glengarry Heritage Walk.

Priorities:

Common priorities included:

- Linkages and connections.
- Access and sustainability.
- Increase activation and appeal of existing spaces.
- Way finding signage.
- Improve what we already have first.
- Improve service / maintenance levels.
- Improve public toilets.
- Promote / market what we have.
- Additional car parking.

2 Consultation Workshops

The following section provides a record of key comments, issues and suggestions from a range of individual workshops with Councillors, staff, key agencies and other stakeholders.

a. Councillor Workshop

Councillors were invited to a workshop held on 22nd February 2012. Seven Councillors attended, a summary of the key comments, suggestions and themes to arise from discussions are outlined below.

Summary of Key Comments, Issues or Suggestions	
<ul style="list-style-type: none"> • Theme: Planning <ul style="list-style-type: none"> ○ Review LCC Planning Scheme in order to strengthen open space provisions and guidelines. ○ Review opportunities for possible rationalisation of underutilised open space areas e.g. pocket parks, where appropriate. ○ As residential densities increase, reliance/importance of open space increases. ○ Improve guidelines / outcomes for Developer Contributions for open space provision (i.e. usable open space). ○ Concern about sustainability of ageing infrastructure and maintaining new assets and open space areas. ○ May need to consider increasing open space contribution rates if population densities increase. ○ Plan for staged development and acquisition (enhancement) of open space corridors and linkages. ○ Identify priority areas for enhanced mobility access (may need a rating scale for park mobility access, with links to Council website for visitors). 	
<ul style="list-style-type: none"> • Theme: Community <ul style="list-style-type: none"> ○ Consider committees of management for broader open space areas. Not just reserves. Joint partnership/stewardship model. Encourage community ownership. Rose Garden, Morwell model ○ Minimise red-tape for community groups to use open space, including establishment of community gardens. ○ Whilst supporting community stewardship, minimise open space 'capture' by sports clubs which prevents informal community access. ○ Governance model – freedom for Community involvement but protects Council's interests. ○ Create an environment that supports more integrated community committees and stewardship. 	
<ul style="list-style-type: none"> • Theme: Improvements <ul style="list-style-type: none"> ○ Need to consider the cost / sustainability of improving maintenance standards. ○ Safety perceptions are evident in some parks, consider lighting and design improvements. ○ Improve promotion of what we already have. ○ Improve linkages and connections throughout each town. ○ Improve design quality, including signage and way finding. ○ Match core infrastructure to community catchments. ○ Ensure designs maximize usage flexibility. ○ Increase appeal of undeveloped sites, or rationalize if not needed. ○ Improve access and appeal of the Moe Botanic Gardens, possible site for community café? ○ Improve marketing and appeal of existing opportunities. ○ Support development of a walking path around Lake Narracan. ○ Enhance linkages and corridors. ○ Careful siting and design of infrastructure, maximize usage flexibility. ○ Remove unnecessary fencing in and around reserves. 	
<ul style="list-style-type: none"> • Theme: Activation <ul style="list-style-type: none"> ○ Consider opportunities to activate open spaces for use by individuals, community groups and/or festivals/events activities, even commercial where appropriate (e.g. café) etc. ○ Give greater consideration to the needs of less formal/passive recreational users, not just formal sports. ○ Aim for greater utilisation of existing open space. ○ Consider alternative uses of existing sites e.g. community market on weekends at Council car park in Morwell. ○ Mobile youth spaces / activities ○ Consider opportunities for occasional road closures to support night-time activation in CBD areas for community events and activities. 	
<ul style="list-style-type: none"> • Theme: Other Comments <ul style="list-style-type: none"> ○ Acknowledge that this is a long-term plan and that improvements to overall park standards will require a long-term commitment. 	
<ul style="list-style-type: none"> • Priorities: <ul style="list-style-type: none"> ○ Linkages – key destinations, shared paths, off-road between townships etc. ○ Connectivity, access and sustainability. ○ Increase activation and appeal of existing spaces. ○ Increase Universal / mobility access. ○ Way finding signage for tracks and trails. ○ Community ownership / governance involvement. ○ Upgrade / provide core levels of park infrastructure. ○ Review / provide dog off-lead areas, including dog litter dispensers/bins. ○ Protection of possible future open space needs via the Planning scheme. 	

b. Government Agency Workshop

Seven people attended the Government Agency workshop, including representatives from Department of Sustainability and Environment (DSE), Catchment Management Authority, Monash University and the Health sector. A summary of the key comments, suggestions and themes to arise from discussions are outlined below.

Summary of Key Comments, Issues or Suggestions	
<ul style="list-style-type: none"> • Theme: Working well now... <ul style="list-style-type: none"> ○ Committee of Management for major recreation reserves generally work well. ○ Referrals process to CMA, relationships and communication between agencies is good. ○ Provision partnerships e.g. buffer zones, path networks. ○ Contribute to the character and livability of townships. ○ Highly values spaces for active and passive recreation, including physical activity. ○ Protection of waterways. 	
<ul style="list-style-type: none"> • Theme: Issues <ul style="list-style-type: none"> ○ Ageing infrastructure and asset maintenance/ replacement issues. ○ DSE has no (or limited) funding to support volunteer committees, therefore the long-term sustainability of these groups may be an issue. Increasing reliance on Council support for volunteers may be needed. ○ Undeveloped land in Churchill (private) detracts from the amenity and appeal of the town and should be developed prior to new/additional land releases. ○ Litter in Eel Hole Creek – impact on habitat. ○ Rationalise underused and surplus open space, particularly dysfunctional pocket parks. ○ Encourage in-fill development, not just urban spread. 	
<ul style="list-style-type: none"> • Theme: Improvements <ul style="list-style-type: none"> ○ Improve opportunities for casual surveillance through urban design (i.e. not back fences fronting reserves). ○ Support integrated links and corridors. ○ Consider defining rest stops in smaller townships, however consider policy and management context to prevent short-term stays (i.e. caravanning). 	
<ul style="list-style-type: none"> • Theme: Vision <ul style="list-style-type: none"> ○ Establishment / improvement of environmental corridors. ○ Enhance linkages and connections. ○ Enhance tree planting, habitat and food sources for wildlife. ○ Effective / attractive signage, way finding and interpretive. ○ Improve urban design outcomes in new residential areas (i.e. casual surveillance). ○ Improve the quality and appeal of existing parks. ○ Preserve and enhance existing parks. 	
<ul style="list-style-type: none"> • Theme: Other Comments <ul style="list-style-type: none"> ○ Encourage more interaction/connection with environmental areas. ○ Partial recreational use of drainage reserves is acceptable (e.g. walking paths), however only limited open space credit should be applied for developers. ○ Generally good working relationship with DSE, however can be some reserve user confusion regarding roles and responsibilities of each group, in particular owner consent prior to improvement works. ○ Council's recent planning process, approach and outcomes for individual township recreation plans was very effective and supported. It is encouraged these be reviewed every five years. 	

c. Youth and CALD Representative Workshop

Invitations were sent to a selection of agencies representing the interests of young people and CALD communities. Unfortunately only one representative attended the workshop (i.e. Council's Youth Development Officer). A summary of the key comments, issues and suggestions are outlined below.

Summary of Key Comments, Issues or Suggestions	
<ul style="list-style-type: none"> • General Comments: <ul style="list-style-type: none"> ○ Needs differ between townships. ○ Skate parks mainly cater for younger age groups 12-16 years. Options for 17-25 year olds are limited. ○ Traralgon youth would like the skate park relocated and upgraded. Consider options for a more active youth precinct zone. ○ The proposed Moe/Newborough Youth Precinct (Revitalisation Project) will benefit the town. ○ Need to provide better guidance on defining skate park location criteria in order to prevent future inappropriate locations. ○ Support the concept of 'linear skate park' to activate paths and encourage multi use. ○ Improve path connections and linkages within and between towns. ○ Improve trail signage and way finding. ○ Discouraging trail-bike usage is an issue. ○ Better use of Hazelwood Pondage as a recreational asset. ○ Walking path on both sides of Traralgon Creek, bridge crossing and loop trail. 	
<ul style="list-style-type: none"> • Priorities: <ul style="list-style-type: none"> ○ Establish a Traralgon youth space. ○ Improve connections within and to/from Churchill to Morwell. 	

Summary of Key Comments, Issues or Suggestions

- Retaining young families in the City.
- Create welcoming spaces for young people.
- Promote better what we have now, including National parks and water ways.
- More events and programmed activities.
- Way finding signage.
- Community gathering spaces for Sudanese community.

d. Development Community Representatives Workshop

Invitations were sent to a selection of significant land developers in the City. Five representatives attended the workshop. A summary of the key comments, issues and suggestions are outlined below.

Summary of Key Comments, Issues or Suggestions

- General Comments:
 - Water Hole Creek is very good and could be further enhanced.
 - Need to balance requirements for new open space against pressures to improve maintenance of existing spaces. What is sustainable for Council (it may not always be 5%).
 - Developers may want to provide open space to a higher standard than Council can effectively maintain. There is clear and strict guidance in relation to Street Development standards, however similar standards are not provided for open space.
 - CMA requirements for buffers should be considered open space contributions (i.e. full credit).
 - Improve connections to existing open spaces.
 - Council needs to consider if it has any surplus open space and rationalise as required.
 - Need clarity on management responsibility for CMA buffer reserves, especially if these have an open space function, is it Council or CMA?
 - Council staff change over hinders relationship building and effective communication.
- Theme: Planning Guidelines / Comments
 - Clearer guidelines are needed outlining Council's requirements for open space contributions.
 - Need a better understanding of when cash is required in lieu of land contribution. Also better communication on where/what the money is spent on.
 - Need a strategic overall open space Master Plan for each township, including opportunities for improving connections.
 - There is support for the development of Developer Contribution Plans (DCP's) for entire townships/precincts as they add certainty to the process and infrastructure efficiencies. The DCP's must be clear about their requirements and include a rationale for decisions/requirements.
 - Developers need clearer guidance/policy on level of credit for encumbered open space (i.e. level of credit and when permitted).
 - Council has been more approachable and collaborative in recent years, however decisions and actions have not always been recorded and therefore directions can change along the way. This can be frustrating and costly for developers.
 - Need to improve consistency in decision making.
 - The planning process should be more clearly defined and include Pre-Application Meetings with representatives from relevant Council departments so that preliminary directions and requirements can be articulated from the outset.
 - Examples of items new guidelines should cover include:
 - Vegetation.
 - Infrastructure requirements.
 - Style guidelines.
 - Path requirements.
 - Lighting – when, where, styles etc.
 - Statements defining the purpose and function of open space types.
 - A hierarchy definition, related to standards.
 - Urban design requirements (themes for individual areas).
 - Street trees – strategy, themes, guidelines etc.
- Vision:
 - Quality, usable open space.
 - Network of paths, trails and connections.
 - Selection of higher quality parks and reserves – destinations.
 - Activate open spaces, make more usable and appealing.
 - Embrace water ways as open space corridors.
 - Township linkages.
- Priorities:
 - Linkages and connections (specific vision/master plan required).
 - Better collaboration and consistency between management authorities (e.g. Council, DSE and CMA).
 - Consider Council's overall capacity to maintain what we have.
 - Ongoing communication and consistency in decision making (and staff).
 - Better use of what spaces we already have.
 - Realistic expectations of developers.

e. Reserve Committees Workshop

Invitations were sent to Council's recreation reserve committees, six representatives attended the workshop. A summary of the key comments, issues and suggestions are outlined below.

Summary of Key Comments, Issues or Suggestions	
<ul style="list-style-type: none"> • Value: <ul style="list-style-type: none"> ○ Open spaces support community health and wellbeing, sport and recreation (active and passive). ○ Support social interaction and community building. ○ Add to the character and amenity of townships and suburbs. ○ Open to all members of the community. ○ Dog walking. ○ Safety. ○ Urban relief / stress relief. ○ Traralgon – proximity to CBD. 	
<ul style="list-style-type: none"> • Issues: <ul style="list-style-type: none"> ○ Can be parking congestion and traffic management issues at sports reserves, particularly during sport/age change over. ○ Need to improve disability and mobility access to parks and facilities/venues (provide information on Universal design principles). ○ Smaller clubs / venues should not be forgotten or left behind. ○ There are enough soccer pitches for summer use, but not in winter because grounds are often closed due to wet conditions (may need to consider a regional synthetic facility). ○ Protect / enhance greenbelts /corridors, including maintenance levels. ○ Winter access to grounds is an issue for all sports (i.e. capacity of turf surfaces to cope with levels of use required, poor surface conditions). ○ Poor condition and limited access to public toilets (i.e. often closed). 	
<ul style="list-style-type: none"> • Suggestions: <ul style="list-style-type: none"> ○ Enhance the Traralgon 'Sports Precinct' – needs an overall site Master Plan to guide future improvements. Could also consider establishing a single Management Committee for the precinct with representatives of individual groups. ○ Improve sports lighting, car parks and oval drainage. ○ Improve paths, trails and connections including around Traralgon Hospital). ○ Township specific Pathway Strategy may be needed. ○ Dog litter bins and bags. 	
<ul style="list-style-type: none"> • Vision: <ul style="list-style-type: none"> ○ Synthetic soccer pitch / Multi use synthetic training facility for use by all sports. ○ Implementation of Universal access principles and design outcomes. ○ Additional sports grounds – ovals and pitches. ○ Expansion / enhancement of the Traralgon 'Sports Precinct'. ○ Protection /enhancement of open space corridors / greenbelts. ○ Improved linkages and connections. ○ Increased focus on hosting Victorian regional sports events. ○ More sheltered spectator viewing facilities, grandstands. 	
<ul style="list-style-type: none"> • Priorities: <ul style="list-style-type: none"> ○ Improve what we already have first. ○ Improve service / maintenance levels. ○ AAA / Universal design. ○ Communication between sports clubs/committees as well as with Council (aim to better use what we already have, sharing ideas etc). ○ Improve basic infrastructure – toilets, car parking (sealed), shelter, seating. ○ Establish a Master Plan for the Traralgon Sports Precinct. ○ Continuous improvements. 	

3. Record of ‘Other’ Consultation Activities

The following section provides a summary of key findings from ‘other’ consultation activities undertaken to date.

3.1 Community Meetings

A total of seven community meetings were held throughout the municipality in February 2012. The table below provides a summary of the key comments, suggestions and themes to arise from the discussions.

Meeting	Summary of Key Comments, Issues or Suggestions
Morwell Monday 13th Feb Attendance: 1 person	<ul style="list-style-type: none"> • Further recognize the value and success of the Rose Garden Committee and volunteers. • Need to move the storage container, may require Council grant support. • Very good working relationship with Council. • Need to continue to beautify entrances to the City, including north side of the rail line and views from train arrivals. • Improve path connections throughout the town, including to/from the Rose Gardens, Midvalley Shopping precinct, Commercial Road. • Support public fitness equipment installations. • Consider increased use of public art / sculptures / historic interpretation etc. • Beautify / landscape road reserves. • Develop a Master Plan for the Morwell Recreation Reserve, including the former caravan park site and tree reserve. • Increase promotion of the regions golf courses to attract tourism. • Upgrade/promote the ‘Waterhole Creek Walking Track’, consider additional lighting, fitness stations, seating, water taps. • Consider establishing a Latrobe City Walking Guide, with maps of each township and points of interest (with Smart phone App). • Improve way finding signage, including to/from Rose Garden.
Churchill Tuesday 14th Feb Attendance: 7 people	<ul style="list-style-type: none"> • Would like the strategy to reflect a desire for no loss of public open space. • Protect open space from inappropriate development. • Reserves lack dog litter bins and bag dispensers. • Open space connections are important for wildlife corridors. • Although larger parks are generally preferred, don’t underestimate the value of small local pocket parks and playgrounds to local communities. • Restrict vehicles from inappropriate access to reserves. • It was suggested Council should take over management of Walker Park and establish as a township park for Churchill including focus for up-coming 50th year anniversary. • Consider a location for ‘Farmers Market’. • Improve vegetation management, including tree clearing from paths. • Vision: <ul style="list-style-type: none"> ○ Access for all (aged, mobility). ○ Areas for relaxation. ○ Improved park furniture, including seating. ○ Incorporate interpretive information (environmental, historical etc). ○ No dog poo. ○ Places for families and community gatherings. ○ Safe places, including lighting. ○ Improve walking paths. • Priorities: <ul style="list-style-type: none"> ○ Improve public toilets. ○ Provide toilet (on unisex toilet is OK) and BBQ facilities at larger parks. ○ Promote / market existing open space. ○ Improve park safety though CPTED principles. ○ Improve existing maintenance.
Yinnar/Boollarra Wednesday 15th Feb Attendance: 2 people	<ul style="list-style-type: none"> • New subdivisions need to make allowance for open space provision, not just drainage reserves. • Concern about use of drainage reserves as open space – they become unusable and are a safety concern for children when in flood. • Consider options for establishment of a township trail walking loop, including connection to the Recreation Reserve. • Explore option for a Yinnar-Boollarra link using the former rail line and water pipe easement. • Improve connections from the town to Stock Route Park and <i>Charles Bond Park</i> (check reference). • Priorities: <ul style="list-style-type: none"> ○ Path connection to Stock Route Park. ○ Improve Charles Bond Park (including drainage). ○ Establish Rail Trail link to Boollarra and township trail loop.

Meeting	Summary of Key Comments, Issues or Suggestions
<p>Traralgon Thursday 16th Feb Attendance: 7 people</p>	<ul style="list-style-type: none"> • Value: <ul style="list-style-type: none"> ○ Walking, cycling. ○ Contribution to health and wellbeing. ○ Peace, relaxation. ○ Social interaction. ○ Family recreation. ○ Volunteerism. ○ Contribution to regions character – <i>“Great Cities have great parks”</i> ○ Linear connections – importance of rail and road reserves. • Issues & Comments: <ul style="list-style-type: none"> ○ Drainage / creek litter. ○ Security / safety. ○ Vandalism. ○ General maintenance – mowing and up-keep (TLC). ○ Poor location of existing skate park. ○ Importance of wildlife habitat and bush conservation. ○ Take more care in placement and planning of infrastructure to not limit open space usage flexibility, including informal recreation. ○ Improve litter control / dumping of rubbish in open space. ○ Need more parking at Newman Park. ○ Upgrade footpath/bridge between Newman Park and Victory Park. ○ Improve walking paths. ○ Ensure any new subdivisions are connected, integrated with existing areas. ○ Upgrade play equipment. ○ Install 1/2 court basketball/netball areas. • Vision: <ul style="list-style-type: none"> ○ Refocus the Traralgon CBD to embrace the creek and open space corridor through town. Consider development of the opposite bank for mixed residential / commercial developments. ○ Establish a new park corridor from the freeway by-pass to (north-western) flood plain. Incorporate way finding, rest stops, places of interest, botanical gardens, wetlands, educational garden zone, linkages, community gardens, partnerships etc. ○ Seating and taps. ○ Walking loops. ○ Connections to public transport. • Priorities: <ul style="list-style-type: none"> ○ Additional car parking at Newman Park. ○ More seating. ○ Improve drainage (e.g. active recreation reserves). ○ Bridge over creek at Marshals Road end for pedestrian access to the CBD. ○ Identify land for future open space acquisition and establishment of new open space corridor / vision.
<p>Glengarry / Toongabbie Thursday 23rd Feb Attendance: 5 people</p>	<ul style="list-style-type: none"> • Value: <ul style="list-style-type: none"> ○ Heritage towns, legacy of previous planning and design. ○ Contribution of open space to township character. ○ Contribution to community pride. ○ Council maintenance and assistance. • Issues & Comments: <ul style="list-style-type: none"> ○ Difficulties associated with multi-agency communication regarding the Rail Trail (Council, DSE, Vic Roads etc), including confusion regarding roles and responsibilities (access to help). ○ Improve Council communication with township Committees regarding scheduled and planned works in each town, so that the community can be kept informed. ○ Would like more footpaths around town (to/from key destination points). ○ Assistance in restricting trail bike access to the Rail Trail (education, policing, signage). ○ Improve maintenance of road reserve drainage e.g. weed control and clearing. ○ Need Council assistance to improve manageability of the Rail Trail maintenance – the bush is too dense now for volunteers. ○ Current support provided by Council is considered very good. ○ Consider options for an annual community working bee with Council and DSE specialist equipment support. ○ Concern regarding the depth of some road side open drains, may be a drowning hazard (e.g. Campbell Street, Toongabbie). ○ Need more or bigger rubbish bins at the Glengarry shops as they often overflow. Support beautification of shopping/commercial areas (attractive rest stops). ○ Establish a path around the Glengarry oval. ○ Increasing vandalism is an issue. ○ Improve park lighting including Hall (must match heritage requirements) and Apex Park. ○ Upgrade gravel path on Victoria Street to asphalt, existing path gets washed out. • Vision: <ul style="list-style-type: none"> ○ Maintain current high level of Council support and involvement.

Meeting	Summary of Key Comments, Issues or Suggestions
	<ul style="list-style-type: none"> ○ Establish better footpath networks within each town. ○ Establish a 'Heritage Walk' and brochure in Glengarry. ○ Signage, way finding. ○ Improve drainage areas within reserves. ○ Maintain family focus. ○ Constant improvements to open space. ○ Ensure any new subdivisions have wide street frontages to reflect existing township character.
<p>Moe/Newborough Thursday 23rd Feb Attendance: 11 people</p>	<ul style="list-style-type: none"> ● Value: <ul style="list-style-type: none"> ○ The fact that it (open space) is there. ○ Locations for recreation and exercise. ○ Social connection. ○ Urban relief. ○ Formal sports. ○ Contribution to character. ○ Venues for community gatherings and events, functions etc. ● Issues & Comments: <ul style="list-style-type: none"> ○ Retain Narracan Creek open space and establish a connection to Narracan Lake. ○ Establish a Lake circuit. ○ Improve footpaths and walking trails. ○ Install public toilet at Lake Narracan. ○ Link / improve connection from the Rail Trail to Lake Narracan. ○ Desire for outdoor beach volleyball courts at the Leisure Centre. ○ Junior football club would like to establish another playing field at the recreation reserve. ○ Consider options to relocate netball to the Recreation Reserve. ○ Establish a new 2-storey sports pavilion at the Recreation Reserve to service all users, including relocated netball. ○ May need a new Master Plan for the Recreation Reserve to address suggestions above, also include options for multi-use athletics, fire brigade, cycling club, Leisure Centre expansion, multi use activities and community spaces (NB: Gippsland TAFE have already provided preliminary architectural concept options for a new sports pavilion). ○ Rail Trail Committee needs support to establish a strategic plan to guide future volunteer activities and development priorities. ○ Consider need // opportunities to relocate single use sports / activities that may be in existing ageing infrastructure to new multi-use facilities at the Recreation Reserve (e.g. table tennis). ○ Improve communication with community groups and involve in planning. ○ Rationalize disused / excess facilities, venues and open space sites. ● Vision: <ul style="list-style-type: none"> ○ Establishment /reinforcement of a 'Central Sports Precinct' at the Recreation Reserve, guided by a new site Master Plan and management structure. ○ Rail trail extension from Yallourn North to Moe/Newborough. ● Priorities: <ul style="list-style-type: none"> ○ Establish Central Sports Precinct. ○ Maintain and improve what we already have. ○ Improve safety, usability, accessibility (paths trails and Universal access). ○ Update ageing park assets. ○ Better linkages and connections between spaces. ○ Promotion of what we have (e.g. Rail Trail and Botanic Gardens). ○ Implement previous plans / priorities for Lake Narracan. ○ Improve Rail Trail surface and vegetation management. ○ Maintain / protect biodiversity.
<p>Yallourn North Thursday 23rd Feb Attendance: 11 people</p>	<ul style="list-style-type: none"> ● Value: <ul style="list-style-type: none"> ○ Places for community interaction, gathering. ○ Recreation – formal and informal. ○ Places / spaces for children. ○ Wildlife protection and environment. ● Issues & Comments: <ul style="list-style-type: none"> ○ Need to clarify land ownership and management responsibilities for some open space areas (e.g. Yallourn Environment Park). ○ Skate park – poor standard and frequency of maintenance. Skate Park lacks appeal. ○ Concerned about erosion at the south and west entrances to the recreation reserve. ○ Would like the road around the oval sealed. ○ Need more litter bins. ○ Support Rail Trail connection, but need to address gaps, e.g. bridge infrastructure. ○ Need to upgrade oval support facilities and park furniture. ○ Consider options for Council to mow George Bates oval. ○ Consider rationalizing open space (for example) on North Road / Boundary Road to help fund other improvement initiatives.

Meeting	Summary of Key Comments, Issues or Suggestions
	<ul style="list-style-type: none"> ○ ● Vision: <ul style="list-style-type: none"> ○ Protect views to bush and agricultural land. ○ Protection of environmental assets. ○ Improve connections between open space sites and key destinations. ○ Safe / universal access. ○ Better connection to George Bates Recreation Reserve. ○ Council involvement in management of the Wirilda Wildlife Park (i.e. provide support to the existing Committee). ● Priorities: <ul style="list-style-type: none"> ○ Improve appearance / image / appeal of the town. ○ Provide options for young people. ○ Encourage community involvement and 'ownership'. ○ Upgrade oval support facilities and playing surface. ○ Improve linkages and path connections. ○ Improve the overall standard of maintenance, including vegetation and town entrances. ○ Connection to the Rail Trail. ○ Establish a 'Pioneer Track' - link and interpret town history and heritage.

3.2 Submissions:

The following six submissions were received as part of the initial consultation process.

Submission	Summary of Key Comments, Issues or Suggestions
Terry Killalea-Hore, resident Traralgon East	<ul style="list-style-type: none"> ● Detailed submission providing photographs of poorly maintained parks, paths and infrastructure in Traralgon East parks. Key issues included vegetation maintenance (grass and tree litter), high incidence of broken glass, poorly maintained gazebo (which has become a focus for anti social behavior) and poorly designed paths (location and tree litter issues, drainage). ● Concerned that past reporting of issues to Council has not been acted upon. ● Suggested that better maintenance of what we have should be a high priority for Council.
David Mackenzie, resident Traralgon.	<ul style="list-style-type: none"> ● Detailed submission outlining a comprehensive vision for establishment of new parks in Traralgon. Key extracts include: <p><i>Firstly I would like to congratulate Latrobe City on their management of the parks and gardens in Traralgon. As a regular walker through these parks I take particular note of the condition of the parks and with only a few exceptions I am satisfied with the level of maintenance.</i></p> <p><i>Great Cities have great parks. New York has Central Park (843 acres), London Hyde Park and Paris has its Bois de Boulogne (2000 acres). These parks have not developed by accident – they are a result of people with vision and governments being able to commit land to our future generations.</i></p> <p>Vision <i>To create a public open space for the entire length of the Traralgon Creek from the proposed freeway bypass to the flood plain of the Latrobe River that will form the backbone of development through the urban area.</i></p> <ul style="list-style-type: none"> ● <i>Botanical Garden could be located at the southern end of Traralgon.</i> ● <i>Educational garden off Shakespeare St (Liddiard Rd Primary School, High School, Pre-school, Flinders College).</i> ● <i>Gardens representing various ethnic groups within Latrobe Valley could be developed at particular locations along the park.</i> ● <i>Creation of water features would be an asset to the parklands.</i> ● <i>Whilst the creek through the centre of Traralgon effectively divides the community there needs to be a strengthening of links between both sides, including residential and commercial development.</i>
Ian Norwood, Hazelwood North Resident	<ul style="list-style-type: none"> ● Highlighted the issue of diminishing indigenous vegetation and our need to replenish this and beautify the City's open spaces with more trees/plants. ● Suggested an internal working group could meet monthly to plan and implement tree planting initiatives, including community involvement. ● Suggested Council could demonstrate more leadership in environmental stewardship and enhancement.
Alan Scarlett Campus Manager Monash University Gippsland Campus	<ul style="list-style-type: none"> ● Detailed submission highlighting the importance of open space and its contribution to the character of Churchill. Key extracts include: <p><i>Monash University values highly its relationship with Latrobe City in working together to improve the public amenity of Churchill through development of sporting facilities and open space.</i></p> <p><i>The interface between Monash's land and facilities and Latrobe City's public parks, reserves and walking paths helps define the culture and lifestyle for Monash Gippsland students as a very</i></p>

Submission	Summary of Key Comments, Issues or Suggestions
	<p><i>different space to live and study. It is also crucial factor in defining the liveability of Churchill for all its citizens. These valuable open space assets are under-utilized and under-appreciated. To realise the full potential requires open space, public parks, reserves and footpaths to be well connected, maintained to a high standard, properly signed and promoted.</i></p> <p><i>Churchill has a great network of walking paths linking its many open spaces and reserves. However for the network to reach its full potential there are key missing links which need to be "filled in". Of particular concern for Monash are:</i></p> <ul style="list-style-type: none"> • <i>Monash to Mathieson Park</i> • <i>Monash Art & Design to Eel Hole Creek via Lawless Road (to be part of Arts & Culture Pathway)</i> • <i>Eel Hole Creek Ponds western path</i> • <i>And further afield, between Lake Hyland and Tramway Rd.; Eel Hole Creek up stream of Philip Pde.</i> <p><i>Paths need to be maintained to a higher standard. There is erosion on paths and the pea gravel has been muddied and rutted in poorly drained areas, e.g. from the Leisure Centre car park to Eel Hole Creek; Hub to Monash Residences across the Eel Hole Creek bridge.</i></p> <p><i>The network of paths in Churchill needs much better information and promotion. Way finding signs are a must. It would also be desirable to produce a map of the walking paths as a brochure to be available on-line, or in hard copy at Council services centres, libraries and community centres.</i></p> <p><i>A vision for the Latrobe City Open Space Strategy is to make the open spaces of Churchill a key feature of the city, something that all within Latrobe City, and beyond, will be proud of and want to visit. The challenge is to do this in a planned staged way that is financially responsible but doesn't leave larges areas half developed. The Strategy needs to address the missing links in the open space network, especially the east west divide formed by Monash Way,</i></p> <p>Specific suggestions were also made for improvements to:</p> <ul style="list-style-type: none"> • Eel Hole Creek. • Safety and security (application of CPTED principles). • Review of undeveloped land. • East West link – planning and integration. Importance of open space connections. • Mathison park - agricultural land between Lake Hyland and McDonald Way should be incorporated into the park. • Improve footpath connections, including footpaths on road reserves. • Improve open space 'entrances' to the town – landscape, paths, design.
Ruth Place, resident Churchill.	<ul style="list-style-type: none"> • Concerns were raised regarding tree management and lack of tree planting. Comments included: • <i>Many trees in Watson Park Churchill have fallen over, died or lost significant branches.</i> • <i>Two areas have been planted with trees and shrubs but these are small, and in one area there is a 'rust-like infection' of leaves which has resulted in a loss of leaves. One tree has fallen over. This rust-like infection is invading trees in the school ground also.</i> • <i>Suggest that more tree planting be undertaken in Watson Park as was done in Walkley Park a few years ago.</i> • <i>Regular inspection of the park would be good to take note of fallen limbs/trees and arrange removal. This would also help the mowing contractors.</i>
Margaret Guthrie President, Churchill District Community Association	<ul style="list-style-type: none"> • Acknowledges the importance of developing a guide for the future maintenance and development of the municipality's diverse range of public parks and reserves. • CDCA wishes to emphasise to Council the importance of having a network of paths, pedestrian/bicycle tracks and green corridors that link larger public open spaces (reference is directed to 'Recreational Paths & Corridors in Churchill' 1999). • The maintenance of existing local (neighbourhood) green public spaces and the development of new local open space areas is an essential element of supporting the health and well-being of residents. • The submission acknowledges the importance of the maintenance and development of larger (town & regional) parks & reserves and the role these play in sport, entertainment and tourism, but wish to emphasise that these facilities should not be developed at the expense of local/smaller spaces and a network of pathways.

4. Community Survey Results

The following section provides a summary of the key results from the Community Survey administered as part of this project. The survey was available on-line as well as hard copies available at selected Council Customer Service and support facilities. In addition, paper copies of the survey were completed as part of the Community Listening Posts conducted in Morwell, Churchill, Traralgon and Moe.

A total of 333 people started the survey, with 317 completing it (i.e. 95%).

1. Do you currently use or visit open space parks or reserves in Latrobe City?

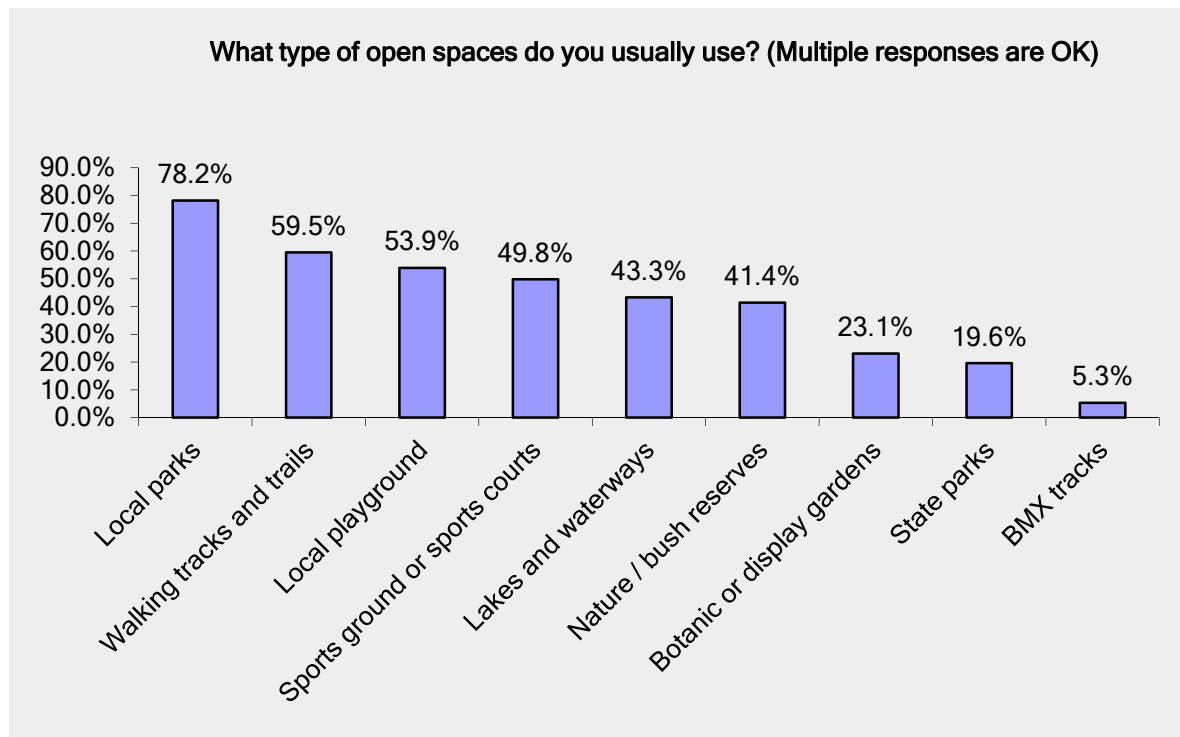
- 94.9% indicated Yes.
- 5.1% indicated No.

2. If you do not currently use or visit open space parks or reserves in Latrobe City, why not?

- 23 individual responses were provided. Most common responses (39%) related to people living out of town (i.e. rural/farm areas).
- Other common reasons (i.e. approx 10% each) included:
 - Not interested.
 - Lack of time.
 - Not aware of what is available.
 - Poor quality of existing parks / lack appeal.
 - Poor maintenance (e.g. broken glass).

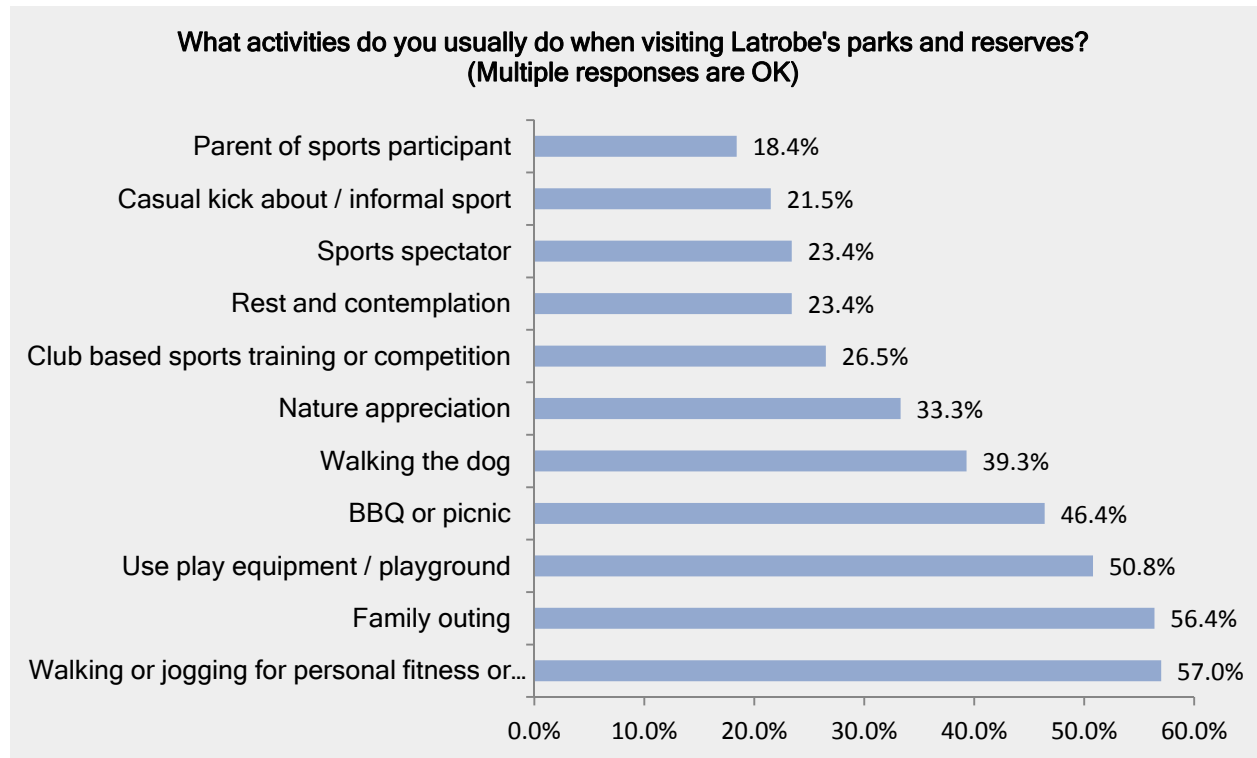
3. What type of open spaces do you usually use?

- Responses highlight the importance of local parks and playgrounds as well as walking tracks and trails.
- The importance of the provision of a variety of open space settings is also evident.



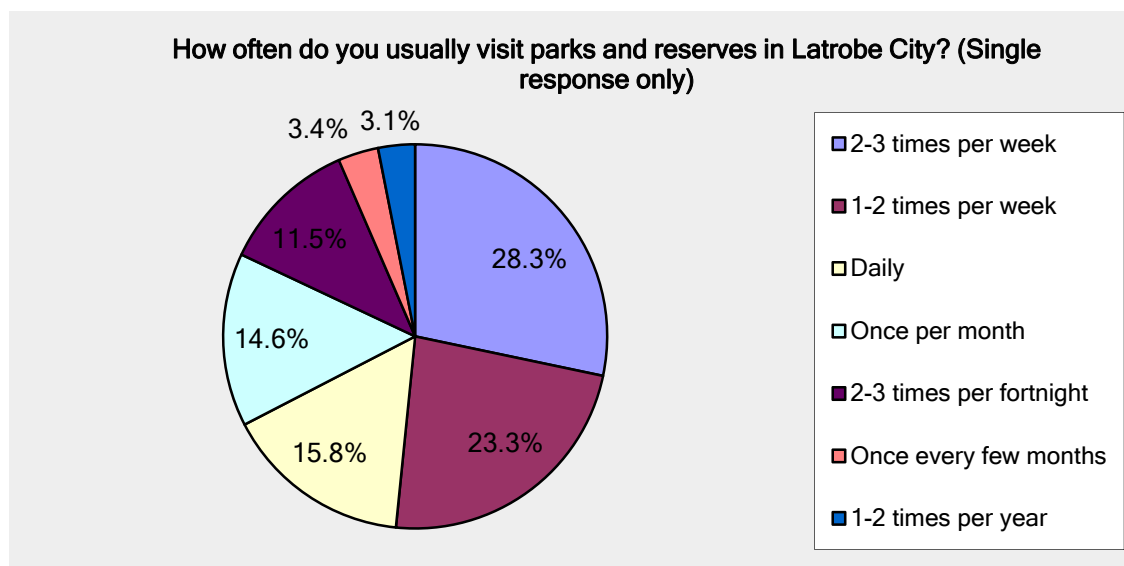
4. What activities do you usually do when visiting Latrobe's parks and reserves? (Multiple responses are OK)

- Eight of the eleven most common responses reflect informal, non-club based recreation activities.
- Responses highlight the importance of facilities and infrastructure to support family use of parks.
- Formal sports use of reserves remains a key activity, including as a spectator (as a parent or individually).
- The use of parks/reserves for their restorative benefits are also reflected in the results (e.g. nature appreciation, rest and contemplation).



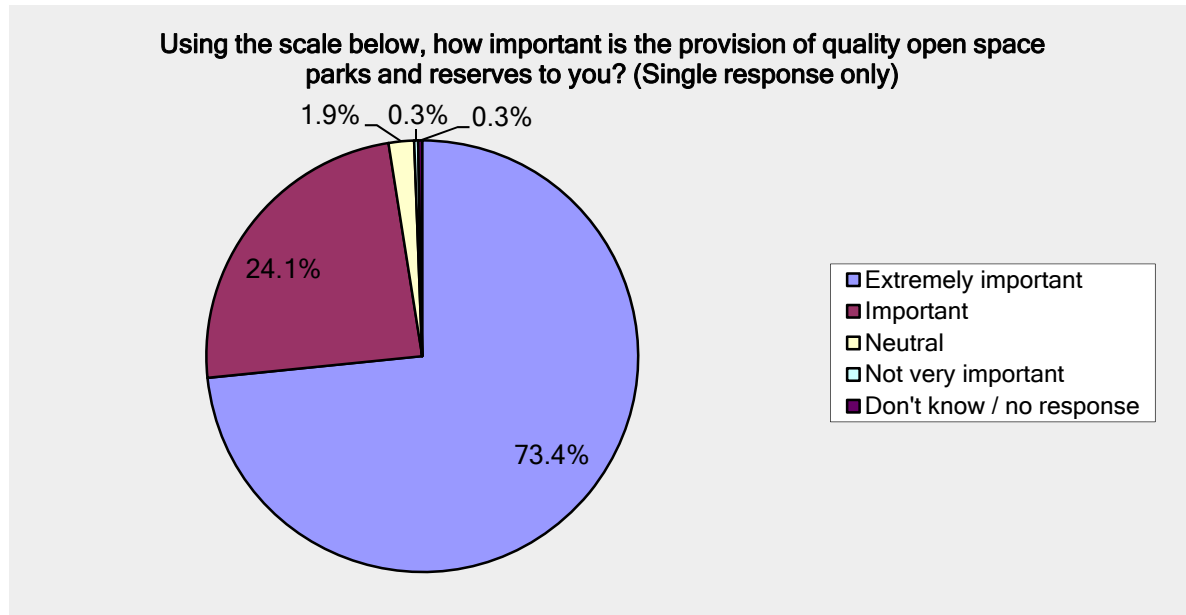
5. How often do you usually visit parks and reserves in Latrobe City? (Single response only)

- The responses indicate that users of parks are most commonly repeat visitors.
- Over two thirds (67.4%) of respondents visit parks and reserves at least once per week.
- The majority (28.3%) visit 2-3 times per week.



6. Using the scale below, how important is the provision of quality open space parks and reserves to you?

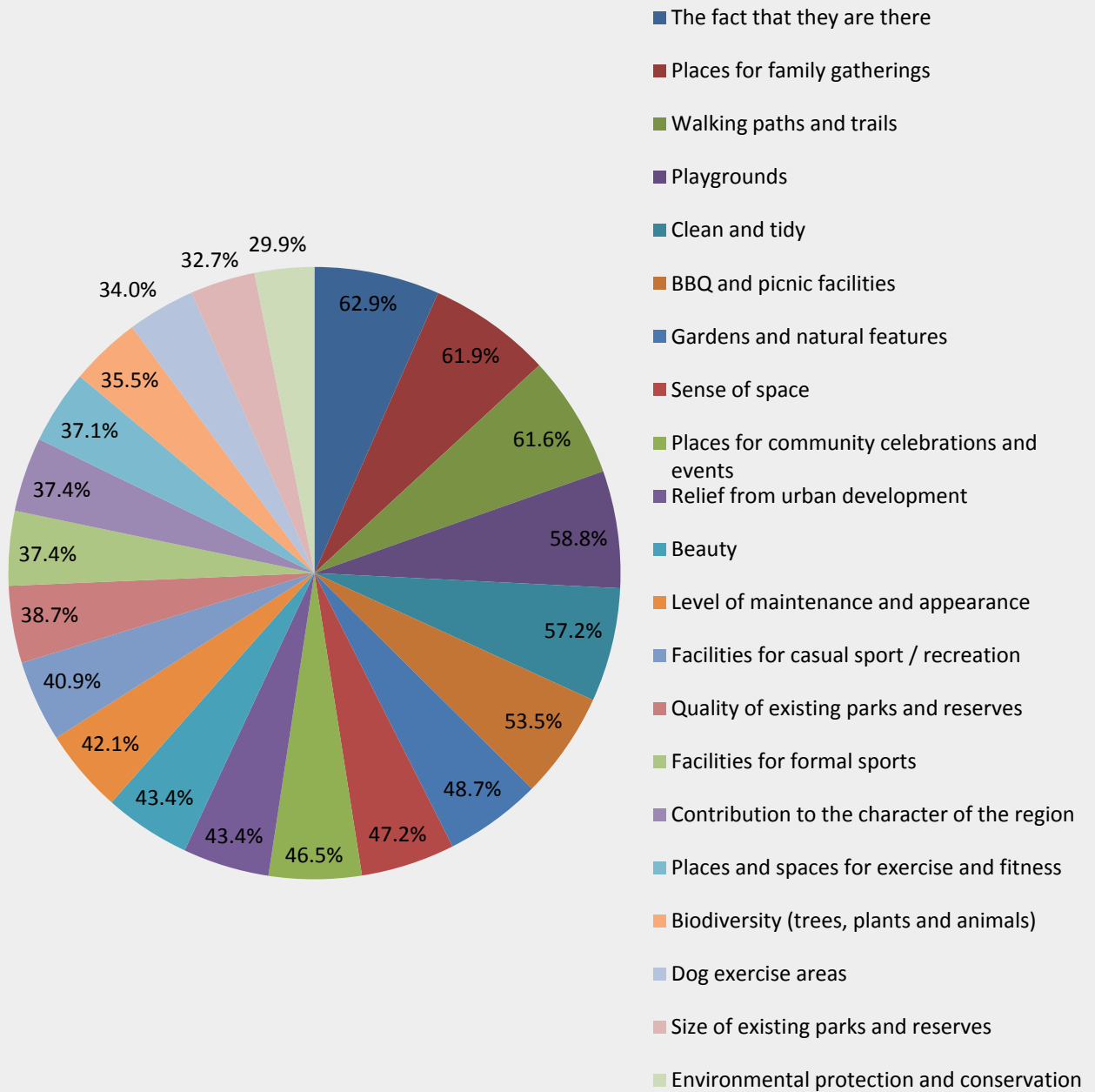
- An overwhelming majority 97.5% of respondents believe the provision of quality open space parks and reserves is either *important* or *extremely important*.
- Almost three quarters of respondents (73.4%) suggested the provision of quality open space parks and reserves is *extremely important*.
- No one indicated that the provision of quality open space parks and reserves is *not important at all* and less than 1% suggested that it was *not very important*.



7. What do you value most about Latrobe's parks, reserves and open space?

- Refer to chart on the following page.
- The responses indicate a considerable range of elements that people value about parks and reserves. However the top 6 responses (all scoring more than 50% of mentions), include:
 - The fact that they are there 62.9%
 - Places for family gatherings 61.9%
 - Walking paths and trails 61.6%
 - Playgrounds 58.8%
 - Clean and tidy 57.2%
 - BBQ and picnic facilities 53.5%
- Consistent with responses to Question 4, the most common responses reflect informal recreational uses undertaken by families and individuals (e.g. gatherings, playgrounds, walking) and the importance of well maintained, safe and accessible parks and reserves (e.g. clean and tidy).

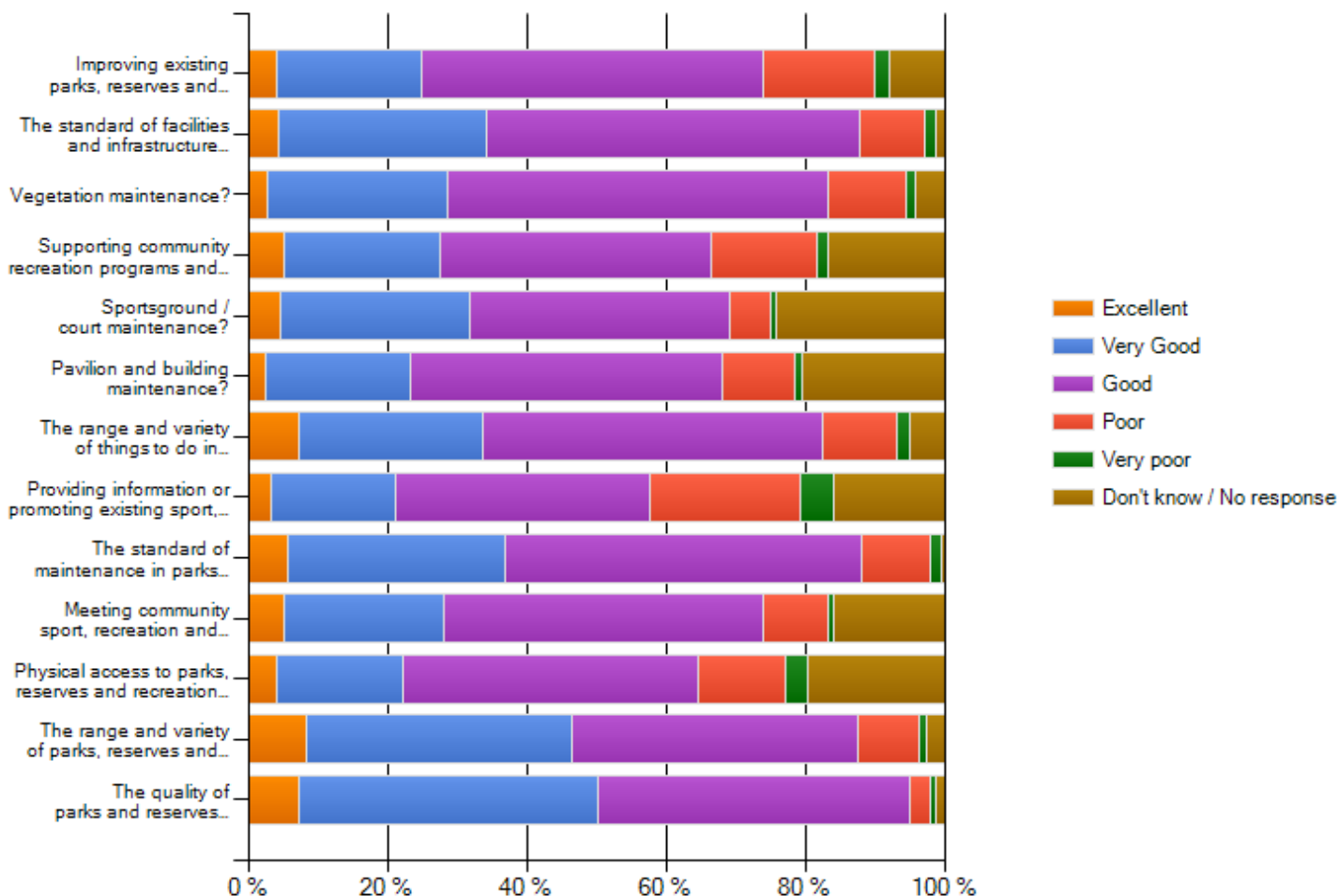
**What do you value most about Latrobe's parks, reserves and open space?
(Multiple responses are OK)**



8. Thinking of the last five years, how would you rate the following items....? (Single response per item only)

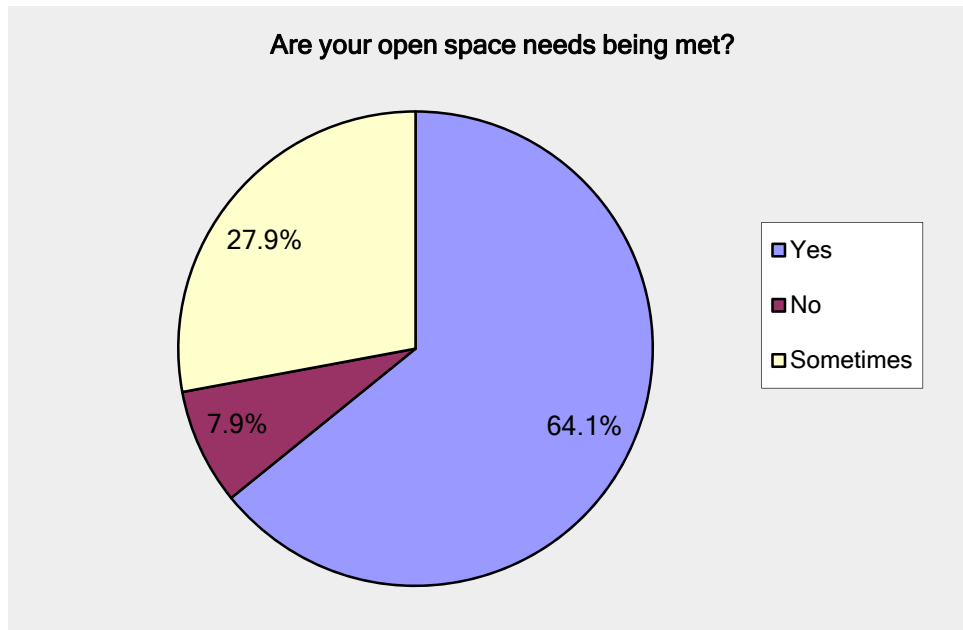
- Overall the items with the highest levels of satisfaction (as indicated by ratings of either *excellent, very good or good*) were:
 - The quality of parks and reserves.
 - The range and variety of parks and reserves.
 - The standard of maintenance in parks and reserves.
 - The standard of facilities and infrastructure.
- Areas to receive the lowest satisfaction levels (based on ratings of either *poor or very poor*) were:
 - Providing information or promoting existing sport, recreation and open space opportunities.
 - Improving existing parks, reserves and recreation facilities.
 - Supporting community recreation programs and encouraging physical activity participation in parks.
 - Physical access to parks, reserves and recreation facilities for people who have a disability or limited mobility.

Thinking of the last five years, how would you rate the following items....? (Single response per item only)



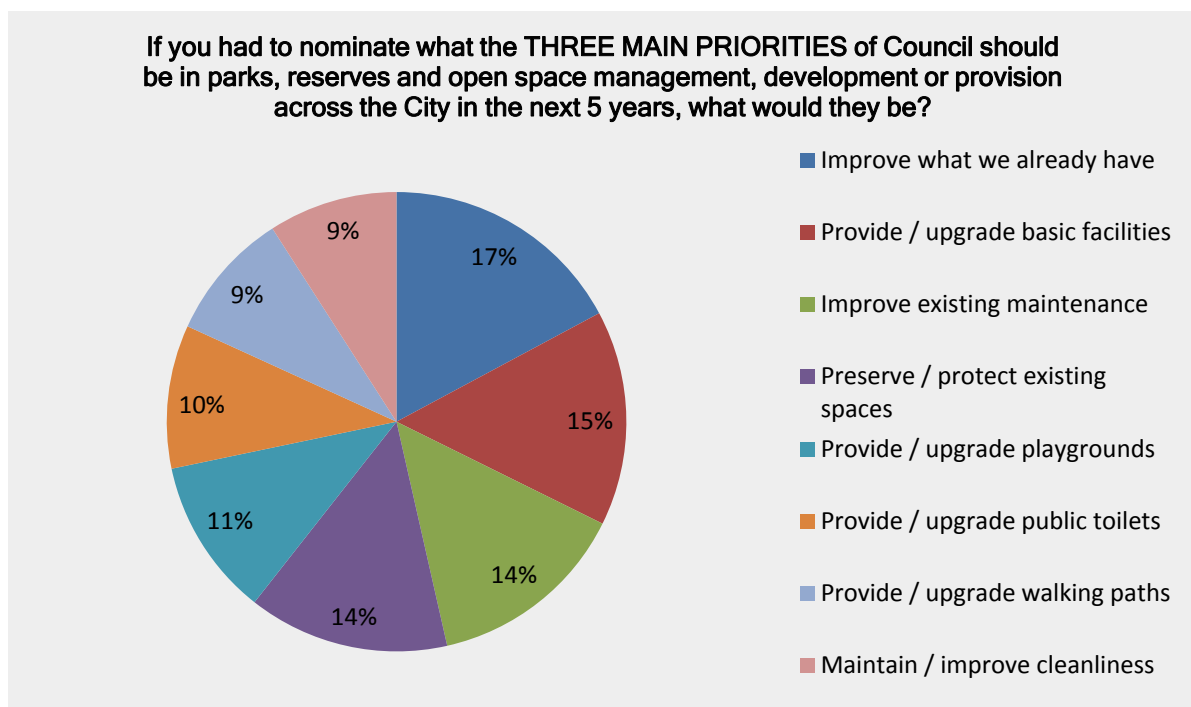
9. Are your open space needs being met? Are your open space needs being met?

- The majority of respondents indicated that their open space needs are being met (64.1%).
- The most common suggestions for *not meeting needs* or only *sometimes* meeting needs related to a desire to improve what we already have, including basic infrastructure such as walking paths, physical access, toilets, car parking and park furniture.



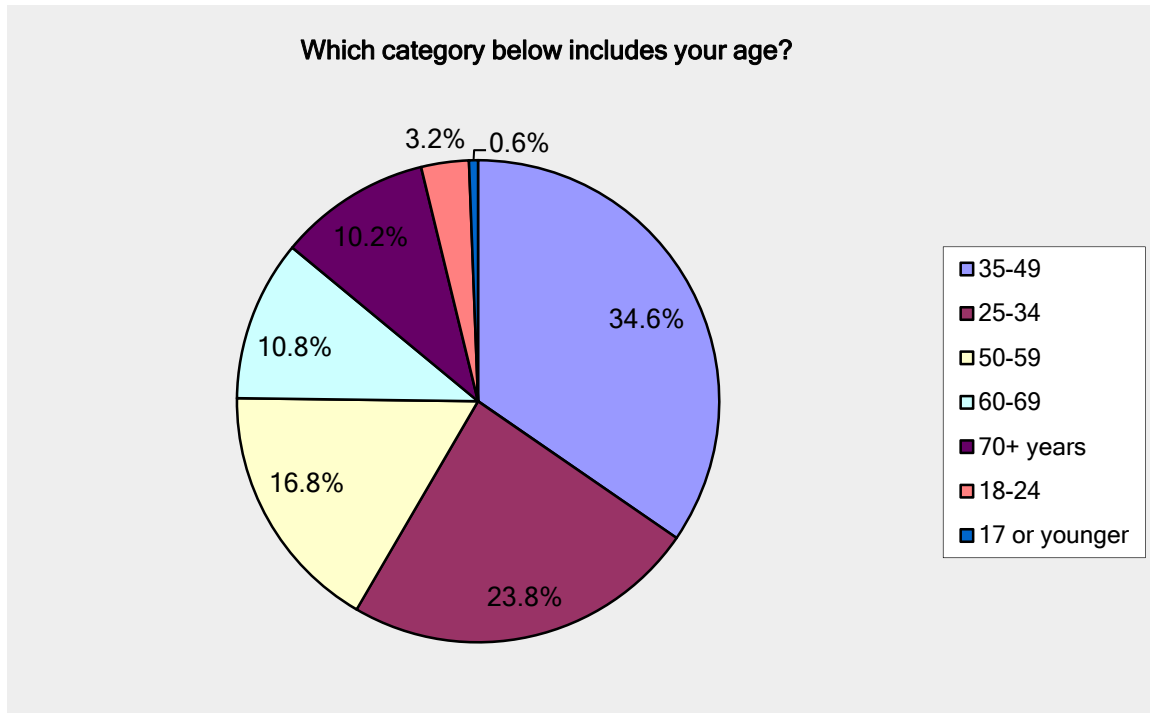
10. If you had to nominate what the THREE MAIN PRIORITIES of Council should be in parks, reserves and open space management, development or provision across the City in the next 5 years, what would they be?

- Over 700 individual suggestions were made. The most common themes suggested are presented in the graph below (NB: percentages are an estimate of the total volume of similar suggestions).
- Improvements to car parking (including at recreation reserves and Newman Park) and vegetation management were also commonly mentioned.



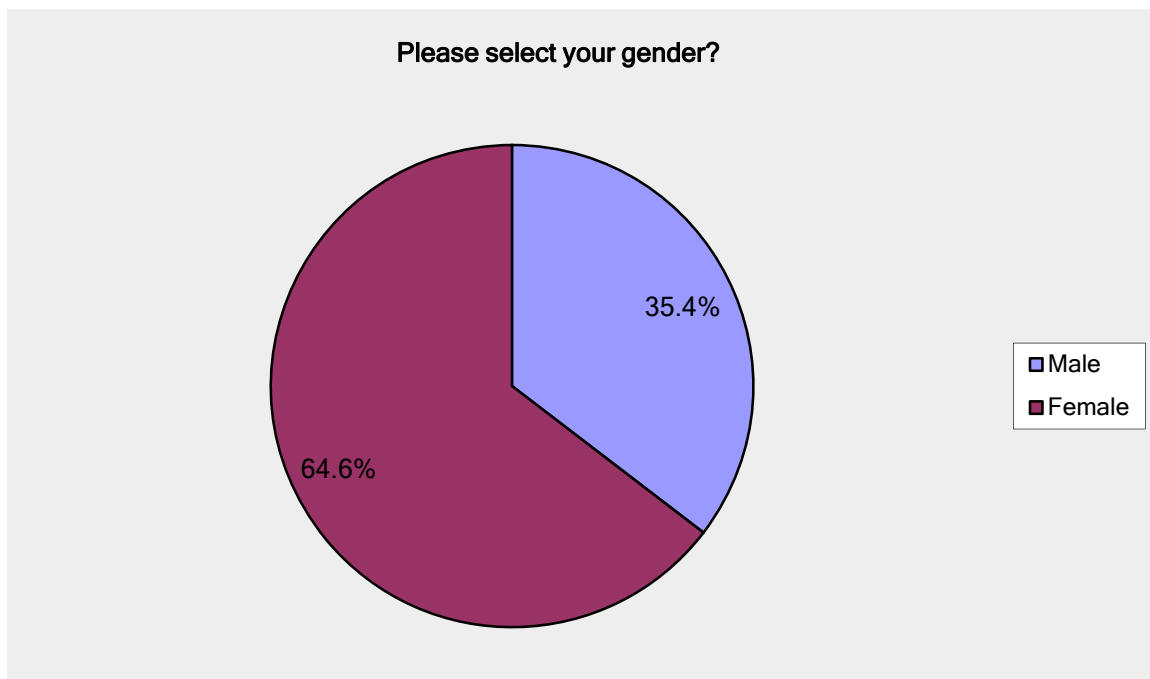
11. Which category below includes your age?

- The majority of respondents were aged 35-49 years, followed by 25-34 years, collectively representing 58.4% of all respondents.
- 37.8% of respondents were aged over 50+ years.
- There proportion of respondents aged younger than 24 years (i.e. 3.8%) was very low, which may under represent the views of young people. However it can be assumed that many of the respondents 25-49 years will have considered the needs of themselves and their families/children in completing the survey (particularly noting the high proportion of female respondents – refer to Q12).



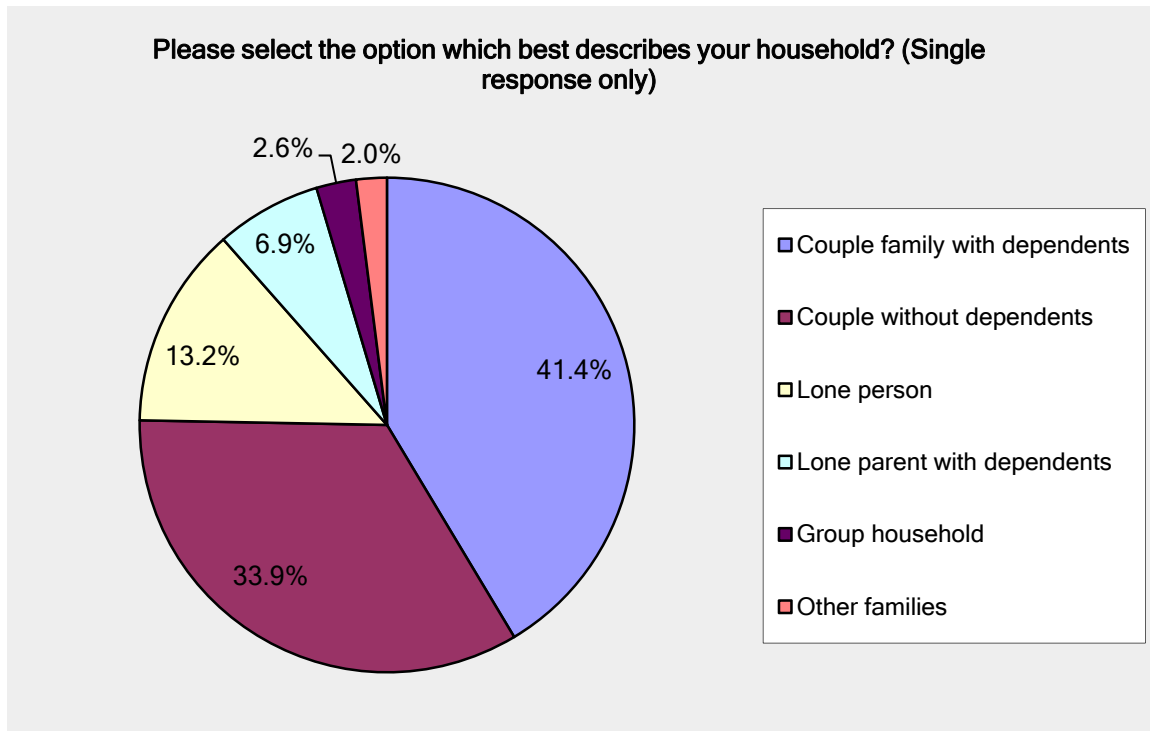
12. Please select your gender?

- The majority of respondents were female.



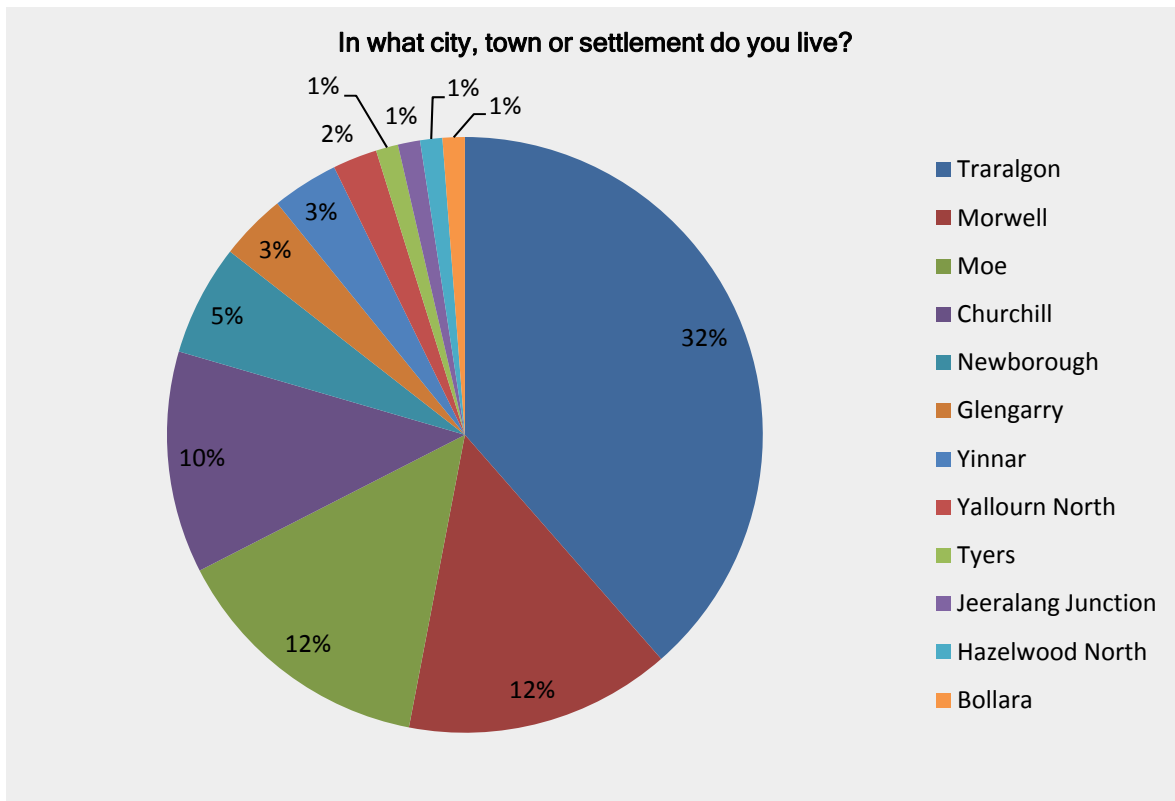
13. Please select the option which best describes your household? (Single response only)

- The majority of respondents were *couple family with dependants* (41.4%), however there was also a high proportion of *couples without dependants* (33.9%).



14. In what city, town or settlement do you live?

- The majority of respondents (32%) were from Traralgon, followed by Morwell, Moe, Churchill and Newborough.



5 Open Space Trends Review

Two important elements have been considered when identifying trends that are likely to influence future open space provision in Latrobe City. Specifically, sport and recreation participation trends help to provide direction on likely future demand pressures for open space utilization; and open space design and development trends will influence how future open space is provided, used and developed.

General recreation participation data has been sourced from:

- ERASS results 2010.
 - The Exercise, Recreation and Sport Survey (ERASS) is a joint initiative of the Australian Sports Commission and State and Territory Departments of Sport and Recreation, conducted on an annual basis.
 - The ERASS collected information on the frequency, duration, nature and type of activities participated in by persons aged 15 years and over for exercise, recreation or sport during the 12 months prior to interview. Participation means active 'playing' participation, and does not include coaching, refereeing, being a spectator or activities related to work, household chores or gardening duties.
 - The latest results relate to the year 2010.
- ABS research results for "Children's Participation in Cultural and Leisure Activities".
 - The research results relate to children aged 15 years and younger. The latest survey results relate to the year 2009. Previous surveys were also conducted in 2000, 2003 and 2006.

5.1 General industry trends

There is growing recognition of the health benefits of regular participation in physical activities within the community, including acceptance of the individual and community wellbeing benefits of belonging to sports clubs.

However there is also growing demand for access to informal participation opportunities that can be participated in on a casual basis ('pay as you go') in preference to formal club-based or organised activities. This has increased demand for greater diversity in recreation participation opportunities, both in terms of activities and times available. It has also led to an increase in commercial use of public facilities and open space for leisure participation programs (e.g. personal trainers).

Associated with an emerging preference for participation in informal activities is an increasing reliance on local, low cost participation opportunities, including increased use of the natural environment as a setting for informal recreational activities/pursuits. These trends also impact on opening hours for recreation facilities and programming, including greater reliance on weekday, evening and weekend time-slots.

There is also evidence that participants have higher expectations regarding the standard of facility provision, programming and management which is aligned to more well defined and specific facility standards and requirements imposed by peak sporting bodies and Australian Standards (examples include standards for sports lighting provision, netball court standards and facility requirements for soccer to name a few).

Trends also reflect emerging changes in sports products and programming, for example 20:20 cricket, mid-week night tennis competitions, veterans/masters competitions etc. These changes reflect growth in social sports participation, often combining skill levels in recognition of preferences for social outcomes.

Many sports peak bodies are also increasing the emphasis and delivery of introductory sports participation programs aimed at junior development and recruitment (e.g. Auskick, Small Sided Games (Soccer) etc).

There are also a number of trends impacting on formal sports clubs, most notably declining volunteerism and increasing professionalism (driven by a desire for competitive advantage and

regulatory requirements). Both of these factors impact on the capacity of clubs to provide participation opportunities for the community.

5.2 Facility trends

The general trends noted above are influencing contemporary leisure facility design and development. It is now more common to design facilities that can be configured to meet a variety of different needs and uses (i.e. in-built design flexibility for adaptive reuse over time).

Examples of in-built flexibility include the inclusion of infrastructure to accommodate mixed gender use of facilities, for example cubicle showers (similar to caravan park shower/change cubicles) and removal of urinals in preference for additional toilet pans.

The importance of providing facilities that facilitate a high level of social interaction and engagement are also increasingly being recognised. Examples include the inclusion of under-cover external viewing areas attached to sports pavilions and the design of meeting and social spaces within sports and leisure facilities.

Facility developments are increasingly adopting a hierarchal approach to facility and infrastructure provision which reflects different service levels, usage and standards of provision. This includes the establishment of major regional sport/leisure facility hubs that offer a wide variety of activities/sports and ancillary services.

This may involve co-locating leisure and sports facilities close to other community assets such as retail precincts, arts precincts, libraries and other facilities designed to maximise the visibility, traffic and throughput.

There is also growing evidence of effective public-private partnerships between developers, government and sports clubs to develop sports facilities, including the design of joint-use facilities at school and other educational institutions which allow educational use during daytime periods (weekdays) and community use during the peak evening and weekend periods.

There is strong evidence of ageing infrastructure which requires refurbishment and/or replacement (i.e. high proportion of recreation assets were built in the 1960's and 1970's and are now reaching the end of useful asset life).

Facility developments and renewal are increasingly considering energy efficiency and environmentally sustainable features within the design of sport and leisure facilities as well as greater consideration of climate change impacts, including water use and environmental sustainability.

Finally, there is an emergence of new playing surface technologies which allow Councils to maximise the use of existing assets (e.g. synthetic playing surfaces).

5.3 Open space design / development trends

A number of trends in open space development and acquisition have been noted that are likely to be relevant to this project. A snap-shot of these include:

Residential Development:

- Growing recognition of the importance of open space and direct relationship/correlation to individual property prices.
- Emergence of high-quality, highly-developed landscaped areas in substantial residential subdivisions, including infrastructure provision such as community playgrounds, park furniture (including picnic tables and BBQ's), lighting and even sports pavilions.
- Inclusion of highly developed landscaped open space as key entry features in new land releases (often provided for visual impact as opposed to community usability).
- Increasing use of water and water features in public open space (often questionable in terms of recreational value to the community).
- The use of glossy promotional/sales brochures and concept plans for residential developments that depict significant open space development, which may or may not ultimately be provided.

Acquisition:

- Associated with the above trends, acquisition of open space that may not be usable for active recreation or informal use (i.e. entry features, flood plain areas).
- Growing recognition of the importance of effective and appealing open space connections, linear linkages and off-road trails. At times there is inadequate consideration of connectivity to existing residential areas, key activity nodes and/or likely desired destination points.
- Use of encumbered land, or land with limited usability, to satisfy required developer contributions.
- Increasing recognition of the need to acquire more than the legislated maximum 5% developer contribution (by negotiation) to satisfy community open space needs.

Reserve Development:

- Development of open space (by developers) to an initial standard that promotes land sales however is unlikely to be sustainable for Councils to maintain.
- Increasing community expectations regarding the standard of facilities and maintenance.
- Inclusion of areas for informal activity and casual community use within larger active sports reserves.
- Increasing recognition of risk management and minimisation initiatives, including public safety (e.g. lighting).
- Increasing use of interpretive signage, information and interactive tools (e.g. sensory playgrounds).

5.4 Childrens participation trends

The Australian Bureau of Statistics conducts a survey of children's participation levels (aged 5-14 years) in a range of sport, recreation and cultural activities approximately every three years. The latest results relate to 2009. A selection of key results from the "Children's Participation in Cultural and Leisure Activities, Australia" follows.

- Sixty-three percent (63%) of children had played a sport outside of school hours which had been organised by a school, club or association (up from 59% in 2000). Participation in organised sport was highest among 9 to 11 year olds at 68% compared with 58% for 5 to 8 year olds and 65% for 12 to 14 year olds.
- Participation rates were higher for boys across all age groups compared with girls, with the greatest difference being between 12 to 14 year olds (boys 74% compared with girls 55%).
- In 2009, the most popular sport for children was swimming with a participation rate of 19%. This was followed by outdoor soccer at 13% and Australian Rules football at 9%.
- However there were notable differences between the sexes. For boys, the most popular sports were outdoor soccer (20%), swimming (17%) and Australian Rules football (16%). In comparison, the sports most popular among girls were swimming (20%), netball (17%) and gymnastics (8%).
- During that two week period prior to the survey 60% of children had been bike riding and 49% had been skateboarding, rollerblading or riding a scooter. However once again there were notable differences between the sexes, for example riding a bike (boys 66% compared with girls 54%) and skateboarding, rollerblading or riding a scooter (boys 56% compared with girls 42%).
- During the 12 months prior to April 2009, 37% of children did not participate in any organised sport outside of school hours. A higher proportion of girls (44%) did not participate in organised sports than boys (30%).
- Rates of participation in organised sports and cultural activities varied between age groups. The highest rates of non-participation were amongst 5 to 8 year olds (32%), followed by 12 to 14 year olds (24%) and 9 to 11 year olds (21%).
- Cultural origins also influenced participation behaviour. For example, children born overseas in non main-English speaking countries were less likely to participate in selected sport or cultural activities (46%) than Australian born children (25%) or children born in other main English-speaking countries (United Kingdom, Ireland, South Africa, Canada, United States of America and New Zealand) (24%).
- Furthermore, children in one-parent families were less likely to participate in selected sport or cultural activities (37%) than children in couple families (23%). In addition, children whose parents were unemployed were less likely to participate in sport or cultural activities (49%) compared to those with at least one parent working (23%).

These results have direct relevance to Latrobe City given the high proportion of CALD communities, lone parent households and unemployment levels.

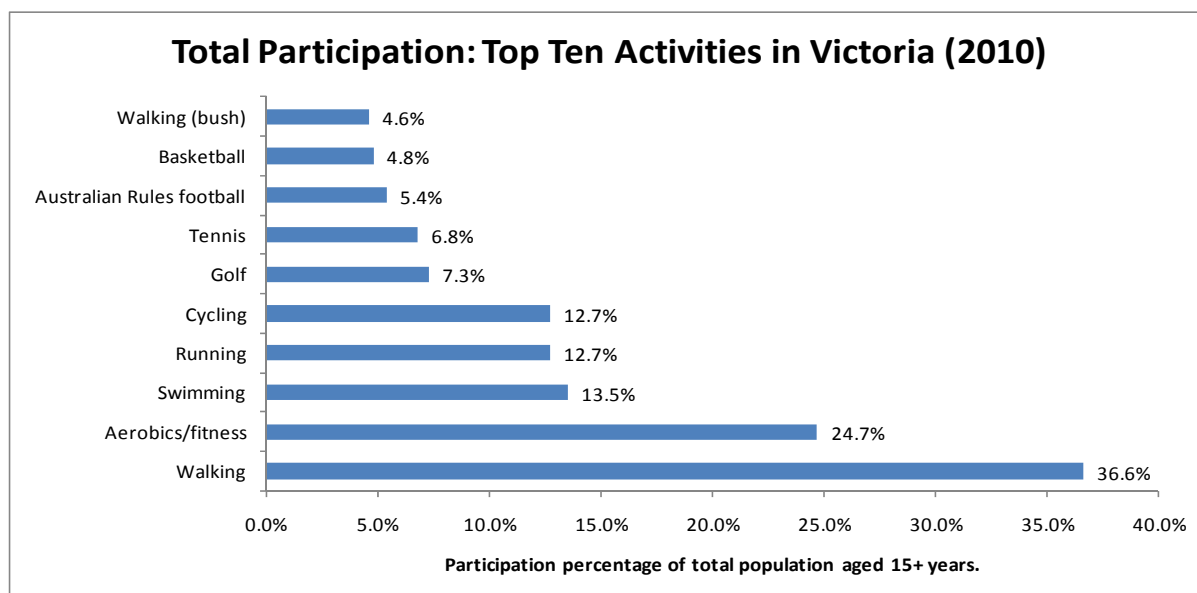
5.5 Adult participation trends

The Australian Sports Commission (ASC) conduct an annual Exercise, Recreation and Sport Survey (ERASS) to measure Australians participation in physical activity for exercise, recreation and sport (15 years old and over). Key extracts from the latest survey results (2010) are presented in the following section.

Overall participation rates in physical activities are increasing, however there is a strong preference for participation in non-organised/informal physical activities. For example the total participation rate in non-organised physical activity was 70.8% in 2010, whereas the total participation rate in organised physical activity was 40%. The club-based participation rate was 25.7% of the population aged 15 years and over.

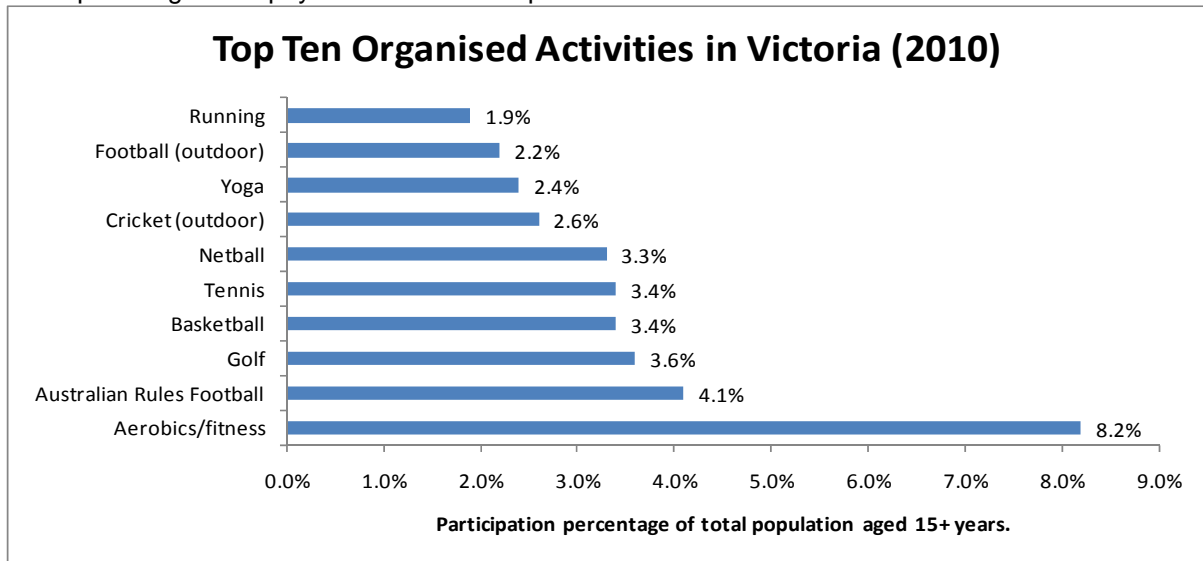
The following four graphs highlight participation data for Victorians aged 15+ years, specifically:

- Top ten most popular physical activities.
- Top ten most popular organised activities.
- Top ten most popular non-organised activities.
- Top ten most popular club-based activities.



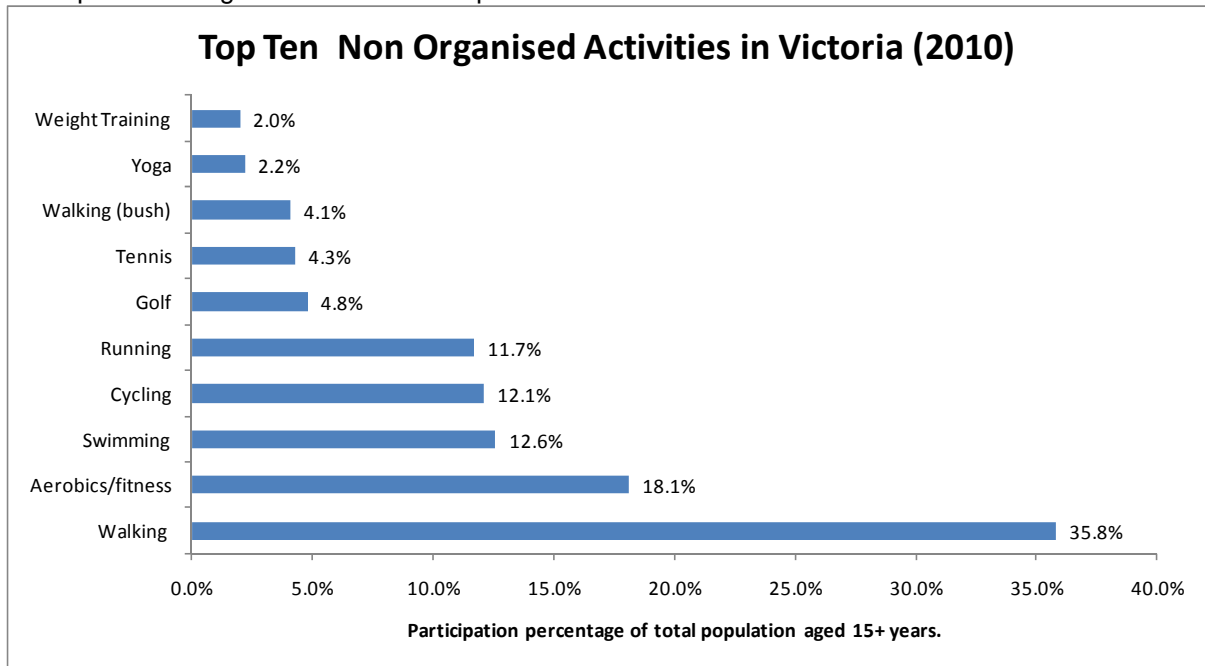
- In 2010, the total participation rate (i.e. participated at least once annually in any physical activity) was 82.3% of the population. This declines to 69.4% for weekly participation and 47.7% for regular participation (i.e. at least three times per week). Only 28% of the population participated five or more times per week.
- Despite annual fluctuations, the overall trend appears to be a slowly increasing regular participation rate from 2001-2010.
- Except in the youngest and oldest age groups, females had higher regular participation rates in any physical activity. Regular participation rates in any physical activity were also higher among the university-educated and those still at secondary school.
- Females speaking a non-European language at home had lower than average regular participation rates.
- In terms of the top ten physical activities, the largest increase in total participation between 2001 and 2010 was for aerobics/fitness, increasing steadily by 110% since 2001. Participation in running, outdoor football, cycling and walking also increased in the ten-year period, although walking, running and cycling showed greater fluctuation over the period.
- Activities experiencing declines in participation between 2001 and 2010 included tennis (down 24% compared to 2001), swimming (down 6% since 2001) and golf (down 5% between 2001 and 2010).

The top ten organised physical activities are presented below:



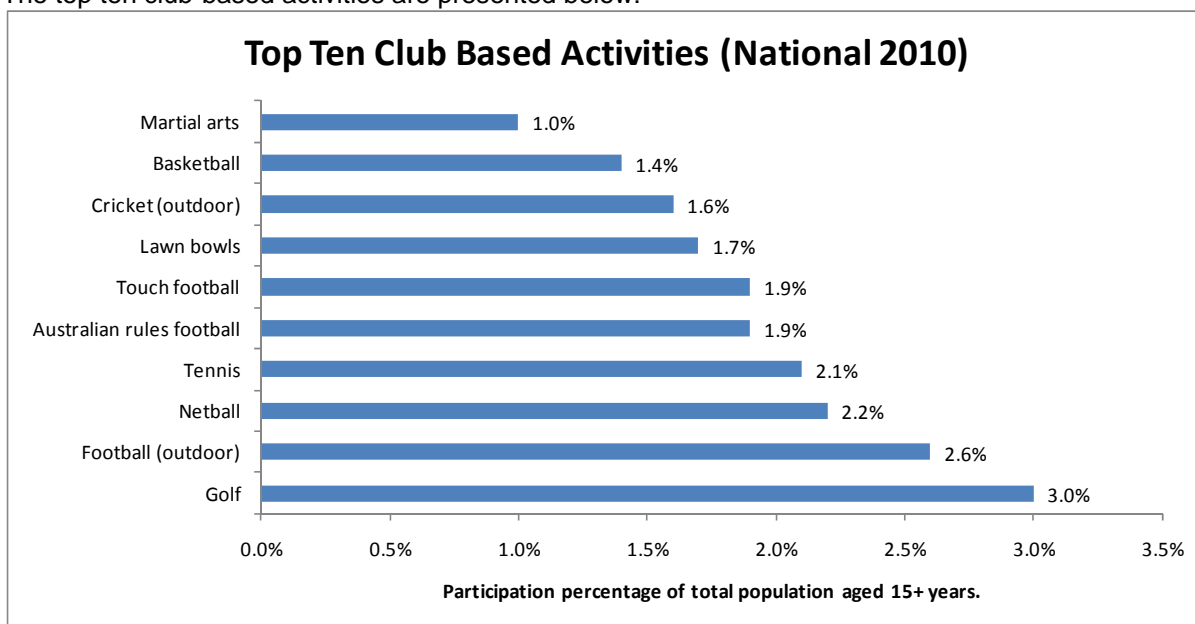
- The total participation rate in organised physical activity was 40.0% in 2010. The regular participation rate (i.e. at least three times per week) was 12% (up 3 percentage points from 2001).
- Overall, regular participation rates in organised physical activity were slightly higher among males (12.2%) than females (11.9%) in 2010. However, regular participation in organised physical activity was higher for males aged 15 to 24 years and higher for females aged 25 to 64 years.
- Regular participation in organised physical activity was most common among those aged 15 to 24 years, regardless of gender, while participation in non-organised physical activity increased with age.
- Those still at secondary school had the highest regular participation rates in organised physical activity.
- In terms of the top ten organised physical activities, Australian football had the largest increase in total participation between 2001 and 2010, increasing by 64% since 2001.
- Other top ten organised activities experiencing increases in participation since 2001 were outdoor football (55% increase) and outdoor cricket (33% increase).
- Of all top ten organised activities, tennis (-24%) and golf (-8%) experienced the greatest declines in participation between 2001 and 2010.

The top ten non organised activities are presented below:



- The total participation rate in non-organised physical activity was 70.8% in 2010. The regular participation rate (i.e. at least three times per week) was 38.5% (up 11 percentage points from 2001).
- The increase in the regular participation rate in non-organised physical activity occurred for both males and females. Overall increases in physical activity were mainly due to the increase in non-organised participation.
- Females had higher regular participation rates in non-organised physical activity (41.5%) than males (35.3%). This was true in all age groups except those aged 15 to 24 years and aged 65 years and over, where regular participation rates were equivalent between males and females.
- Regular participation in non-organised physical activity gradually increased with age for females and males, peaking at 55 to 64 years. Females aged between 55 and 64 years were the most active in non-organised physical activity, with a regular participation rate of 48.2%.
- Regular participation in non-organised physical activity was higher among those with a university education and lower than average among persons speaking a non-European language at home.
- Aerobics/fitness had the largest increase in total participation between 2001 and 2010.

The top ten club-based activities are presented below:



- The total participation rate in club-based physical activity was 25.7% in 2010. However the regular participation rate (i.e. at least three times per week) was 6.3%. This is up by 3 percentage points for males and 1 percentage point for females from 2001.
- In club-based physical activity, and in contrast to non-organised physical activity, the male regular participation rate (7.9%) exceeded the female rate (4.8%).
- Regardless of gender, regular participation in club-based physical activity was most common among those aged 15 to 24 years (17.7%).
- Australian football, outdoor football, outdoor cricket, basketball, netball and lawn bowls all experienced increases in participation between 2001 and 2010. Whereas martial arts (-44%) and tennis (-13%) had the greatest declines in participation during the same period.

5.6 Open Space planning implications: Industry trends analysis

The industry trends outlined above, including participation data are likely to influence future open space participation patterns and needs within Latrobe City. Examples of likely impacts are highlighted below.

Participation Demand:

- Greater consideration may need to be given to opportunities to enhance informal recreation participation opportunities within open space as these account for the largest proportion of overall physical activity participation by the community including walking, cycling, running, golf, tennis etc. This reinforces the importance of quality walking paths, trails and accessible open space facilities and programs.
- It can be expected that the use of parks and open space by personal trainers is likely to increase associated with a growing preference for 'pay as you go' activities and increasing recognition of the health benefits of regular physical activity participation.
- Demand for organised sport opportunities, particularly for children aged 5-15 years and young adults aged 15-24 years, will remain significant (and growing), including soccer, football, cricket, netball, basketball and aerobic/fitness. Demand for organised tennis and golf is likely to continue to decline.
- Participation in tennis (in Victoria) has declined significantly between 2001 and 2010 (down by 24%), therefore future facility provision may not need to reflect historical levels of provision or previous benchmarks.
- Despite a growing preference for informal (non-club based) physical activity participation, opportunities for participation in organised soccer, cricket, football, basketball, netball, lawn bowls and aerobic/fitness will still need to be considered.

Facilities and Infrastructure:

- Future facility and service provision will need to be cognisant of recent industry trends in terms of design, operation and open space development (e.g. maximising opportunities for multi-use, the development of 'service hubs', partnerships with developers, establishment of a hierarchical approach to facility provision that is linked to defined service levels and asset management planning etc).
- Facility and infrastructure developments will need to consider an improved emphasis on quality, not just quantity of facilities.
- New and refurbished facility provision should consider opportunities to support social gathering spaces, multi-use and incorporating a high degree of environmental sustainability in design, development and operation.
- Ensure future residential areas 'embrace' open space reserves and encourage casual surveillance and design outcomes.
- Plan, provide and maintain linear connections to/from open space reserves and destinations as a high priority.
- Ensure open space provision and initial standards of development are operationally sustainable.

Programs and Services:

- Greater consideration will need to be given to initiatives that support participation in formal sport and club based physical activities by women and girls, particularly those from non-English speaking backgrounds.
- In addition, supporting non-organised physical activities (through infrastructure, services and programs) will help facilitate increased physical activity participation by the community, in particular by women and older age groups (both genders).
- Greater consideration will also need to be given to opportunities that encourage, promote and facilitate increased participation by children in organised sports and activities, particularly by 5-8 year olds and those from non-English speaking backgrounds (the latter being almost 50% less likely to participate than Australian born children).

6 Demographic Characteristics and Population Projections

The following section provides an overview of selected Latrobe City population characteristics and projections that are likely to influence future open space demand. The section concludes with a summary of key implications for future open space planning.

The main sources of information/extracts include:

- Latrobe City Community Profile.
(<http://profile.id.com.au/Default.aspx?id=294&pg=210&gid=10&type=enum>)
- Latrobe City Population Estimates.
(<http://forecast2.id.com.au/Default.aspx?id=294&pg=5000>)

6.1 Population:

- The population of Latrobe City grew substantially during the post-war period to just over 70,000 in 1991 spurred by the construction of power stations.
- The population declined between 1991 and 2001, largely due to the restructuring of the utilities sector.
- Since 2001, the decline in population has reversed, with a modest increase in population between the 2001 to 2006 period (i.e. increase approximately 1,360 people).
- Recent evidence suggests that residential building rates are still on the increase and a range of new employment and investment opportunities have also been identified which should see development continue to grow in the future. These include the Traralgon Bypass project, the Gippsland Logistics Precinct, growth of the Latrobe Regional Airport Industrial precinct as well as major expansion to the power industry, other opportunities in alternative uses for coal products and clean energy generation research.
- The current population (2012) is estimated at 77,365 people. The population is predicted to steadily increase over the next 24 years, reaching approximately 95,000 people by 2036. This represents an increase of slightly over 17,000 people at an annual growth rate of 0.86% per annum.
- During the life of this Open Space Plan (i.e. next 5 years), overall population is expected to be limited to around 2,500-3,000 additional people across the entire municipality.

6.2 Population Growth Profiles:

- Recent development trends in Latrobe City show Traralgon - Traralgon East providing 60-65% of all dwelling gain. In the future, this trend in Traralgon - Traralgon East is expected to continue, albeit with a slight decline in the overall share (50-55%).
- With the size of Latrobe City and its varied land use and local economy, different areas within the City have developed different roles in the housing market. The centres of Moe - Moe South, Morwell and Newborough tend to attract young families, with affordable home owning opportunities, while Churchill is attractive to young adults due to Monash University. Traralgon - Traralgon East tends to attract all age groups, catering for young and mature families with greenfield development while also attracting young adults due to the centrality of location and their proximity to services and available rental accommodation. The Rural areas of the City tend to attract a combination of young and mature families.
- There are also significant differences in the supply of future residential land within the City which will also have a major influence in structuring different population and household futures over the next twenty-five years. Large new 'greenfield' opportunities have been identified in fringe areas in all the major centres, most notably in Traralgon - Traralgon East, Moe - Moe South and Morwell, and to a lesser extent in Newborough and Churchill. There are likely to be other greenfield, rural residential and most notably infill development opportunities throughout the City, albeit at lower levels than the major growth areas identified above.
- The population forecasts have been based on the following estimates for new residential dwellings for the period 2007-2036:
 - Churchill - 376 dwellings

- Moe - Moe South - 1,258 dwellings
- Morwell - 1,147 dwellings
- Newborough - 558 dwellings
- Rural North - 143 dwellings
- Rural North East - 286 dwellings
- Rural South East - 258 dwellings
- Rural South West - 269 dwellings
- Traralgon - Traralgon East - 5,573 dwellings

6.3 Who We Are:

- In 2006, the most populous age group in Latrobe City was 10-14 year olds, with 5,495 persons. In 2021 the most populous forecast age group will be 5-9 year olds, with 5,801 persons.
- The number of people aged under 15 is forecast to increase by 1,983 (13.3%), representing a rise in the proportion of the population to 20.2%. The number of people aged over 65 is expected to increase by 4,906 (49.8%), and represent 17.7% of the population by 2021.
- The age group which is forecast to have the largest proportional increase (relative to its population size) by 2021 is 70-74 year olds, who are forecast to increase by 69.9% to 3,966 persons.
- Analysis of the country of birth of the population in the Latrobe City in 2006 compared to the Gippsland Statistical Division shows that there was a similar proportion of people born overseas but a larger proportion of people from a non-English speaking background.
- Overall, 13.2% of the population was born overseas, and 7.3% were from a non-English speaking background, compared with 12.2% and 5.8% respectively for the Gippsland Statistical Division.
- The dominant non-English speaking country of birth in the Latrobe City was Netherlands, where 1.2% of the population, or 802 people, were born.
- Overall, 65.8% of persons spoke English only, and 5.0% spoke another language and English not well or not at all, compared with 72.6% and 3.6% respectively for the Gippsland Statistical Division.

6.4 SEIFA Index:

- The Index of Relative Socio-Economic Disadvantage is derived from attributes such as low income, low educational attainment, high unemployment, jobs in relatively unskilled occupations and variables that reflect disadvantage rather than measure specific aspects of disadvantage (e.g., Indigenous and Separated/Divorced).
- High scores on the Index of Relative Socio-Economic Disadvantage occur when the area has few families of low income and few people with little training and in unskilled occupations. Low scores on the index occur when the area has many low income families and people with little training and in unskilled occupations. It is important to understand that a high score here reflects lack of disadvantage rather than high advantage, a subtly different concept.

SEIFA index of disadvantage Latrobe City's small areas (ranked from greatest to least disadvantaged)	2006 SEIFA index of disadvantage
Morwell Structure Plan	865.9
Morwell	868.6
Moe - Moe South	882.3
Churchill Structure Plan	925.9
Churchill	933.5
Newborough	945.2
Latrobe City	950.7
Traralgon Structure Plan	982.8
Traralgon - Traralgon East	987.0
Rural North	1003.6
Rural North East	1007.2
Rural South West	1024.8
Rural South East	1069.9

- The table highlights that there are significant areas of disadvantage within Latrobe City (i.e. those with the lowest SEIFA scores), including areas that are significantly more disadvantaged than others areas within the City e.g. Morwell, Moe, Churchill and Newborough.
- Latrobe City as a whole has a higher average level of disadvantage when compared to other LGA's in the Gippsland Statistical Division (e.g. Latrobe average 950.7, Bass Coast 978.7, Baw Baw 1000.8 and South Gippsland 1001.2).

6.5 Open Space Planning Implications:

The following open space planning implications can be drawn from the demographic and population analysis for Latrobe City:

1. The modest annual growth rate (i.e. 0.86% or approximately 2,500-3,000 additional people over the next five years across the entire municipality) is unlikely to significantly increase demand for access to new/additional open space during the life of this plan (i.e. next five years). However, this reinforces the importance of providing appropriate connections and linkages to existing open space parks, reserves and facilities.
2. Notwithstanding the comment above, the provision of locally accessible open space for informal recreation will remain important to future residential development, particularly in Traralgon / Traralgon East and to a lesser extent Morwell and Moe/Moe South.
3. Existing open space should be improved and enhanced in order better address informal recreation needs and improve the overall appeal and functionality of spaces.
4. The age profile of the City remains relatively 'young' (i.e. by 2021 20% of the entire population will be aged under 15 years), therefore demand for formal junior sports participation opportunities will remain high. In addition, demand for open space which supports family gatherings, children's play and informal recreation can be expected to grow.
5. Conversely, the proportion of older adults (i.e. 65+ years) is also increasing, therefore open space infrastructure including accessible walking paths, seating, drinking taps, shelter etc will be important in meeting community needs.
6. Despite a higher proportion of residents from non-English speaking backgrounds compared to the Gippsland Statistical Division, the vast majority of residents remain Australian-born, this characteristic is expected to continue, therefore a continued emphasis on the provision of facilities for "traditional" Australian sports, such as Australian football, cricket, tennis, netball and soccer remains relevant.
7. Opportunities to enhance the cultural relevance of existing open space areas may need to be explored in order to encourage greater use by residents from non-English speaking backgrounds.
8. The high incidence of social disadvantage experienced across the City highlights the importance of low cost, locally accessible parks, reserves and recreational opportunities, in particular infrastructure and facilities that support and encourage informal physical activity participation (e.g. walking paths, fitness equipment, half-court basketball/netball, free access tennis courts, playgrounds etc).

7 Background Report Review

Planning Context:

The following section provides extracts and key information from existing Council documents that may influence development of the Open Space Strategy. (NB: The order of document listing is not intended to reflect relative priority or importance).

Ref #.	Document Name	Year	Overview / Extracts	Potential Implications
1	Clause 56 Walkability Toolkit Making walking preferable, not just possible	Not stated	<ul style="list-style-type: none"> • The toolkit seeks to identify the physical characteristics of a subdivision that make walking a realistic and attractive way of getting around, whether it be to get to a place to meet needs such as shops, schools, transport or just as an end in itself, such as recreational walks. • The toolkit allows Council and developers to fulfil their responsibilities in this respect by providing a measuring stick against which walkability can be assessed in proposed developments. • Walkability is a quality of the built environment that invites people to get around on foot, not because they have to but because they will feel like they are missing out if they don't. • A community will enjoy the benefits of walkability when people want to walk and their environment allows people to walk. This requires two conditions to be met; people having the motivation to walk and an environment that provides the facilities to walk. • The toolkit provides a balance sheet template which allows the good and bad characteristics of the walkable catchment of a development application to be summarised and weighed up against one another. • The Balance Sheet considers factors which encourage walking and those which may hinder walking, including: Positive elements: • Sensory stimuli <ul style="list-style-type: none"> ○ The application will provide a visually rich and interesting environment providing distractions that will make walking more appealing. • Choice of routes <ul style="list-style-type: none"> ○ The application will provide a well connected network of paths giving users a choice of alternate routes. • Positive walking bias <ul style="list-style-type: none"> ○ The application will provide an environment where pedestrians are aware that walking is not just possible but favoured ahead of other transport modes. • Legibility <ul style="list-style-type: none"> ○ The application will result in a clearly legible pedestrian environment which 	<ul style="list-style-type: none"> • The Walkability Toolkit provides a valuable resource for Planners in assessing subdivision requests. • Application of the Balance Sheet assessment template should form part of Council's subdivision assessment process. • The design guidelines can also be applied to existing path and open space linear links in order to improve walkability outcomes.

Ref #.	Document Name	Year	Overview / Extracts	Potential Implications
			<p>enables users to make informed decisions about the walking opportunities open to them.</p> <ul style="list-style-type: none"> • Comfort <ul style="list-style-type: none"> ○ The application will provide a comfortable walking environment including shelter and opportunities to rest. • Negative elements: • Risk <ul style="list-style-type: none"> ○ The application will result in a walking environment where users feel they are exposing themselves to elevated levels of risk. • Intrusion/friction <ul style="list-style-type: none"> ○ The application will expose the walker to events and experiences that make the journey more difficult and less pleasant. • Excessive distance or time <ul style="list-style-type: none"> ○ The application will not provide a number of core destinations that are generally of significance to the wider community within a ten minute walking distance. • Negative walking bias <ul style="list-style-type: none"> ○ The application will result in a walking environment that feels like it is favouring other transport modes. • Exposure <ul style="list-style-type: none"> ○ The application will result in a walking environment that leaves users exposed to the elements. 	
2	Council Plan Latrobe City Council's response to Latrobe 2026: The Community Vision for Latrobe Valley	2011-2015	<ul style="list-style-type: none"> • Latrobe 2026: The Community Vision for Latrobe Valley: <ul style="list-style-type: none"> ○ "In 2026 the Latrobe Valley is a liveable and sustainable region with collaborative and inclusive community leadership." • Natural Environment Latrobe 2026 Community Vision: <ul style="list-style-type: none"> ○ In 2026, Latrobe Valley enjoys a beautiful natural environment that is managed and protected with respect, to ensure a lasting legacy for future generations. • Built Environment Latrobe 2026 Community Vision: <ul style="list-style-type: none"> ○ In 2026, Latrobe Valley benefits from a well planned built environment that is complimentary to its surroundings, and which provides for a connected and inclusive community. • Our Community Latrobe 2026 Community Vision: <ul style="list-style-type: none"> ○ In 2026, Latrobe Valley is one of the most liveable regions in Victoria, known for its high quality health, education and community services, supporting communities that are safe, connected and proud. • Recreation Latrobe 2026 Community Vision: 	<ul style="list-style-type: none"> • Review and updating the Public Open Space Plan has been identified as a key action in the Council Plan. • Effective management and development of open space will be integral to achieving a number of Council's Strategic Objectives outlined in the Council Plan (i.e. as noted opposite) • Large portions of Latrobe City land (i.e. 40%) are used for forestry which contributes to the character and landscape features of the City. Whilst these land areas may not be under Council control protection of native bushland and vegetation will be important to maintaining and enhancing the character of the region.

Ref #.	Document Name	Year	Overview / Extracts	Potential Implications
			<ul style="list-style-type: none"> ○ In 2026, Latrobe Valley encourages a healthy and vibrant lifestyle, with diversity in passive and active recreational opportunities and facilities that connect people with their community. ● Major aspirations are for a community that is both liveable and sustainable, with a continued focus on healthy lifestyles supported by high quality recreational and cultural facilities and a natural environment that is nurtured and respected. ● The community vision was generated after identifying three broad concepts shared by the Latrobe Valley community – Liveability, Sustainability and Leadership. ● A further nine key themes were identified as part of the Latrobe 2026 community vision to take Latrobe Valley forward. These themes are Economy, Natural Environment, Built Environment, Our Community, Culture, Recreation, Governance, Advocacy and Partnerships and Regulation and Accountability. ● Selected Strategic Objectives include: <ul style="list-style-type: none"> ○ Promote and support the development of the tourism and events sector. ○ Protect and enhance bushland parks and reserves for the benefit of native flora and fauna. ○ Promote a collaborative approach to the management of weed infestations on private and public land, including weed control initiatives. ○ Develop high quality community facilities that encourage access and use by the community. ○ Protect and respect the historical character of Latrobe City. ○ Promote and support high quality urban design within the built environment. ○ Promote the integration of roads, cycling paths and footpaths with public transport options and public open space networks to facilitate passive recreation and enhance the liveability and connection of Latrobe City. ○ Ensure proposed developments and open space areas are complementary to their surrounds. ○ Enhance the quality and sustainability of streetscapes and parks across the municipality through the provision and maintenance of trees that are appropriate to their surroundings. ○ Adequately identify and plan for future maintenance costs of assets and infrastructure to reduce the asset renewal gap in allocated funding. ○ Ensure public infrastructure is maintained in accordance with community aspirations. ○ Promote community participation and volunteerism to support improved health and wellbeing through all stages of life. ○ Facilitate and support events, community festivals and arts programs that 	<ul style="list-style-type: none"> ● <i>Check Status: Commence the Morwell to Traralgon shared pathway feasibility study to improve connectivity between the two towns.</i>

Ref #.	Document Name	Year	Overview / Extracts	Potential Implications
			<ul style="list-style-type: none"> ○ reflect and celebrate cultural diversity and heritage. ○ Plan, facilitate, develop and maintain public infrastructure and assets that strengthens the cultural vitality of the municipality. ○ Align open space requirements of the community with useable public open space. ● Key features of our industry and economy: <ul style="list-style-type: none"> ○ Average annual jobs growth of 5%. ○ Largest industries are manufacturing, electricity, gas and water supply. ○ Average annual building investment growth of 7.3%. ○ Approximately 40% of Latrobe City land area is used for forestry. 	
3	Gippsland Regional Plan	2010	<ul style="list-style-type: none"> ● The estimated resident population of Latrobe is not expected to experience significant growth from 2011-2026, i.e. increasing from approximately 73,000 to 77,000 people. ● Significantly, almost all major centres within the Gippsland region have highly disadvantaged communities. ● More than 40 per cent of the region is public land including state forests and national parks taking in parts of the Victorian Alps and the Strzelecki Ranges. This public land is important to the region and the State. ● Residential land supply: <ul style="list-style-type: none"> ○ Traralgon, project growth rate is High. Critical shortage of land, require immediate re-zoning to increase land supply to the market. ○ Morwell, project growth rate is High Critical shortage of land/constraint by coal resources, require immediate re-zoning to increase land supply to the market. ○ Moe/Newborough, project growth rate is Medium, Shortage of land, require immediate re-zoning to increase land supply to the market. ○ Churchill, project growth rate is Medium. Adequate land supply – no land supply constraints. ● The average life expectancy of Gippsland people is lower than the Victorian average and on some indicators the regional has the worst health outcomes in the state. ● Supporting greater participation in physical activity including ensuring that major recreational facilities can support the challenges of growth and support positive ageing. ● Regional project recommended initiatives: <ul style="list-style-type: none"> ○ Develop a Gippsland Regional Sporting Facilities Master Plan (<i>completed</i>). ○ Develop a Regional Tracks and Trail Strategy ● Neighbourhood Renewal is a long-term commitment by the State Government to narrow the gap between disadvantaged communities and the rest of the State. There are four neighbourhoods in Latrobe Valley that have been identified as renewal sites to tackle disadvantage: Beattie Crescent (BC) estate in Morwell East, Glendonald Estate in Churchill, 	<ul style="list-style-type: none"> ● The limited population growth will not significantly influence demand for additional public open space, however new residential land is required. Therefore connections and linkages to existing open space, enhancement of existing spaces to cater for increasing usages pressures (and appeal) as well as adequate localised open space provision will be critical. ● Consider opportunities to improve the appeal and capacity of existing open spaces to encourage active lifestyle choices and community recreation. ● Support ongoing partnerships with Reserve Committees and relevant community groups in the management and enhancement of open space. ● Support the establishment of a Regional Tracks and Trails Strategy – supported by local township walking trails.

Ref #.	Document Name	Year	Overview / Extracts	Potential Implications
			<p>Moe Heights and Traralgon East.</p> <ul style="list-style-type: none"> • Walking, cycling, swimming, surfing, fishing, boating, camping and snow skiing are among the popular activities that makes the region an attractive lifestyle and holiday destination. The opportunity for residents to be actively engaged is important for positive health and community capacity building outcomes. 	
4	Healthy Urban Design Good Practice Guideline Meeting Healthy by Design® Objectives	Not stated	<ul style="list-style-type: none"> • This Urban Design Guideline is largely derived from the Heart Foundation's Healthy By Design ® Guide (2004) which aims to accommodate the community, pedestrians and cyclists as a high priority in street, building and open space design. It encourages active and healthy lifestyles by providing Supportive Environments for Physical Activity (SEPA). • The Guide provides direction for designing and developing healthy lifestyles for the community. Healthy by Design ® builds on State Government initiatives such as Melbourne 2030 and the Victorian Planning Provisions. Healthy by Design ® encourages: <ul style="list-style-type: none"> ○ Walkable neighbourhoods, including safe and attractive pedestrian and cycle routes to all key local destinations; ○ Design of legible street networks that are clear and easy to navigate; ○ Open space that incorporates a range of shade, shelter, seating and signage opportunities; ○ Building design that maximises natural surveillance and active street frontages; ○ Maximised public transport options and connections to all key destinations; ○ Community spaces or buildings that incorporate a variety of uses; ○ Avoiding opportunities for concealment and entrapment along paths and in community spaces; and ○ Minimal fencing and walls, with maximum lighting, windows, doors, articulation to facades and use of low walls and transparent fencing. • General principles for open space and path networks are: <ul style="list-style-type: none"> ○ A well designed open space and path network needs to include regular intervals of well arranged seating that promotes opportunities for social interaction, provides public amenities and shelter. ○ All users of a path or park should be able to see and be seen in their surroundings at all times. ○ Shade is an important aspect for paths and parks, however it should not obstruct maintaining clear sightlines. ○ Existing linear open spaces and public parks can be improved by applying Healthy by Design ® principles through minor adjustments including planting new shade trees, maintaining clear sightlines and bridging missing linkages to create a network of well lit, walking and bicycle paths. ○ The use of lighting has the potential to encourage or discourage use and 	<ul style="list-style-type: none"> • The Open Strategy will support and reinforce the importance of Healthy By Design consideration in all future planning (and redevelopment of existing sites) for residential development.

Ref #.	Document Name	Year	Overview / Extracts	Potential Implications
			<p>therefore should be carefully designed in all parks and linear open spaces, especially along walking and cycling paths.</p>	
5	Bicycle Plan 2007-2010	Adopted 2007	<ul style="list-style-type: none"> • Vision <ul style="list-style-type: none"> ○ To provide a network of suitable cycling facilities and education programs to increase cyclist safety, encourage cycling as an activity for the health, well-being and social benefits it provides, and to promote the Latrobe City as a tourist and competition cycling destination. • The Bicycle Plan recommends cycling networks for the four major towns of Traralgon, Moe, Morwell and Churchill and the smaller townships of Boolarra, Glengarry, Toongabbie, Traralgon South, Tyers, Yallourn North and Yinnar and key cycling links on rural roads and off-road trails connecting many of these towns. • The Bicycle Plan recommends a range of different cycling facilities suitable for cyclists of varying experience including local school age cyclists, recreational cycling, touring and training cyclists, as well as competitive cycling such as mountain bike/cross-country cycling circuits. It is also acknowledged that provision of shared paths benefits pedestrians as well as cyclists. 	<ul style="list-style-type: none"> • The Bicycle Plan outlines a number of specific recommendations for individual townships. • Ongoing implementation of the Bicycle Strategy is consistent with the objectives of the Open Space Strategy, therefore a review of the implementation status and identification of outstanding projects is recommended for consideration in future Council resource allocation. • Furthermore, review of the Bicycle Strategy may also be broadened to incorporate a Footpath Audit and Pedestrian/Shared Trail Network Plan.
6	Latrobe City Council Residential and Rural Residential Land Assessment	Feb 2009	<p>The report presents an analysis of the demand and supply of residential and rural residential land in the municipality as a whole, and in the following 11 precincts (a summary of key findings for each township is included below):</p> <ul style="list-style-type: none"> • Traralgon: <ul style="list-style-type: none"> ○ An insufficient supply of R1Z land exists in Traralgon. It is estimated that a total supply of between 5 to 7 years of R1Z land, and between a 3 to 4 years supply of land currently available for development. • Moe/Newborough: <ul style="list-style-type: none"> ○ At least an 8-year supply of total R1Z exists in Moe/Newborough and between a 3 and 7-year supply of R1Z currently is available for development. • Morwell: <ul style="list-style-type: none"> ○ Under the moderate growth scenario, a total supply of R1Z land of approximately 12 years exists; this figure increases significantly under the low growth scenario. There is a short-fall of land available for development and a requirement exists to assist R1Z coming onto the market. • Churchill: <ul style="list-style-type: none"> ○ A sufficient supply of total R1Z, LDRZ and RLZ land (total vacant lot potential) exists to meet forecast demand over the next 15 years; however, depending on which growth scenario prevails, a certain amount of zoned R1Z and land which is not currently available for development will be required to be released to the 	<ul style="list-style-type: none"> • Overall existing levels of demand for open space is likely to be a good indicator of future demand, given the limited anticipated population growth and existing land supply. • However, future subdivisions (particularly in Traralgon, Moe/Newborough, Morwell and Churchill) will need to consider provision of adequate local open space and appropriate off-road linkages to existing facilities.

Ref #.	Document Name	Year	Overview / Extracts	Potential Implications
			<p>market. In addition, no LDRZ land is currently available for development.</p> <ul style="list-style-type: none"> • Toongabbie: <ul style="list-style-type: none"> ○ A sufficient total supply of R1Z and TZ land exists to meet forecast demand over the next 15 years. However depending on which growth scenario prevails, there is between a 3 and 4-year supply of total RLZ land. • Glengarry: <ul style="list-style-type: none"> ○ There is an insufficient total supply of R1Z to meet forecast demand over the next 15 years. It is estimated that there is a 4 to 6 years supply of total R1Z land in Glengarry. In addition, there is only a 2 to 3 year supply of total RLZ land and no LDRZ land. • Tyers: <ul style="list-style-type: none"> ○ There is an estimated 9 to 11 years supply of TZ land, up to approximately 2 years supply of total LDRZ land, and between a 14 year and 18 year supply of total RLZ land in Tyers. • Yallourn North: <ul style="list-style-type: none"> ○ There is a sufficient total supply of R1Z to meet forecast demand over the next 15 years; however depending which scenario prevails there may be a requirement for land to be made available for development in the future. There is a least a 6 year supply of total RLZ land. • Traralgon South: <ul style="list-style-type: none"> ○ There is an estimated total supply of between 4 and 5 years of total TZ land in Traralgon South depending on which scenario prevails. There is more than a 15 year supply of total RLZ land. • Yinnar: <ul style="list-style-type: none"> ○ There is a sufficient total supply of R1Z to meet forecast demand over the next 15 years. • Boolarra: <ul style="list-style-type: none"> ○ There is a sufficient total supply of R1Z and LDRZ to meet forecast demand over the next 15 years; however there may be a requirement for LDRZ land to be made available for development in the future. In addition, there is at least an 11 year supply of total RLZ land in Boolarra. 	

- **Note:** A range of other Council documents and material has also been reviewed including, but not limited to:
 - Public Open Space Strategy (2007)
 - Community Engagement Plan 2010-2014.
 - Latrobe 2026: The Community Vision for Latrobe Valley
 - Mathison Park Management Plan 2002
 - Township specific Outdoor Recreation Plans
 - Latrobe City Structure Plans and Developer Contribution Plans
 - Latrobe City MSS and Planning Scheme Provisions

8 Draft Infrastructure Guidelines for Open Space Categories

The following tables outline indicative infrastructure which can be expected to be provided at each open space category and hierarchy. The guidelines are indicative only, as it is acknowledged that each reserve may need to be considered on a case by case basis in order to respond to individual or unique characteristics, including consideration of the availability of near-by public reserves. Nor are the lists exhaustive of all infrastructure elements that may be provided, rather the most common elements have been presented. Other infrastructure components will need to be considered on a case by case basis.

The tables use the following legend to guide decision making:

- ✓ Must have
- ✓ Might have
- ✗ Should not have
- ✗ Must not have

8.1 Sport

Infrastructure	Local	District	Regional
Turf playing field	✓ Usually 1	✓ 1 - 2	✓ 2 or more
Synthetic playing field	✗	✓	✓
Cricket wicket	✓ Synthetic	✓ Turf or synthetic	✓ Usually turf
Cricket practice nets	✓ 1-2 pitches	✓ 2+ pitches	✓ 2+ pitches
Irrigation / Drainage	✓	✓	✓
Sports lighting	✓ Training	✓ Training	✓ Training, may be match
Security / amenity lighting	✓	✓	✓
Playing field fencing	✓	✓	✓
Reserve fencing	✗	✓	✓
Scoreboard	✓	✓	✓
Coaches box	✓	✓	✓
Scorer / timekeepers box	✗	✓	✓
Spectator shelter/s	✗	✓	✓
Spectator seating	✗	✓	✓
Sports pavilion / change rooms	✓ 1 x Home, Away & Umpires	✓ 2 x Home, Away & Umpires	✓ 2-4 x Home, Away & Umpires
Public toilets	✓ Unisex	✓ Male & Female	✓ Male & Female
Tennis courts	✓ 1-2	✓ 4-8	✓ 8+
Netball courts	✓ 1-2	✓ 3-4	✓ 4+
Pathways	✓ Unsealed or sealed	✓ Sealed	✓ Sealed
Path circuit	✓	✓	✓
Disability / Wheel access (Universal access)	✓	✓	✓

Infrastructure	Local	District	Regional
Car parking	✓ Unsealed, up to 50	✓ Sealed or unsealed, up to 150	✓ Sealed, 200+
Bicycle rack	✓	✓	✓
Park seating	✓	✓	✓
Picnic table/s	✗	✓	✓
Public BBQ facilities	✗	✓	✓
Drinking taps	✓	✓	✓
Shade	✓ Natural	✓ Natural preferred	✓ May be combination natural & constructed
Play space / playground	✓	✓	✓
Fitness stations	✗	✓	✓
Signage and way finding	✓	✓	✓
Multi-use half court / hit-up wall	✗	✓	✓
Skate park facilities	✗	✓	✓
Litter bin/s	✓	✓	✓
Landscape - trees	✓	✓	✓
Landscape – garden beds	✓	✓	✓
Informal lawn area/s	✓	✓	✓
Ornamental water features	✗	✗	✓
Public art	✓	✓	✓
Vehicle barriers	✓	✓	✓

8.2 Community Facilities

Infrastructure	Local	District	Regional
Security / amenity lighting	✓	✓	✓
Reserve fencing	✗	✓	✓
Public toilets	✓ Unisex	✓ Male & Female	✓ Male & Female
Pathways	✓ Unsealed or sealed	✓ Sealed	✓ Sealed
Path circuit	✓	✓	✓
Disability / Wheel access (Universal access)	✓	✓	✓
Car parking	✓ Unsealed	✓ Sealed or unsealed	✓ Sealed
Bicycle rack	✓	✓	✓
Park seating	✓	✓	✓
Picnic table/s	✗	✓	✓
Public BBQ facilities	✗	✗	✓
Drinking taps	✗	✗	✓
Shade	✓ Natural	✓ Natural	✓ Natural preferred
Play space / playground	✓	✓	✓
Fitness stations	✗	✗	✗
Signage and way finding	✓	✓	✓
Multi-use half court / hit-up wall	✗	✗	✓
Skate park facilities	✗	✗	✓
Litter bin/s	✓	✓	✓
Landscape - trees	✓	✓	✓
Landscape – garden beds	✓	✓	✓
Informal lawn area/s	✓	✓	✓
Ornamental water features	✗	✗	✓
Public art	✓	✓	✓
Vehicle barriers	✓	✓	✓

8.3 Parkland – General Use

Infrastructure	Local	District	Regional
Security / amenity lighting	✓	✓	✓
Reserve fencing	✗	✗	✓
Public toilets	✗	✓	✓
Pathways	✓ Unsealed or sealed	✓ Unsealed or sealed	✓ Unsealed or sealed
Path circuit	✓	✓	✓
Disability / Wheel access (Universal access)	✓	✓	✓
Car parking	✓ Unsealed	✓ Sealed or unsealed	✓ Sealed
Bicycle rack	✓	✓	✓
Park seating	✓	✓	✓
Picnic table/s	✗	✓	✓
Public BBQ facilities	✗	✓	✓
Drinking taps	✓	✓	✓
Shade	✓ Natural only	✓ Natural preferred	✓ Natural preferred
Play space / playground	✓	✓	✓
Fitness stations	✗	✓	✓
Signage and way finding	✓	✓	✓
Multi-use half court / hit-up wall	✓	✓	✓
Skate park facilities	✗	✓	✓
Litter bin/s	✓	✓	✓
Landscape - trees	✓	✓	✓
Landscape – garden beds	✓	✓	✓
Informal lawn area/s	✓	✓	✓
Ornamental water features	✗	✓	✓
Public art	✓	✓	✓
Vehicle barriers	✓	✓	✓

8.4 Parkland – Linear Link

Infrastructure	Local	District	Regional
Security / amenity lighting	✓	✓	✓
Reserve fencing	✗	✗	✗
Public toilets	x	✓	✓
Pathways	✓ Unsealed or sealed	✓ Unsealed or sealed	✓ Unsealed or sealed
Path circuit	✓	✓	✓
Disability / Wheel access (Universal access)	✓	✓	✓
Car parking	x	x	✓
Bicycle rack	✗	x	✓
Park seating	x	✓	✓
Picnic table/s	x	✓	✓
Public BBQ facilities	✗	x	✓
Drinking taps	✗	✓	✓
Shade	✓ Natural only	✓ Natural only	✓ Natural only
Play space / playground	✗	x	✓
Fitness stations	✗	✓	✓
Signage and way finding	✓	✓	✓
Multi-use half court / hit-up wall	✗	x	✓
Skate park facilities	✗	x	✓
Litter bin/s	✗	x	✓
Landscape - trees	✓	✓	✓
Landscape – garden beds	x	✓	✓
Informal lawn area/s	✓	✓	✓
Ornamental water features	✗	✗	x
Public art	✓	✓	✓
Vehicle barriers	✓	✓	✓

8.5 Parkland – Special Use

Scope of infrastructure to be determined on a case by case basis depending on the requirements of the 'special use'.

8.6 Waterway/Drainage

Infrastructure	Local	District	Regional
Security / amenity lighting	✘	✓	✓
Reserve fencing	✓ As required for operational safety	✓ As required for operational safety	✓ As required for operational safety
Public toilets	✘	✓	✓
Pathways	✓ Unsealed or sealed	✓ Unsealed or sealed	✓ Unsealed or sealed
Path circuit	✓	✓	✓
Disability / Wheel access (Universal access)	✓	✓	✓
Car parking	✓	✓	✓
Bicycle rack	✘	✓	✓
Park seating	✓	✓	✓
Picnic table/s	✓	✓	✓
Public BBQ facilities	✘	✓	✓
Drinking taps	✘	✓	✓
Shade	✓ Natural only	✓ Natural only	✓ Natural only
Play space / playground	✓	✓	✓
Fitness stations	✘	✓	✓
Signage and way finding	✓	✓	✓
Multi-use half court / hit-up wall	✘	✘	✓
Skate park facilities	✘	✘	✓
Litter bin/s	✘	✓	✓
Landscape - trees	✓	✓	✓
Landscape – garden beds	✘	✓	✓
Informal lawn area/s	✓	✓	✓
Ornamental water features	✘	✓	✓
Public art	✓	✓	✓
Vehicle barriers	✓	✓	✓

8.7 Conservation/Environment

Infrastructure	Local	District	Regional
Security / amenity lighting	✘	✘	✓
Reserve fencing	✓ As required for operational safety	✓ As required for operational safety	✓ As required for operational safety
Public toilets	✘	✘	✓
Pathways	✓ Unsealed or sealed	✓ Unsealed or sealed	✓ Unsealed or sealed
Path circuit	✓	✓	✓
Disability / Wheel access (Universal access)	✓ May not be entire reserve	✓ May not be entire reserve	✓ May not be entire reserve
Car parking	✘	✓	✓
Bicycle rack	✘	✓	✓
Park seating	✓	✓	✓
Picnic table/s	✓	✓	✓
Public BBQ facilities	✘	✓	✓
Drinking taps	✘	✘	✓
Shade	✓ Natural only	✓ Natural only	✓ Natural only
Play space / playground	✘	✘	✓
Fitness stations	✘	✘	✓
Signage and way finding	✓	✓	✓
Multi-use half court / hit-up wall	✘	✘	✘
Skate park facilities	✘	✘	✘
Litter bin/s	✘	✘	✓
Landscape - trees	✓	✓	✓
Landscape – garden beds	✘	✘	✓
Informal lawn area/s	✘	✘	✓
Ornamental water features	✘	✘	✘
Public art	✘	✘	✘
Vehicle barriers	✓	✓	✓

8.8 Road Reserve/Utilities

Infrastructure	Local	District	Regional
Security / amenity lighting	✘	✘	✘
Reserve fencing	✓ As required for operational safety	✓ As required for operational safety	✓ As required for operational safety
Public toilets	✘	✘	✘
Pathways	✓ Unsealed or sealed	✓ Unsealed or sealed	✓ Unsealed or sealed
Path circuit	✘	✓	✓
Disability / Wheel access (Universal access)	✘	✘	✓
Car parking	✘	✘	✓
Bicycle rack	✘	✘	✘
Park seating	✘	✓	✓
Picnic table/s	✘	✓	✓
Public BBQ facilities	✘	✘	✘
Drinking taps	✘	✘	✘
Shade	✓ Natural only	✓ Natural only	✓ Natural only
Play space / playground	✘	✘	✓
Fitness stations	✘	✘	✓
Signage and way finding	✘	✓	✓
Multi-use half court / hit-up wall	✘	✘	✘
Skate park facilities	✘	✘	✘
Litter bin/s	✘	✘	✘
Landscape - trees	✓	✓	✓
Landscape – garden beds	✓	✓	✓
Informal lawn area/s	✘	✓	✓
Ornamental water features	✘	✓	✓
Public art	✓	✓	✓
Vehicle barriers	✓	✓	✓

14.2 STATE GOVERNMENT FUNDING OPPORTUNITIES 2013/14

General Manager

**Recreation, Culture &
Community Infrastructure**

For Decision

PURPOSE

The purpose of this report is to present to Council recreation projects that are eligible to be submitted for funding under the State Governments Community Facility Funding Program and to seek Council endorsement of the chosen funding applications to be prepared and lodged during the 2013/14 financial year.

DECLARATION OF INTEREST

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives - Recreation

In 2026, Latrobe Valley encourages a healthy and vibrant lifestyle, with diversity in passive and active recreational opportunities and facilities that connect people with their community.

Latrobe City Council Plan 2012 - 2016

Shaping Our Future

An active connected and caring community

Supporting all

Strategic Direction – Recreation

Foster the health and wellbeing of the community by promoting active living and participation in community life.

Assess and evaluate recreational trends and opportunities to address community aspirations for passive and active recreational activities.

Promote and maximise the utilisation of recreational, aquatic and leisure facilities, that are financially sustainable.

Develop and maintain high quality recreational, leisure and sporting facilities in accordance with community aspirations.

Continue to develop and enhance recreation and leisure facilities in order to attract and facilitate events of regional, national and international significance.

Strategic Direction – Built Environment

Develop high quality community facilities that encourage access and use by the community.

Service Provision – City Planning

Provide Recreation and Open Space planning advice for Latrobe City.

Strategy – Recreation

Council has adopted a range of plans and strategies to provide guidance for the improvement of existing and the development of future recreation facilities across the Municipality, these include:

- *Recreation and Leisure Strategy 2006*
- *Public Open Space Plan 2007*
- *Traralgon Outdoor Recreation Plan 2006*
- *Moe Newborough Outdoor Recreation Plan 2007*
- *Gippsland Hockey Facilities Strategic Plan 2007*
- *Morwell Outdoor Recreation Plan 2008*
- *Tennis Facilities Plan 2009*
- *Soccer Facilities Plan 2009*
- *Southern Towns Outdoor Recreation Plan 2009*
- *Northern Towns Outdoor Recreation Plan 2010*
- *Ted Summerton Master Plan 2009*
- *Gaskin Park Master Plan 2001*
- *Traralgon South Recreation Reserve Master Plan 2013*
- *Draft Public Open Space Strategy*

There is recognition that some of the above plans were undertaken some time ago. There are projects that were not previously identified in these plans, which have now been considered for submission to funding programs.

BACKGROUND

On an annual basis, the Victorian Government, through the Community Facility Funding Program, provides a number of funding opportunities to support the improvement and development of community recreation facilities. The key objective of the Victorian Government in providing this funding is to assist in developing healthy and active communities.

This year, a new two-stage application process is being introduced that includes the development of project proposals (Stage One) and full applications (Stage Two).

Based on project proposals submitted by Council, Sport and Recreation Victoria will advise which projects can proceed to full application. This new approach gives Councils the opportunity to receive early feedback on project ideas, while giving clubs and community groups the opportunity to work more closely with Council to develop their projects and proposals for funding, while reducing the work involved in developing full applications.

Expressions of interest for project proposals for all categories will now close on 5 June 2013. For project proposals that proceed to full application stage, full applications will be due on 21 August 2013. This will allow funding announcements to occur from October 2013, providing greater certainty for project partners and Council budgetary considerations.

The Community Facility Funding Program is administered by the Department of Planning and Community Development (DPCD), and provides the opportunity for Council to access funding to assist in the delivery of projects that meet the program funding criteria.

The following guidelines for this program have been recently advised by DPCD:

Community Facility Funding Program – Major Facilities

Funding under the Major Facilities Program encourages the development of community sport and recreation facilities that are innovative, effectively managed, accessible, environmentally sustainable and well used. Council can submit one application and the total cost must be greater than \$500,000.

The maximum grant of \$650,000 per project is available under this program. The funding ratio for this program is \$1 State Government funding to \$1 Council funding.

Community Facility Funding Program – Better Pools

Funding under the Better Pools Program encourages the development or redevelopment of aquatic leisure facilities that focus on increasing participation and access to aquatic activities and are supported by comprehensive planning.

Council can submit only one application.

The maximum grant of up to \$3 million per project is available under this program. The funding ratio for this program is \$1 State Government funding to \$1 Council funding.

Seasonal Pools

The Seasonal Pools Program provides funding to renew and modernise small aquatic leisure facilities in small rural and regional towns where access to indoor aquatic centres are significantly limited.

A maximum grant of \$200,000 per project is available under this program. The funding ratio for this program is \$2 State Government funding to \$1 Council funding.

Community Facility Funding Program – Minor Facilities

Applications under the Minor Facilities Program are available for community groups, working in partnership with Council to develop or upgrade community sport and recreation facilities. The program is also designed to strengthen communities through the development of sustainable sport and recreational facilities where the total project cost does not exceed \$500,000 (GST exclusive).

Council can apply for a maximum of \$200,000 total funding under this grant, with a maximum of three applications per Council. Any single funding application cannot exceed \$100,000 in funding. The funding ratio for this program is \$2 State Government funding to \$1 Council funding.

Community Facility Funding Program – Soccer Facilities

Applications under the Soccer Facilities Program encourage soccer clubs, working in partnership with local government to upgrade or develop new facilities to maximise their capacity to cater for additional participation in soccer.

Council can apply for a total of \$100,000 funding under this grant, with a maximum of two applications. Successful application for the maximum \$100,000 grant will involve an exceptional project or circumstance.

However, smaller projects that achieve the objectives of this program are encouraged and will be highly regarded.

**ORDINARY COUNCIL MEETING AGENDA
20 MAY 2013 (CM408)**

Community Facility Funding Program – Planning

This program supports Council to provide a planned response to local community sport and recreation needs. Councils may submit only one application under Recreation Planning or Facility Feasibility.

A second planning project may be submitted under the Regional Planning category where the scope and funding contributions extend beyond a single municipality. The funding ratio for this program is \$2 State Government funding to \$1 Council funding.

The following table summarises the funding co-contribution and submission dates for each of the programs.

PROGRAM	MAX GRANT	FUNDING RATIO State/Council (\$)	EXPRESSION OF INTEREST CLOSING DATE	FINAL APPLICATION CLOSING DATE
Community Facility Funding Program - Major	\$650,000	1:1	5 June 2013	21 August 2013
Community Facility Funding Program – Better Pools	\$3 million	1:1	5 June 2013	21 August 2013
Community Facility Funding Program – Seasonal Pools	\$200,000	2:1	5 June 2013	21 August 2013
Community Facility Funding Program - Minor Facilities	\$100,000	2:1	5 June 2013	21 August 2013
Community Facility Funding Program – Soccer Facilities	\$100,000	2:1	5 June 2013	21 August 2013
Community Facility Funding Program - Planning	\$30,000 (Recreation Planning or Facility Feasibility) or \$50,000 for a Regional Planning project (across two LGA's)	2:1	5 June 2013	21 August 2013

Recreation Project Delivery Context

The strategic recreation plans adopted by Council since 2006 have assisted in the facilitation of the construction, upgrade and improvement of a range of facilities across Latrobe City. These include:
Projects delivered 2006 – 2010:

- Traralgon West Sporting Complex – Pavilion upgrade
- Northern Reserve Newborough – Facility upgrade
- Boolarra Recreation Reserve – Facility upgrade
- Jack Canavan Oval Traralgon – Lighting Upgrade
- Hazelwood North Reserve – Due diligence report
- Churchill Soccer Club – Lighting installation and upgrade
- Yinnar Recreation Reserve – Facility upgrade
- Boolarra Recreation Reserve – Upgrade to Netball Courts
- Access for All Abilities Playground Moe – Stage 2
- Burrage Reserve Newborough – Facility upgrade
- Tyers Recreation Reserve – Upgrade Soccer Lighting
- Traralgon City Soccer Club – Facility upgrade
- Toners Lane Reserve Morwell – Improve access
- Burrage Reserve Newborough – Lighting upgrade
- Morwell Recreation Reserve – Ground improvements
- Keegan Street Reserve Morwell – Lighting installation
- Northern Reserve Morwell – Pavilion construction
- Crinigan Road Reserve Morwell – Facility upgrade
- Ted Summerton Reserve Moe – Pavilion & ground upgrade
- Monash University Churchill – Synthetic Hockey Pitch
- Strengthening the World Game Soccer surfaces upgrades

Recreation projects completed with State or Federal Government funding assistance in the 2011/12 financial year were:

- Pegasus Soccer Club Morwell – Lighting upgrade
- Tyers Football/Netball Club – Facility upgrade
- Moe Olympic Soccer Club – Construct new Pavilion
- Monash Soccer Club Newborough – Facility upgrade
- Traralgon Tennis Centre – Facility upgrade

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The following Capital Works projects will be delivered during 2012/13 with Council, Federal or State Government funding assistance:

- Yallourn North Town Oval – Facility upgrade
- Glengarry Recreation Reserve – Netball and Tennis court facility upgrade
- Tyers Soccer Club – Construction of a new pavilion
- Moe Outdoor Pool – Facility upgrade
- Traralgon South Recreation Reserve – Construction of a local level skate park
- Yinnar – Construction of a local level skate park

ISSUES

A number of factors and issues require consideration when nominating projects for funding, in addition to the requirements set by the State Government. These include:

1. Existing Council Strategy/Plan/Policy or Resolution
2. Applicable Council adopted recreation strategies and plans have been analysed to assess potential projects for the funding programs. These include
 - Traralgon Outdoor Recreation Plan 2006
 - Moe Newborough Outdoor Recreation Plan 2007
 - Gippsland Hockey Facilities Strategic Plan 2007
 - Morwell Outdoor Recreation Plan 2008
 - Tennis Facilities Plan 2009
 - Soccer Facilities Plan 2009
 - Southern Towns Outdoor Recreation Plan 2009
 - Northern Towns Outdoor Recreation Plan 2010
 - Gaskin Park Master Plan 2011
 - Traralgon South Recreation Reserve Master Plan 2013

When Council adopted these plans and strategies, a number of priority projects for funding and delivery were identified.

In addition to the priority projects adopted by Council, each of the plans contains a significant number of other projects identified as 'future opportunities'. Whilst being identified as such, they have no priority or weighting for funding or delivery.

In preparing this report, the Council adopted project priorities from each of the above plans formed the basis for considering the nominated projects for funding through the Community Facility Funding Program.

Alternatively, Council may consider other projects from the plans that are listed as future opportunities, rather than the nominated projects.

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Scoping and planning of the project

In order to access potential funding, an eligible project must have been subject to adequate scoping and planning. This includes community engagement, design, building/planning approval, site tenure and a comprehensive financial cost assessment.

To deliver a project in accordance with program guidelines and completion dates, a number of factors must be demonstrably progressed.

These factors, when considered with the project eligibility criteria applicable to the Community Facility Funding Program can limit the range of potential projects that can satisfactorily be progressed for funding.

Eligibility Assessment

In the context of assessing all eligible projects under the Community Facility Funding Program, officers have prepared a list of potential projects from the strategic recreation plans and nominated community projects. The approximate projects costs and an assessment of the delivery timelines of the project (including planning and design, funding application and delivery) are factored in to allow the consideration of eligible projects.

Planning, funding and delivery of projects

It is important to note that the dates identified for planning, funding and delivery of projects in this section of the report reflect current circumstances and will be reviewed on an annual basis (as future funding opportunities become available).

Community Facility Funding Program – Major Facilities

When considering eligible projects for submission under this funding program, a review of all adopted priority projects arising from the town based outdoor recreation plans against the Community Facility Funding Program – Major Facilities funding criteria has been undertaken.

The following table provides details of all projects considered for submission:

Reserve	Project Description	Total Cost (Approx)	Council Costs (Approx)	Strategy/Plan	Planning & Design	Funding Application	Project Delivery
Gaskin Park Reserve - Churchill	Multi-use Facility	\$1.5m	\$850,000	Gaskin Park Master Plan	2013/14	2014/15	2015/16
Gaskin Park Reserve -	Construction of Bowling Green	\$400,000	\$200,000	Gaskin Park Master Plan	2013/14	2014/15	2015/16
Total		\$1,900,000	\$1,050,000				

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There are no suitable projects that meet the program funding criteria that have been sufficiently planned, designed and costed to allow submission under this funding stream this year. Based on prior funding announcements and advice received from DPCD, the likelihood of receiving funding in this category each year is not possible. Although an application will not be submitted for 13/14 by Council, this will hold the 2014/15 application in good stead for the next round of funding. In addition, the Gaskin Park Multi-Use Facility and Bowling Green will be planned and designed in 2013/14 in preparation for a future funding submission. The design for these projects has been included for consideration in the draft 2013/14 Council budget processes.

Community Facility Funding Program – Better Pools

When considering projects eligible for submission under this funding program, a review of all adopted priority projects arising from Council's adopted strategies and plans has been undertaken.

The following table provides details of all projects considered for submission:

Pool	Project Description	Total Cost (Approx)	Council Costs (Approx)	Strategy/Plan	Planning & Design	Funding Application	Project Delivery
Gippsland Regional Aquatic Centre	Construction of an indoor 50m Aquatic Facility	\$36 m	\$12 m	Traralgon Indoor Aquatics leisure Centre Feasibility Study	2011/12	2013/14	2013/14 detailed design Delivery 2014/15 onwards (both dependant on Federal funding announcements)

Community Facility Funding Program – Seasonal Pools

When considering projects eligible for submission under this funding program, a review of all adopted priority projects arising from the Leisure Facilities Audit has been undertaken.

There are no suitable projects that meet the program funding criteria that have been sufficiently planned, designed and costed to allow submission under this funding stream this year.

Community Facility Funding Program – Minor Facilities

When considering projects eligible for submission under this funding program, a review of all adopted priority projects arising from the town based outdoor recreation plans together with the soccer, tennis and hockey plans against the Community Facility Funding Program – Minor facilities funding criteria has been undertaken.

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The following table provides detail of all projects considered for submission:

Reserve	Project description	Total Cost	Council Cost	Strategy/Plan	Planning & Design	Funding Application	Project Delivery
Harold Preston Reserve (Olympians)	Female/Referees change facility for Traralgon Olympians Soccer club	\$400,000	\$350,000	Soccer Plan	2012/13	2013/14	2014/15
Latrobe City Synthetic Field - Churchill	Pavilion Construction	\$500,000	\$400,000	Gippsland Hockey Facilities Strategic Plan	2013/14	2014/15	2015/16
Agnes Brereton Reserve - Traralgon	Upgrade to Pavilion & Public toilets	\$250,000	\$200,000	Traralgon Outdoor Recreation Plan	2013/14	2014/15	2015/16
Joe Tabuteau Reserve - Moe	Reconstruction of the Moe Netball Facility – Lighting upgrade	\$200,000	\$150,000	N/A*	2012/13	2013/14	2014/15
Catterick Crescent - Traralgon	Upgrade to Pavilion for Imperials Cricket Club	\$250,000	\$200,000	Traralgon Outdoor Recreation Plan	TBC		
Ronald Reserve - Morwell	Upgrade to female change facilities for players and referees at Pegasus Soccer Club	\$250,000	\$200,000	Morwell Outdoor Recreation Plan, Soccer Plan	TBC		
Apex Park Reserve – Traralgon*	Upgrade pavilion for all user groups	\$200,000	\$150,000	Not identified*	TBC		
Glengarry Recreation Reserve	Upgrade of Netball/Tennis pavilion	\$250,000	\$200,000	Northern Towns Outdoor Recreation Plan	TBC		
Traralgon South Recreation Reserve	Construct change facilities at CATS Cricket pavilion	\$150,000	\$100,000	Traralgon South Recreation Reserve Master Plan	TBC		
Burrage Reserve - Newborough	Upgrade Baseball Lighting	\$150,000	\$100,000	Moe Outdoor Recreation Plan	TBC		
Maryvale Reserve - Morwell	Upgrade pavilion for all users	\$250,000	\$200,000	Morwell Outdoor Recreation	TBC		

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				Plan			
Northern Reserve - Newborough	Install lighting for reserve	\$150,000	\$100,000	Moe Outdoor Recreation Plan	TBC		
Kevin Lythgo Reserve - Traralgon	Upgrade pavilion	\$200,000	\$150,000	Traralgon Outdoor Recreation Plan	TBC		
Gaskin Park Reserve - Churchill	Install lighting at Tennis Facility	\$150,000	\$100,000	Gaskin Park Master Plan	TBC		
Maskrey Reserve - Traralgon	Upgrade public toilet	\$100,000	\$50,000	Traralgon Outdoor Recreation Plan	TBC		
Maskrey Reserve - Traralgon	Install lighting	\$150,000	\$100,000	Traralgon Outdoor Recreation Plan	TBC		
Traralgon Croquet Club	Resurface grass greens	\$80,000	\$40,000	N/A*	TBC		
Traralgon South Recreation Reserve	Construction of 4 multi-use tennis/netball courts	\$500,000	\$400,000	Traralgon South Recreation Reserve Master Plan	TBC		
Traralgon South Recreation Reserve	Construction of 2 nd oval	\$500,000	\$400,000	Traralgon South Recreation Reserve Master Plan	TBC		
Traralgon South Recreation Reserve	Construction of pavilion at 2 nd oval	\$500,000	\$400,000	Traralgon South Recreation Reserve Master Plan	TBC		
Total		\$5,180,000	\$3,990,000				

- Not in a Council Strategy or Plan. This project has been identified by the community.

Two projects from the above table meet the Community Facility Funding Program criteria and can be sufficiently scoped, planned, designed and financially assessed for submission to the State Government. These are:

1. Harold Preston Reserve – Female/Referees pavilion for Traralgon Olympians Soccer Club. The project has been indicatively designed in consultation with the Traralgon Olympians Soccer Club. The club does not currently have any change facilities for its female players or referees.

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2. The lighting for the Joe Tabuteau Reserve Moe Netball Facility has been identified as a priority project. The courts require a significant reconstruction to incorporate the required run-off to satisfy the Netball Victoria standards. Design for the reconstruction of the courts will occur in 2013/14, with works commencing in 2014/15. Accordingly the existing lighting will need to be moved and upgraded. The reserve currently caters for over 500 young female participants during the twilight competition and over 300 participants during the winter netball season.

Community Facility Funding Program – Soccer Facilities

When considering eligible projects for submission under this funding program, a review of all adopted priority projects arising from the town based outdoor recreation plans and the soccer plan against the Community Facility Funding Program – Soccer facilities criteria has been undertaken.

The following table provides details of all projects considered for submission:

Reserve	Project Description	Total Cost (Approx)	Council Costs (Approx)	Strategy/Plan	Planning & Design	Funding Application	Project Delivery
Harold Preston Reserve - Traralgon	Installation of Match Lighting on rear pitch at Traralgon City Soccer Club	\$140,000	\$90,000	Traralgon Outdoor Recreation Plan, Soccer Plan	2011/12	2013/14	2013/14
Latrobe City Sports & Entertainment Stadium*	Installation of irrigation and water capture system for the main pitch	\$150,000	\$100,000	Soccer Plan*	2011/12	2013/14	2013/14
Moe Olympic Reserve	Lighting Upgrade	\$120,000	\$60,000	Moe Outdoor Recreation Plan	TBC		
Total		\$410,000	\$250,000				

- The Soccer Plan identifies the Latrobe City Sports & Entertainment Stadium as a major soccer reserve in Latrobe City, however at the time of developing the Soccer Plan, Latrobe City Council didn't have any legal rights to the facility. Latrobe City Council has since secured a 30 year lease to the facility and which now allows Council to apply for funding.

From the above table two projects meet the funding criteria and can be sufficiently scoped, planned, designed and financially assessed for submission to the Community Facility Funding Program. Both projects were submitted for the Community Facility Funding Program – Soccer Facilities funding in 2012/13, however due to the very competitive nature of the funding program, both were unsuccessful. Advice received from the Department of Planning & Community Development is that both projects are strong projects and after some rec-scoping should be re-submitted for funding for 2014/15 round. These projects are:

1. The Latrobe City Sports and Entertainment Stadium is the premier soccer facility in Gippsland and Latrobe City. In 2011, Latrobe City Council secured a 30 year lease for the facility. A water capture and irrigation project has been identified that will ensure the standard of the ground is maintained to a high level. Council has committed \$100,000 from its 2012/13 budget to this project.
2. The Traralgon City Soccer Lighting at the Harold Preston Reserve Traralgon is a priority project and Council has committed \$90,000 in the 2012/13 budget to this project. The works to be undertaken include the installation of four, 18 metre light poles and an upgrade to the existing power supply at the reserve.

Community Facility Funding Program – Recreation Planning

When considering eligible projects for submission under this funding program, a review of all adopted priority projects arising from the town based outdoor recreation plans, together with the soccer, tennis and hockey plans against the Community Facility Funding Program – Recreation Planning funding criteria has been undertaken.

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The following table provides details of all projects considered for submission:

Reserve	Project Description	Total Cost (Approx)	Council Costs (Approx)	Strategy/Plan	Planning & Design	Funding Application	Project Delivery
Latrobe City	Municipal Pathways Tracks and Trails Strategy	\$100,000	\$70,000*	Public Open Space Strategy	2012/13	2013/14	2013/14
Catterick Crescent Reserve - Traralgon	Master Plan for Catterick Crescent Reserve	\$45,000	\$15,000	Public Open Space Strategy	2013/14	2014/15	2015/16
Maryvale Reserve - Morwell	Master Plan for Maryvale Reserve	\$30,000	\$15,000	Public Open Space Strategy	2013/14	2014/15	2015/16
Northern Reserve - Newborough	Northern Reserve Precinct Master Plan	\$45,000	\$30,000	Public Open Space Strategy	TBC		
Traralgon Creek - Traralgon	Traralgon Creek Linear Pathway Master Plan	\$50,000	\$25,000	Public Open Space Strategy	TBC		
Total		\$270,000	\$155,000				

*Council's contribution of \$70,000 to be provided through funding received through the Healthy Communities Program.

From the above table one projects meeting the funding criteria and has been sufficiently scoped, planned, designed and financially assessed for submission to the Community Facility Funding Program. This project is:

1. The Municipal Pathways, Tracks and Trails Strategy. This strategy was identified as a priority action from the Public Open Space Strategy. The strategy will identify gaps, opportunity and infrastructure requirements, including establishment of township specific walking trails and loops, as well as connections between townships. The project will also include maps, brochures and establishment of a consistent suite of way-finding signage.

It should be noted that an applications is currently pending in respect to a master plans for the Traralgon Recreation Reserve and Showgrounds Master Plan. This funding is being pursued through the State Government Regional Growth Fund. If successful, this project will be delivered in 2013/14.

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FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-2014. The following table provides a summary of the grants available from the State Government for each of the recommended projects and the funds to be contributed by Latrobe City Council.

Program	Project	Total Cost	Proposed State Government Contribution	LCC Contribution	Other Contribution
Community Facility Funding Program - Better Pools	Gippsland Regional Aquatic Centre	\$36 million	\$3 million (Better Pools) plus \$6 million	\$12 million	\$15 million*
Community Facility Funding Program - Minor	Traralgon Olympians Female/Referee Change Facility	\$400,000	\$50,000	\$350,000	N/A
Community Facility Funding Program - Minor	Moe Netball Facility	\$200,000	\$50,000	\$150,000	N/A
Community Facility Funding Program – Soccer Facilities	Traralgon City Soccer Club Lighting project	\$140,000	\$50,000	\$90,000	N/A
Community Facility Funding Program – Soccer Facilities	Latrobe City Sports & Entertainment Stadium	\$150,000	\$50,000	\$100,000	N/A
Community Facility Funding Program - Planning	Municipal pathways, tracks and trails strategy	\$100,000	\$30,000	\$70,000	N/A

*A funding submission to Regional Development Australia is currently being assessed. Latrobe City Council will be advised of the outcome of this funding application in July 2013.

Council's 2013/14 budget has allocations for all projects nominated, except for the construction of the change pavilion at Harold Preston Reserve Traralgon for Traralgon Olympians soccer Club.

If this project is successful in attracting funding from the Community Facility Funding Program, there will need to be a Council contribution in the 2014/15 budget.

INTERNAL/EXTERNAL CONSULTATION*Engagement Method Used:*

The projects identified for application to the State Government form part of an existing Council Strategy/Plan/Policy/program or resolution with additional nominated projects by community sporting clubs. Significant community consultation and engagement was undertaken in the formation of each of the plans details in the report to Council for endorsement.

Details of Community Consultation / Results of Engagement:

Significant community consultation and engagement was undertaken as part of the development of the following plans, which have been adopted by Council:

- Traralgon Outdoor Recreation Plan 2006
- Moe Newborough Outdoor Recreation Plan 2007
- Gippsland Hockey Facilities Strategic Plan 2007
- Morwell Outdoor Recreation Plan 2008
- Tennis Facilities Plan 2009
- Soccer Facilities Plan 2009
- Southern Towns Outdoor Recreation Plan 2009
- Northern Towns Outdoor Recreation Plan 2010
- Gaskin Park Master Plan 2011
- Traralgon South Recreation Reserve Master Plan 2013
- Draft Public Open Space Strategy

OPTIONS

Options available to Council include:

1. Endorse the projects identified for preparation and submission of funding applications to the Community Facility Funding Program.
2. Not endorse the projects identified for preparation and submission for funding applications to the Community Facility Funding Program.
3. Amend the projects identified for the preparation and submission of funding applications to the Community Facility Funding Program, giving consideration to the project delivery factors, identified in Section 4.

CONCLUSION

The recreation projects nominated for submission to the Victorian Government's Community Facility Funding Program provides an opportunity to deliver significant benefit to the Latrobe City community and improve the quality of the City's recreation facilities and contribute to the sustainability of local recreation venues.

This report takes a strategic approach to the selection of eligible projects within the guidelines of the Community Facility Funding Program whose key objective is to create healthy and active communities. These key objectives are support of the overall directions of our community as identified in Latrobe 2026.

Attachments

1. Community Facility Funding Program Guidelines 2014/15

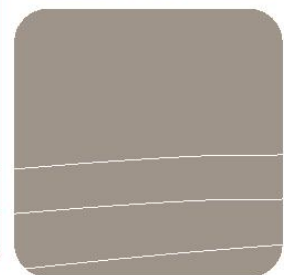
RECOMMENDATION

1. **That Council endorse the following projects for funding applications to be prepared for submission in the 2013/14 year:**
 - a. **Gippsland Regional Aquatic Centre**
 - b. **Traralgon Olympians Female/Referee Change Facility**
 - c. **Moe Netball Facility Lighting Upgrade**
 - d. **Latrobe City Sports & Entertainment Stadium – Irrigation project**
 - e. **Traralgon City Soccer Club – Lighting project**
 - f. **Municipal Pathways, Tracks and Trails Strategy**

14.2

State Government Funding Opportunities 2013/14

- 1 Community Facility Funding Program Guidelines 2014/15
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Minister's Foreword



As the Minister for Sport and Recreation, I've been privileged to meet thousands of Victorians who love their sport, and have seen first-hand just how important local sport and recreation facilities are to them and their clubs.

Local sport and recreation facilities are more than just places where people train and play games. They are a vital resource where people can come together, nurture talent, share their love of sport, stage events, hold gatherings and develop and build on local traditions.

That's why I am pleased to inform sporting organisations and local councils across Victoria that the 2014/2015 *Community Facility Funding Program* (CFFP) is open for applications.

A key objective of the Victorian Government is to develop healthy and active communities whilst supporting local economic activity. To achieve this goal, we need quality local infrastructure that encourages local people to participate in physical activity.

The CFFP provides funding for a broad range of infrastructure and planning projects. Projects eligible for funding include upgrading swimming pools, developing sports pavilions, new change rooms for female participants, sports lighting installations, shared trails, playspaces and feasibility studies.

As well as the health and sporting benefits created through the CFFP, we are also helping to stimulate local economies and create jobs during the construction and management of facilities.

I'm delighted to announce that this year, for the first time the program application process includes two stages:

- **Stage One – Project Proposals**
- **Stage Two – Full Applications**

This new approach gives applicants the chance to get early feedback on their proposal and gives clubs and local groups the opportunity to work more closely with their council to develop their projects and proposals for funding, while reducing the work involved in developing full applications.

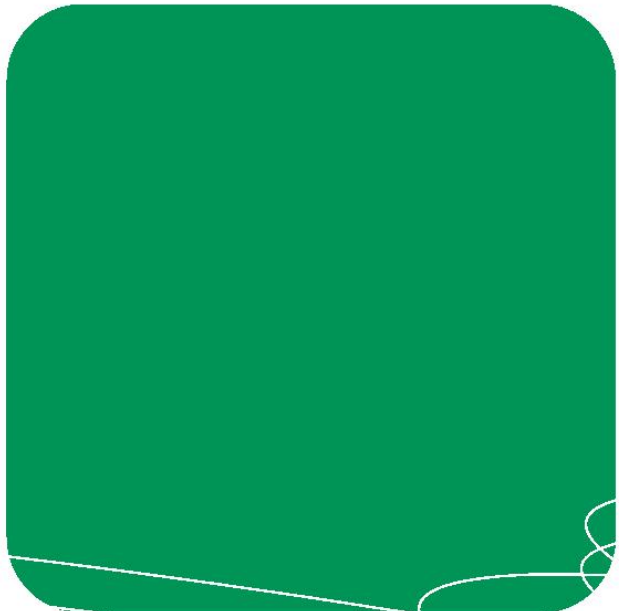
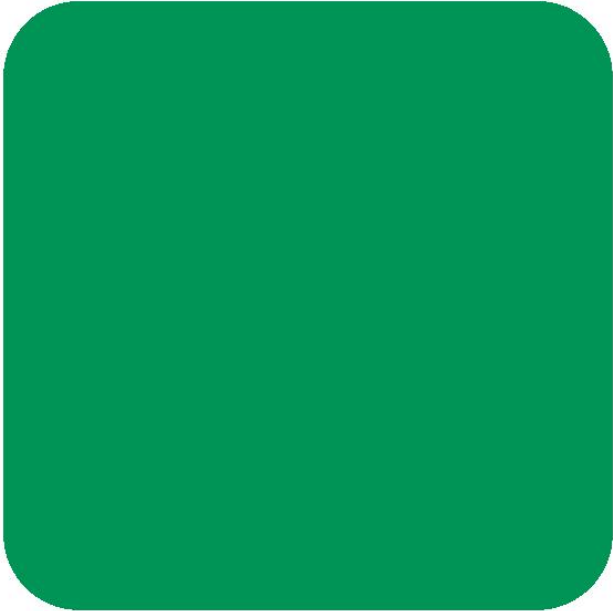
We are also proud to continue extending our support for soccer in this round with the continuation of the Soccer Facilities category, which was introduced as part of the CFFP package in the last funding round.

In addition, as part of the overall CFFP package, the Victorian Government continues to support sporting clubs through the *Country Football Netball Program* which assists football and netball clubs, associations and umpiring associations to develop facilities in rural, regional and outer metropolitan locations. Applications for this program can be accessed separately through the DPCD website.

These are just some of the ways we are working with stakeholders and Victorians to deliver on our strategy to grow the economy, build infrastructure and contribute to the health and wellbeing of Victoria.

I look forward to seeing new and exciting projects as part of the 2014/2015 CFFP.

HUGH DELAHUNTY MP
Minister for Sport and Recreation





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Description and Objectives of Program

1. What is the Community Facility Funding Program?

The *Community Facility Funding Program* is a Victorian Government funding program that helps provide high-quality, accessible community sport and recreation facilities across Victoria by encouraging:

- increased sport and recreation participation
- increased access to sport and recreation opportunities
- better planning of sport and recreation facilities
- innovative sport and recreation facilities
- environmentally sustainable facilities
- universally designed facilities.

The *Community Facility Funding Program* provides grants for planning, building new, and improving existing facilities where communities meet, interact and participate in sport and recreation. Funding is available under the following categories:

- **Better Pools** – Grants of up to \$3 million are available to provide high-quality aquatic leisure facilities through new or redeveloped aquatic leisure centres
- **Major Facilities** – Grants of up to \$650,000 (where the total project cost is more than \$500,000, excluding GST) are available to develop or upgrade major sport and recreation facilities
- **Seasonal Pools** – Grants of up to \$200,000 are available to rejuvenate seasonal swimming pools in rural, regional and outer metropolitan municipalities that are significantly isolated from a year-round aquatic centre

- **Minor Facilities** – Grants of up to \$100,000 for any one project (where the total project cost is up to \$500,000 excluding GST) are available for community groups, working in partnership with local government authorities, to develop or upgrade community sport and recreation facilities
- **Soccer Facilities** – Grants of up to \$100,000 for up to two projects are available for local soccer clubs working with local government authorities, to upgrade existing or develop new facilities to maximise participation opportunities in soccer
- **Planning** – Funding is available for planning initiatives that address the future sport and recreation needs of communities through better information gathering, consultation and strategic planning, including:
 - grants of up to \$30,000 for projects focusing on recreation planning or facility feasibility in one municipality
 - grants of up to \$50,000 for regional planning initiatives that demonstrate inter-municipal needs and financial support from multiple local government authorities.

1.1 Why is the Victorian Government funding these grants?

Strong, active and healthy communities need well-designed-and-managed facilities for sport and recreation activities. Developing new facilities or improving the quality of existing facilities to increase participation is a priority for the Victorian Government.

Construction of new or improved facilities stimulates the local economy and creates a range of employment and volunteer opportunities, from construction and facility management, through to coaching and officiating.

Sport and Recreation Victoria (SRV) manages these grants to support community initiatives that get more people, more active, more often.



2. Who can apply?

Only local government authorities can apply directly to the Department of Planning and Community Development (DPCD) for funding from this program.

Community organisations can only access funds from the Minor Facilities and Soccer Facilities categories by submitting an *Expression of Interest Form for Community Organisations* directly to their local council. Community organisations are advised to contact their local council about timelines for expressions of interest.

Local government authorities are required to discuss their project proposals with DPCD staff before submitting them.

3. What types of activities might be funded?

A wide variety of sport and recreation planning and infrastructure projects will be considered for funding.

Improving participation outcomes is a key objective of the program. Applications must clearly demonstrate how the proposals will improve participation outcomes.

- Specifically, proposals should demonstrate how the project:
 - will increase or maintain participation
 - encourages greater female participation
 - encourages development of multi-use facilities
 - collaborates with schools and community groups
 - collaborates with State Sporting Associations or other relevant peak bodies
 - improves environmental sustainability
 - implements Universal Design principles

- Priority will be given to communities in areas of need that have experienced natural disasters, such as bushfires, flood and drought or communities experiencing strong population growth
- Local government authorities should make timely contact with peak bodies, local leagues/associations, State Sporting Associations and Regional Sports Assemblies (where appropriate) to seek their input into the planning and design of facilities and support for participation/programming initiatives
- Local government authorities are encouraged to explore funding models that demonstrate stakeholder commitment to the project
- Facilities planned in functional, self-contained stages are eligible.
- Projects on private land are eligible, but will be subject to the establishment of a legally binding agreement between the organisation and local government to ensure ongoing public access. Such proposals should demonstrate evidence of a legally binding agreement in the Full Application
- Projects on school land are eligible subject to a completed Community Joint Use Proposal (to the Department of Education and Early Childhood Development).

3.1 What will not be funded?

The *Community Facility Funding Program* will not fund:

- organisations that have failed to complete any previous projects funded by Sport and Recreation Victoria or the *Community Support Fund*
- organisations that have overdue projects funded by SRV and have not requested a variation



- organisations that have completed projects funded by SRV and have not submitted acquittal documentation. This will be taken into consideration when assessments are undertaken for Project Proposals
- facilities where tenant clubs have failed to resolve a breach of the *Victorian Code of Conduct for Community Sport*
- projects that do not strongly meet the assessment criteria
- projects that do not meet the eligibility criteria
- projects that do not suit the objectives of the program
- Minor Facility projects that exceed the maximum total project cost
- project management fees unless an external person is appointed or an internal staff member is appointed to the project management role as a separate position (to be demonstrated by a letter from the council's Chief Executive Officer to confirm the arrangement)
- projects that do not meet relevant Australian Standards (eg. lighting projects or netball court dimensions)
- projects where contributions from funding partners are not confirmed
- projects that are deemed not ready to proceed
- applications submitted after the closing date, unless written approval from DPCD has been obtained before the closing date which will only be granted under exceptional circumstances
- requests for retrospective funding, where projects have commenced construction or are completed prior to the execution of a funding agreement (construction includes, but is not limited to, site clearing, earthworks and building works)
- the purchase of land (in general, the land on which the facility development is proposed will be municipal property, a Crown reserve, land owned by a public authority, or land held for public purposes by trustees)
- projects that require ongoing funding or support other than the initial grant
- facilities where little or no public access is available
- applications from organisations other than local government authorities
- applications where the recipient organisation(s) promote and/or benefit directly from electronic gaming machines
- facilities designated for electronic gaming machine operations
- in general, areas designated as licenced areas within a proposed facility will not be eligible for funding. DPCD may consider applications where a restricted club licence is proposed or in place, provided that the restricted licence does not interfere with the facility's other amenities or services, such as child care or access by young people
- routine or cyclical maintenance works
- repair of facilities damaged by vandalism, fire or other natural disasters where the damage should be covered by insurance
- requests for ongoing operational costs such as, but not limited to, salaries, electricity, water and other utilities
- costs associated with the purchase of transport or any other type of vehicle
- upgrading or redeveloping kitchen or toilet facilities, except as part of a larger project that meets the objectives of the funding program



- purchasing or maintaining recreation, entertainment, sporting, life-saving or any other equipment (except as part of facility fit out)
- projects previously funded by DPCD, unless applicants can demonstrate additional or new uses resulting in increased or innovative participation/programming outcomes
- the replacement of like-for-like surfaces (eg. tennis hard-court surface replaced by a similar hard-court surface) will not be considered a priority to receive funding unless it can be demonstrated that additional uses are proposed and/or a multi-purpose element is included. Exceptional circumstances may be considered where a safety and/or standard/compliance issue is evident
- projects that do not support implementing the principles of Universal Design and Environmentally Sustainable Design.

4. What is the application process?

The application process will be undertaken in two stages.

Stage One: Project Proposal

Step One – Discuss your project idea with a Sport and Recreation representative before submitting a Project Proposal. They can provide:

- advice on the most appropriate form of support for your project
- guidance on the development of those proposals that have merit, that align with program objectives and that are ready to proceed.

Step Two – Councils complete and submit Project Proposals for all categories via email to cffp@sport.vic.gov.au by 5 June 2013.

The Project Proposal template can be found at: www.dpcd.vic.gov.au/home/grants/all-grants/community-facilities-funding-program

Step Three – SRV will advise you of Project Proposals that can proceed to Full Application.

Stage Two: Full Application

SRV will invite you to submit a Full Application (via web link) for Project Proposals identified in Step Three.

If you have attachments to submit that cannot be lodged with your online application (i.e. attachment that exceeds 2MB) you can email them to grantapplications@dpcd.vic.gov.au, quoting your Application Number (Application Numbers are generated when the online application is made). Attach all documents to one email, zipping the files if required.

You can also send attachments on a CD or USB, quoting your Application Number, to:

**Department of Planning and
Community Development
Grants Delivery
GPO Box 2392
Melbourne, Victoria 3001**

If you need assistance with applying online, please call the Grants Information Line on 1300 366 356 between 8.30am – 5pm weekdays.

Make sure your application addressing all criteria and including all additional information is submitted by 11:59pm on the closing date.



5. Conditions that apply to applications and funding

5.1 Funding agreements

Successful applicants must observe the Header Agreement signed by DPCD with each local government authority.

- Header agreements have established the parties and their commitments and obligations to each other and set out the general terms and conditions of funding. It is recommended that you view the DPCD standard terms and conditions. These are accessible via the program page www.dpcd.vic.gov.au/grants
Different terms and conditions apply to different types of grants and grant recipients. These terms and conditions are not negotiable
- For each Activity, an Activity Schedule is required to be signed. It sets out the:
 - activity details
 - funding amounts
 - agreed actions and payments
 - reporting requirements
 - acknowledgement and publicity requirements
 - other activity specific requirements
 - notices
- Funds must be spent on the project as described in the application and outlined in the Activity Schedule, unless changes are agreed to in writing
- Planning, Minor Facilities and Soccer Facilities projects are to be completed and funds claimed by 31 December 2015
- Better Pools, Major Facilities and Seasonal Pools projects are to be completed and funds claimed by 31 May 2016
- The facility tenant club(s) are expected to adhere to the *Victorian Code of Conduct for Community Sport*. The *Victorian Code of Conduct for Community Sport – Forms for Tenants* must be completed and signed by each facility tenant club and submitted with the Full Application to DPCD. Applications without this form will not be considered for funding.*
- A request to vary the timing or scope of an approved project must be submitted to DPCD for approval prior to implementation
- Local government authorities must inform the participating organisation(s), where applicable, of all funding arrangements and obligations in relation to the grant allocation. This includes ensuring the funded project does not commence prior to the endorsement of the Activity Schedule
- Local government authorities are obligated to liaise with DPCD officers on the progress of funded projects, as requested throughout the life of projects as outlined in the Activity Schedule
- The principles of the *Victorian Industry Participation Policy* should be observed throughout relevant projects. Go to www.dbi.vic.gov.au/projects-and-initiatives for further information
- A local government officer must be designated to manage the project and provide information to the department according to the following key reporting requirements:
 - a Project Management Framework** must be completed and submitted with the Full Application for all projects
 - local government authorities must secure DPCD endorsement of key documents such as schematic plans and briefs prior to work commencing



- local government authorities must provide project acquittal documentation as required
- local government authorities are expected to guarantee the cash flow payments towards works where a community organisation is providing funding contributions for a project.
- Successful applicants will be required to contribute information on activity outcomes for use in outcomes reporting, program evaluation reviews or DPCD publications, 12 months after project acquittal.

* Further information about the *Victorian Code of Conduct for Community Sport* can be obtained from www.dpcd.vic.gov.au/sport/codeofconduct

**A Project Management Framework is a statement/spreadsheet that includes the name of the local government officer responsible for the project, project activities and project timelines. The Project Management Framework Fact Sheet, along with a basic Project Management Framework template, can be obtained from www.dpcd.vic.gov.au/grants

5.2 Acknowledging the Government's support and promoting successes

Successful applicants need to acknowledge the Victorian Government's support through the *Community Facility Funding Program*. Acknowledgement and publicity guidelines form part of the Activity Schedule and include the requirement that all activities acknowledge Victorian Government support through logo presentation on any activity-related publications, media releases and promotional material; and placement of a permanent Victorian Government endorsed sign/plaque at the site of completed infrastructure activities.

The Minister for Sport and Recreation is to be given the opportunity to participate in any formal activity associated with the progress or completion of a facility or to officially open or launch the project. Openings and launches of *Community Facility Funding Program* projects are to be coordinated through the Office of the Minister for Sport and Recreation. Councils considering staging an opening or launch should give adequate notice.

Acknowledgement and Publicity Guidelines can be found at: www.dpcd.vic.gov.au/home/grants/grant-resources/manage-my-grant

5.3 Payments

Upfront payments for funded projects will be made as long as:

- the Activity Schedule has been signed by both parties
- grant recipients provide reports as required, or otherwise demonstrate that the activity is progressing as expected
- other terms and conditions of funding continue to be met.

For all grants 10 per cent of the total funding is paid in arrears on evidence of satisfactory completion of the activity.



6. Community Facility Funding Program Categories

6.1 Better Pools*

Objectives

To enable:

- development or redevelopment of aquatic leisure facilities supported by comprehensive planning
- local governments to meet the needs of current and future aquatic leisure centre users
- new or redeveloped spaces that create participation and programming opportunities for the entire community.

What type of projects might be funded?

- projects that provide new or redeveloped aquatic leisure facilities
- redevelopments that focus on increasing participation and access to aquatic activities.

Assessment criteria for the Better Pools category can be found in Section 6.3.

Funding details

Maximum Grant	LGA	Funding ratios
Up to \$3 million	Metropolitan	SRV \$1:\$3 local
	Cardinia, Casey, Hume, Melton, Mornington Peninsula, Nillumbik, Whittlesea, Wyndham and Yarra Ranges	SRV \$1:\$2 local
	Ballarat, Bendigo, Geelong	SRV \$1:\$2 local
	Rural	SRV \$1:\$1 local

*Only one project can be submitted under the Better Pools/Major Facilities/Seasonal Pools categories.



6.2 Major Facilities*

Objectives

To enable the development of community sport and recreation facilities that are high-quality, accessible, innovative, effectively managed, sustainable and well-used.

Major Facilities encompasses projects with a total project cost of more than \$500,000 (GST exclusive).

What type of projects might be funded?

- the development of new, or redevelopment of existing multi-purpose facilities that cater for a range of activities and user groups. Examples include new or redeveloped stadiums or development of multi-sport precincts

- the development of single purpose regional facilities, which usually include:
 - a catchment of more than one municipality
 - attracting users who are likely to travel some distance to participate
 - is identified as regionally significant
 - provides facilities for regional or representative training and competition.

Assessment criteria for the Major Facilities category can be found in Section 6.3.

Funding Details

Maximum Grant	LGA	Funding ratios
Up to \$650,000	Metropolitan	SRV \$1:\$3 local
	Cardinia, Casey, Hume, Melton, Mornington Peninsula, Nillumbik, Whittlesea, Wyndham and Yarra Ranges	SRV \$1:\$2 local
	Ballarat, Bendigo, Geelong	SRV \$1:\$2 local
	Rural	SRV \$1:\$1 local

*Only one project can be submitted under the Better Pools/Major Facilities/Seasonal Pools categories.



6.3 Better Pools and Major Facilities Assessment Criteria

Why?	Demonstrate the extent to which the project:
20%	responds to identified community needs and issues and is strategically supported by local or regional plans and/or State Sporting Associations/peak bodies planning
	addresses a gap in regional/sub-regional provision of facilities
	responds to the current market demand and trends in aquatic leisure provision (for Better Pools category only).
How?	Demonstrate the extent to which the project:
20%	clearly identifies the project scope, methodology and how proposed outcomes can be completed within a prescribed timeframe (detailed in a Project Management Framework)
	includes provision of appropriate project costing and confirmation of funding sources
	includes formally endorsed schematic plans that address safety, risk management, Universal Design principles, Environmentally Sustainable Design**
	demonstrates economic impact during construction and operation, including employment during and after construction.
Who?	Demonstrate the extent to which the project:
10%	engages, consults and collaborates with a variety of stakeholders
	will be managed by an appropriately qualified team
	considers inter-municipal linkages and issues where appropriate.
What will the project achieve?	Demonstrate the extent to which the project:
50%	increases (or in certain cases maintains) participation in sport and recreation. As a result of the project, what will be the additional participation and programming outcomes? Please provide support letters that clearly state how each partner will benefit
	encourages the broadest possible community participation in sport and recreation activities
	has significant regional/sub-regional and/or multi-purpose benefits
	improves the quality and range of sport and recreation opportunities
	demonstrates appropriate business planning, which addresses operational and financial sustainability.

***Major Facilities and Better Pools projects must allocate a minimum of 20 per cent of the requested grant amount to components that will improve energy or water efficiency and environmental sustainability. This should be demonstrated with a specific Environmentally Sustainable Design budget in the Full Application.*



6.4 Seasonal Pools

Objectives

To enable:

- local government to renew and modernise small aquatic leisure facilities in small rural and regional towns and in outer metropolitan municipalities where access to indoor aquatic centres is significantly limited
- a greater range of aquatic leisure opportunities, greater sustainability and accessibility.

What type of projects might be funded?

The Seasonal Pools category will prioritise proposals that focus on increasing participation and access to aquatic activities. Examples of possible projects that may be funded include:

- increasing the amount of leisure water and aquatic play features
- environmentally sustainable infrastructure initiatives
- works to raise water temperatures
- improving amenities such as better change areas and shelter/shade
- improving accessibility to aquatic spaces and change facilities.

Assessment criteria for Seasonal Pools category can be found in Section 6.7.

Funding Ratios

Maximum Grant	LGA	Funding ratios
Up to \$200,000***	Cardinia, Casey, Hume, Melton, Mornington Peninsula, Nillumbik, Whittlesea, Wyndham and Yarra Ranges	SRV \$1:\$1 local
	Ballarat, Bendigo, Geelong	SRV \$1:\$1 local
	Rural	SRV \$2:\$1 local

***Consideration will be given to claiming in-kind expenses to a maximum of 25 per cent of the total project cost for Seasonal Pools. Councils must underwrite any in-kind contribution.

*Only one project can be submitted under the Better Pools/Major Facilities/Seasonal Pools categories.



6.5 Minor Facilities

Objectives

- to encourage participation in sport and recreation through innovative facility initiatives
- to encourage involvement of community organisations in planning and developing facilities
- to encourage co-operation between local government authorities, State Sporting Associations/peak bodies and local sports clubs and organisations
- to strengthen communities through the development of sustainable sport and recreation facilities
- to encourage greater female and junior participation.

What types of projects might be funded?

- accessible change facilities to promote female and junior use
- shared paths and trails
- sports surfaces
- sports lighting
- play spaces, skate parks, BMX tracks or youth recreation facilities
- multi-use recreation/meeting spaces
- projects that develop energy or water efficiency, such as warm season grass conversions
- upgrades to non-compliant facilities.

Assessment criteria for Minor Facilities category can be found in Section 6.7.

Funding Details

Maximum Grant	LGA	Funding ratios
Up to \$100,000*** Councils can apply for total maximum funding of \$200,000 for up to 3 applications	Metropolitan	SRV \$1:\$1 local
	Cardinia, Casey, Hume, Melton, Mornington Peninsula, Nillumbik, Whittlesea, Wyndham and Yarra Ranges	SRV \$1.5:\$1 local
	Ballarat, Bendigo, Geelong	SRV \$1.5:\$1 local
	Rural	SRV \$2:\$1 local

Minor Facilities – Projects with a total cost of up to \$500,000 (GST exclusive)

Successful applications for the maximum \$100,000 grant will involve an exceptional project or circumstance.

Smaller projects that achieve the objectives of this program are encouraged and will be highly regarded.

***Consideration will be given to claiming in-kind expenses to a maximum of 25 per cent of the total project cost for Minor Facilities, Soccer Facilities and Seasonal Pools. Councils must underwrite any in-kind contribution.



6.6 Soccer Facilities

Objective

- to encourage soccer clubs, working in partnership with local government authorities to upgrade or develop new facilities to maximise their capacity to cater for additional participation.

What type of projects might be funded?

- accessible change rooms for players and referees of both genders
- installing or upgrading sports lighting
- developing or upgrading pitches.

Successful projects focusing on improving access and participation levels are likely to include at least one of the following characteristics:

- improved access for female and junior participation
- projects that demonstrate innovation in dealing with demand for soccer facilities
- developments encouraging sharing of multi-use facilities
- collaboration between councils and schools that will result in joint use of soccer facilities by schools, soccer clubs and communities
- priority will be given to projects that develop soccer facilities in communities with no or inadequate soccer facilities.

Assessment criteria for Soccer Facilities category can be found in Section 6.7.

Funding Details

Maximum Grant	LGA	Funding ratios
Up to \$100,000*** Councils may apply for total maximum funding of \$100,000 consisting of up to two applications.	Metropolitan	SRV \$1:\$1 local
	Cardinia, Casey, Hume, Melton, Mornington Peninsula, Nillumbik, Whittlesea, Wyndham and Yarra Ranges	SRV \$1.5:\$1 local
	Ballarat, Bendigo, Geelong	SRV \$1.5:\$1 local
	Rural	SRV \$2:\$1 local

Successful applications for the maximum \$100,000 grant will involve an exceptional project or circumstance.

Smaller projects that achieve the objectives of this program are encouraged and will be highly regarded.

***Consideration will be given to claiming in-kind expenses to a maximum of 25 per cent of the total project cost for Minor Facilities, Soccer Facilities and Seasonal Pools. Councils must underwrite any in-kind contribution.



6.7 Seasonal Pools, Minor Facilities and Soccer Facilities Assessment Criteria

Why?	Demonstrate the extent to which the project:
20%	<p>responds to identified community needs and issues, based on consultation and addresses a gap in the provision of local facilities</p> <p>is strategically supported by local or regional plans and/or State Sporting Associations/peak bodies plans.</p>
How?	Demonstrate the extent to which the project:
20%	<p>clearly identifies the project scope, methodology and that proposed outcomes can be completed within a prescribed timeframe</p> <p>includes the provision of quotations/internal cost estimates, and schematic plans (endorsed by the project partners) for the project</p> <p>includes confirmation of funding contributions (both financial and in-kind) with evidence detailing level and type of in-kind contribution provided</p> <p>addresses issues around safety, risk management, Universal Design Principles and Environmentally Sustainable Design</p> <p>includes project costs provided by a certified quantity surveyor, tender price or independent qualified expert for projects with a total project cost of more than \$500,000 (excluding GST). (For Soccer Facilities and Seasonal Pools only).</p>
Who?	Demonstrate the extent to which the project:
10%	consults and collaborates with a variety of stakeholders.
What will the project achieve?	Demonstrate the extent to which the project:
50%	<p>increases (or in certain cases maintains) participation in sport and recreation. As a result of the project, what will be the additional participation and programming outcomes? Please provide support letters that clearly state how each partner will benefit</p> <p>encourages the broadest possible community participation in sport and recreation activities</p> <p>considers multi-use and improves the quality and range of sport and recreation opportunities.</p>



6.8 Planning

Objectives

The Planning category supports local government authorities to provide a planned response to local community sport and recreation needs.

To encourage:

- integrated recreation planning linked to other local government planning processes, including land-use, health and wellbeing and municipal
- recreation planning (particularly with State Sporting Associations and other peak bodies) and/or strategies for improving community participation
- sub-regional and regional facility planning and development
- feasibility studies for proposed major facility developments
- co-operation between neighbouring councils and/or State Sporting Associations.

What types of projects might be funded?

Three kinds of planning activities are funded under this category:

- recreation planning
- facility feasibility
- regional planning.

Priority will be given to projects that demonstrate a municipal or regional benefit.

External consultancy fees and costs associated with the production of the study report, such as printing expenses will be eligible for funding. Where council proposes to undertake a planning initiative in-house by an existing council staff member, that person must be assigned to the project full-time (to be demonstrated by a letter from council's CEO to confirm the arrangement).

Recreation planning

Recreation planning can focus on a number of areas, such as:

- strategic municipal, sub-regional or regional recreation planning
- planning for specific geographic areas
- planning for specific facility types such as aquatics, indoor stadia, etc
- specific sport/recreation activities or issues.

Facility feasibility

Facility feasibility studies should critically assess a proposal and allow local government to make informed decisions about whether to proceed with a project. This category covers studies into the feasibility of:

- developing new facilities
- redeveloping existing facilities
- consolidating similar facilities
- providing regional facilities.

Regional planning

Local governments may also submit an additional planning application that seeks to address a recreation planning or facility feasibility issue that affects more than one municipality.

The application is required to be auspiced by one municipality and requires a financial contribution from more than one local government authority to be eligible.

Proposals that demonstrate partnerships with State Sporting Associations and peak bodies will be highly regarded. It is recommended that local governments make timely contact with these organisations and their DPCD representative to discuss priorities and align project objectives.



What types of projects will not be funded:

The Planning category will not fund projects that are considered to be council's core business such as council policy development. The project must directly link to infrastructure development and/or support participation strategies.

Assessment criteria for Planning category can be found in Section 6.9.

Funding Details

Funding Amount	LGA	Funding ratios
Recreation Planning and Facility Feasibility		
Up to \$30,000 One application only under Recreation Planning OR Facility Feasibility.	Metropolitan	SRV \$1:\$1 local
	Cardinia, Casey, Hume, Melton, Mornington Peninsula, Nillumbik, Whittlesea, Wyndham and Yarra Ranges	SRV \$1.5:\$1 local
	Ballarat, Bendigo, Geelong	SRV \$1.5:\$1 local
	Rural	SRV \$2:\$1 local
Regional Planning		
Up to \$50,000 A second planning project may be submitted under Regional Planning where the scope and funding contributions extend beyond one municipality.	Metropolitan/Outer Metropolitan*	SRV \$1.5:\$1 local
	Regional City**/Rural	SRV \$2:\$1 local

***Outer Metropolitan:** Cardinia, Casey, Hume, Melton, Mornington Peninsula, Nillumbik, Whittlesea, Wyndham and Yarra Ranges.

****Regional City:** Ballarat, Bendigo, Geelong.



6.9 Planning Assessment Criteria

Full applications for the Planning category do not need to address the Assessment Criteria in the Full Applications. However, the high quality draft project brief will need to address the criteria as follows:

Why?	Demonstrate how the planning process:
20%	responds to identified community needs and issues and is supported by local organisations and/or Sporting Associations/peak bodies planning.
How?	Demonstrate the extent to which the project:
20%	clearly identifies the project scope, methodology and proposed outcomes in a draft project brief
	encourages innovative approaches to address issues such as risk management, multi-use, Universal Design, and Environmentally Sustainable Design.
Who?	Demonstrate the extent to which the project:
10%	will consult and collaborate with a variety of project partners and stakeholders
	considers inter-municipal linkages and issues (where appropriate).
What will the project achieve?	Demonstrate the extent to which the project:
50%	proposes outcomes that would increase (or in certain cases maintain) participation in sport and recreation
	plans for projects that encourage the broadest possible community participation in sport and recreation activities
	considers multi-use and improves the quality and range of sport and recreation facilities and programming outcomes.



7. Timelines and assessment

There are a number of common features in successful applications. Good applications are well planned, involve relevant stakeholders, and are clear about what they are aiming to achieve. Answering each of the Assessment Criteria questions will help applicants develop a more thorough project proposal.

Stage One: Project Proposals

Project Proposals will be assessed by the alignment of your project's proposed outcomes and the program objectives, criteria, and project readiness.

Stage Two: Full Applications

Full applications will be assessed against the *Community Facility Funding Program Assessment Criteria* and the required documents set out in section eight.

The more effort applied to succinctly address these questions and provide relevant supporting documentation, the more likely the project will attract grant funding.

Questions (What will the project achieve? Why? How? Who?) are incorporated under the Assessment Criteria section for each Category. The percentage weightings allocated to each criterion represent the importance of the different weighting DPCD will use to assess project applications.

Program Opens	May 2013
Stage One	
Development of Project Proposals Project Proposal process used to identify potential projects for submission Project Proposals submitted to SRV (cffp@sport.vic.gov.au)	Closing date: 5 June 2013
Project Proposals Assessed Applicants provided with notification for projects that can proceed to Full Application stage	5 June onwards
Stage Two	
Development of Full Applications Full Applications developed and submitted	Closing date: 21 August 2013
Assessment of Full Applications Full Applications assessed against program criteria	21 August onwards
Funding announcements and notification of outcomes	October onwards



8. Information you will need to provide as part of your application

8.1 Required Documentation

Please submit the following mandatory documentation with your Full Application.

Major Facilities and Better Pools

- Endorsed Schematic Plans
- Lighting Plans (for lighting projects)
- Quantity Survey, tender price or independent qualified expert report
- Evidence of confirmation of funding sources (eg. local government report confirming contribution, club bank statements)
- Letters of support from organisations that clearly indicate how the group will either support or benefit from the project (as described in the 'What' section of the Assessment Criteria)
- Project Management Framework
- Relevant sections of local government reports/plans/strategies/community consultation to support the project (please do not attach entire documents)
- Facility Management Plan
- Detailed Schedule of Use
- Environmentally Sustainable Design Report(s) and Budget
- Technical and/or Access Audits (where available)
- Completed *Victorian Code of Conduct Form for Tenants* from all clubs that are tenants of the facility
- A legally binding land-use agreement for projects located on private land
- For those projects located on school land, a completed Joint Use Agreement, or a completed *Community Joint Use Proposal* to enter into a *Community Joint Use Agreement*, plus a letter from the Department of Education and Early Childhood Development (DEECD) that indicates endorsement of the project at both the regional office and central office level
- Where applicable attach evidence that the Aboriginal Heritage Act 2006, Aboriginal Heritage Planning Tool has been completed to determine if a Cultural Heritage Management Plan is required for the project. The Aboriginal Heritage Planning Tool can be accessed at www.dpcd.vic.gov.au/indigenous/heritage-tools



Minor Facilities, Seasonal Pools and Soccer Facilities

- Schematic Plans endorsed by the project partners
- Lighting Plans (for lighting projects)
- Quotes, internal cost estimates
- Quantity Survey, tender price or independent qualified expert report for Soccer Facilities and Seasonal Pools projects only over \$500,000 (excluding GST)
- Evidence of confirmation of funding sources (eg. local government report confirming contribution, club bank statements)
- Letters of support from organisations that clearly indicate how the group will either support or benefit from the project (as described in the 'What' section of the Assessment Criteria)
- Project Management Framework
- Relevant sections of local government reports/plans/strategies/community consultation to support the project (please do not attach entire documents)
- Technical and/or Access Audits (where available)
- Completed *Victorian Code of Conduct for Community Sport Form for Tenants* from all clubs that are tenants of the facility
- A legally binding land-use agreement for projects located on private land
- For those projects located on school land, a completed *Joint Use Agreement*, or a completed *Community Joint Use Proposal* to enter into a *Community Joint Use Agreement*, plus a letter from DEECD that indicates endorsement of the project at both the regional office and central office level
- Where applicable attach evidence that the *Aboriginal Heritage Act 2006*, Aboriginal Heritage Planning Tool has been completed to determine if a Cultural Heritage Management Plan is required for the project. The Aboriginal Heritage Planning Tool can be accessed at www.dpcd.vic.gov.au/indigenous/heritage-tools

Planning

- A high quality draft project brief
- Letters of support from organisations that clearly indicate how the group/individual will either support the project or benefit from the project scope
- Evidence of confirmation of funding sources (for example, local government report confirming contribution, club bank statements)



8.2 Resources and Additional Information

Further information in relation to each of the following items can be found at www.dpcd.vic.gov.au/sport and select *Community Facility Funding Program*.

Environmentally Sustainable Design

Proposals are encouraged to incorporate Environmentally Sustainable Design initiatives in project designs.

Competitive Neutrality Policy

Under the Council of Australian Governments (COAG) *Competition Principles Agreement*, Victoria is obliged to apply the COAG *Competitive Neutrality Policy*.

Universal Design Principles Fact Sheet

The concept of Universal Design is to make the built environment more usable to as many people as possible, at little or no additional cost.

Capital Replacement Planning

A Capital Replacement Plan is a tool that can help you plan for the maintenance and eventual replacement of facilities. The development of a capital replacement plan is now a standard condition for many Sport and Recreation Victoria grants where facilities need to be periodically replaced or renewed.

Voluntary Labour and In-kind Support

Consideration will be given to claiming in-kind expenses to a maximum of 25 per cent of the total project cost for Minor Facilities, Soccer Facilities and Seasonal Pool Renewal projects only.

Schedule of Use

A *Schedule of Use* is a list of all the sport and recreation activities, highlighting the extent to which the proposed facility development will be used. The schedule summarises the type and duration of the activity over a period of time and is a valuable tool to measure participation outcomes. Councils can use the *Schedule of Use* as provided or adapt and/or provide their own.

Victorian Code of Conduct for Community Sport

The facility tenant club(s) are expected to adhere to the *Victorian Code of Conduct for Community Sport* or related *State Sporting Association Code of Conduct*. Further information can be obtained from www.dpcd.vic.gov.au/sport/codeofconduct

SunSmart Online Shade Audit Tool

SunSmart's online shade audit tool helps determine whether existing shade at a site is adequate and provides practical recommendations to improve both built and natural shade. For further information please see www.sunsmart.com.au/shading-audit/intro

Planning Guides

SRV (in collaboration with industry stakeholders) have developed a series of planning guides for sport and recreation facility development which include:

- Community Sporting Facility Lighting Guide
- Artificial Grass for Sport Guide
- Tennis Facility Planning Guide
- Netball Court Planning Guide
- Skate Facility Guide
- Good Play Space Guide
- ARV Pool Concourse Guidelines
- ARV Indoor Aquatic and Recreation Facility Development Guidelines.

Copies of these planning guides can be found at www.dpcd.vic.gov.au/sport



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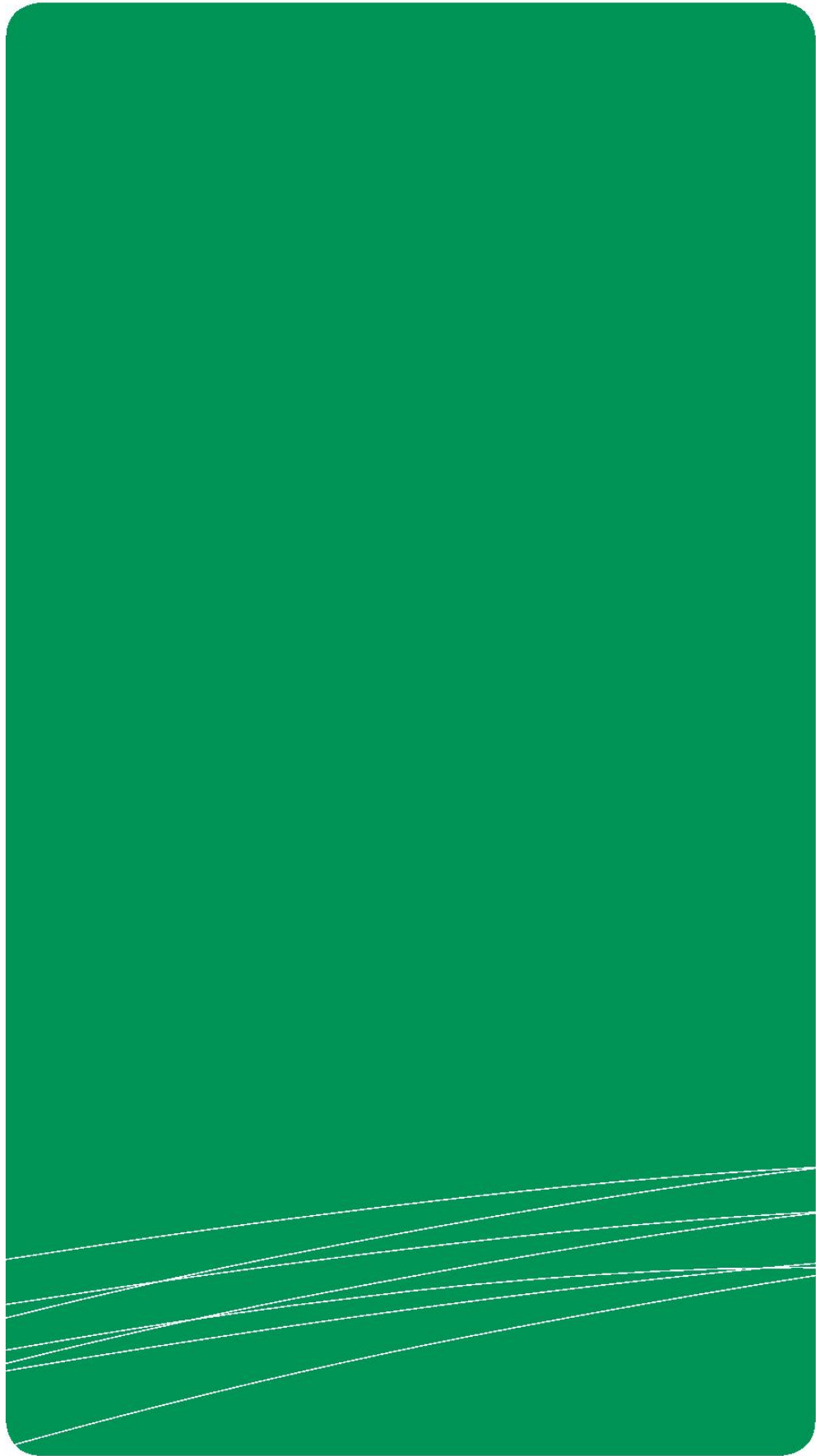
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Authorised by Hugh Delahunty MP

Minister for Sport and Recreation
50 Lonsdale Street
Melbourne Victoria 3000



DOT726-3

**14.3 PROPOSED REMOVAL OF EUCALYPTUS SALIGNA, SYDNEY
BLUE GUM, FROM AGNES BRERETON PARK, TRARALGON.****General Manager****Recreation, Culture &
Community Infrastructure****For Decision****PURPOSE**

The purpose of this report is to provide Council with information on the proposed removal of one Sydney Blue Gum tree in Agnes Brereton Park Traralgon.

DECLARATION OF INTEREST

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

*Latrobe 2026: The Community Vision for Latrobe Valley
Strategic Objectives - Built Environment*

Latrobe City Council Plan 2012 – 2016

- *Enhance the quality and sustainability of streetscapes and parks across the municipality through the provision and maintenance of the trees that are appropriate to their surroundings.*
- *Ensure public infrastructure is maintained in accordance with community aspirations.*

Latrobe City Council Plan 2012 - 2016

Policy - Tree Work Notification Policy 11 POL-4

The purpose of this policy is to detail processes for the notification of significant tree works prior to the works being undertaken.

BACKGROUND

In mid 2012 Council received a letter from a resident in Anderson Street Traralgon requesting that the Sydney Blue Gum to the rear of their property have some pruning works carried out. The resident was concerned with the continual amount of tree litter that fell onto the netball court also to the rear of their property (see attachment for map of the area). At this time Council pruned back the eastern tree canopy to reduce the amount of tree litter that fell onto the court and the private property.

In November 2012 Council received a Councillor request to do some further pruning works to this gum tree. Players and supporters were concerned about the amount of tree litter falling onto the court and that this could cause injury to persons playing netball. In February 2012 Council carried out further pruning works to the gum tree. This included crown thinning and dead wooding to reduce the amount of tree litter that fell onto the court.

In April 2013 a representative of Traralgon Netball Club contacted Council requesting an onsite meeting to discuss the removal of the gum tree. They were concerned that persons watching netball could be injured from falling branches and persons playing netball could be injured by slipping/tripping on fallen tree litter. Councils Manager Infrastructure Operations and arborists met with representatives from the Traralgon Netball Club to discuss all their issues and concerns for the players and spectators in mid April 2013 and further pruning works to the gum tree were arranged and carried out. The works included further crown thinning and dead wooding.

At this onsite meeting the netball club still believed the gum tree to be a danger to players and spectators and have asked Council to consider removing the gum tree.

As per Councils Tree Work Notification Policy 11 POL - 4 a council resolution is required prior to the removal of trees, unless they are dead, dying or dangerous in which case immediate removal is required.

ISSUES

In line with the Tree Work Notification Policy, Council's arborists have inspected the gum tree and surrounding areas (see attached photo). The gum tree is in good health and has a sound structure. All pruning works to the gum tree have been carried out to the best and latest practices in arboriculture.

The gum tree doesn't fall under Council's Tree Policy of Dead/Dying/Dangerous where a Council officer is delegated to remove this tree without a Council resolution.

The tree pruning works over the last six months have helped to reduce the amount of tree litter that falls onto the netball court.

**ORDINARY COUNCIL MEETING AGENDA
20 MAY 2013 (CM408)**

These works have also reduced the risk of summer/sudden limb drop syndrome. Council cannot give any guarantee that the gum tree will not drop branches. This tree could still drop/shed a branch without any warning as they are prone to do so.

The Traralgon Netball Club would like Council to consider the full removal of this gum tree. They want the possible danger to spectators and risk of injuries to players removed from around and on the netball court.

Other members of the community have voiced their opinion about the possible removal of this gum tree. The community member would like the gum tree to remain and Council and the netball club to continue with the current level of maintenance to the tree and the netball court (attachment 3).

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-2014.

The tree currently presents a minor slip/trip hazard for netball court users if the court is not swept before the court is used through fallen tree litter.

Any future work to this gum tree, whether that's full removal or ongoing pruning is able to be undertaken within the recurrent tree budget allocation.

INTERNAL/EXTERNAL CONSULTATION

Council has not engaged in consultation with the residents of nearby streets or any other user groups of Agnes Brereton Park Traralgon.

Prior to Council considering this gum tree for removal, it is suggested that Council engage in a consultation process if with local residents, all user groups of the parks and with the broader local community.

It should be noted that as a result of recent pruning, formal email correspondence has been received from a local resident indicating that they would be in opposition to the removal of the tree (attachment 3).

OPTIONS

1. Remove the discussed one Sydney Blue Gum tree in Agnes Brereton Park Traralgon beside the netball courts.
2. Take no action in regards to the one Sydney Blue Gum tree in Agnes Brereton Park Traralgon beside the netball courts.
3. Seek public submissions and community feed back on the tree removal request.

CONCLUSION

Council's qualified arborists have completed a number of inspections on this tree and tree pruning works have been undertaken to make this gum tree as safe as possible. The tree has also been assessed by Council's arborist to be in good health.

However, Council cannot give any guarantee that the gum tree will not drop branches. This tree could still drop/shed a branch without any warning (Summer /Sudden Limb Drop Syndrome).

Prior to Council considering this gum tree for removal, it is suggested that Council engage in a consultation process with local residents, all user groups of the park and with the broader local community.

Attachments

1. Agnes Brereton Park attachment 1
2. Agnes Brereton Park attachment 2
3. Agnes Brereton tree removal attachment 3

RECOMMENDATION

1. That Council defers any decision on the removal of the Sydney Blue Gum discussed in Agnes Brereton Park, Traralgon and seeks submissions from the community on the proposed tree removal.
2. That a further report be presented to Council following the public consultation process to provide details of community opinion on the proposed tree removal.
3. That Council informs all affected parties of its decision.

14.3

Proposed removal of Eucalyptus Saligna, Sydney Blue Gum, from Agnes Brereton Park, Traralgon.

- 1 Agnes Brereton Park attachment 1 215
- 2 Agnes Brereton Park attachment 2 217
- 3 Agnes Brereton tree removal attachment 3 219





From: "krisclay@speedweb.com.au" <krisclay@speedweb.com.au>
Date: 23 April 2013 11:58:26 AM AEST
To: Kellie O'Callaghan <Kellie.O'Callaghan@latrobe.vic.gov.au>
Subject: tree at netball courts

Hi Kellie,

My name is Kristin Passalacqua and I am emailing you about an issue that has come to my attention in your ward.

I noticed one day last week that the council tree loppers were at the netball courts and were about to start work on a large gum tree at the rear of the carpark. I spoke to the arborist Ben Black about their intentions and he advised me that they were only taking out dead branches at this stage, although there were other concerns about the tree.

Ben advised me that the Traralgon Netball Association want the tree removed as they perceive it to be a danger.

I have very strong objections to this request. The tree is approximately 80 years of age and is a part of Traralgon's history. Ben advises me that the tree appears to be very healthy, although this would need to be confirmed with further tests. The tree is located at the rear of the carpark and slightly overhangs one court. This is a low use area, approximately 4-8 hours a week. It is a low traffic area, both pedestrian and vehicle, and in my opinion does not warrant being removed.

Surely people are able to use their own common sense, for once taking responsibility for their own actions, and not stand directly under the tree during high winds. We have become such a litigious society that it is starting to outweigh common sense.

I have kept silent about the multitude of trees being cut down around Traralgon by the Latrobe City Council, but I feel that I need to speak up about this issue.

I hope you are able to assist in this matter and urge the council to find a more suitable solution than the removal of a beautiful Australian native tree.

Sincerely,

Kristin Passalacqua

14.4 PROPOSED REMOVAL OF CYPRESS PINE TREES AT LATROBE CITY SPORTS AND ENTERTAINMENT STADIUM, MORWELL

General Manager

**Recreation, Culture &
Community Infrastructure**

For Decision

PURPOSE

The purpose of this report is to provide Council with information on the proposed removal of 29 Cypress trees on the northern fence line/boundary of the Latrobe City Sports and Entertainment Stadium, Morwell.

DECLARATION OF INTEREST

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives - Built Environment

- *Enhance the quality and sustainability of streetscapes and parks across the municipality through the provision and maintenance of the trees that are appropriate to their surroundings.*
- *Ensure public infrastructure is maintained in accordance with community aspirations.*

Policy - Tree Work Notification Policy 11 POL-4

The purpose of this policy is to detail processes for the notification of significant tree works prior to the works being undertaken.

BACKGROUND

Discussions have been held between Council's Team Leader and Head Curator Sporting Reserves and representatives of Falcons 2000 Soccer Club (principal tenant of the of the Latrobe City Sports and Entertainment Stadium) and the Morwell Golf Club in relation to 40 Pine trees behind pitch 1 of the stadium and the 29 Cypress trees behind pitch 4 of the stadium in late 2011 (see attached map).

**ORDINARY COUNCIL MEETING AGENDA
20 MAY 2013 (CM408)**

All parties involved in this initial discussion agreed that there have been several on going issues over the last ten years in relation to these two stands of trees as outlined below:

- Trees are shading the pitches at the stadium causing grass cover to be thin due to slow growth
- Trees are limiting air flow over the pitches
- In the vicinity of the trees pitches are holding water, becoming water logged
- Maintenance of the pitch is heavily restricted for most of winter season due to its wet condition rendering the pitch unplayable in some circumstances
- Falcons 2000 Soccer Club are restricted from using the pitch for up to half of their soccer season putting further pressures on their remaining pitches.

Following these initial discussions, stage 1 removals, 40 trees which were situated on the Morwell Golf Clubs land, were removed in July 2012 with the agreement of all concerned parties. Revegetation of the area was completed in March 2013 with the planting of 200 shrubs. All works were undertaken on land owned by the Morwell Golf Club and were carried out by Council as the tree removals had a direct benefit on a Council maintained playing surface.

Following the removal of the 40 pine trees on the north side of Pitch 1, improvements to the surface were seen almost immediately. The surface now dries out completely due to having no winter shade and by having better air flow across it. This has produced improved grass growth allowing the pitch to be more playable over its entire surface. The surface has firmed up giving the players a more solid footing while twisting and turning during training and games.

The remaining 29 trees are situated on Council owned land. As per Councils Tree Work Notification Policy, a council resolution is required prior to the removal of inappropriate trees, unless they are dead, dying or dangerous in which case immediate removal is required.

ISSUES

Soccer training and matches have been cancelled over the last two winters because of the unplayable and unsafe playing surface of the pitches. The games were cancelled because of water logged pitches, minimum grass coverage and uneven and unsafe playing surfaces.

Consultation was undertaken in mid July 2012 in respect to these trees with the stadium owners, Falcons Soccer Club and Morwell Golf Club. These meetings and assessments found the pine trees and cypress trees to be the main factors in affecting the playing surface on pitches 1 and 4.

ORDINARY COUNCIL MEETING AGENDA 20 MAY 2013 (CM408)

The meetings and assessments identified that the 69 trees should be removed for the following reasons:

- To reduce the shading on the pitches;
- To increase the air flow movement over the pitches;
- To improve the drying out of the pitches and stop the soils becoming water logged
- To increase oxygen levels in the soil
- To improve and increase grass cover
- To increase grass growth rates; and
- Improve the overall safety of the playing surface.

It is proposed that the 29 remaining Cypress trees to be removed are replaced with a suitable native shrub species.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-2014.

The work is able to be undertaken within the recurrent tree budget allocation for 2012/13 and would cost approximately \$10,000.

Under the conditions of Council's lease with stadium owner, the owner is under no obligation to undertake these works. Council officers are of the view that the tree removals will provide benefit to our local soccer community through an improved playing surface it is therefore proposed that the works be fully funded by Council.

Council incur significant costs in maintaining safe playing pitches. It has been deemed that the removal of these trees will assist in reducing this expense, further damage to the pitches and possible future injury claims against Council.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

Council did undertake consultation in mid July 2012 with the stadium owners, Falcons Soccer Club, Morwell Golf Club and affected teams within Latrobe City Council. All parties were in favour of the works going ahead and for these works to be completed before Winter 2013.

Details of Community Consultation / Results of Engagement:

Council has not engaged in consultation with the residents of nearby streets. These trees do not significantly affect any immediate residents and/or street scapes.

**ORDINARY COUNCIL MEETING AGENDA
20 MAY 2013 (CM408)****OPTIONS**

1. Remove the discussed Cypress trees on the northern fence line/boundary of this sporting complex in Morwell.
2. Take no action in regards to the 29 existing Cypress trees on the northern fence line/boundary of the Latrobe City Sports and Entertainment Stadium Morwell

CONCLUSION

Latrobe City Council's qualified arborists and Team Leader and Head Curator Sporting Reserves suggest that the 29 Cypress trees discussed in this report be removed as they pose a safety risk to the playing pitches and players could suffer injuries in the future.

Falcons 2000 Soccer Club and the Morwell Golf Club have asked Council to remove and replace these trees.

Attachments

1. Plan of tree removal works Morwell Sports and Entertainment Stadium

RECOMMENDATION

1. That Council authorise the removal of 29 Cypress trees at the northern boundary of Latrobe City Sports and Entertainment Stadium, Morwell.
2. That Council informs all affected parties of its decision.
3. That prior to any removal works Council provide information in the Council Noticeboard (Latrobe Valley Express) advising the community of this action.

14.4

Proposed removal of Cypress Pine trees at Latrobe City Sports and Entertainment Stadium, Morwell

- 1 Plan of tree removal works Morwell Sports and Entertainment Stadium 227**



COMMUNITY LIVEABILITY

15. COMMUNITY LIVEABILITY

Nil reports

GOVERNANCE

16. GOVERNANCE

16.1 MARCH 2013 QUARTERLY FINANCIAL AND PERFORMANCE REPORT

General Manager

Governance

For Information

PURPOSE

The purpose of this report is to present the March 2013 quarterly Financial and Performance Report to Council.

DECLARATION OF INTEREST

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives – Governance

In 2026, Latrobe Valley has a reputation for conscientious leadership and governance, strengthened by an informed and engaged community, committed to enriching local decision making.

Latrobe City Council Plan 2012 - 2016

Strategic Direction – Governance

Provide timely, effective and accessible information about Latrobe City Council's activities.

Ensure that Latrobe City Council continues to meet the highest standards of financial probity.

Legislation –

Local Government Act 1989

BACKGROUND

Under the provisions of the *Local Government Act 1989 Section 138 (1)*, at least every three months, the Chief Executive Officer must ensure that a statement comparing the budgeted revenue and expenditure to date is presented to Council. This report ensures compliance with this legislative requirement.

The attached report as at 31 March 2013 is provided for the information of Council and the community. The financial report compares budgeted income and expenditure with actual results for the first nine months of the financial year. A status report on the Key Strategic Activities, adopted in the 2012/2013 budget is also attached.

ISSUES

The attached report, "Income Statement", shows the actual result for the nine months ended 31 March 2013 compared with the budgeted year to date result. The report also provides a forecast for the full year financial result compared to the budgeted full year financial result.

Overall the report is showing a favourable year to date variance of \$4.588M. This is a result of a favourable variance of \$5.417M in expenditure mainly due to the following factors;

- Materials and Services (\$3.283M) principally relating to project and program expenditure that will be incurred later than anticipated in the budget.
- Depreciation and amortisation (\$2.019M) principally relating to the new landfill cell which was expected in the budget to open in the 2011/2012 financial year. Due to the later timing of the opening of the new cell no depreciation has been calculated to date for the 2012/13 financial year.

The favourable expenditure variance is partially offset by an unfavourable year to date income variance of \$0.830M resulting from the following factors;

- Operating grants and contributions (\$3.838M unfavourable) due to Victoria Grants Commission allocations for 2012/2013 being advanced to Council in June 2012 and therefore recognised in the 2011/2012 carry forward surplus.
- User fees and charges (\$0.729M unfavourable) mainly as a result of lower than expected landfill gate fees due to reduced levels of commercial/industrial waste received. The other main factor contributing to this variance has been lower utilisation of child care services than anticipated in the budget.

These unfavourable income variances have been partially offset by favourable variances in the other income categories as detailed in the report.

**ORDINARY COUNCIL MEETING AGENDA
20 MAY 2013 (CM408)**

The "Income Statement" report forecasts a deficit result for the full financial year of \$2.150M which is an unfavourable variance of \$4.932M to the original budget. The main contributing factors are reduced grant revenue and additional recurrent program expenditure relating to surplus funds generated in previous years. The 2011/2012 financial year surplus was \$9.2M greater than the Adopted Budget (excluding the accrued expense for the defined benefits superannuation liability which will be funded in 2013/14) mainly due to a combination of government grants received in advance and other unspent project and program funding required to be carried forward for completion in 2012/2013. There is expected to be no significant variance in the 2012/2013 cash flow statement. More detailed explanations of all variances are included in the attached report.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-2014.

This report assists in ensuring legislative requirements are met. The attached report provides details of budget variances for the nine months to 31 March 2013 and the forecasted full financial year.

INTERNAL/EXTERNAL CONSULTATION

There has been no consultation in the preparation of this report.

OPTIONS

The requirement to report on financial and key strategic actions quarterly is a statutory requirement, therefore the options that exist are:

1. Council receives and notes the financial and performance report for the quarter ending 31 March 2013, in accordance with the *Local Government Act 1989*; or
2. Council does not accept the report; or
3. Council seeks additional information.

CONCLUSION

The attached report provides financial details, as required by the *Local Government Act 1989*. The report indicates that Council is operating within the parameters of its 2012/2013 adopted budget. Variances arising from the timing of the receipt of grant revenues and the carry over of incomplete 2011/2012 recurrent and capital works programs to be completed in 2012/2013 have resulted in a forecasted operating deficit for the full financial year. This reduction is fully offset and largely a result of the additional surplus achieved in the 2011/2012 financial year.

Attachments

1. March Quarterly Finance Report
2. March Key Strategic Activities (KSA) Report

RECOMMENDATION

That Council receives and notes the financial and performance reports for the nine months ended 31 March 2013, in accordance with the Local Government Act 1989.

16.1

MARCH 2013 QUARTERLY FINANCIAL AND PERFORMANCE REPORT

- 1 March Quarterly Finance Report 241**
- 2 March Key Strategic Activities (KSA) Report 255**

STANDARD INCOME STATEMENT
FOR THE QUARTER ENDED 31 MARCH 2013

	NOTE	YTD Actuals \$'000	YTD Budgets \$'000	Variance YTD Act/Bud \$'000	Full Year Forecast \$'000	Annual Budget \$'000	Variance Annual Budget/F'cast \$'000
INCOME							
Rates	1	62,632	62,492	140	62,632	62,600	32
Operating Grants and Contributions	2	13,992	17,831	(3,838)	20,121	23,061	(2,940)
Capital Grants and Contributions	3	2,006	760	1,246	5,860	4,978	882
Interest	4	1,330	746	584	1,480	1,130	350
User fees and charges	5	10,121	10,849	(729)	14,051	15,192	(1,140)
Other Income	6	1,771	1,530	241	2,303	1,962	341
Developer Contributions	7	608	52	555	625	70	555
Developer Contributed assets	8	986	0	986	2,000	2,000	0
Net gain (loss) on disposal of property, infrastructure and equipment	9	(15)	0	(15)	(15)	0	(15)
TOTAL INCOME		93,431	94,261	(830)	109,058	110,993	(1,935)
EXPENSES							
Employee costs	10	32,729	32,813	84	46,674	46,503	(171)
Materials and services	11	25,109	28,392	3,283	42,030	39,162	(2,868)
Bad and Doubtful Debts	12	12	20	8	18	29	11
Finance costs	13	832	855	23	1,087	1,117	31
Depreciation and amortisation	14	14,031	16,050	2,019	21,400	21,400	0
TOTAL EXPENSES		72,713	78,131	5,417	111,208	108,211	(2,997)
SURPLUS (DEFICIT) FOR THE YEAR		20,718	16,130	4,588	(2,150)	2,782	(4,932)

NOTES TO THE INCOME STATEMENT - Year to Date and Full Year Variances**1. Rates****Year to Date - \$140K Favourable**

The year to date favourable variance is primarily a result of additional general rates and garbage charge services due to the growth being greater than anticipated in the budget.

Full Year - \$32K Favourable

The full year favourable variance is forecasted mainly due to the additional general rates and garbage charges growth being in excess of what was anticipated in the adopted budget and after taking into consideration potential abandonments relating to valuation objections.

2. Operating grants and contributions**Year to Date - \$3.838M Unfavourable**

The year to date variance of \$3.838M is mainly due to the Grants Commission first instalment being received in the 2011/2012 financial year this is partially offset by additional grant funding received for some programs including Business Development, Community Development, Vic Health Be Active, HACC Services and Child and Family Services. In addition project funding for the Boolarra Multi Purpose Centre refurbishment and Moe underground Power Lines show favourable variances due to timing issues.

Full Year - \$2.940M Unfavourable

The full year variance is mainly due to the first instalment (\$5.869M) for 2012/2013 Grants Commission allocations being received in the 2011/2012 financial year. This has been partially offset by funds for Community Development projects (\$986K), Child and Family Services (\$682K), Vic Health Be Active Program (\$331K), Boolarra Multi Purpose Centre refurbishment (\$325K), Flood Relief (\$259K) and Accelerated Business Growth & SME Support (\$158K)

3. Capital Grants and Contributions

Year to Date - \$1.246M Favourable

The year to date variance is mainly due to project funding that was expected to be received in 2011/12 but was received in 2012/13 for Latrobe Regional Airport Facilities Expansion (\$1M) and Road Rehabilitation Program - Quigley Street Morwell (\$140K), funding for the Franklin Street Bridge has been received earlier than anticipated in the budget (\$375K) and new funding received for VicRoads blackspot funding for safety improvement works (\$220K) and Growing Aerospace Manufacturing (\$150K). This is largely offset by budgeted grant funds for the Moe Outdoor Pool upgrade which were advanced to Council in 2011/12 (\$600K) and the return of a 'Living Libraries Program' grant 2009 (\$160K).

Full Year - \$882K Favourable

The full year variance is made up by some project funding that was expected to be received in 2011/12 but was received in 2012/13 for Latrobe Regional Airport Facilities Expansion (\$500K) and Road Rehabilitation Program - Quigley Street Morwell (\$140K), together with Growing Aerospace Manufacturing at LRA funding (\$785) and VicRoads blackspot funding for safety improvement works not included in the budget (\$415K). This is partially offset by budgeted grant funds for the Moe Outdoor Pool upgrade which were advanced to Council in 2011/12 (\$600K) and the return of 'Living Libraries Program' grant 2009 (\$160K).

4. Interest

Year to Date - \$584K Favourable

The year to date favourable variance of \$584K is a result of greater than expected funds available for investing together with favourable interest rates.

Full Year - \$350K Favourable

The full year favourable variance of \$350K is a result of greater than expected funds available for investing together with favourable interest rates.

5. User fees and charges

Year to Date - \$729K Unfavourable

The unfavourable variance is mainly a result of a decrease in Landfill gate fees due to reduced levels of commercial/industrial waste received, together with lower than anticipated Child Care fees as a result of lower than expected utilisation rates and ability to fill Family Day Carer positions. Parking infringements are also less than anticipated as a result of the move to two hour limits. Some slightly better than expected results have been achieved to date in Subdivision supervision fees and Building Approvals.

Full Year - \$1.140M Unfavourable

The unfavourable variance is largely a result of an expected decrease in Landfill gate fees of (\$878K) due to reduced levels of commercial/industrial waste, together with less than expected income from child care fees and parking infringements.

6. Other Income**Year to Date - \$241K Favourable**

The year to date variance is mainly due to higher than expected Interest raised on unpaid rates of \$243K along with other minor variances across the organisation.

Full Year - \$341K Favourable

The full year variance is mainly due to higher than anticipated Interest raised on unpaid rates of \$210K together with external contributions for the Gippsland Regional Plan Policy & Strategy Project (\$50K) which was not budgeted for and reimbursements of \$43K for Moe Underground Power Line project, along with other minor variances predicted across the organisation.

7. Developer Contributions**Year to Date - \$555K Favourable**

The year to date favourable variance is mainly related to Development Plan Contributions for Heritage Boulevard Estate, together with greater than expected Drainage Headworks and Street Tree contributions.

Full Year - \$555K Favourable

The full year favourable variance is mainly related to Development Plan Contributions for Heritage Boulevard Estate, together with greater than expected Drainage Headworks and Future Roadworks.

8. Developer Contributed assets**Year to Date - \$986K Favourable**

The year to date favourable variance is due to the early than anticipated receipt of developer contributed reserves land e.g. Heritage Boulevard Morwell

Full Year - \$Nil

No full year variance.

9. Net gain (loss) on disposal of property, infrastructure and equipment**Year to Date - \$15K Unfavourable**

Minor variance.

Full Year - \$15K Unfavourable

Minor variance.

10. Employee costs**Year to Date - \$84K Favourable**

The favourable variance is largely due to a number of vacant staffing positions during the financial year to date.

Full Year - \$171K Unfavourable

The unfavourable variance is largely due to increases in workcover levy together with an increase of staffing required for HACC Services, Child and Family Services and Social Inclusion which are fully offset by additional external/carry forward funding.

11. Materials and services**Year to Date - \$3.283M Favourable**

The favourable variance is mainly due to the timing in some project and program expenditure being later than anticipated.

Full Year - \$2.868M Unfavourable

The unfavourable full year variance reflects expenditure on a number of projects/programs that were funded from the 2011/2012 accumulated surplus due to them not being fully completed in the last financial year. Other contributing factors are expenditure on new externally funded programs and flood relief.

12. Bad and Doubtful Debts**Year to Date - \$8K Favourable**

Minor Variance

Full Year - \$11K Favourable

Minor Variance

13. Finance costs**Year to Date - \$23K Favourable**

The favourable variance is due to the interest rate obtained on the loan drawn down at the end of June 2012 being less than anticipated in the budget.

Full Year - \$31K Favourable

The favourable variance is due to the interest rate obtained on the loan drawn down at the end of June 2012 being less than anticipated in the budget.

14. Depreciation**Year to Date - \$2.019M Favourable**

The favourable variance is mainly due to the delay in completion of the landfill cell 3 which was expected in the budget to open in the 2011/2012 financial year. Due to the later timing of the opening of the new cell no depreciation has been calculated to date in 2012/2013.

Full Year - \$Nil

No full year variance.

RECONCILIATION OF STANDARD INCOME STATEMENT TO CASH BUDGET
FOR THE QUARTER ENDED 31 MARCH 2013

	YTD Actuals	YTD Budgets	Variance YTD Act/Bud	Full Year Forecast	Annual Budget	Variance Annual Budget/F'cast
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Operating Surplus (Deficit)	20,718	16,130	4,588	(2,150)	2,782	(4,932)
Reconciliation to Cash Budget						
Plus Depreciation	(14,031)	(16,050)	2,019	(21,400)	(21,400)	0
Plus WDV of Assets Disposed	(748)	(645)	(103)	(788)	(657)	(131)
Less Developer Contributed Assets	986	0	986	2,000	2,000	0
Less Capital Expenditure	15,296	14,827	469	26,359	28,006	(1,646)
Less Loan Principal Repayments	2,343	2,325	18	3,150	3,127	24
Less Landfill Rehabilitation Expenditure	108	0	108	658	1,600	(942)
Plus Internal Transfers	(24,640)	(9,748)	(14,893)	(11,381)	(8,893)	(2,488)
Plus Net Internal Charges	0	0	0	(0)	0	(0)
Plus Loan Proceeds	0	0	0	(1,000)	(1,000)	0
Less Net Workcover Debtors	7	0	7	0	0	0
Net Total Non-Operating Items	(20,678)	(9,290)	(11,388)	(2,401)	2,782	(5,183)
Cash Budget Surplus (Deficit)	41,396	25,420	15,976	251	0	251

STANDARD INCOME STATEMENT
FOR THE QUARTER ENDED 31 MARCH 2013 COMPARED TO PREVIOUS FINANCIAL YEAR

	AS AT 31 MAR 2013			AS AT 31 MAR 2012		
	YTD Actuals	YTD Budgets	Variance YTD Act/Bud	YTD Actuals	YTD Budgets	Variance YTD Act/Bud
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
INCOME						
Rates	62,632	62,492	140	58,697	58,219	478
Operating grants and contributions	13,992	17,831	(3,838)	15,216	16,523	(1,307)
Capital Grants and Contributions	2,006	760	1,246	3,062	1,338	1,724
Interest	1,330	746	584	1,086	745	341
User fees and charges	10,121	10,849	(729)	8,721	10,843	(2,121)
Other Income	1,771	1,530	241	1,932	1,481	452
Developer Contributions	608	52	555	239	331	(92)
Developer Contributed assets	986	0	986	0	0	0
Net gain (loss) on disposal of property, infrastructure and equipment	(15)	0	(15)	149	(112)	261
TOTAL INCOME	93,431	94,261	(830)	89,103	89,367	(264)
EXPENSES						
Employee costs	32,729	32,813	84	29,629	30,214	585
Materials and services	25,109	28,392	3,283	26,072	26,841	769
Bad and Doubtful Debts	12	20	8	24	22	(2)
Finance costs	832	855	23	935	1,023	87
Depreciation	14,031	16,050	2,019	13,989	13,875	(114)
TOTAL EXPENSES	72,713	78,131	5,417	70,650	71,974	1,324
SURPLUS (DEFICIT) FOR THE YEAR	20,718	16,130	4,588	18,453	17,393	1,060

**STANDARD CASH FLOW STATEMENT
FOR THE QUARTER ENDED 31 MARCH 2013**

	NOTE	Cash Flow 01/07/12 to 31/03/13 \$'000	Budget 12/13 Cash Flow 01/07/12 - 30/06/13 \$'000	Cash Flow 01/07/11 - 31/03/12 \$'000
CASH FLOWS FROM OPERATING ACTIVITIES				
Cash Receipts from Operating Activities		85,289	108,766	87,167
Cash Payments in the Course of Operating Activities		(65,459)	(86,746)	(64,418)
Net Cash from Operating Activities		19,830	22,020	22,749
CASH FLOWS FROM INVESTING ACTIVITIES				
Proceeds from property, plant and equipment		733	1,380	476
Payments for property, plant and equipment		(15,296)	(28,006)	(14,639)
Proceeds from other financial assets		3,000	0	0
Payments for other financial assets		(21,500)	0	0
Net Cash used in Investing Activities		(33,063)	(26,626)	(14,163)
CASH FLOWS FROM FINANCING ACTIVITIES				
Finance Costs		(832)	(1,117)	(935)
Proceeds from Borrowings		0	1,000	0
Repayments of Borrowings		(2,343)	(3,127)	(2,113)
Net Cash provided by (used in) Financing Activities		(3,176)	(3,244)	(3,049)
Net Increase / (Decrease) in Cash & Cash Equivalents		(16,409)	(7,850)	5,537
Cash & Cash Equivalents at the Beginning of the Year	1	39,033	24,594	31,609
Cash at the End of the Period		22,624	16,744	37,147

1. The budgeted cash at the beginning of the year was based on \$7.698M of the 2011/2012 capital works program being incomplete at 30 June 2012. The actual amount of incomplete capital works and capital grants received in advance was \$13.037M. This additional \$5.339M together with additional advance funding and incomplete operational projects from 2011/2012 of \$9.667M are the principal factors contributing to the significant variance in the opening cash balance.

STANDARD BALANCE SHEET
AS AT 31 MARCH 2013

	Current Balance \$'000	Balance as at 30/06/12 \$'000	Movement for Year \$'000	Balance as at 31/03/12 \$'000
CURRENT ASSETS				
Cash and Cash Equivalents	22,624	39,033	(16,409)	37,147
Other Financial Assets	21,500	3,000	18,500	0
Trade and Other Receivables	15,269	7,359	7,909	12,855
Prepayments	46	354	(309)	23
Non-current Assets Held for Sale	743	743	0	723
Total Current Assets	60,181	50,490	9,692	50,749
NON CURRENT ASSETS				
Trade and Other Receivables	46	46	0	65
Property, Plant and Equipment	933,207	931,704	1,503	923,145
Other Financial Assets	2	2	0	2
Total Non Current Assets	933,256	931,752	1,503	923,212
TOTAL ASSETS	993,437	982,242	11,195	973,960
CURRENT LIABILITIES				
Trade and Other Payables	710	7,974	(7,264)	531
Interest Bearing Liabilities	807	3,151	(2,343)	2,221
Employee Benefits	9,651	10,051	(400)	7,469
Provisions	1,900	2,008	(108)	1,216
Trust Funds and Deposits	2,112	1,520	592	1,560
Total Current Liabilities	15,181	24,704	(9,523)	12,997
NON CURRENT LIABILITIES				
Trade and Other Payables	6,975	6,975	0	0
Interest Bearing Liabilities	13,386	13,386	0	13,844
Employee Benefits	1,409	1,409	0	1,373
Provisions	14,581	14,581	0	14,895
Total Non Current Liabilities	36,350	36,350	0	30,112
TOTAL LIABILITIES	51,531	61,053	(9,523)	43,109
NET ASSETS	941,906	921,188	20,718	930,852
EQUITY				
Net Operating Surplus / (Deficit) for Year	20,718	0	20,718	18,453
Accumulated Surplus	611,026	611,558	(532)	605,391
Reserves	310,162	309,630	532	307,008
TOTAL EQUITY	941,906	921,188	20,718	930,852

FINANCIAL RATIOS

AS AT 31 MARCH 2013

	Year to Date Ratios				Forecast at 30/06/13	Budget at 30/06/13	Prudential Guidelines
	\$'000s	Ratio at 31/03/13	Ratio at 31/12/12	Ratio at 30/09/12			
<p>Debt Servicing Ratio (to identify the capacity of Latrobe City Council to service its outstanding debt)</p> <p style="text-align: center;"><u>Debt Servicing Costs</u> Total Revenue</p> <p>832 93,431</p> <p>0.89% 0.68% 0.40% 1.05%</p> <p>1.00% 1.01%</p> <p>Less than 5%</p> <p>Debt servicing costs refer to the payment of interest on loan borrowings, finance lease, and bank overdraft.</p> <p>The ratio expresses the amount of interest paid as a percentage of Latrobe City Council's total revenue.</p>							
<p>Debt Commitment Ratio (to identify Latrobe City Council's debt redemption strategy)</p> <p style="text-align: center;"><u>Debt Servicing & Redemption Costs</u> Rate Revenue</p> <p>3,176 62,632</p> <p>5.07% 3.38% 1.69% 5.19%</p> <p>6.76% 6.78%</p> <p>No guidelines for this ratio</p> <p>The strategy involves the payment of loan principal and interest, finance lease principal and interest.</p> <p>The ratio expresses the percentage of rate revenue utilised to pay interest and redeem debt principal.</p>							
<p>Indebtedness Ratio (to ensure Council has the ability to pay its long term debts & provisions)</p> <p style="text-align: center;"><u>Non Current Liabilities</u> Own Source Revenue</p> <p>36,350 74,524</p> <p>48.78% 51.91% 55.11% 43.42%</p> <p>41.74% 31.97%</p> <p>No guidelines for this ratio</p> <p>Compares Council's long term debt (loans & other non-current liabilities) to its own source revenue (i.e. Rates, user charges, other income) which is used to gain a general idea as to Council's ability to meet its debts.</p> <p>The ratio expresses the percentage of own source revenue required to meet long term debts.</p>							

	Year to Date Ratios				Forecast at 30/06/13	Budget at 30/06/13	Prudential Guidelines
	\$'000s	Ratio at 31/03/13	Ratio at 31/12/12	Ratio at 30/09/12			
<p>Debt Exposure Ratio (to identify Latrobe City Council's exposure to debt)</p> <p><u>Total Indebtedness</u> Total Realisable Assets</p> <p>For the purpose of the calculation of financial ratios, realisable assets are those assets which can be sold and which are not subject to any restriction on realisation or use.</p> <p>Any liability represented by a restricted asset is excluded from total indebtedness.</p> <p>The following assets are excluded from total assets when calculating Council's realisable assets: Land and buildings on Crown land; restricted assets; heritage assets and total infrastructure assets.</p> <p>The ratio enables assessment of Council's solvency and exposure to debt. Total indebtedness refers to the total liabilities of Council. Total liabilities are compared to total realisable assets which are all Council assets not subject to any restriction and are able to be realised. The ratio expresses the percentage to total liabilities for each dollar of realisable assets.</p>	51,531 412,899	12.48%	12.36%	11.90%	10.87%	14.56% 15.93%	Less than 150%
<p>Operating Revenue Ratio (to identify Latrobe City Council's dependence on non-rate income)</p> <p><u>Rate Revenue</u> Total Revenue</p> <p>The level of Latrobe City Council's reliance on rate revenue is determined by assessing rate revenue as a proportion of the total revenue.</p>	62,632 93,431	67.04%	74.66%	83.31%	65.99%	57.43% 56.40%	No guidelines for this ratio
<p>Liquidity Ratio (Working Capital) (to assess Latrobe City Council's ability to meet current commitments)</p> <p><u>Current Assets</u> Current Liabilities</p> <p>The ratio expresses the level of current assets the Council has available to meet its current liabilities.</p>	60,181 15,181	3.96:1	4.55:1	5.54:1	3.90:1	1.20:1 1.20:1	Greater than 1:1
<p>Adjusted Liquidity Ratio (to assess Latrobe City Council's ability to meet current commitments)</p> <p><u>Current Assets</u> Current Liabilities</p> <p>The ratio expresses the level of current assets the Council has available to meet its adjusted current liabilities.</p> <p>Current liabilities have been reduced to reflect the long service leave that is shown as a current liability because Council does not have an unconditional right to defer settlement of the liability for at least twelve months after the reporting date, but is not likely to fall due within 12 months after the end of the period.</p>	60,181 9,293	6.48:1	7.02:1	8.42:1	5.74:1	1.60:1 1.46:1	No guidelines for this ratio

	Year to Date Ratios				Forecast at 30/06/13	Budget at 30/06/13	Prudential Guidelines
	\$'000s	Ratio at 31/03/13	Ratio at 31/12/12	Ratio at 30/09/12			
<p>Infrastructure Renewal Gap Ratio (to ensure the community's infrastructure assets don't become run down)</p> <p style="text-align: center;"><u>Infrastructure Renewal Expenditure</u> Infrastructure Depreciation</p> <p>9,592 10,925</p> <p>87.80% 56.29% 30.36% 71.78%</p> <p>110.41% 101.17%</p> <p>Greater than 100%</p> <p>Compares the renewal expenditure on existing infrastructure assets (e.g. roads, drains, footpaths, buildings, etc.) to the dollar value of the asset that has been used up in that year (depreciation).</p> <p>Target of 100% indicates that spending on existing assets is equal to their consumption.</p>							
<p>Underlying Result Ratio (To ensure enough revenue is raised to maintain the existing assets base and fund recurrent services. We don't rely on capital grants to run the basic business of Council.)</p> <p style="text-align: center;"><u>Adjusted net Surplus/(Deficit)</u> Adjusted underlying revenue</p> <p>15,788 88,501</p> <p>17.84% 38.77% 66.86% 16.63%</p> <p>(10.57%) (4.10%)</p> <p>Greater than 0%</p> <p>Determines if each year Council is raising enough revenue to cover operating costs & asset renewal costs of the existing asset base.</p> <p>The ratio takes out the effect of once off capital grants & developer contributions.</p> <p>Note: The forecasted negative ratio of 12.41% reflects the operating deficit that is now projected in the 'Standard Income Statement' and is mainly a result of the early receipt of 2012/2013 grant revenue and unspent 2011/2012 recurrent project and program expenditure which led to a greater than expected surplus result in the 2011/2012 financial year.</p>							

STANDARD CAPITAL WORKS STATEMENT
FOR THE QUARTER ENDED 31 MARCH 2013

	NOTE	YTD Actuals \$'000	Full Year Forecast \$'000	Annual Budget \$'000	Variance Ann Budget / Forecast \$'000
CAPITAL WORKS AREAS					
Roads / Paths / Bridges and Carparks	1	9,188	15,407	17,492	2,084
Drainage	2	75	75	120	45
Land, Buildings and Improvements	3	3,601	5,632	5,619	(13)
Plant and Equipment	4	2,187	2,543	2,037	(506)
Furniture and Equipment	5	666	1,094	550	(544)
Playgrounds, Skate Parks & BMX Tracks	6	72	425	673	248
Artworks	7	18	24	15	(9)
Landfill Cell Construction	8	335	1,160	1,500	340
Total Capital Works		16,143	26,359	28,006	1,646
REPRESENTED BY					
Renewal	9	9,592	16,825	16,977	152
New Assets	10	1,822	3,820	4,942	1,122
Asset expansion/upgrade	11	4,729	5,715	6,087	372
Total Capital Works		16,143	26,359	28,006	1,646

Notes:**1. Roads / Paths / Bridges and Carparks**

The forecast decrease in expenditure of \$2.084M relates mainly to delays in the completion of the Churchill Activity Centre Plan, road rehabilitation program, Rural Gravel Road Sealing Program, Timber Haulage Program, Coalville Road Moe Pedestrian Link and the Footpath Replacement Program. These funds are now forecast to be carried over to allow completion of the works in the 2013/2014 financial year. This has been partially offset by advanced flood recovery works grant funds.

2. Drainage

The forecast decrease in expenditure of \$45K relates to delays in the completion of Commerical Road Gross Pollutant Trap Installation which is now forecast to be carried over to allow completion of the works in the 2013/2014 financial year. This has been partially offset by additional expenditure in drainage works at Alamere Drive Traralgon that are funded from developer contributions reserves.

3. Land, Buildings and Improvements

The forecast additional expenditure is mainly due to an additional grant received for the Moe Outdoor Pool Redevelopment project together with project funding carried forward from the previous financial year.

4. Plant and Equipment

The forecast additional expenditure of \$506K relates to funds carried forward from 2011/2012 for plant and vehicle purchases that were ordered in the previous year but delivery did not occur until the 2012/2013 financial year together with higher than anticipated trade in values.

5. Furniture and Equipment

The forecast additional expenditure of \$544K relates mainly to IT equipment and the implementation of a new telephone system, a new CCTV at Seymour Street Carpark and a fire hydrant system at Moe Gardens Caravan Park all to be funded from funds carried over from previous years together with capital items funded from the recurrent budget and an additional government grant received for the installation of CCTV cameras in Traralgon's entertainment precinct.

6. Playgrounds, Skate Parks & BMX Tracks

The forecast decrease in expenditure of \$248K relates to delays in the completion of the Morwell District Skate park, these funds are now forecast to be carried over to allow completion of the works in the 2013/2014 financial year.

7. Artworks

The forecast additional expenditure of \$9K relates mainly to an unanticipated donation received from Public Galleries Association of Victoria

8. Landfill Cell Construction

The forecast reduction in expenditure of \$340K is a result of funds allocated in the 2012/13 budget for future landfill cell construction (\$1.5M) that will be carried forward to expend in future years, partially offset by ongoing works on cell 3 that have been funded with carry forward monies and savings found within the waste budget.

9. Renewal

The forecast decrease in expenditure of \$152K relates mainly to road rehabilitation projects and the footpath replacement program delayed due to weather and planning factors that are now planned to be completed in the 2013/2014 financial year. This has been partially offset by additional expenditure due to funding carried forward from 2011/2012 for projects still in progress as at 30 June 2012. The most significant of these is the funds received for flood recovery works together with road rehabilitation projects.

10. New Assets

The forecast decrease in expenditure of \$1.122M relates mainly to the Churchill Activity Centre Plan, Morwell District Skate park, Coalville Road Moe Pedestrian Link and Commerical Road Gross Pollutant Trap projects that are now planned to be undertaken in the 2013/14 financial year. These variances have been partially offset by additional expenditure from funds carried over from the 2011/2012 financial year to complete the Hyland Highway cell 3 construction and Moe Railway Precinct Revitalisation Plan.

11. Asset expansion/upgrade

The forecast decrease in expenditure of \$372K relates mainly to the Timber Haulage program upgrades works, Growing Aerospace Manufacturing at Latrobe Regional Airport and Rural Gravel Road Sealing Program that are now expected to be completed in the 2012/2013 financial year. This has been partially offset by additional expenditure due to increased carried forward funding from 2011/2012 for projects still in progress as at 30 June 2012 including, Latrobe Regional Airport facilities expansion and Franklin Street Bridge upgrade together with additional funding received for the Vic Roads Blackspot safety program.



Latrobe City
a new energy

Key Strategic Actions Report

PERIOD: 12/13

LATROBE2026 *In 2026 the Latrobe Valley is a liveable and sustainable region with collaborative and inclusive community leadership.*

Latrobe City Council

KEY STRATEGIC ACTIONS REPORTD: 12/13)

Key Strategic Actions Report

Strategic Document: 1 Council Plan

Strategic Objective: 1.1 Economy

ACTIONS	STATUS	% COMP	PROGRESS COMMENTS	DIVISION	COMP DATE
Strategic Direction: 1.1.1 Facilitate investment attraction of new firms to contribute to economic diversification, employment creation and to meeting the challenges of a carbon constrained economy.					
1.1.1.1 Deliver 'Positioning Latrobe City for a Low Carbon Emission Future' to maximise the opportunities for alternative technologies and non traditional uses for coal, through support of the Low Carbon Emissions Future Transition Committee.	In Progress	72%	<p>COST MEASURE: Latrobe City Council's financial contribution during the 2012/13 financial year will be limited to resources allocated within Council's adopted budget.</p> <p>COST PROGRESS: On track with adopted budget.</p> <p>TIME MEASURE: A report detailing progress and activities during 2012/13 financial year will be presented to Council for consideration no later than 30 June 2013.</p> <p>TIME PROGRESS: Target on track. 2013 meeting dates have not yet been set as Council has indicated it would like to consider the future of the Committee in its current form.</p> <p>QUANTITY MEASURE: A minimum of two Low Carbon Committee meetings will be held during 2012/13.</p> <p>QUANTITY PROGRESS: One meeting has been held during 2012/13.</p> <p>QUALITY MEASURE: Progression of actions and objectives from the 'Positioning Latrobe City for a Low Carbon Emission Future'.</p> <p>QUALITY PROGRESS: Target on track.</p>	Economic Sustainability	30/06/2016



Latrobe City Council

KEY STRATEGIC ACTIONS REPORTD: 12/13)

Key Strategic Actions Report

Strategic Document: 1 Council Plan

Strategic Objective: 1.2 Natural Environment

ACTIONS	STATUS	% COMP	PROGRESS COMMENTS	DIVISION	COMP DATE
Strategic Direction: 1.2.1 Collaborate with stakeholders to progress environmental sustainability initiatives aimed at reducing environmental impacts.					
1.2.1.1 Implement actions from the Natural Environment Sustainability Strategy 2008-2013 to achieve identified biodiversity and sustainability outcomes.	In Progress	66%	<p>COST MEASURE: Latrobe City Council's financial contribution during the 2012/13 financial year will be limited to resources allocated within Council's adopted budget.</p> <p>COST PROGRESS: On track with adopted budget.</p> <p>TIME MEASURE: A progress report on the delivery of actions identified by the Natural Environment Sustainability Strategy will be presented to Council for consideration, no later than 30 June 2013.</p> <p>TIME PROGRESS: Target on track. Scheduled for annual progress report to be presented to Council for consideration in May 2013.</p> <p>QUANTITY MEASURE: A report on the progress delivered against actions identified in the Natural Environment Sustainability Strategy 2008 -2013 will be presented to Council for consideration.</p> <p>QUANTITY PROGRESS: Target on track. NES team working to achieve objectives in work plan.</p> <p>QUALITY MEASURE: Progression of actions and objectives from the Natural Environment Sustainability Strategy 2008-2013, and provision of information to Council on progress.</p> <p>QUALITY PROGRESS: Target on track.</p>	Built and Natural Environment	30/06/2013



Latrobe City Council

KEY STRATEGIC ACTIONS REPORTD: 12/13)

Key Strategic Actions Report**Strategic Document: 1 Council Plan****Strategic Objective: 1.3 Built Environment**

	ACTIONS	STATUS	% COMP	PROGRESS COMMENTS	DIVISION	COMP DATE
Strategic Direction:	1.3.6 Promote and support high quality urban design within the built environment.					

April 23, 2013



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Latrobe City Council

KEY STRATEGIC ACTIONS REPORTD: 12/13)

Key Strategic Actions Report

Strategic Document: 1 Council Plan

Strategic Objective: 1.3 Built Environment

ACTIONS	STATUS	% COMP	PROGRESS COMMENTS	DIVISION	COMP DATE
Strategic Direction: 1.3.6 Promote and support high quality urban design within the built environment.					
1.3.6.1 Finalise Stages 2 and 3 of the Traralgon Activity Centre Plan to improve access, guide future land use and establish an urban design framework and parking precinct.	In Progress	46%	<p>COST MEASURE: Latrobe City Council's financial contribution during the 2012/13 financial year will be limited to resources allocated within Council's adopted budget.</p> <p>COST PROGRESS: Budget target on track.</p> <p>TIME MEASURE: The Ordinary Council Meeting, at which Stage 2 of the Traralgon Activity Centre Plan will be presented to Council for consideration, will be no later than 30 June 2013.</p> <p>TIME PROGRESS: Time target not on track to complete Stage 2. Following a resolution of Council on 19 September 2011 which links Traralgon Activity Centre Plan (TACP) to the delivery of Traralgon Growth Areas Review (TGAR), Stage 2 of the TACP will not be presented to Council prior to 30 June 2013. However, a draft Parking Strategy is scheduled to be presented to Council prior to 30 June 2013.</p> <p>QUANTITY MEASURE: Finalisation of Stage 2 of the Traralgon Activity Centre Plan will result in the completion of an Urban Design Framework, Activity Centre Plan and Implementation Plan to inform a planning scheme amendment.</p> <p>QUANTITY PROGRESS: Quantity not on track. The draft Urban Design Framework, Activity Centre Plan and Implementation Plan will not be presented to Council prior to 30 June 2013. However, the draft Parking Strategy is scheduled to be presented to Council prior to 30 June 2013.</p> <p>QUALITY MEASURE: The quality of Stage 2 outputs and resulting planning scheme amendment will be measured by the success of the Planning Scheme Amendment process, including assessment by an independent Planning Panel and the decision by the</p>	Built and Natural Environment	30/12/2014

April 23, 2013



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Latrobe City Council

KEY STRATEGIC ACTIONS REPORTD: 12/13)

Key Strategic Actions Report

Strategic Document: 1 Council Plan

Strategic Objective: 1.3 Built Environment

ACTIONS	STATUS	% COMP	PROGRESS COMMENTS	DIVISION	COMP DATE
Strategic Direction: 1.3.6 Promote and support high quality urban design within the built environment.					
			Minister for Planning. QUALITY PROGRESS: The TACP project is subject to the success of the Planning Scheme Amendment process (i.e. Stage 3) which has not yet commenced.		



Latrobe City Council

KEY STRATEGIC ACTIONS REPORTD: 12/13)

Key Strategic Actions Report**Strategic Document: 1 Council Plan****Strategic Objective: 1.3 Built Environment**

ACTIONS	STATUS	% COMP	PROGRESS COMMENTS	DIVISION	COMP DATE
Strategic Direction:	1.3.11 Integrate transit cities principles in the development of Moe, Morwell and Traralgon activity centres.				

April 23, 2013



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Latrobe City Council

KEY STRATEGIC ACTIONS REPORTD: 12/13)

Key Strategic Actions Report

Strategic Document: 1 Council Plan

Strategic Objective: 1.3 Built Environment

ACTIONS	STATUS	% COMP	PROGRESS COMMENTS	DIVISION	COMP DATE
Strategic Direction: 1.3.11 Integrate transit cities principles in the development of Moe, Morwell and Traralgon activity centres.					
1.3.11.1 Pursue government funding opportunities to progress construction of the Moe Rail Precinct Revitalisation Project in accordance with the Moe Activity Centre Plan.	In Progress	70%	<p>In accordance with the resolution from Council at its 25th of March 2013 special council meeting, the seeking of funding for this project has recommenced.</p> <p>COST MEASURE: Latrobe City Council's financial contribution during the 2012/13 financial year will be limited to the resources allocated within Council's adopted budget.</p> <p>COST PROGRESS: No additional commitments for further funding have been given by State or Federal Governments to date.</p> <p>TIME MEASURE: The Ordinary Council Meeting, at which the summary of funding programs and opportunities identified will be presented to Council for consideration, will be no later than 30 June 2013.</p> <p>TIME PROGRESS: Progressing as forecast.</p> <p>QUANTITY MEASURE: A report detailing potential funding programs and opportunities will be identified throughout the 2012/13 financial year.</p> <p>QUANTITY PROGRESS: Activities have been completed such as preparation of project information brochures and Ministerial briefing notes. Physical works on site are progressing and giving demonstration to potential funding sources of the improvements to the Moe town centre that can be achieved.</p> <p>QUALITY MEASURE: The report will outline potential program funding opportunities, funding guidelines and provide recommendations to progress the Moe Civic Precinct development. (Latrobe City Council acknowledges the subjective nature of this measure, but is constrained in its ability to provide an alternative quality measure that is quantifiable within the reporting period).</p>	Built and Natural Environment	30/06/2016

April 23, 2013



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Latrobe City Council

KEY STRATEGIC ACTIONS REPORTD: 12/13)

Key Strategic Actions Report

Strategic Document: 1 Council Plan

Strategic Objective: 1.3 Built Environment

ACTIONS	STATUS	% COMP	PROGRESS COMMENTS	DIVISION	COMP DATE
Strategic Direction: 1.3.11 Integrate transit cities principles in the development of Moe, Morwell and Traralgon activity centres.					
QUALITY PROGRESS:					
ACTIONS	STATUS	% COMP	PROGRESS COMMENTS	DIVISION	COMP DATE
Strategic Direction: 1.4.1 Provide support, assistance and quality services in partnership with relevant stakeholders to improve the health, wellbeing and safety of all within Latrobe City.					
1.4.1.2 In consultation with community groups, develop and implement a Seniors Week program of activities to provide opportunities for active participation of older people.	Completed	100%	<p>COST MEASURE: Latrobe City Council's financial contribution during the 2012/13 financial year will be limited to resources allocated within Council's adopted budget.</p> <p>COST PROGRESS: Seniors Week delivered on budget.</p> <p>TIME MEASURE: Delivery of the Seniors Week program of activities by no later than 31 October 2012.</p> <p>TIME PROGRESS: Program delivered in October 2012.</p> <p>QUANTITY MEASURE: Delivery of a program of activities, to provide opportunities for active participation of older people during Seniors Week.</p> <p>QUANTITY PROGRESS: Event held over 7 days offering over 40 activities.</p> <p>QUALITY MEASURE: Senior's Week program that receives positive feedback from participants and is well attended.</p> <p>QUALITY PROGRESS: All activities fully booked. Surveys returned at major activities show only positive feedback. Unsolicited letters of appreciation have been received.</p>	Community Liveability	30/06/2016



Latrobe City Council

KEY STRATEGIC ACTIONS REPORTD: 12/13)

Key Strategic Actions Report**Strategic Document: 1 Council Plan****Strategic Objective: 1.5 Culture**

ACTIONS	STATUS	% COMP	PROGRESS COMMENTS	DIVISION	COMP DATE
Strategic Direction: 1.5.3 Attract, promote and facilitate significant regional, national and international events to improve the liveability and sustainability of the municipality.					
1.5.3.3 Develop the Latrobe City Events Strategy and Action Plan 2013-2017 and present to Council for consideration.	Completed	100%	Project complete. Events Strategy and Action Plan was adopted at the Ordinary Council Meeting held on 17 September 2012.	Recreation, Culture and Community Infrastructure	30/06/2013

April 23, 2013



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Latrobe City Council

KEY STRATEGIC ACTIONS REPORTD: 12/13)

Key Strategic Actions Report

Strategic Document: 1 Council Plan

Strategic Objective: 1.6 Recreation

ACTIONS	STATUS	% COMP	PROGRESS COMMENTS	DIVISION	COMP DATE
Strategic Direction: 1.6.3 Align open space requirements of the community with useable public open space.					
1.6.3.1 Finalise review of the Latrobe City Public Open Space Strategy to ensure accessible, connected and varied open space experiences continue to be provided for our community.	In Progress	83%	<p>COST MEASURE: Latrobe City Council's financial contribution during the 2012/13 financial year will be limited to resources allocated within Council's adopted budget.</p> <p>COST PROGRESS: Budget target on track.</p> <p>TIME MEASURE: The Ordinary Council Meeting, at which the Public Open Space Plan will be presented to Council for consideration, will be no later than 30 June 2013.</p> <p>TIME PROGRESS: Time target on track - Strategy to be presented to Council for consideration at 8 April 2013 Council Meeting.</p> <p>QUANTITY MEASURE: The revised Latrobe City Public Open Space Plan key principles and actions will guide and define the provision of public open space in Latrobe City for the enjoyment of the community.</p> <p>QUANTITY PROGRESS: Quantity on track. The draft Public Open Space Strategy was released for public exhibition from 30 October to 16 December 2012.</p> <p>QUALITY MEASURE: The quality of outputs will be measured by the Department of Planning and Community Development's level of satisfaction with the information and process used to support a subsequent planning scheme amendment. (Latrobe City Council acknowledges the subjective nature of this measure, but is constrained in its ability to provide an alternative quality measure that is quantifiable within the reporting period).</p> <p>QUALITY PROGRESS: The project is subject to the success of a subsequent Planning Scheme Amendment process which has not yet commenced.</p>	Recreation, Culture and Community Infrastructure	30/06/2013

April 23, 2013



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Latrobe City Council

KEY STRATEGIC ACTIONS REPORTD: 12/13)

Key Strategic Actions Report

Strategic Document: 1 Council Plan

Strategic Objective: 1.7 Governance

	ACTIONS	STATUS	% COMP	PROGRESS COMMENTS	DIVISION	COMP DATE
Strategic Direction:	1.7.1 Implement the strategic objectives as detailed in the Council Plan, review it annually to ensure that it reflects community expectations and our commitments to financial responsibility.					



Latrobe City Council

KEY STRATEGIC ACTIONS REPORTD: 12/13)

Key Strategic Actions Report

Strategic Document: 1 Council Plan

Strategic Objective: 1.7 Governance

ACTIONS	STATUS	% COMP	PROGRESS COMMENTS	DIVISION	COMP DATE
Strategic Direction: 1.7.1 Implement the strategic objectives as detailed in the Council Plan, review it annually to ensure that it reflects community expectations and our commitments to financial responsibility.					
1.7.1.1 Develop the Council Plan 2013-2017 and present to Council for consideration and submit to the Minister for Local Government within the legislated timeframe.	Planning / Design / Approval	60%	<p>COST MEASURE: Latrobe City Council's financial contribution during the 2012/13 financial year will be limited to the resources allocated within Council's adopted budget.</p> <p>COST PROGRESS: No expenditure of budget to date (as forecast).</p> <p>TIME MEASURE: Submit the Council Plan 2013-2017 to the Minister for Local Government by the 30 June 2013.</p> <p>TIME PROGRESS: Councillor workshops are continuing for the development of the 4-year Council Plan draft. A summary draft Council Plan concept was developed and matured during March.</p> <p>QUANTITY MEASURE: The Council Plan 2013 – 2017 will identify four year strategic objectives of Council, strategies to achieve identified objectives, strategic performance indicators and a four year strategic resources plan, in accordance with the Local Government Act.</p> <p>QUANTITY PROGRESS: A review of Latrobe City Council's planning and reporting framework against relevant legislation and best practice models has been completed.</p> <p>QUALITY MEASURE: The Council Plan will outline Latrobe City Council's response to the objectives of 'Latrobe 2026: The Community Vision for Latrobe Valley' and identify Councillors strategic directions for the next four years.</p> <p>QUALITY PROGRESS: In accordance with Best Practice guideline, the current Council Plan outlines Council's response to the objectives of Latrobe 2026: Our Community Vision for Latrobe Valley. It is</p>	Organisational Excellence	30/06/2013

April 23, 2013



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Latrobe City Council

KEY STRATEGIC ACTIONS REPORTD: 12/13)

Key Strategic Actions Report

Strategic Document: 1 Council Plan

Strategic Objective: 1.7 Governance

ACTIONS	STATUS	% COMP	PROGRESS COMMENTS	DIVISION	COMP DATE
Strategic Direction: 1.7.1 Implement the strategic objectives as detailed in the Council Plan, review it annually to ensure that it reflects community expectations and our commitments to financial responsibility.					
			proposed that the development of the Council Plan 2013-2017 will include consideration of Latrobe 2026.		



Latrobe City Council

KEY STRATEGIC ACTIONS REPORTD: 12/13)

Key Strategic Actions Report

Strategic Document: 1 Council Plan

Strategic Objective: 1.8 Advocacy and Partnerships

ACTIONS	STATUS	% COMP	PROGRESS COMMENTS	DIVISION	COMP DATE
Strategic Direction: 1.8.5 Build a strong image for Latrobe City which emphasise prosperity, liveability and a sense of self confidence and resilience within the community.					
1.8.5.1 Develop a City Image Strategy to strengthen Latrobe City's profile as Gippsland's Regional City.	In Progress	66%	<p>COST MEASURE: Latrobe City Council's financial contribution during the 2012/13 financial year will be limited to the resources allocated within Council's adopted budget.</p> <p>COST PROGRESS: Budget target on track.</p> <p>TIME MEASURE: The Ordinary Council Meeting, at which the Latrobe City Image Strategy will be presented to Council for consideration, will be no later than 30 June 2013.</p> <p>TIME PROGRESS: Delay in meeting the time target. The draft strategy is currently being reviewed by the Project Reference Group. To enable a thorough review and consultation process it will not be possible for the final strategy to be presented to Council by June 2013. A presentation by the Project Reference Group to Councillors is being planned for the I&D meeting on 13 May 2013.</p> <p>QUANTITY MEASURE: The Latrobe City Image Strategy will guide Latrobe City Council's role in promoting a sense of community pride and promote Latrobe City's regional city status.</p> <p>QUANTITY PROGRESS: Quantity target on track.</p> <p>QUALITY MEASURE: The Latrobe City Image Strategy will provide clear strategic direction to strengthen Latrobe City's profile as Gippsland's Regional City. (Latrobe City Council acknowledges the subjective nature of this measure, but is constrained in its ability to provide an alternative quality measure that is quantifiable within the reporting period).</p> <p>QUALITY PROGRESS: Quality target on track.</p>	Governance	30/06/2013

April 23, 2013



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**ORDINARY COUNCIL MEETING AGENDA
20 MAY 2013 (CM408)**

16.2 DOCUMENTS PRESENTED FOR SIGNING AND SEALING

General Manager

Governance

For Decision

DECLARATION OF INTEREST

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

DOCUMENTS

PP 2010/354	Section 173 Agreement under the Planning and Environment Act 1987 between Latrobe City Council and IDAD Pty Ltd as the Owner of the Land more particularly described in Certificate of Title Volume 11291 Folio 732 being Lot 2 on PS 640808D situated at 42 Mitchells Road, Moe pursuant to Condition 5 & 19 on PP 2010/354 issued on 9 November 2011 providing that prior to the commencement of the subdivision, the owner must enter into a Section 173 agreement and comply with all matters set out in Conditions 5 & 19 and completed to the satisfaction of the Responsible Authority.
PP 2008/347	Section 173 Agreement under Planning and Environment Act 1987 between Latrobe City Council and Leigh Anthony Dunstall as the Owner of the Land more particularly described in Certificate of Title Volume 9638 Folio 180 being Lot 1 on LP 200884 situated at 270 Clarkes Road, Hazelwood North pursuant to Condition 3 on PP 2008/347 issued on 13 January 2009 providing that prior to completion of the dwelling allowed by this permit, the owner must enter into an agreement with the Responsible Authority to provide for the following: (a) That the subject land, being 270 Clarkes Road, Hazelwood North, Lot 1 LP 200884 shall not be further subdivided, except with the written consent of the Responsible Authority.
Transfer of Land	Transfer of Land between Gwenda Lorraine Clynick and Beverley May Thompson being Legal Personal Representatives of Mavis Margaret Thompson Deceased (Transferor) to Latrobe City Council (Transferee) for roads created on LP 126493 for the consideration of \$1.00.

Attachments
Nil

RECOMMENDATION

- 1. That Council authorises the Chief Executive Officer to sign and seal the Section 173 Agreement under the Planning and Environment Act 1987 between Latrobe City Council and IDAD Pty Ltd as the Owner of the Land more particularly described in Certificate of Title Volume 11291 Folio 732 being Lot 2 on PS 640808D situated at 42 Mitchells Road, Moe pursuant to Condition 5 & 19 on PP 2010/354 issued on 9 November 2011.**
- 2. That Council authorises the Chief Executive Officer to sign and seal the Section 173 Agreement under the Planning and Environment Act 1987 between Latrobe City Council and Leigh Anthony Dunstall as the Owner of the Land more particularly described in Certificate of Title Volume 9638 Folio 180 being Lot 1 on LP 200884 situated at 270 Clarkes Road, Hazelwood North pursuant to Condition 3 on PP 2008/347 issued on 13 January 2009.**
- 3. That Council authorises the Chief Executive Officer to sign and seal the Transfer of Land between Gwenda Lorraine Clynick and Beverley May Thompson being Legal Personal Representatives of Mavis Margaret Thompson Deceased (Transferor) to Latrobe City Council (Transferee) for roads created on LP 126493 for the consideration of \$1.00.**

16.3 REVIEW OF CITIZENS COMPLAINTS RESOLUTION POLICY

General Manager

Governance

For Decision

PURPOSE

The purpose of this report is to present to Council the Citizen Complaints Resolution Policy for consideration.

DECLARATION OF INTEREST

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives - Governance

In 2026, Latrobe Valley has a reputation from conscientious leadership and governance, strengthened by an informed and engaged community, committed to enriching local decision making.

Latrobe City Council Plan 2012 - 2016

Strategic Direction - Governance

- Conduct regular review of Latrobe City Council policies to ensure that they reflect the aspirations of the community.
- Ensure that Council decision-making considers adopted policies.

Shaping Our Future

Gippsland's Regional City
Strengthening our profile

Service Provision – Risk and Compliance

Policy - Council Policy Development Policy 13 POL-6

Policy development has a key role to play in the good governance of Latrobe City Council. Policy sets the broad parameters for guiding and setting the boundaries to influence the actions and operations of the organisation. Policies are designed to provide clear, unambiguous guidelines and to provide continuity and a consistent point of accountability. Policy-making shall therefore follow set procedures to ensure the efficiency of the process and the overall policy framework.

BACKGROUND

Council policies are reviewed on a regular basis to ensure that they reflect the direction of Council and comply with legislative requirements. Good governance principles suggest that Council should determine its policy position and then ensure that decision making is consistent with adopted policy.

The Citizen Complaints Policy 11 POL-5 was last reviewed by Council at its ordinary Council Meeting on Monday 23 May 2011.

ISSUES

Following the adoption of the Council Policy Development Policy 13 POL-6, Councillors requested to bring the review of the Citizen Complaints Resolution Policy forward to ensure that it was meeting the needs of the community and the Council.

The Citizen Complaints Resolution Policy 11 POL-5 has been reviewed with the changes summarised as follows:

1. Inclusion of a definition of what a complaint is.
2. Inclusion of more specific detail regarding the supporting "Responding to your Concerns" brochure and how it can be accessed.
3. Removal of all references to accepting and/or responding to verbal complaints.
4. Including more specific references to the requirements to record all details regarding complaints in the Latrobe City Council information management systems.
5. Inclusion of a requirement to report to Councillors monthly on complaints received via the information management system.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-2014.

There are no direct financial implications in relation to the review of Council Policies.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

This policy has been the subject of an internal consultation process.

**ORDINARY COUNCIL MEETING AGENDA
20 MAY 2013 (CM408)****OPTIONS**

The following options are available to Council:

1. Adopt the revised policy document as presented;
2. Amend and adopt the policy;
3. Not adopt or revoke the policy; or
4. Seek further information on the policy.

CONCLUSION

A review of the Citizen Complaints Resolution Policy has now been completed. As a result, it is recommended that Council adopts the amended policy document as presented.

Attachments

1. Citizen Complaints Resolution Policy 13POL-6
2. 2013-2016 Council Policy Manual Index [13 POL-1]

RECOMMENDATION

1. That Council adopts the Citizen Complaints Resolution Policy [13 POL-6] as amended.
2. That the revised 2013-2016 Council Policy Manual – [13 POL-2] be produced and made available to the public.

16.3

Review of Citizens Complaints Resolution Policy

- 1 Citizen Complaints Resolution Policy 13POL-6..... 277**
- 2 2013-2016 Council Policy Manual Index [13 POL-1] 283**

Document Name: **Citizen Complaints Resolution Policy**

13 POL-6

Adopted by Council: **20 May 2013**

Policy Goals

The purpose of the Citizen Complaints Resolution Policy is to ensure that all complaints made by citizens are handled in a systematic, responsive and fair manner. The Citizen Complaints Resolution Policy has been designed to ensure the effective management of the complaints process from inception to satisfaction, or final determination. The principle aim of this Policy is to provide a mechanism that can make a positive contribution to the ongoing development of the services provided, whilst having the capacity to turn dissatisfied citizens into satisfied citizens. The right of a citizen to lodge a complaint about our service is fundamental to Latrobe City Council's overall strategy to promote the rights of citizens who use the services we provide. Citizens are entitled to have complaints investigated objectively and without fear of retribution. Specifically, the Policy will enable the Council to:-

- enhance the relationship between Latrobe City Council and its customers and citizens;
- increase the level of citizen satisfaction with the delivery of services;
- recognise the rights of citizens in all aspects of the service delivery including the right to comment and complain;
- provide a fair and equitable mechanism for the resolution of citizen complaints; and
- provide a systematic framework to monitor complaints in an endeavour to improve the quality and responsiveness of all services provided by the Council.

The Citizen Complaints Resolution Policy does not interfere with the rights of citizens in respect of, nor override the operation of, registration boards or disciplinary bodies in Victoria. The Policy will not affect the rights that a citizen may have under common law or statute law.

Relationship to Latrobe 2026 & Council Plan

This policy relates to the following Strategic Objectives contained within Latrobe 2026: The Community Vision for Latrobe Valley and the Council Plan:-

Governance

Latrobe 2026:

In 2026, Latrobe Valley has a reputation for conscientious leadership and governance, strengthened by an informed and engaged community, committed to enriching local decision making.

Council Plan:

- Provide timely, effective and accessible information about Latrobe City Council's activities.
- Ensure that Council decision-making considers adopted policies.
- Conduct regular review of Latrobe City Council policies to ensure that they reflect the aspirations of the community.

Definitions

Complaint

A complaint is defined as an expression of dissatisfaction with Council's level and quality of service, policies or procedures. Dissatisfaction may arise from the service provided by Council staff, councillors, contractors and systems or from the impact of a particular policy or procedure.

A complaint is deemed:

- A request for service which is not responded to in a proper and timely manner by council.
- A request for information, documentation or explanation of policies or procedures or decisions of council not responded to in a proper and timely manner by council.
- A report of damage or faulty infrastructure not responded to in a proper and timely manner by council.
- A report of a hazard not responded to in a proper and timely manner by council.
- A report concerning neighbours or neighbouring property not responded in a proper and timely manner by council.
- The lodgement of an appeal in accordance with a procedure or policy not responded to in a proper and timely manner by council.(insert)

Policy Implementation

In general Citizens have the right to:-

- be heard with respect, in privacy and in a dignified manner;
- necessary information in respect of the complaint (for example any guidelines or documented procedures);
- request and receive any relevant material to support their complaint;
- be informed of any criteria and processes in respect of their complaints;
- expect a timely response to their complaint;
- be informed of the decision and the reasons for that decision;
- maintain confidentiality, if requested; and
- information on how to take their complaint further.

Citizens have a responsibility to:-

- provide any information requested which is relevant to their complaint;

- listen to the response of the Council;
- allow the Council sufficient time to resolve their complaint;
- identify if their complaint has been adequately resolved.

The Council has the right to:-

- collect sufficient information and detail about the complaint to enable the Unit to properly investigate and respond to the complaint;
- sufficient time to investigate and determine the outcome of a complaint; and
- refer the complaint to an independent body for resolution.

The Council has a responsibility to:-

- provide any information requested by the complainant which is relevant to their complaint;
- provide information about the complaints process, including any timelines for a substantive response;
- document all complaints and identify what steps have been taken to redress the complaint and to minimise any chance of reoccurrence;
- provide any assistance to the complainant necessary to enable the complaint to be dealt with in an effective manner;
- ensure that all staff understand the complaints process;
- adequately address all aspects of the complaint; and
- respond to all complaints in writing.

Access

In meeting the needs of citizens who wish to make a complaint about any aspect of any service provided by the Council, a brochure titled *Responding to your Concerns* has been developed with information regarding:-

- how, when, where and to whom to make complaints;
- information about the complaints process;
- the process of written complaints;
- assurance that their complaint will be treated in a professional manner and when necessary in strictest confidence;
- availability of assistance in lodging a complaint.

The *Responding to your Concerns* brochure will be made available to residents via Council's website and Service Centres and can be provided at any time when a complaint is being raised.

It is essential that all complaints are dealt with as quickly as possible and in a comprehensive way. If the recipient of the complaint is unable to deal with the issue in a competent and satisfactory manner, arrangements are to be put in place immediately to involve the appropriate General Manager, Manager or other designated officer. This may require an appointment being made, at a convenient time to the citizen, so that the complainant can discuss the complaint directly with the appropriate officer. The following timelines will be complied with in respect to all complaints:-

- complaints must be referred to the General Manager, Manager or other designated officer and are to be responded to in a timely manner from time of receipt.
- complaints of a complex nature will be acknowledged in writing within three working days of receipt, identifying a set time by which the organisation will provide a substantive response.

At all times complainants shall be kept informed of progress in resolving their complaint by correspondence or interview. All contacts with complainants shall be noted on the Council's customer request system in accordance with the Citizen Complaints Resolution Procedure 13 PRO-1.

Remedies

It is essential that citizens making complaints know that their issues have been taken seriously and are informed of the remedies that have been put into place to address the complaint. Remedies should reflect what is fair and reasonable in the circumstances, and to eliminate any similar issues arising in the future, for example:-

- this may require changes to documented procedures within the organisation;
- the provision of additional information to citizens;
- referral to another agency or to a specific staff member within the organisation.

Accountability

Each staff member at all levels within Latrobe City Council has a responsibility for effective complaints handling in their particular area of responsibility. If staff do not have the necessary expertise or experience they are to refer the complaint on to the next level of management within their team or to the General Manager.

Monitoring and Reporting

Complaints will be monitored regularly to identify and understand any trends to ensure the root cause of repetitive complaints is established and processes put in place, or new services developed, to avoid unnecessary customer complaints and ensure future customer satisfaction.

A monthly report will be provided to Councillors with details of complaints that have been received via the information management system, their current status and details of how the complaint was resolved..

This policy has been reviewed after giving proper consideration to all the rights contained within the *Charter of Human Rights and Responsibilities Act 2006*; and any reasonable limitation to human rights can be demonstrably justified.

Signed : _____
Chief Executive Officer

Date :

POLICY MANUAL 2013 – 2016

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B
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Capital Works Policy 11 POL-3
Child Care Centre Policy 11 POL-5
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Citizen Confidentiality and Privacy Policy 11 POL-4
Community Access and Inclusion Policy 11 POL-5
Community Based Aged and Disability Services Policy 11 POL-5
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Construction of New Footpaths in Residential Areas Policy 11 POL-4
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Council Policy Development Policy 13 POL-1

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D
Damage to Council Assets by Trees on Private Property Policy 11 POL-4
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E
Ecologically Sustainable Development Policy 11 POL-4
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F
Family Day Care Policy 11 POL-5
Fees and Charges Rebate and Waiving Policy 11 POL-4
Financial Hardship Policy 11 POL-2
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Food Safety Services Management Policy 11 POL-1

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I
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L
Loans/Guarantees to Community Groups Policy 11 POL-4
M
Maintenance of Nature Strips and Roadside Verges Policy 11 POL-5
Maternal and Child Health Services Policy 11 POL-5
Mobile and Temporary Food Premises Policy 11 POL-1
Multipurpose Use of Preschool Facilities Policy 11 POL-5
O
Occupational Health and Safety Policy 11 POL-3
P
Performing Arts Policy 12 POL-5

POLICY MANUAL 2013 – 2016

Preschool Policy 11 POL-5
Procurement Policy 12 POL-4
Project Governance Policy 11 POL-1
Provision of Resources and Support to Councillors Policy 12 POL-6
Public and Urban Art Policy 11 POL-4
Public Health and Wellbeing Penalty Infringement Notice Policy [11 POL-1]
Public Health Nuisance Policy [11 POL-1]
Public Holiday Policy 11 POL-4
Public Library Policy 11 POL-5
Public Meeting Facilities Policy 11 POL-4
Public Meeting Policy 11 POL-4
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Public Relations and Communications Policy 12 POL-5
R
Rating of Social and Sporting Clubs Policy 11 POL-4
Risk Management Policy 11 POL-5
Roadside Fatality Memorials Policy 11 POL-4
S
Sale of Council Owned Property Policy 11 POL-4
Sale of Goods Policy 12 POL-5
Sealing of Rural Unsealed Roads Policy 11 POL-4
Sister City Visits Policy 12 POL-1
Social Media Policy 11 POL-1

POLICY MANUAL 2013 – 2016

Sporting Reserves, Pavilions and Recreation Facilities Policy 12 POL-5
Subdivision of Residential or Rural Residential Properties Policy 11 POL-5
Swimming Pool and/or Spa Safety Barrier Policy 11 POL-4
T
Traralgon West Interim Infrastructure Development Policy 11 POL-2
Tree Work Notification Policy 11 POL-4
V
Vehicle Crossings Drainage Tappings Policy 11 POL-4
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Visual Arts Policy 11 POL-4
Volunteer Policy 12 POL-5
W
Waste Services Kerbside Collection Exemptions and Additions Policy 12 POL-5
Weeds Policy 11 POL-4
Wind Energy Facilities and Infrastructure Policy 11 POL-3
Works Permit Policy 11 POL-4
Y
Youth Services Policy 12 POL-5

ORGANISATIONAL EXCELLENCE

17. ORGANISATIONAL EXCELLENCE

17.1 RECORDS AND INFORMATION MANAGEMENT POLICY

General Manager

Organisational Excellence

For Decision

PURPOSE

The purpose of this report is to present to Council the Records and Information Management Policy for consideration.

DECLARATION OF INTEREST

No officer declared an interest under the Local Government Act 1989 in the preparation of this report.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2012-2016.

Latrobe 2026: The Community Vision for Latrobe Valley

Strategic Objectives – Governance

In 2026, Latrobe Valley has a reputation for conscientious leadership and governance, strengthened by an informed and engaged community, committed to enriching local decision making.

Strategic Objectives – Regulation and Accountability

In 2026, Latrobe Valley demonstrates respect for the importance of rules and laws to protect people's rights, outline obligations and support community values and cohesion.

Latrobe City Council Plan 2012 - 2016

Strategic Direction – Governance

Provide timely, effective and accessible information about Latrobe City Council's activities.

*Ensure that Council decision-making considers adopted policies.
Ensure that Latrobe City Council applies a sound risk management approach to decision making and service delivery.*

Service Provision – Regulation and Accountability

Maintain registers and provide public access to information of Latrobe City Council in accordance with the Local Government Act 1989.

Legislation –

Legislation relevant to this report includes:

Public Records Act 1973

*In particular General Retention & Disposal Authority for Records of
Common Administrative Functions*

Class No. 9

9.1.0 Acquisition

9.2.0 Audit

9.3.0 Conservation

9.4.0 Control

9.5.0 Customer Service

9.6.0 Disposal

9.7.0 Freedom of Information (FOI)

9.8.0 Mail Management

9.9.0 Privacy

9.10.0 Security

9.11.0 Storage

Information Privacy Act 2000

*Under the Act local councils are bound to protect the privacy of people's
personal information. "Personal information" means recorded information
which can identify someone. The Act outlines 10 Information Privacy
Principles to be applied.*

Evidence Act 1995

PART 2.2---DOCUMENTS

s47. Definitions

s48. Proof of contents of documents

s49. Documents in foreign countries

s50. Proof of voluminous or complex documents

s51. Original document rule abolished

Policy –

Citizen Confidentiality and Privacy Policy 11 POL-4

BACKGROUND

Council policies are developed and reviewed on a regular basis to ensure that they reflect the direction of Council and comply with legislative requirements. Good governance principles suggest that Council should determine its policy position and then ensure that decision making is consistent with adopted policy

ISSUES

Council has identified the need to develop and implement a policy to guide and govern our information management.

This policy has been developed to be consistent with relevant legislation;

- Public Records Act 1973
- Information Privacy Act 2000
- Evidence Act 1995

The policy will document the Council's policy position on the accountabilities and responsibilities for the creation, capture, protection, control and management of Latrobe City Council's information assets including data, documents and electronic communication as a full and accurate record of Latrobe City Council's activities.

FINANCIAL, RISK AND RESOURCES IMPLICATIONS

Risk has been considered as part of this report and it is considered to be consistent with the Risk Management Plan 2011-2014.

The formalisation of Council information management practises within the attached policy assists in mitigating the risks inherent in managing information.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

This policy has been the subject of an internal consultation process.

OPTIONS

The following options are available to Council:

1. Adopt the policy
2. Request further revision and amendments to the attached policy
3. Not adopt the policy

CONCLUSION

Records are an integral component of accountable government.

This policy has been developed to enable information to be managed as a valuable asset essential to continuing the effective and efficient operations of Council.

It is recommended that Council adopt the policy as presented.

Attachments

1. Records and Information Management Policy [13 POL-1]

RECOMMENDATION

- 1. That Council adopts the Records and Information Management Policy [13 POL-1].**
- 2. That the revised 2013-2016 Council Policy Manual [13 POL-2] be produced and made available to the public.**

17.1

Records and Information Management Policy

- 1 Records and Information Management Policy [13 POL-1] 299**

Document Name: **Records and Information Management Policy** **13 POL-1**

Adopted by Council: **20 May 2013**

Policy Goals

To document the Council's policy position on the accountabilities and responsibilities for the creation, capture, protection, control and management of Latrobe City Council's information assets including data, documents and electronic communication as a full and accurate record of Latrobe City Council's activities.

Relationship to Latrobe 2026 & Council Plan

This policy relates to the following Strategic Objectives contained within Latrobe 2026: The Community Vision for Latrobe Valley and the Council Plan:-

Community Vision from Latrobe 2026: The Community Vision for Latrobe Valley

Governance:

In 2026, Latrobe Valley has a reputation for conscientious leadership and governance, strengthened by an informed and engaged community, committed to enriching local decision making.

Strategic Direction:

Provide timely, effective and accessible information about Latrobe City Council's activities.

Regulation and Accountability:

In 2026, Latrobe Valley demonstrates respect for the importance of rules and laws to protect peoples' rights, outline obligations and support community values and cohesion.

Strategic Direction:

Maintain registers and provide public access to information of Latrobe City Council in accordance with the Local Government Act 1989.

Council Plan 2012-2016:

- Ensure that Latrobe City Council continues to meet the highest standards of financial probity.
- Ensure that all strategic decisions reflect Latrobe City Council's Long Term Financial Plan and Annual Budget.

Policy Implementation

Latrobe City Council is committed to meeting its responsibilities under the Public Records Act 1973 to ensure the creation and management of authentic, reliable and useable records to support business functions, activities and decision making for as long as those records are required.

This will be achieved through the use of best practice standards, adherence to AS ISO 15489 Records Management and with compliance to the Public Records Act 1973.

This policy applies to all forms of recordkeeping, regardless of format or the system in which they are maintained.

Latrobe City Council is committed to implementing best practice in its activities, systems and procedures regarding records and information management through:

- Establishing appropriate records and information management policies, operational frameworks, procedures, standards and practices;
- Managing information management systems and programs that comply with legislation and Government directives;
- Creating supportive documents and resources to provide proactive staff guidance and assistance;
- Educating that Councillors, all staff and the community of their responsibilities and obligations under legislation and Government directives;

Latrobe City Council's records and information exist across a number of business and recordkeeping systems. Records provide data and information which is evidence of actions and decisions which supports Latrobe City Council's daily functions and operations.

Records and information are utilised to effectively shape policy formulation, inform decision-making, and protect the interests of Latrobe City Council and the rights of Council, Councillors, employees, customers and the community.

In addition, records and information enable Latrobe City Council to deliver services in a consistent, equitable and efficient way.

As a significant part of Latrobe City Council's corporate memory, records enable informed decisions based on precedents and organisational experience.

They support consistency, efficiency and productivity in program delivery, management and administration. Those records kept as archives form part of the State's cultural heritage.

Scope

This policy applies to Councillors, all employees including casuals, volunteers and contract staff across the whole of the Latrobe City Council. This policy applies to all business divisions of Latrobe City Council.

The policy applies to all Council business records, including electronic and physical hard copy records. This includes records which are created, collected, processed, used, sentenced, stored and disposed of in the conduct of official business. This policy applies to all official Council business, including electronic and social media business.

Electronic messages (E-mail) which are relevant to the information gathering, policy formulation or decision making processes of Council are part of the scope of this policy.

Definitions

Accountability

The principle that individuals, organisations, and the community are responsible for their actions and may be required to explain them to others.

Appraisal

The process of evaluating business activities to determine which records need to be captured and how long the records need to be kept, to meet business needs, the requirements of organisational accountability and community expectations.

Archive

Records identified as having continuing value to an organisation or required as State Archives.

Archives

Refers to a group (or series) of records determined as having continuing (permanent) value for legal, fiscal and intrinsic reasons. Archives can include physical (paper) based records as well as digital (electronic) records. The term 'records of continuing value' is the preferred term to use when describing archives and means the same as 'archival records'.

Archiving

A computing term that usually refers to the transfer of non-current electronic data from a live database to another database or backup device such as tape, disk, CD etc. The term "archiving" is frequently misused as referring to the process of transferring records off site for later destruction; however, records that are eventually destroyed are not archives.

Capture

The process of determining that a record should be made and kept. This includes both records created and received by Latrobe City Council. It involves deciding which documents are captured, which in turn implies decisions about who may have access to those documents and generally how long they are to be retained.

Digital Record Keeping

The designated digital record keeping system used by Latrobe City Council is Technology One ECM (previously known as DataWorks). Council has branded this system as the Latrobe Content Management System (LCMS).

Disposal

A range of processes associated with implementing appraisal decisions. These include the retention, deletion or destruction of records in or from recordkeeping systems. They may also include the migration or transmission of records between recordkeeping systems, and the transfer of custody or ownership of records.

Electronic Messages

Communications sent or received via an electronic messaging system. These may be in the form of electronic mail, voice mail or electronic data interchange (EDI) messaging and includes attachments. Messages may be received or sent internally and/or externally.

Electronic Records

Records communicated and maintained by means of electronic equipment.

Ephemeral Records

Documents that have only short-term value to Latrobe City Council with little or no ongoing administrative, fiscal, legal, evidential, or historical value.

Evidence

The information that tends to prove a fact and supports the business activity.

Indexing

The process of establishing access points to facilitate retrieval of records and/or information

Keywords

The terms used to title files or documents, referring to specific functions, activities or topics which describe the contents of a file or documents and are used for control and retrieval.

Preservation

The processes and operations involved in ensuring the technical and intellectual survival of authentic records through time.

Record(s)

Recorded information in any format, including data in computer systems, created, captured, received and maintained by Latrobe City Council or by an employee in the transaction of business or in conducting the affairs of Latrobe City Council and kept as evidence of such activity.

Recordkeeping

The process of making and maintaining complete, accurate and reliable evidence of business transactions in the form of recorded information.

Recordkeeping System

Approved corporate information systems, which capture, maintain and provide access to records over time.

Records Management

The discipline and organisational function of managing records to meet operational business needs, accountability requirements and community expectations.

Registration

The act of giving a record a unique identity in a recordkeeping system including the assignation of metadata.

Retention and Disposal Authority

PROS 09/05 Retention and Disposal Authority for Records of Local Government Functions is a Public Records Office Victoria (PROV) standard which proscribes which Local Government records are of permanent value and the retention period for those identified as being needed for a temporary time.

Retention Period

In relation to a record, means the period for which the record must be kept before it may be destroyed.

Standards

Standards play an increasingly important, and widely recognised part in recordkeeping theory and practice. The Public Records Office Victoria issue a number of best practice standards regarding building a recordkeeping framework.

State Archive

Records identified as having continuing value to an organisation that are kept as a State Record that the Public Records Office Victoria has control of under the Public Records Act 1973.

Thesaurus

An index to information stored in a computer, consisting of a comprehensive list of subjects concerning which information may be retrieved by using the proper key term. Can be used enterprise wide for searching and retrieving information assets.

Transaction

The smallest unit of business activity. Use of records are themselves transactions.

Vital Record(s)

Records essential for the ongoing business of Latrobe City Council without which Latrobe City Council could not continue to function effectively. The identification and protection of such records is a primary objective of records management and business continuity planning.

Vital records may include records that are needed to:

- Operate during a disaster
- Re-establish Latrobe City Council functions after a disaster: or
- Establish and protect the rights and interests of Latrobe City Council and its' clients.

Principles

Records Management

Records management proceeds from the assumption that information is a resource which must be managed if it is to be used effectively; good records management is of key importance to good governance.

Latrobe City Council operates in an accountable and community orientated environment. Council is committed to maintaining a records and information management program that meets its business needs and accountability requirements.

Records are a vital component of Council's ongoing business activities. The effective management and preservation of Council's corporate memory is intrinsic to both the decision making process and productivity within Council.

They exist for a variety of administrative, functional, historical and legal reasons. Their existence protects Council's interests, and the interests of the community Council serves. Records are the major component of the Council's corporate memory and provide evidence of actions and decisions and document Council's transactions.

As a public agency, Council is bound by the requirements and regulations of the Public Records Act 1973, these regulations set out specific practices, which Council must comply with, and be audited against.

Council is committed to meeting all statutory and accountability requirements. There are certain community expectations and cultural obligations associated with recordkeeping practices; Council is committed to managing its records of continuing value and their timely transfer to PROV.

Electronic Records

Under the Public Records Act 1973, electronic records generated or received by Latrobe City Council are to be treated as official records. Electronic records, like records in other formats, are subject to legislation such as the Freedom of Information Act 1982 and to legal processes such as discovery and subpoenas. The records may also be required by Royal Commissions, the Courts, auditors and other people or bodies to whom or which they may be subject.

Council keep and manage their electronic records in compliance with standards approved under the Public Records Act 1973 and with Australian Standard AS ISO 15489 Records Management

issued as a code of best practice under the Act. The Government expects the same standards of recordkeeping to apply in the electronic environment as in the paper environment.

Council makes recordkeeping a routine part of business in the electronic environment and has built it into the business processes and tools; this is in line with the Government's objectives for using information management and technology to deliver government services to the people of Victoria.

Electronic records are more accessible and generally have greater value than printed versions of them. Some kinds of electronic records, such as compound documents, cannot be maintained in hard copy form without loss of content or meaning.

Latrobe City Council has identified and documented all electronic recordkeeping systems, including changes made over time, and assigned responsibilities and delegations regarding their development, modification, operation and use.

Electronic messages

An electronic message is a form of business communication. The sending of an electronic message is a business transaction and therefore a record. Some electronic messages can be identified as ephemeral and therefore only need to be kept for a short time.

As records of Council, electronic messages, like records in other formats, are subject to legislation such as the Freedom of Information Act 1982 and to legal processes such as discovery and subpoenas. The records may also be required by Royal Commissions, the Courts, auditors and other people or bodies to whom or which they may be subject.

Capture and maintenance of electronic messages

In order to function as a record, electronic messages require the preservation of their structure, context and content.

In order to maintain their value as evidence, electronic messages must be inviolate, that is, they must not be altered or manipulated, for as long as they are retained.

Electronic messages required as evidence of substantive business activity should be captured directly into an electronic recordkeeping system.

Back-up stores of electronic messages within messaging systems and ad-hoc saving of messages to directories are not to be considered as a sufficient recordkeeping system.

Records should be retained for as long as required to meet identified recordkeeping requirements and no longer. Ephemeral messages, therefore, are records which only need to be retained for a short time and may not need to be captured into a recordkeeping system.

As Council is subject to the Public Records Act 1973 it should dispose of electronic messages as records in accordance with official disposal schedules.

Electronic messages should be managed in accordance with sound data management practices.

Electronic messages must be appropriately accessible

Electronic messages must be readily accessible to meet business and accountability requirements. Electronic messages must be accessible for as long as they are required to be retained.

Electronic messages must be appropriately protected

Arrangements for maintaining electronic messages as records should operate in accordance with Government-approved policies, such as those protecting personal or commercially sensitive information from unauthorised disclosure.

Management of electronic messages as records must be supported by internal operational frameworks, procedures, education and guidelines

Latrobe City Council corporate operational frameworks, procedures and guidelines will incorporate the following:

- ownership of the messaging system and messages received or sent
- legislation that directly affects recordkeeping and legal processes
- conditions for use of the corporate messaging facilities, including any private use
- responsibilities for management of the messaging system and of electronic messages as records
- capture, management and disposal of electronic messages as records
- security and access requirements.

Disaster Recovery

Records and recordkeeping systems will be included in the corporate disaster recovery framework and business continuity plans.

Responsibility

Council:

The Public Records Act 1973 requires Council to make and keep full and accurate records as evidence of business activities.

Council is required to implement a records management program based on legislation, standards and codes of best practice.

Council is responsible for the protection, safe custody and return of all State records under its control, ensuring accessibility to all equipment or technology dependant records.

Senior Officers:

Under Section 13 of the Public Records Act 1973, the Chief Executive Officer:

- must ensure that full and accurate records of the business of that office are made; and
- is responsible for the establishment of a program of records management within the office in accordance with Standards set by the Keeper of Public Records.

The Chief Executive Officer is responsible for ensuring that policies, operational frameworks, procedures, practices and systems will assist in the support of a workplace culture at Latrobe City Council that supports good records and information management.

The General Manager Organisational Excellence and Manager Information Services are responsible for establishing the framework for records management including longer term strategies and plans, procedures and systems for managing records.

Managers:

All managers are responsible for ensuring effective records management within their functional area, ensuring staff are aware of records management policies and procedures, and cultivating a workplace culture that values recordkeeping.

Information Management (IM) Team:

The Information Management Coordinator is operationally responsible for the efficient management of Council records (physical and electronic) incorporating sound recordkeeping principles and records management best practice guidelines.

The IM team will assist staff in fulfilling their recordkeeping responsibilities and provide advice and training Council staff. IM staff will monitor and review the implementation process of all records management policies and programs.

The IM team are also responsible for training staff in records and information management, assisting divisions and teams to implement good recordkeeping practices, and maintaining Latrobe City Council permanent records including appropriate archiving.

Information Technology:

Information Technology are responsible for ensuring that adequate controls are in place to maintain useable and authentic records within electronic systems, including during any migration or decommissioning of systems.

Councillors and Council Staff (Incorporates Contractors / Service Providers and volunteers)

Latrobe City Council Councillors and staff should be aware of recordkeeping requirements that affect the performance of their duties. The Public Records Act 1973 requires public officials to make and keep full and accurate records of their business activities. Contractors and service providers are also required to comply with the Act.

Councillors and staff are accountable for recordkeeping and for compliance with this policy and related policies and procedures, and guidelines. Specific responsibilities include:

1. Creating full and accurate records routinely in the course of work.
2. Creating records of meetings, important telephone discussion routinely in the course of work.
3. Capturing of records into the corporate recordkeeping system as soon as possible following their creation or receipt.
4. Ensuring records are not maintained in 'private' or 'personal' recordkeeping systems.
5. Attaching records to official files as soon as possible after they are created or received.
6. Capturing electronic records e.g. email messages into corporate recordkeeping systems as soon as possible following their creation or receipt.
7. Formally lodging and recording original legal documents or other records considered vital to Latrobe City Council's business.
8. Handling records with care and ensuring they are appropriately stored to ensure they are available for as long as they are needed.
9. Avoiding damage to records by not exposing them to food, water, insects or environmental hazards.
10. Ensuring records are appropriately stored for protection using containers, e.g. approved file covers, archive boxes and storage facilities.
11. Ensuring electronic records are appropriately stored in approved recordkeeping systems, network drives, databases, or devices that are backed up regularly to protect against loss.
12. Protecting sensitive information/records from unauthorised access or disclosure.
13. Securely storing all personal information to safeguard privacy and confidentiality.
14. Only destroying records with regard to the appropriate retention and disposal authority.
15. Not removing documents from official files.
16. Ensuring all internal correspondence, reports, file notes and memorandums etc. that are records are signed and dated and retained in recordkeeping systems.
17. Ensure copies of all outward correspondence, reports, memorandums etc. that are records are signed and dated and retained in recordkeeping systems.
18. Recording file references on outwards correspondence as appropriate.
19. To send only authorised duplicates of original records to respond to subpoenas, FOI requests and other legal demands.
20. To contact the Information Management team for advice on recordkeeping policies and procedures and standards for managing records.

Authority

Latrobe City Council individual Job Descriptions, internal operational frameworks and the relevant Council and staff codes of conduct provide the authority to undertake the responsibilities detailed in this policy.

Accountability

All staff and Councillors are accountable for complying with this policy and its instructions.

Failure to comply with this policy by a staff member may form part of annual performance appraisal and could lead to disciplinary action in accordance with Latrobe City Council's Employee Code of Conduct.

Any non-compliance with the policy must be reported immediately to the Manager Information Services and the General Manager Organisational Excellence for appropriate investigation and action.

Monitoring

Regular and ongoing monitoring of compliance with this policy will occur via annual external audits as commissioned by the audit committee or via the Municipal Association of Victoria audit program.

Reporting

The Manager Information Services will ensure that a reporting system is developed to assist Council management in fulfilling its information management compliance obligations.

This policy has been reviewed after giving proper consideration to all the rights contained within the *Charter of Human Rights and Responsibilities Act 2006*; and any reasonable limitation to human rights can be demonstrably justified.

Charter acknowledgement - for internal auditing purposes only:		
YES / NO	Name: _____	Date: / / 2013

Signed : _____ Date : / / 2013.
Chief Executive Officer

MEETING CLOSED TO THE PUBLIC

18. 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.

RECOMMENDATION

That the Ordinary Meeting of Council closes this meeting to the public to consider the following items which are of a confidential nature, pursuant to section 89(2) of the Local Government Act (LGA) 1989 for the reasons indicated:

18.1 ADOPTION OF MINUTES

Agenda item *Adoption of Minutes* 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)

18.2 CONFIDENTIAL ITEMS

Agenda item *Confidential Items* 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)

18.3 OLD GIPPSTOWN

Agenda item *Old Gippstown* 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)

18.4 2013/07 - NOTICE OF MOTION - SPONSORSHIP REQUEST FROM GIPPSLAND FM

Agenda item *2013/07 - Notice of Motion - Sponsorship Request from Gippsland FM* 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)