



LATROBE CITY COUNCIL

**AGENDA FOR THE
ORDINARY COUNCIL**

**TO BE HELD IN NAMBUR WARIGA MEETING ROOM
CORPORATE HEADQUARTERS, MORWELL
AT 6:00 PM ON
30 JUNE 2014**

CM441



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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30 JUNE 2014 (CM441)**

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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.

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/Ku and pay our respect to their past and present elders

□rmai Clan

3. APOLOGIES AND LEAVE OF ABSENCE**4. DECLARATION OF CONFLICT OF INTEREST****5. ADOPTION OF MINUTES****RECOMMENDATION**

That the minutes of the Ordinary Council Meeting held on 10 June 2014 and Special Council Meeting meeting held on 2 June 2014 be confirmed.

6. PUBLIC QUESTION TIME

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

Council Meeting Date	Item	Resolution/Status	Responsible Officer
19/09/11	Traralgon Activity Centre Plan Key Directions Report	<p>That having considered all submissions received in respect to the Stage 2 Key Directions Report September 2011, Council resolves the following:</p> <p>1. To defer the endorsement of the Stage 2 Key Directions Report September 2011 until:</p> <p style="padding-left: 40px;">(a) Council has been presented with the Traralgon Growth Area Review Status: A review of Traralgon Activity Centre Plan project required to be undertaken by officers following adoption of Traralgon Growth Areas Review</p> <p style="padding-left: 40px;">(b) Council has received information on the results of the Latrobe Valley Bus Review Status: Letter sent 10 August 2010. Response received 24 August 2010</p> <p>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. Status: Letter sent 10 October 2011 No response received</p> <p>3. That Council proceeds with the Parking Precinct Plan and investigate integrated public parking solutions. Status: Parking Strategy completed September 2013. Planning Scheme Amendment Process commenced</p> <p>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. Status: Adopted by Council 6 February 2012</p> <p>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). Status: Working Party endorsed by Council, 20 February 2012</p>	General Manager Planning and Governance

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Council Meeting Date	Item	Resolution/Status	Responsible Officer
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 Planning and 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 Planning and Governance
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, and 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, and 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 Economic Sustainability

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Council Meeting Date	Item	Resolution/Status	Responsible Officer
6/5/14	Former Moe Early Learning Centre	<p>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.</p> <p>Status: Focus Group meetings were held on Tuesday, 22/10/13 and Wednesday, 23/10/13 at the Moe Town Hall. Attendance: Tuesday – 24, Wednesday – 11. Survey available online and in hard copy at Latrobe City Service Centres & Libraries between Monday, 3/2/14 and Friday, 7/3/14. Letter/email sent to 77 community groups in the Moe and District area to promote and encourage participation in the survey.</p> <p>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 Government's <i>Putting Locals First Program</i> be prepared and submitted.</p> <p>Status: Results of community engagement process analysed and Expression of Interest prepared and submitted for funding from the State Government's <i>Putting Locals First Program</i>. Awaiting feedback from Regional Development Victoria.</p> <p>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.</p> <p>Status: Community engagement process for the design of the building is yet to commence. To occur in the next financial year and is subject to outcome of funding application.</p>	General Manager Community Liveability

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Council Meeting Date	Item	Resolution/Status	Responsible Officer
16/09/13	14.3 Hazelwood Pondage Waterway And Caravan Park Lease	<p>1. That Council authorise the Chief Executive Officer to commence negotiations with IPH GDF Suez for the lease of the caravan park, southern boat ramp and surrounds, northern boat ramp and surrounds and management of the waterway for recreational purposes, ensuring the following principals are addressed:</p> <ul style="list-style-type: none"> •GDF SUEZ to retain full accountability for Blue Green Algae and water quality testing; •GDF SUEZ to remain fully accountable for the pondage integrity; •Fair and equitable termination clauses should the power station close earlier than 2025; •Clarify risk, release and indemnity conditions; •Liquidated damages; •Clarify the end of lease conditions; •Clarify the early termination conditions <p>2. That a further report be presented to Council following negotiations with IPH GDF SUEZ seeking Council approval of the new lease arrangements at Hazelwood Pondage.</p> <p>3. That Council write to the Minister for Regional & Rural Development and advise of Council's resolution to commence negotiations with IPH GDF SUEZ .</p>	General Manager Recreation and Community Infrastructure
6/11/13	Latrobe Regional Motorsport Complex	<p>1. That Council requests the members of the Latrobe Regional Motorsports Complex Advisory Committee to investigate potential sites for the motorsports complex and to advise Council of any sites identified so that further investigation can be undertaken by Council officers.</p> <p>2. That Council officers meet with Energy Australia to discuss other possible sites for a motorsports complex on their land.</p> <p>3. That a further report be presented to Council at such time that site options have been investigated.</p>	General Manager Recreation and Community Infrastructure
19/05/14	Drainage Investigation At Adam View Court, Tanjil South	That Council defer consideration of this item, so that a meeting between the Acting CEO, Mrs Kellie Fraser, the neighbouring property owners and the West Gippsland Catchment Management Authority, can be undertaken to explore the most appropriate options to mitigate the flooding issues.	General Manager RCI

NOTICES OF MOTION

8. NOTICES OF MOTION

Nil reports

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

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

Nil reports

CORRESPONDENCE

10. CORRESPONDENCE

10.1 PUBLIC HOLIDAY ACT 1993 - 2014 MELBOURNE CUP PUBLIC HOLIDAY

General Manager

Planning and Governance

For Decision

PURPOSE

The purpose of this report is to consider a request from Moe Racing Club for Council to declare a half-day afternoon Public Holiday for the 2014 Moe Cup Race Day scheduled to be held on Thursday, 16 October 2014.

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 2013-2017.

Latrobe 2026: The Community Vision for Latrobe Valley

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2013-2017.

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 3: Efficient, effective and accountable governance

Strategic Direction – Planning & Governance

- *Support effective community engagement to increase community participation in Council decision making, and*
- *Ensure that Council decision-making considers adopted policies*

Legislation – Public Holidays Act 1993 (the Act)

The purpose of this Act is to appoint public holidays and define the parameters and requirements for additional or substitute holidays.

Policy – Public Holiday Policy 11 POL-4

The purpose of this policy is to ensure consistency when deciding whether to support an application to the relevant Minister for the declaration of an additional local or a substituted public holiday for the whole and/or part of the municipality.

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This policy is subject the provisions of the *Public Holidays Act 1993* (as amended), whereby only the relevant Minister has the power to declare an additional or substituted public holiday.

BACKGROUND

Recently the Moe Racing Club, Committee for Moe and Moe Traders Association (attachment 1) have written to Council seeking a half day public holiday for 2014 Moe Cup .

Council has from 1998 through to 2008 declared a number of additional full-day and half-day public holidays for respective Moe and Traralgon Cup Day race meetings, details as follows:

- 1998 Moe Cup – full-day public holiday
- 1999 Moe Cup – half-day public holiday
- 2000 Moe Cup – half-day public holiday
- 2000 Traralgon Cup – half-day public holiday
- 2001 Moe Cup – half-day public holiday
- 2001 Traralgon Cup – half-day public holiday
- 2002 Moe Cup – half-day public holiday
- 2002 Traralgon Cup – half-day public holiday
- 2003 Moe Cup – half-day public holiday
- 2003 Traralgon Dual Code Meeting – half-day public holiday
- 2004 Moe Cup – half-day public holiday
- 2005 Moe Cup – half-day public holiday
- 2006 Moe Cup – half-day public holiday
- 2007 Moe Cup – half-day public holiday
- 2008 Moe Cup – half-day. public holiday

The previous half-day public holidays for the Moe Cup were declared for the towns and rural districts of Moe, Newborough, Yallourn, Moe South, Hernes Oak, Tanjil South and Yallourn North. The Yallourn district included the Yallourn Works area, being the Power Station and Yallourn Open Cut west of Morwell River (Attachment 2).

Since 2008 Council has not submitted an application to the Minister for Innovation, Services and Small Business to substitute a respective Melbourne Cup Public Holiday for another nominated full-day or two half-day public holidays. The reasons for this include:

- legislative changes to the Public Holiday Act 1993,
- extensive community consultation in 2009 that revealed apparent community support to retain Melbourne Cup as the preferred public holiday across the municipality,
- In 2010 and 2011 Melbourne Cup was the preferred public holiday across the municipality,

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- Electoral Caretaker Provisions Policy in the lead up to 2012 Council Election, and
- Cancellation of the Moe Cup in 2013.

Legislation changes

The amendments to the *Public Holidays Act* 1993 referred to above that affected a non-metropolitan council's authority to appoint an additional and/or substitute public holiday/s, are summarised as follows:

- Prior to 2008 a non-metropolitan council could appoint an additional day or a maximum two half days as a public holiday in the municipality or specific part of the municipality. The most recently declared "additional" half-day public holiday was for the 2008 Moe Cup and this was for the declared town and rural districts of: Moe, Newborough, Yallourn, Moe South, Hernes Oak, Tanjil South and Yallourn North.
- 2008 to 2011, the *Public Holidays Act* 1993 allowed a non-metropolitan council to request a substitute public holiday in lieu of the Melbourne Cup Public Holiday. The legislation was restrictive and required that the substitute public holiday must be a full day and be applied across the entire municipality.
- Post 2011, the Public Holidays Act 1993 continued to allow a non-metropolitan council to request a substitute public holiday in lieu of the Melbourne Cup Public Holiday. The difference being the public holiday could be either a full-day or two half-day public holidays and be applied in one or more parts of the municipality.

Community Consultation

Council last consulted with the community, employee and employer groups in July 2009. This consultation was related to a request to "*declare a full-day public holiday on 15 October 2009 for Moe Cup Day as a substitute for Melbourne Cup Day 2009 throughout the whole municipality or to accept Melbourne Cup Day, 3 November 2009.*"

In response to this community engagement, Council received 33 written submissions. In summary:

- 26 submissions clearly supported observing the Melbourne Cup Day Public Holiday,
- Three submissions did not indicate a preference but detailed specific workplace arrangements for Melbourne Cup to be observed on the day or the day off to be deferred to the end of the year.
- One submission detailed that, regardless of the declared holiday, Melbourne Cup Day would be observed as the submitter has little interest in Moe Cup.
- Two submissions detailed support for Moe Cup Day as a substitute holiday for Melbourne Cup.
- One submission indicated support for continuing the half-day public holiday for Moe Cup Day tradition, but failing the ability to do this the preference was for Melbourne Cup Day to be observed.

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Having considered these submissions Council at the Ordinary Council Meeting held on the 20 July 2009 subsequently resolved:

“That Council accepts Melbourne Cup Day, 3 November 2009, to be the declared public holiday throughout the whole municipality in 2009 and does not apply to the Minister for Small Business for Moe Cup Day 15 October 2009 to be a substitute Melbourne Cup public holiday.”

In 2010 and 2011 Council continued to support Melbourne Cup as the preferred public holiday across the municipality.

Electoral Caretaker Provisions Policy

Due to the Councils Electoral Caretaker Provisions Policy, in June 2012 Council did not consider substituting the 2012 Melbourne Cup for the 2012 Moe Cup. This matter was considered a “Significant Decision”. As such Council would have had to determine that it is in the best interest of the community and that exceptional reasons exist to allow Council to consider community consultation and then determine whether to support the request to alter the 2012 Melbourne Cup Day celebrations within the municipality

ISSUES

The current *Public Holidays Act* allows a municipality to make application to the Minister for Innovation, Services and Small Business to substitute a forthcoming Melbourne Cup Day. This substitution can be either a single nominated day, or two half-days in lieu of a Melbourne Cup Day public holiday. The request to the Minister is required to provide a reason for substituting the public holiday and must specify whether the substitute public holiday is to apply to the whole or part/s of the municipal district.

As mentioned above in Strategic Objectives – Policy, Council has a current *Public Holiday Policy (11 POL-4)*. This policy was adopted in February 2011 and to prior to the most recent changes to the current *Public Holidays Act*. As a result there is a significant difference between the requirements of the *Public Holidays Act* and the current Council Public Holiday Policy (11 POL-4). This difference is:

Public Holidays Act	Public Holiday Policy
A Melbourne Cup Public Holiday can be substitute for a nominated one full-day or two half day public holidays in one or more parts of a municipality	A substitute Melbourne Cup Public Holiday must be for a full-day public holiday and apply across the whole of the municipality’

In addition to the above difference, the Council Policy states that all applications for an additional or alternative public holiday must be received at least 180 days before the proposed public holiday. This timeframe is necessary to allow Council consideration of the request, undertake community consultation if required and then determine whether to make an application to the relevant Minister for consideration.

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With respect to the 2014 Moe Cup scheduled for Thursday, 16 October 2014, in accordance with the above policy requirement, the Moe Racing Club's application should have been made prior to Saturday, 19 April 2014.

In light of the statutory deadline to nominate a substitute one full day or two half-days for 2014 Melbourne Cup Public Holiday and in accordance with the current Public Holiday Policy, Council will need to determine that:

- It is prepared to accept the request from the Moe Racing Club as it was received after the policy deadline date, and
- That in accordance with the *Public Holiday Policy*, it is not necessary to undertake fresh consultation with the community, employee and employer groups as Council is satisfied:
 - 1) that previous a Melbourne Cup Public Holiday/s has been substituted for a Moe Cup Public Holiday/s, and
 - 2) that there has not been a significant change to the legislation affecting public holidays.

In addition to the above, Council would also need to consider:

- whether to declare two half-day holiday, one an afternoon Moe Cup half-day public holiday (as requested) and the other an afternoon Melbourne Cup half-day public holiday, or one full-day public holiday in lieu of Melbourne Cup, and
- which areas of the municipality the substituted half-day public holiday will apply. In the past, Council has declared substituted half-day public holidays for the Moe Cup were declared for the towns and rural districts of Moe, Newborough, Yallourn, Moe South, Hernes Oak, Tanjil South and Yallourn North. The Yallourn district included the Yallourn Works area, being the Power Station and Yallourn Open Cut west of Morwell River.

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.

If Council agreed to the Moe Racing Club's request, there are potential financial and resource risks for the broader community, in particular employers that operate businesses within the specified public holiday area.

Council will incur salaries for Council employees based in Moe and surrounds and other, the direct cost to Council associated with declaring a half-day public holiday are minimal and would include the cost of a notice in the Victorian Government Gazette and public notices in the local papers to advise the community and employers.

INTERNAL/EXTERNAL CONSULTATION

Annually, Councillors have received correspondence from the Minister for Innovation, Services and Small Business advising of “*Alternative Local Melbourne Cup Day Arrangements*”. The respective letters have outlined the legislative requirements that give regional councils the ability to request alternative local public holiday arrangements in lieu of Melbourne Cup Day. These letters have also stated the deadline date that a council is required to make their request, i.e. at least 90 days prior to the Melbourne Cup Day.

No external consultation has been undertaken with respect to the current request from the Moe Racing Club and supported by the Committee for Moe and Moe Traders Association (attachment 1).

In the Background Section of this report, reference is made to extensive community consultation that was conducted in 2009, whereby there was overwhelming support to maintain the Melbourne Cup as the declared public holiday for Latrobe City.

Councillors are advised that there is insufficient time to undertake fresh community consultation as the Minister for Innovation, Services and Small Business requires Councils request to substitute the 2014 Melbourne Cup Public Holiday by “**no later than Wednesday, 6 August 2014**”. The current Council Public Holiday Policy stipulates that consultation with the community, employee and employer groups is to be carried out in accordance with Section 223 of the *Local Government Act 1989*. This requires Council gives 28 days notice prior to considering any written submissions. The earliest closing date for submissions received would be Friday the 1 August 2014 and the next available Ordinary Council Meeting is scheduled for Monday 11 August 2014, after the deadline stipulated by the Minister.

OPTIONS

Council has the following options:

1. Support the request and determine it is not necessary to undertake relevant community consultation and make application to the Minister for Innovation, Services and Small Business in regards to this matter. This will include determining which rural and township districts the substitute afternoon public holiday shall apply to or
2. Not support the requests to have Moe Cup made a half day public holiday and advise the Moe Racing Club accordingly.

CONCLUSION

From 1993 through to 2008 Council has previously declared both full-day and half-day public holidays for a number of the Moe and Traralgon Cup Day race meetings. These public holidays were in response to formal requests and the public holidays were appointed for respective towns and surrounding areas.

Since the 2008 Moe Cup half-day public holiday, Council has not declared any alternate or substitute public holiday. Based upon previous extensive

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community consultation it would appear that Melbourne Cup Day remains the preferred public holiday within the municipality.

The *Public Holidays Act 1993* allows a non-metropolitan council to nominate one full-day or two half-day public holidays in one or more parts of the municipality as a substitute in lieu of the Melbourne Cup Public Holiday. Whereas the current Public Holiday Policy (11 POL-4) states if Council were to declare a substitute public holiday in place of Melbourne Cup Day the policy requires that it is a full-day public holiday and applies across the entire municipality. Accordingly when the Public Holiday Policy is reviewed next it will need to be revised to reflect the legislation.

Council last engaged in community consultation in relation to a substitute public holiday for the Moe Cup back in 2009 and there is insufficient time to a fresh round of consultation in accordance with current Public Holiday Policy. Any request to the Minister for Innovation, Services and Small Business to declare an alternate public holiday would need to be made prior to Wednesday, 6 August 2014.

Attachments

1. Letters Recieved
2. Declared Public Hoiliday Area for the 2008 Moe Cup.

RECOMMENDATION

1. **That Council does not support the request to have Moe Cup made a half day Public Holiday.**
2. **That Council write to the Moe Racing Club, Committee for Moe and Moe Traders to thank them for their request and notify them of Council's decision.**

10.1

Public Holiday Act 1993 - 2014 Melbourne Cup Public Holiday

- 1 Letters Recieved 21**
- 2 Declared Public Hoiliday Area for the 2008 Moe Cup..... 25**



May 21, 2014

Mr. Henry Morrison
Latrobe City
P.O. Box 264
MORWELL 3840

0-6

LATROBE CITY COUNCIL INFORMATION MANAGEMENT	
RECEIVED 26 MAY 2014	
R/O:	Doc No:
Comments/Copies Circulated to:	
<input type="checkbox"/> Copy retained for DocMgmt	<input type="checkbox"/> MoeCup 16/10/2014 received

Dear Henry,

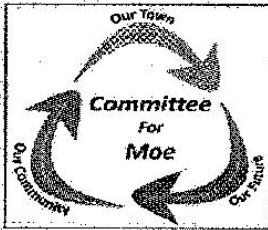
RE: Moe Cup Day Thursday 16th October 2014

I write to seek a half day public holiday for Moe Cup day. Due to issues with our track the club undertook to build a new track at a significant cost and we are very pleased with the finished product and have conducted five race meetings on it since February this year.

With the support of the Moe Traders Association and The Committee For Moe, in seeking this we believe the day can once again become a local community event of great interest with obvious benefits to local traders and the community in general.

Regards,

Mark Hill
2IC/Racing Manager
Moe Racing Club



The Committee For Moe
P.O. Box 115
Moe 3825

20th May 2014

RE: MOE CUP – HALF DAY PUBLIC HOLIDAY

To whom it may concern,

The Committee for Moe would like to voice their concern and fully support the Moe Racing Club in regard to the decision and recommendation to seek a half day public holiday for the Moe Cup on Thursday 16th October 2014.

We feel the community fully supported this half day holiday in the past, which was an iconic event within the town, giving the Moe Traders with their half day sale a prosperous and rewarding outcome. It is a yearly event within the community that is talked about and looked forward by all involved. The Moe Cup is a huge draw card from not only the local community but far and wide.

We strongly encourage your decision and support in the reinstatement of a half day public holiday for Thursday 16th October 2014.

Kind regards
Sue Abbott

Secretary
Committee For Moe

**Moe Traders Association***moving towards achievement*

ABN No. 24365054248

P.O. BOX 406, MOE, VICTORIA, 3625.

PHONE 51 272099

PRESIDENT: CHRISTINE WATERHOUSE
VICE PRESIDENT: JEFF HITCHENS
SECRETARY: SUE BROADBENT
TREASURER: ANNE ALEXANDER

22nd MAY 2012

TO WHOM IT MAY CONCERN

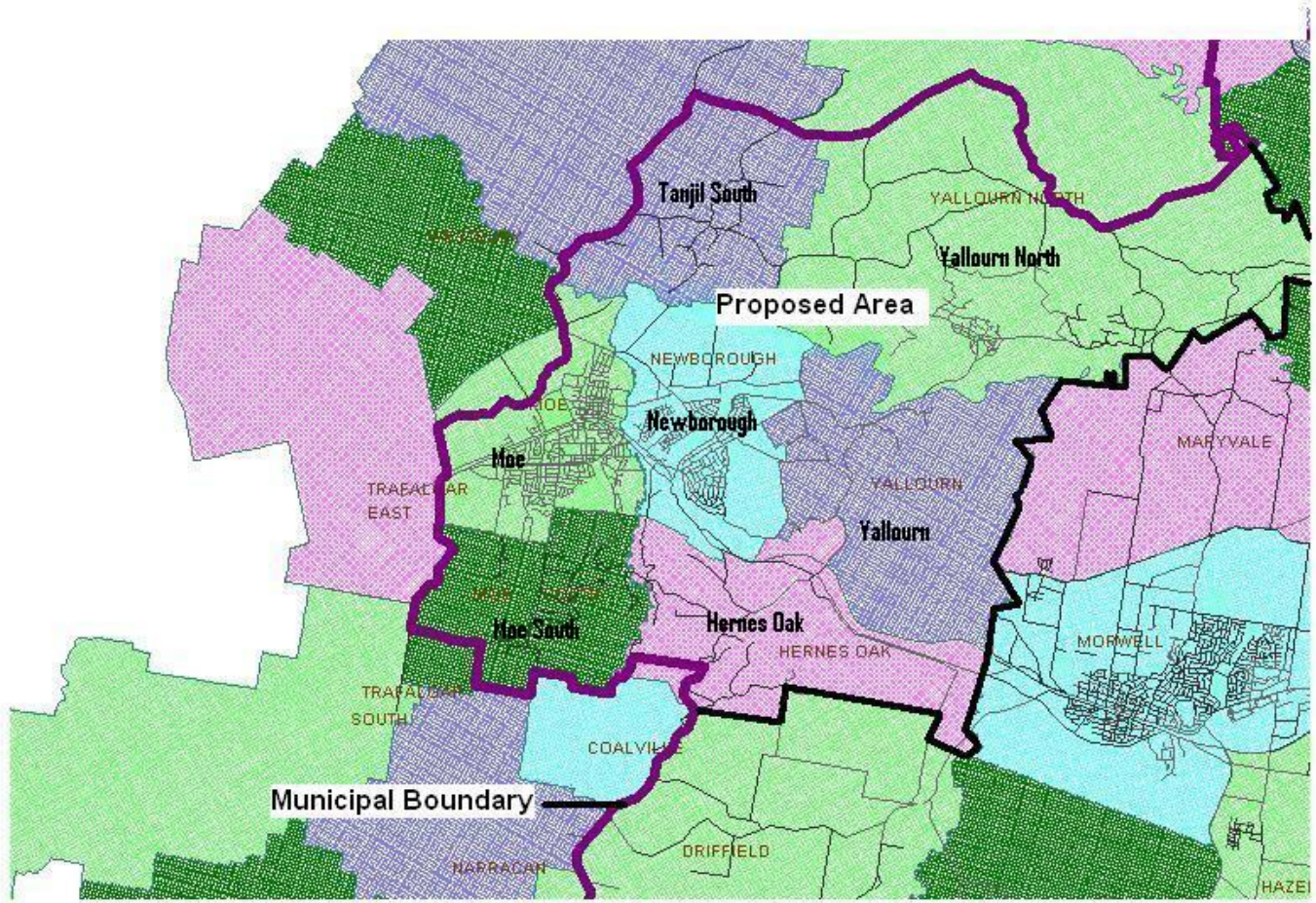
I write this letter in support of the Moe Racing Clubs desire to seek a half day public holiday for Moe Cup day on Thursday 16th October 2014.

The three hour sale on Moe Cup Day is an iconic local event of long standing that is vital to the local traders and well received by the local community.

As in the past, the Moe Traders are happy to give their full support to the application by Moe Racing Club for a half day public holiday on 16th October 2014.

CHRISTINE WATERHOUSE
President
Moe Traders Association

Declared Public Holiday Area for 2008 Moe Cup.



PRESENTATION OF PETITIONS

11. PRESENTATION OF PETITIONS

Nil reports

CHIEF EXECUTIVE OFFICER

12. CHIEF EXECUTIVE OFFICER

Nil reports

ECONOMIC SUSTAINABILITY

13. ECONOMIC SUSTAINABILITY

13.1 SUMMARY FROM MEETINGS BETWEEN LATROBE CITY COUNCIL AND PEAK INDUSTRY BODIES

General Manager

Economic Sustainability

For Decision

PURPOSE

The purpose of this report is to provide a summary of the meetings held between Latrobe City Council and peak industry bodies including AGL Loy Yang, Qube Logistics and Port of Hastings Development Authority.

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 2013-2017*.

Latrobe 2026: The Community Vision for Latrobe Valley
Strategic Objectives - Economy

In 2026, Latrobe Valley has a strong and diverse economy built on innovative and sustainable enterprise. As the vibrant business centre of Gippsland, it contributes to the regional and broader economies, whilst providing opportunities and prosperity for our local economy.

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 – Advocacy and Partnerships

In 2026, Latrobe Valley is supported by diversity of government, agency, industry and community leaders, committed to working together to advocate for and deliver sustainable local outcomes.

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 1: Job creation and economic sustainability

- *Actively pursue long term economic prosperity for Latrobe City, one of Victoria's four major regional cities.*
- *Actively pursue further diversification of business and industry in the municipality.*

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- *Actively pursue and support long term job security and the creation of new employment opportunities in Latrobe City.*

Theme 4: Advocacy for and consultation with our community

- *Strengthen the profile of Latrobe City as one of Victoria's four major regional cities.*
- *Work in partnerships with all levels of governments to ensure Latrobe City is well supported, resourced and recognised as one of Victoria's four major regional centres.*
- *To advocate for and support cooperative relationships between business, industry and the community.*

Strategic Direction

Theme - 01: Job creation and economic sustainability

- *Work in partnership with business, industry and government to create new jobs and investment in Latrobe City.*
- *Enhance community and business confidence in the future of the local economy.*
- *Promote research and development for new products and processes to exploit the significant coal resource of the Latrobe Valley.*

Theme - 04: Advocacy for and consultation with our community

- *Strengthen relationships with the Victorian and Australian Governments to ensure Latrobe City is positioned to maximise benefits from regional policy and funding opportunities.*
- *Advocate for and support our partners to improve air and water quality in Latrobe City.*
- *Establish a strong image and brand for Latrobe City as one of Victoria's four major regional centres.*

Strategy & Plans

Positioning Latrobe City for a Low Carbon Emissions Future 2010

This policy has been developed in order to position and prepare the Latrobe City municipality to prosper in a low carbon emission future. The policy identifies the expected implications of government greenhouse gas emission mitigation policies on the City and proposes transition arrangements including interventions and support mechanisms to enable Latrobe City Council to optimise its transition under future government greenhouse gas mitigation schemes.

Economic Sustainability Strategy 2011

This strategy is the framework by which Latrobe City Council will work with our community to cultivate sustainable economic development in Latrobe City and contribute to the delivery of the liveable, vibrant and enterprising region described in the Latrobe 2026 community vision.

Key Strategic Action

Develop and conduct a program of councillor meetings with peak industry and community bodies.

BACKGROUND

Latrobe City Council adopted the Key Strategic Action 'Develop and conduct a program of Councillor meetings with peak industry and community bodies' in its 2013/14 Annual Budget.

It was considered a responsibility of the Climate Change Consultative Committee to determine the schedule of meetings with peak industry and community bodies.

At its Ordinary Council meeting on 22 April 2013, Council resolved as follows:

1. *That Council discontinue the Latrobe City Council Climate Change Consultative Committee, Latrobe City Low Carbon Emissions Future Transition Committee, Latrobe City Investment Advisory Committee and the Mayoral Investment Working Group.*
2. *That the Mayor writes to the existing members of the Latrobe City Council Climate Change Consultative Committee and Latrobe City Low Carbon Emissions Future Transition Committee thanking them for their contribution and participation and encouraging them to apply for the new peak committee.*
3. *That Council endorse the development of a Councillor working party of the Mayor and Councillor Gibson and Councillor Gibbons to guide the development of comprehensive terms of reference, selection criteria for members and the timing and mechanics of next steps for a consolidated committee.*
4. *That a further report outlining the terms of reference, selection criteria and process be returned to Council for consideration.*

As a result of the resolution the following occurred:

- It was proposed that a new advisory committee determine an annual schedule of meetings with relevant peak industry and community bodies in line with the Key Strategic Action so that a minimum of three meetings per year would take place.
- Council wrote to members of the discontinued committees, and the Councillor working party met to explore the remaining issues, including next steps in establishing a new committee and supporting Terms of Reference (TOR).
- The Councillor working party met a number of times to discuss the best model for participation and to develop a TOR to guide a new committee in coordinating stakeholder liaison for Councillors.

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Concurrent with this activity a review of all Council advisory committees, including their roles and purpose was undertaken. While a new advisory committee may be established at some time in the future for the purpose of developing an annual schedule of stakeholder meetings, it was deemed appropriate that Council facilitate a minimum of three meetings with peak industry and community bodies to ensure Council meet the 2013/14 Key Strategic Action.

The Councillor working party concluded that designing a schedule of meetings with relevant peak industry and community bodies for the purpose of meeting the 2013/14 Key Strategic Activity measure would not preclude other meetings taking place over the course of the year with government departments, ministers, groups or individuals. The agreed schedule would simply provide an effective way for Councillors to identify key stakeholder groups of interest, and coordinate meetings with these to maximise engagement efforts.

As a result a report was then considered at the 6 November 2013 Ordinary Council Meeting which noted:

It is suggested Council pursue meetings with the following organisations:

- 1. Qube site visit to their Port of Melbourne terminal. Qube is the logistics firm that operates the Maryvale paper mill intermodal and has expressed interest in the development and operation of the Gippsland Logistics precinct; and*
- 2. AGL Loy Yang; and*
- 3. The Port of Hastings Development Authority site visit. This Authority was established in January 2012 to progress and oversee the Port of Hastings container expansion. Rail connectivity to Gippsland from the port of Hastings would allow the cost-effective export of brown coal and other products, and has been identified as a priority project in Securing Our Future 2013.*

The Council resolution was to:

Resolve to pursue meetings with Qube, AGL Loy Yang and the Port of Hastings Development Authority.

In response to the resolution the following 2013/14 schedule of meetings was set, with all councillors and executive team members invited to attend:

- Tour and site visit of AGL Loy Yang – 6 February 2014
- Tour and site visit of Qube Logistics – 8 May 2014
- Meeting with Port of Hastings Development Authority – 23 May 2014

ISSUES

The Key Strategic Action time measure states:

The Ordinary Council Meeting at which a report outlining progress on the program of meetings will be presented to Council for consideration no later than 30 June 2014.

Below is a summary from the meetings with each of the peak industry bodies and Latrobe City Council, identified by the resolution of Council on 6 November 2013.

1. AGL Loy Yang, 6 February 2014

Attendees:

- Anthony Fowler, Group General Manager, Merchant Energy AGL
- Doug Jackson, Chief Operating Officer, Merchant Operations AGL
- Gerald May, Manager Corporate Communications, Merchant Energy AGL
- John K Stewart, Head of Generation, AGL Loy Yang
- John Kienhuis, Acting Head of Mining, AGL Loy Yang
- Cr Sharon Gibson, Mayor
- Cr Dale Harriman, Deputy Mayor
- Cr Peter Gibbons
- Cr Darrell White
- Allison Jones, General Manager Economic Sustainability
- David Elder, Acting General Manager Community Liveability
- Chris Wightman, Acting General Manager Planning and Governance
- Geoff Hill, Manager Economic Development
- Michelle Franke, Manager Regional Partnerships
- Brigitte Bence, Coordinator Regional Partnerships

Overview of site visit:

1.1 Meet and greet with:

- › Anthony Fowler, Group General Manager, Merchant Energy AGL
- › Doug Jackson, Chief Operating Officer, Merchant Operations AGL
- › Gerald May, Manager Corporate Communications, Merchant Energy AGL
- › John K Stewart, Head of Generation, Loy Yang
- › John Kienhuis, Acting Head of Mining, Loy Yang

1.2 Welcome by Doug Jackson

1.3 Business overview and key challenges by Anthony Fowler and Doug Jackson

1.4 Safety overview provided by John K Stewart

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- 1.5 Bus tour of mine via perimeter road, mine viewing platform including presentation of mine overview by John Kienhuis
- 1.6 Power station tour and presentation by John Stewart starting from basement and including turbine floor and 19th floor
- 1.7 Informal BBQ dinner and discussion

Discussion topics:

AGL provided a business overview of the current AGL national operations and a site tour of the AGL Loy Yang mine operations and power station facilities.

Key facts relating to the mine operations and power station facilities were discussed comprising the status of the current coal allocations, extent of the resource mined to date and future mining plans. Ongoing key challenges for the company were discussed which included the changes in demand in the energy sector, workforce, research and development and changes in technology.

Opportunities and challenges for power generation industry in Gippsland were discussed, including brown coal allocations and the social licence for its use, low emission technologies and the ongoing changes to federal policy and associated energy price implications.

2. Qube Logistics – 8 May 2014Attendees:

- Maurice James, Managing Director
- Paul Digney, Managing Director Qube Logistics
- Shaun Harris, General Manager Victoria, Qube Logistics
- Charles Stott, Business Development Manager, Qube Logistics
- Geoff Hartley, Business Manager Victoria, Qube Logistics
- Cr Sharon Gibson, Mayor
- Cr Dale Harriman, Deputy Mayor
- Cr Sandy Kam
- Cr Darrell White
- Cr Christine Sindt
- Geoff Hill, Acting General Manager Economic Sustainability
- David Elder, Acting General Manager Community Liveability
- Jamey Mullen, Acting General Manager Organisational Excellence
- Michelle Franke, Manager Regional Partnerships
- Brigitte Bence, Coordinator Regional Partnerships
- Shannan Little, Business Development Officer

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Overview of site visit:

1.1 Meet and greet with:

- > Paul Digney, Managing Director, Qube Logistics
- > Shaun Harris, General Manager Victoria, Qube Logistics
- > Charles Stott, Business Development Manager, Qube Logistics
- > Geoff Hartley, Business Manager Victoria, Qube Logistics

1.2 Welcome by Paul Digney

1.3 Qube Logistic presentation by Charles Stott

1.4 Bus tour of Port of Melbourne Qube Logistic operations. Charles Stott presented logistics overview during tour

1.5 Informal lunch and discussion

Discussion topics:

Qube Logistics provided an overview of the current Qube Logistics national operations, including the successful logistics model in operation at the Port Botany, NSW.

Key facts relating to the Port of Melbourne operations were discussed as well as the expected growth at the Port of Melbourne, planned Webb Dock development and the medium term lease of the Port of Melbourne recently announced.

With the expected growth of the Port of Melbourne and associated increased truck movements, potential complimentary rail opportunities were explored.

The potential to leverage off Qube's current rail operations located at the Australian Paper Maryvale site to broaden this service to other exporters in the region, were highlighted.

3. Port of Hastings Development Authority – 23 May 2014

Attendees:

- Mike Lean, CEO, Port of Hastings Development Authority
- Sandra Jerkovic, Executive Manager Community Engagement and Stakeholder Relations, Port of Hastings Development Authority
- Cr Hale Harriman, Deputy Mayor
- Cr Christine Sindt
- Cr Sandy Kam
- Cr Peter Gibbons
- Cr Graeme Middlemiss
- John Mitchell, Acting Chief Executive Officer
- Geoff Hill, Acting General Manager Economic Sustainability
- Michelle Franke, Manager Regional Partnerships
- Brigitte Bence, Coordinator Regional Partnerships

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Overview of site visit:

1.1 Meet and greet with:

- > Mike Lean, CEO, Port of Hastings Development Authority
- > Sandra Jerkovic, Executive Manager Community Engagement and Stakeholder Relations, Port of Hastings Development Authority.

1.2 Welcome by Cr Harriman

1.3 Port of Hastings Development Authority presentation by Mike Lean

1.5 Informal afternoon tea and discussion

Discussion topics:

The Port of Hastings Development Authority provided an overview of the Port of Hastings current operations, planned port expansion and associated road and rail infrastructure developments.

An overview of the timeframes and the staged project approach provided an insight into the port's capacity to become Victoria's major container port as the Port of Melbourne reaches its anticipated lifespan.

Key facts relating to the Port of Hastings were discussed including planned TEU capacity, ship accessibility and the logistics facilities and infrastructure included within the scope of the project.

Opportunities and challenges for the Gippsland region were raised which highlighted limitations on bulk export, including coal, as outlined by the authority's regulatory guidelines. Potential challenges for efficient movement of freight through rail and road corridors into the port from the Gippsland region was also discussed.

Outcome of Key Strategic Direction

Latrobe City Council adopted the Key Strategic Action 'Develop and conduct a program of Councillor meetings with peak industry and community bodies' in its 2013/14 Annual Budget. As outlined in the budget, the action has four associated measurement areas which, at the conclusion of the three meetings, have achieved the following result:

Cost: Latrobe City Council's financial contribution during the 2013/14 financial year will be limited to resources allocated within Council's adopted budget.

Achieved: Financial contribution was limited to resources allocated within Council's budget.

Time: The Ordinary Council Meeting at which a report outlining progress on the program of meetings will be presented to Council for consideration no later than 30 June 2014.

Achieved: A Council Report is prepared for consideration by Council on 30 June 2014.

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Quantity: A minimum of three meetings will be scheduled.

Achieved: Three meetings were held between peak industry bodies including; AGL Loy Yang on 6 February 2014, Qube Logistics on 8 May 2014 and Port of Hastings Development Authority on 23 May 2014.

Quality: Meetings will be consistent with Council's new innovative and holistic approach to job creation, economic development, investment attraction and the transformation of Latrobe City.

Achieved: Meetings with peak industry bodies included discussion around the opportunities and challenges associated with job creation, economic development and investment attraction for Latrobe City as outlined in this 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*.

The cost associated with these meetings has been accommodated within Latrobe City Council's 2013/14 budget.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

Identified peak industry bodies were contacted directly to make site visit and meeting arrangements.

Invitations were sent to all councillors and executive team members with as much notice as possible. Council officers were also invited to attend to provide administrative support.

Details of Community Consultation / Results of Engagement:

No external consultation was undertaken in association with this report.

OPTIONS

Council has the following options:

1. Council note the report summary from meetings with peak industry bodies; AGL Loy Yang, Qube Logistics and Port of Hastings Development Authority.
2. Council request further information.

CONCLUSION

In the absence of an advisory committee, Council at its Ordinary Council Meeting of 6 November 2013 determined the annual schedule of meetings with relevant peak industry and community bodies in line with the Key Strategic Action 'Develop and conduct a program of Councillor meetings with peak industry and community bodies'.

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Council resolved to pursue meetings with AGL Loy Yang, Qube Logistics and the Port of Hastings Development Authority. The program of meetings with peak industry bodies included:

- AGL Loy Yang – 6 February 2014
- Qube Logistics – 8 May 2014
- Port of Hastings Development Authority – 23 May 2014

The intent of these meetings was for Council to establish and further develop a strong working relationship, whereby reciprocal interests could be explored.

The Key Strategic Action 'Develop and conduct a program of Councillor meetings with peak industry and community bodies' is considered to have been achieved with the four associated measure areas being met.

Attachments

Nil

RECOMMENDATION

That Council note the report summary from meetings with peak industry bodies; AGL Loy Yang, Qube Logistics and Port of Hastings Development Authority.

RECREATION AND COMMUNITY INFRASTRUCTURE

14. RECREATION AND COMMUNITY INFRASTRUCTURE**14.1 MORWELL RECREATION RESERVE PRECINCT MASTER PLAN****General Manager****Recreation and Community
Infrastructure****For Decision****PURPOSE**

The purpose of this report is to present the submissions received on the draft Morwell Recreation Reserve Precinct master plan during the community consultation process and seek consideration of the master plan 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 2013-2017.

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 2013 - 2017***Theme and Objectives***

Theme 2: Appropriate, affordable and sustainable facilities, services and recreation

Objective - To promote and support a healthy, active and connected community.

Objective - To provide facilities and services that are accessible and meet the needs of our diverse community.

Objective - To enhance the visual attractiveness and liveability of Latrobe City.

Strategic Directions:

- 1.2.1 Promote and support more involvement of children in active recreation and sport.
- 1.2.2 Develop and maintain community infrastructure that meets the needs of our community.
- 1.2.3 Promote and support opportunities for people to enhance their health and wellbeing.
- 1.2.4 Encourage and create opportunities for more community participation in sports, recreation, arts, culture and community activities.
- 1.2.5 Improve and link bicycle paths, footpaths and rail trail networks to encourage physical activity and promote liveability.
- 1.2.8 Enhance and develop the physical amenity and visual appearance of Latrobe City.
- 1.2.9 Continue to maintain and improve access to Latrobe City's parks , reserves and open spaces.

Theme 5: Planning for the future

Objective - To provide a well planned, connected and liveable community.

Objective - To provide clear and concise policies and directions in all aspects of planning.

Strategy & Plans – 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*
- *Morwell Outdoor Recreation Plan 2008*
- *Public Open Space Strategy 2013*

BACKGROUND

The Morwell Recreation Reserve Precinct Master Plan was identified for completion as part of the 2013/14 Latrobe City Council business planning process and the objective of the master plan process was to establish clear direction for the future planning, provision, enhancement and improvements of sport and community infrastructure at the Morwell Recreation Reserve Precinct (including Keegan Street Reserve and Eric Lubke Yarra Gum Reserve).

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Inside Edge Consultants were appointed in August 2013 to complete this master plan and the process began on 25 September 2013 when Inside Edge Consultants and Council officers conducted a Councillor consultation session to gain feedback on the Morwell Recreation Reserve Precinct master plan and to discuss the process moving forward.

Following this initial consultation with Councillors, Inside Edge consultants and Council officers consulted with all relevant external stakeholders and surrounding local residents via letter, emails or phone calls. This included a letter drop to adjoining residents in Travis Street, Keegan Street, Hazelwood Road, Elgin Street and Maryvale Crescent which provided information about the survey, community workshop and the master plan process.

In order to reach a wider audience, a community workshop for the Morwell Recreation Reserve Precinct master plan was offered and advertised in the Latrobe Valley Express and the Latrobe City Council website. A total of 9 participants, representing sporting club, community clubs and local residents attended the workshop and provided valuable feedback.

A survey was also utilised to gather additional input from residents and user groups and was available on the Latrobe City Council website. The survey was advertised in the Latrobe Valley Express, Latrobe City Council website and on social media until 8 November 2013 and all workshop attendees were encouraged to participate in the survey.

All feedback from the workshops, surveys and submissions was collated and provided to Inside Edge Consultants to commence preparation of the draft master plans and a second project bulletin was posted or emailed to all registered stakeholders and user groups on 5 December 2013.

The draft Morwell Recreation Reserve Precinct master plan including the Research, Consultation and Key Directions Report was developed and presented to Council on 24 March 2014 whereby Council resolved the following:

- 1. That Council releases the draft Morwell Recreation Reserve Precinct Master Plan, Traralgon Recreation Reserve and Showgrounds Master Plan, Warren Terrace Reserve Master Plan and the Review of the Traralgon Outdoor Recreation Plan for community consultation for a period of 6 weeks from Tuesday 25 March 2014 to Friday 2 May 2014.*
- 2. That a further report be presented to Council with the results of the community consultation process.*

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ISSUES

The draft master plan for the Morwell Recreation Reserve Precinct (Attachment 1) identified a number of key opportunities. These included:

- Improve drainage to Keegan Street Reserve
- Lighting upgrade to Morwell Recreation Reserve oval
- Construction of a synthetic oval on the site of the old caravan park
- Construction of a multi-use pavilion to provide for Netball and Cricket

These opportunities were identified from the engagement activities undertaken with the community of Morwell and existing user groups and stakeholders of the precinct.

The public exhibition period for the Morwell Recreation Reserve Precinct master plan and three other master plans commenced on Tuesday 25 March and continued until Friday 2 May 2014.

Council officers sent letters and emails to all user groups, key stakeholders, adjoining local residents and any community who had previously been involved in any engagement activities for the project. Stakeholders were invited and encouraged to attend personal meetings with the project manager to discuss their feedback about the draft master plan.

As such, Council officers met personally with the following club and organisations following release of the draft Morwell Recreation Reserve Precinct master plan in March 2014:

- Morwell Football Netball Club
- Morwell Cricket Club
- AFL Gippsland
- Netball Victoria
- Gippsland Power

Following the public exhibition period for the Morwell Recreation Reserve Precinct master plan, a total of 8 submissions (Attachment 2) were received. These submissions, the issues raised and the officer response are detailed in the table below:

	Stakeholder name	Submission type	Issues raised	Officer response
1	Giselle Scorse (Club Astoria President)	Email	1. The proposed plan is reasonable and workable for the club. 2. Traffic management is something that will require assistance from LCC due to the land used for event car parking not being available in the proposed plan.	1. Noted. 2. This is identified in recommendation 25 of the implementation plan.

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2	John White (Central Gippsland Cricket Association)	Email	1. The Central Gippsland Cricket Association (CGCA) will need to either retain a space in the Gert Mahoney rooms or in another area provided for office space. This must be large enough to house all of their records and provide meeting space.	1. CGCA will be engaged throughout the detailed design phase of the proposed multi-purpose pavilion to ensure their needs are met. The plan has been amended to include the CGCA in the new pavilion.
3	Travis Switzer – AFL Gippsland	Email/Letter	<ol style="list-style-type: none"> 1. Items 2,3 & 8 are the top priorities for the reserve. 2. Netball courts should be moved closer to the pavilion. 3. Spectator areas should be brought into one sheltered spectator area similar to Sale Football/Netball Clubs recent construction. 4. Fencing of courts should be considered . 5. Play area should be relocated so it can be utilised by reserve users and there will be higher visibility for parents. 6. Consider match standard lighting for netball courts. 7. Item 1 – strong support for synthetic. It will assist in taking pressure off main oval and aligns with AFL Gippsland's plan to bring AFL 9's to the region. 8. Refurbishment & extension of change rooms & AFL Gippsland office is a key priority is strongly supported. Staff base has grown & better facilities will attract more events/games. Details in submission. 	<ol style="list-style-type: none"> 1. Noted. These are highlighted as priorities on the implementation plan. 2. Noted. The courts will be relocated in final drawing as it's a recurring theme. 3. Noted. The final plan has been amended to show this. 4. Noted. This has been included in the recommendations. 5. Noted. The final plan has been amended to include this as it was a theme picked up by majority of the user groups. 6. Noted. The final plan has been amended to include match standard lighting. 7. Noted. 8. Noted. This is recommendation 4 of the plan and is identified as a high priority in the implementation plan.

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			<p>9. Consider kiosk as part of Gert Mahoney development. Currently insufficient quality.</p> <p>10. Keegan St drainage work on oval is strongly supported.</p> <p>11. Scoreboard is a high priority – safety issues.</p> <p>12. Support for safety net.</p> <p>13. Parking and traffic flow needs in depth consideration. With removal of some parking in front of club rooms.</p> <p>14. Unsure of whether number of public toilets at the facility is sufficient given the large scale events held now and in the future at the site.</p>	<p>9. The kiosk has been included in the amended plan. Thorough consultation will occur with user groups throughout the detailed design phase</p> <p>10. Noted. This is recommendation 10 of the implementation plan and is a high priority.</p> <p>11. Noted. Scoreboards are a user group/club responsibility.</p> <p>12. Noted. Safety nets are a user group/club responsibility</p> <p>13. Should the Keegan St pavilion project proceed, a traffic study will be conducted. Additional car parking has been included in the final plan.</p> <p>14. Public toilets will be incorporated into the Keegan St and Gert Mahoney pavilions as part of the proposed upgrades. The wording in the recommendations of the plan has been updated to reflect this.</p>
4	Morwell Cricket Club	Email/Letter	<p>1. Repairing Keegan St Oval is a number 1 priority, including turf wicket bench.</p> <p>2. New change rooms and facilities is a second priority as current facilities are run down and do not cater for women.</p>	<p>1. Noted. The repairs are deemed a high priority on the implementation plan.</p> <p>2. Noted. This is a high priority of the implementation plan and thorough consultation will be carried out during detailed design</p>

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			<p>3. Strong support for tree planting and general beautification of the precinct.</p> <p>4. Supports relocation of nets and would like widening of synthetic wicket.</p> <p>5. Strong support for new pavilion and supports the idea of sharing with netballers.</p> <p>6. Support for paths etc. that open up the precinct for community use.</p>	<p>phase to ensure all user groups' needs are met.</p> <p>3. Noted. There are a number of recommendations in the plan that addresses beautification of the site.</p> <p>4. Noted. Relocation of the cricket nets is identified in the plan as recommendation 7 and the widening of the synthetic wicket has been included as a recommendation in the final plan.</p> <p>5. Noted. This is a high priority on the implementation plan and thorough consultation will be carried out during detailed design phase to ensure all user groups' needs are met.</p> <p>6. Noted. The community trails are identified in recommendation 14 and will connect all of the Morwell Recreation Reserve facilities as well as provide recreational opportunity for the local community</p>
5	Morwell Croquet Club	Email	<p>1. Support for 15 metre expansion to the west of the boundary. This will increase capacity by 50%</p>	<p>1. Noted. The Croquet Club extension is recommendation 9.</p>
6	Netball Victoria	Email/Letter	<p>1. The play space should be relocated so that it can be utilised by user groups of the reserve.</p>	<p>1. Noted. The play space has been relocated to the netball/cricket area, creating a more distinct connection between users of the reserve facility and the play provision.</p>

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			<p>2. Relocate either the pavilion or netball courts as plan shows disconnection.</p> <p>3. Drainage issues at netball court area need to be addressed.</p> <p>4. Investigate the upgrade of lights being changed from training standard to match standard.</p> <p>5. Provision of electronic scoreboard for netball.</p> <p>6. Allow for male & female change rooms in Keegan St pavilion to cater for the growing number of male umpires.</p> <p>7. Support for traffic management, landscape improvements and community infrastructure for the site.</p>	<p>2. Noted. The final drawing has been amended to place the netball courts closer to the pavilion.</p> <p>3. Noted. This has been included in the implementation plan and will coincide with the netball court upgrade project.</p> <p>4. The final plan has been amended to reflect match standard lighting rather than training standard.</p> <p>5. Noted. This is a club responsibility.</p> <p>6. All user groups will be fully engaged throughout the detailed design phase to ensure their needs are met. The design will also follow appropriate sporting facility guidelines.</p> <p>7. Noted. A traffic study will be conducted to ensure manageable traffic flow and parking is available to the site as identified in recommendation 25. There are also a number of recommendations addressing beautification of the site.</p>
8	Morwell Football/Netball Club	Email	<p>1. Netball courts should be moved closer to pavilion.</p> <p>2. Suggest that two spectator areas in plan get rolled into one undercover spectator area.</p>	<p>1. Noted. The final plan has been amended to locate the netball courts closer to the Keegan St pavilion.</p> <p>2. Noted. The final plan reflects a shared shelter.</p>

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			<p>3. Netball courts should be fenced to keep children/spectators at a safe distance during games</p> <p>4. Playground should be relocated closer to netball area.</p> <p>5. Concern about traffic flow if Keegan St is shut off, particularly on event days.</p> <p>6. Loss of parking near Gert Mahoney is a concern and there is concerns that won't be replaced.</p> <p>7. Not enough toilet facilities provided – major priority.</p> <p>8. Lighting – major priority.</p> <p>9. Scoreboard – major priority</p>	<p>3. Noted. The final plan has been amended to show a barrier around the netball courts.</p> <p>4. Noted. The play space has been relocated in the final drawing to the netball/cricket area, creating a more distinct connection between users of the reserves facility and the play provision.</p> <p>5. Noted. Should Keegan St be closed off an event management plan will be developed as per recommendation 25.</p> <p>6. Two tier parking has been added into the plan as well as additional parking where the current netball courts are located.</p> <p>7. Public toilets will be incorporated into the Keegan St & Gert Mahoney pavilions as part of the proposed upgrades. The wording in the recommendations of the plan has been updated to reflect this.</p> <p>8. Noted and this is identified as recommendation 11 of the plan.</p> <p>9. Noted. This is a user group/club responsibility.</p>
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			<p>10.Kiosk inadequacies need to be addressed as part of this plan.</p> <p>11.If current storage sheds near Croquet Club are going to be demolished, they will need to be rebuilt to replace. Larger storage would be preferable if possible.</p>	<p>10.The wording on final plan has been amended to include this. Detailed design will fully engage all user groups to ensure all needs are met.</p> <p>11.Storage will be incorporated into the Gert Mahoney pavilion and the final plan has been amended to reflect this.</p>
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The 8 submissions that have been considered as part of this report have been very positive about the master plan for the Morwell Recreation Reserve Precinct.

The majority of the responses provided have been overwhelmingly supportive of the original master plan and implementation plan, and where necessary have resulted in changes to specific recommendations to the master plan. The submissions have highlighted the community's priorities for developing and enhancing a high use regional level facility.

The development of the master plan for the Morwell Recreation Reserve Precinct has been a positive process, with a substantial level of engagement with user groups and key stakeholders.

The recommendations in the Morwell Recreation Reserve Precinct master plan Final Report (Attachment 1) will guide the development of the reserve into the future and it has strong synergy with the objectives of the Latrobe City 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 inadequate public facilities and infrastructure in the municipality and the development of the Morwell Recreation Reserve Precinct master plan is a project that mitigates this risk to Council.

Funds have been allocated in the 2013/14 budget year from Council to enable the completion of the Morwell Recreation Reserve Precinct master plan.

Potential projects that emanate from this master plan will need to be considered by Council and appropriate funding sourced in future budgets.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

Pre-Draft Master Plan Development

At the commencement of this project, Inside Edge consultants and Council officers conducted a Councillor consultation session on 25 September 2013 to gain feedback on the four potential draft master plans.

Following this initial session with Councillors, Inside Edge Consultants and Council officers consulted with all relevant user groups and external stakeholders in September and October 2013. These stakeholders were contacted via post, emails and phone calls and were also given the option of attending a community workshop or an individual meeting with the consultants and officers.

In addition, a letter drop to adjoining residents in Travis Street, Keegan Street, Hazelwood Road, Elgin Street and Maryvale Crescent which provided information about the survey, community workshop and the master plan process.

The below table provides details of engagement activities undertaken with each stakeholder group:

Stakeholder	Method of Consultation
Morwell Football Netball Club	Community meeting/workshop
Morwell Cricket Club	Community meeting/workshop
Gippsland Power	Individual meeting with Council Officers & consultants
AFL Gippsland	Individual meeting with Council Officers & consultants
Morwell Croquet Club	Individual meeting with Council Officers & consultants.
Central Gippsland Cricket Association	Community meeting/workshop
Mid Gippsland Netball Association	Community meeting/workshop
German Club (Astoria)	Individual meeting with Council Officers & consultants.
Morwell Schools	Email
Local Residents	Latrobe Valley Express, website & Community meeting/workshop

The community workshop for the Morwell Recreation Reserve Precinct master plan was advertised in the Latrobe Valley Express and the Latrobe City website in order to reach a wide audience. The workshop for the Morwell Recreation Reserve Precinct master plan was attended by 9 community members, made up of representatives from the major user

**ORDINARY COUNCIL MEETING AGENDA
30 JUNE 2014 (CM441)**

groups and local residents. The workshop proved popular with all stakeholders providing constructive feedback during the session.

In addition, a survey to gather more input from residents and user groups was available on the Latrobe City Council website and all workshop attendees were encouraged to complete it. The survey was advertised in the LV Express, Latrobe City Council website and on social media until 8 November 2013. Surveys were also letter dropped to adjoining residents of the Morwell Recreation Reserve Precinct, including residents of Keegan Street, Travis Street, Hazelwood Road, Elgin Street, Aherin Street and Maryvale Crescent.

Following this initial engagement period, the draft Morwell Recreation Reserve Precinct master plan was developed and then presented to Council on the 25 March 2014 to seek its release for public exhibition.

Post-Draft Master Plan Development

During this public exhibition period from 26 March 2014 to 2 May 2014, the following engagement activities took place:

- The draft Morwell Recreation Reserve Precinct master plan was available to review on line on Council's website www.latrobe.vic.gov.au
- The draft Morwell Recreation Reserve Precinct master plan was available to review at Latrobe City Council service centres.
- All previously identified user groups, stakeholders and community members who had previously been involved with the project were either emailed, sent a letter or contacted in person about the public exhibition period and their options to provide their views, feedback or submission. Options included:
 - Providing a written submission via letter or email
 - Complete a feedback form on Councils website
 - Meet with the Council project manager regarding the draft master plan
- Information was placed on Latrobe City Council's noticeboard in the Latrobe Valley Express, from Monday, 31 March 2014 through to Thursday, 1 May 2014.
- One on one interviews were scheduled for user groups, community groups and interested community members who wished to meet and discuss the recommendations contained in the draft master plans. As indicated previously in this report, key stakeholders from the reserve took this opportunity to discuss their feedback directly with Council officers.

Councillors were invited to attend a workshop with Council officers on 28 May 2014 to discuss the submissions received relating to the draft Morwell Recreation Reserve Precinct master plan prior to it being presented to Council.

**ORDINARY COUNCIL MEETING AGENDA
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The stakeholder engagement activities that were undertaken during the public exhibition period are consistent with Council's Community Engagement Plan 2010 -2014.

OPTIONS

Council has the following options available:

1. Adopt the Morwell Recreation Reserve Precinct master plan acknowledging the submissions received.
2. Not adopt the Morwell Recreation Reserve Precinct master plan and seek further information.

CONCLUSION

The Morwell Recreation Reserve Precinct master plan was identified for completion as part of the 2013/14 Latrobe City Council business planning process and the objective of the master plan process was to establish clear direction for the future planning, provision, enhancement and improvements of sport and community infrastructure at the Morwell Recreation Reserve Precinct (including Keegan Street Reserve and Eric Lubke Yarra Gum Reserve).

An extensive consultation process with key stakeholders and the general community was undertaken to gather valuable feedback and where appropriate, this feedback has been incorporated into the draft final Morwell Recreation Reserve Precinct master plan.

Recommendations in this plan have been developed after a critical review of the current site, current site constraints and the feedback gathered throughout the community engagement process.

Attachments

1. Morwell Recreation Reserve Precinct master plan Final Report
2. Morwell Rec Reserve Submissions

RECOMMENDATION

1. That Council adopts the Morwell Recreation Reserve Precinct master plan.
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

Morwell Recreation Reserve Precinct Master Plan

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- 2 Morwell Rec Reserve Submissions..... 79**



MORWELL RECREATION RESERVE PRECINCT MASTER PLAN

Final Report | June 2014



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ABOUT THIS DOCUMENT (PART A)

The Morwell Recreation Reserve Precinct Master Plan is delivered in two parts.

Part A – The Master Plan

Provides a summary of master plan objectives, planning and design principles, stakeholder needs and consultation methods, reserve description, final master plan, supporting recommendations and estimated associated costs.

Part B – Research, Consultation and Key Directions Report

Part B is a separate report to this master plan and can be found via Latrobe City Council's website or by contacting the Recreation and Open Space department. It provides detailed project context analysis, full document review, site assessment and existing condition plans, key stakeholder consultation program and findings, and all background information and research collected during the development of the final Master Plan.

Morwell Recreation Reserve Precinct Master Plan

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EXECUTIVE SUMMARY

The Morwell Recreation Reserve Precinct Master Plan was commissioned by Latrobe City Council in 2013 to establish a 'precinct scale' vision and direction for the future planning and provision of sport and community infrastructure across the multi-facility and sporting site.

The precinct master plan is an aspirational 10 year plan and has been designed to be realistic and practical in its implementation, with key priorities and recommendations to be deliverable by 2024/25. It is important to note that stakeholder and community demands, priorities and direction change over time, hence suggested reserve improvements are to be used as a guide only and subject to funding availability.

The Morwell Recreation Reserve Precinct is defined in Council's Public Open Space Strategy as a 'Regional' reserve comprising of the Morwell Recreation Reserve, Keegan Street Reserve, the old Morwell Caravan Park and the Eric Lubcke Yarra Gum Conservation Reserve. Recognised as the premier AFL facility in Gippsland, the overall precinct provides opportunity for not only participation in Australian Rules football, but alternate sporting codes including cricket, netball and croquet. The reserve is also used frequently by local residents for passive recreation pursuits including walking, jogging, dog walking and community events.

To improve overall reserve capacity and sport/recreation development and participation opportunities, the master plan will seek to improve not only the quality and accessibility of sport and community infrastructure, but also the linkages between facilities, tenant user groups and the wider Morwell community.

Development of the Morwell Recreation Reserve Precinct Master Plan has included considerable community and stakeholder consultation to ensure reserve improvement recommendations are reflective of current and future community needs as well as meeting best practice and peak sporting body facility requirements.

A number of key individual stakeholder groups and the broader Morwell community contributed to development of the final plan, with several common themes emerging relating to condition and general functionality of the reserve. Aged and dysfunctional buildings, improved sports field provision, traffic management/car parking, insufficient provision for complementary informal recreation opportunities (e.g. shared pathways, playgrounds, sheltered seating, picnic areas, BBQ facilities) and site management were considered priority improvement areas for the reserve. In addition to identifying priority reserve improvements, stakeholder and community input into the future direction and purpose of the Morwell Recreation Reserve Precinct created the below reserve vision.

'A premier regional sporting precinct that provides both formal and informal sport and recreation opportunities for the Morwell and surrounding communities while also recognising the environmental significance of the Eric Lubcke Yarra Gum Conservation Reserve'

Key reserve improvements recommended in the 10 year master plan include:

- Redevelopment of the old Morwell Caravan Park site into a multi-use community synthetic playing field
- Extension and refurbishment of existing change room facilities and amenities
- Upgrade/refurbishment of Gert Mahoney Pavilion
- Construction of a shared (netball/cricket) match day pavilion
- Relocation and construction of two asphalt netball courts
- Improve drainage and playing surface of Keegan Street Reserve
- Establish a walking trail/shared pathway network within the Reserve
- Provision of an accessible public playspace and picnic area
- Promotion of the historical and environmental significance of Eric Lubcke Yarra Gum Conservation Reserve
- The total estimated opinion of probable for master plan recommendations is approximately \$9.8M.

THE PROJECT

BACKGROUND AND CONTEXT

To assist with the delivery of key recommendations outlined in Council's adopted Recreation Plan (2006) and Public Open Space Strategy (2013), the Morwell Recreation Reserve Precinct Master Plan has been developed to help achieve Morwell Recreation Reserve specific actions by providing a clear direction for the future planning, provision and enhancement of sport and community infrastructure at the Morwell Recreation Reserve Precinct .

Despite Morwell's modest forecast population growth of approximately 1,600 between 2011 and 2031 (11% increase), the precincts 'Regional' status suggests an increase in future usage, with participants travelling from neighbouring and surrounding communities to access the reserve and its related facilities.

With Latrobe City Council's population estimated to exceed 90,000 by 2031 (18%), a coordinated approach to future planning, development and implementation of recreation services and associated sporting and community infrastructure will be required to ensure the Morwell and wider Latrobe community continue to be well serviced in future years.

To ensure reserve master plan recommendations follow a common theme, a number of design guidelines and development principles were adopted by Latrobe City Council.

Five key themes that underpin design guidelines, development principles and eventual reserve improvement recommendations are:

- Future facility development
- Accessibility
- Community infrastructure and social amenity
- Sports field provision and suitability
- Reserve and facility management

PROJECT OBJECTIVES

The key objectives of the Morwell Recreation Reserve Precinct Master Plan were to:

- Identify current and future reserve development opportunities for the precinct for the next 10 years
- Optimise reserve sporting facilities/open space usage and increase multi-use and efficiency of recreational facilities
- Provide a prioritised implementation plan, including cost estimates for master plan infrastructure recommendations and potential funding opportunities
- Provide advice on a sustainable management structure ensuring equitable access, usage and funding is provided to clubs and associations

PROJECT OUTCOMES

Additional outcomes of this project were to:

- Undertake consultation with key stakeholders to identify recreation needs and aspirations for the Morwell community
- Assess spatial capacity of the precinct, and location and function of facilities
- Recommend appropriate revenue streams, including fees and charges, and level of responsibility for the maintenance and upkeep of facilities on an ongoing basis
- Determine desired access, movement patterns and strategic parking nodes

PROJECT METHODOLOGY

Development of the Morwell Recreation Reserve Precinct Master Plan and supporting Implementation Plan was undertaken in five key stages, commencing in September 2013 with the Final Master Plan completed in June 2014.



PROJECT STUDY AREA



The adjacent aerial image of the Morwell Recreation Reserve Precinct depicts the master plan project study area (red border). The site includes the Morwell Recreation Reserve, Keegan Street Reserve, the old Morwell Caravan Park and the Eric Lubke Yarra Gum Conservation Reserve.

Hierarchy Classification: Regional

Primary Function: Sport

Level Of Use: High

The Morwell Recreation Reserve Precinct plays host to five regular tenants with participation recorded for the following organised sporting activities and community events:

- AFL
- Cricket
- Netball
- Croquet
- Oktoberfest

The site has been identified by AFL Victoria as a potential future location for AFL Victoria's Gippsland Regional Administration Centre.

PLANNING AND DESIGN GUIDELINES AND DEVELOPMENT PRINCIPLES

The following development principles were used to guide the interpretation, consideration and preparation of design options for the Morwell Recreation Reserve Precinct and underpin master plan directions and recommendations.

1. FUTURE FACILITY DEVELOPMENT

- 1.1 Replace redundant and functionally obsolete buildings/amenities with facilities that meet shared sport, community and education objectives.
- 1.2 The provision of recreation and leisure facilities shall maximise shared usage and flexibility to meet changing community needs and aspirations.
- 1.3 Encouragement of clubs utilising separate clubrooms on the same reserve to consolidate into one building.
- 1.4 Priority shall be given to supporting the provision of recreation facilities that cater for both municipal and local level needs.
- 1.5 Recreation facilities shall provide safe and supportive environments for participants and an emphasis on the provision of new (unstructured) recreational pursuits and open space should be considered.
- 1.6 Universal and Healthy by Design® Principles along with sustainability best practices will underpin planning and design of future facility developments.

2. ACCESSIBILITY

- 2.1 There shall be a diverse range of accessible recreation facilities and open space areas across the City that meet the needs of Latrobe's diverse community.
- 2.2 Ensure recreation reserves and supporting facilities are accessible, safe and appealing for people with a disability (Disability Discrimination Act compliance).
- 2.3 Ensure equitable provision of recreation reserves and supporting facilities according to age, gender, cultural background and ability.
- 2.4 Ensure Recreation Reserves and supporting facilities are safe and secure for older adults (security lighting, car park provision, access into and around facilities).
- 2.5 Improve and link bicycle paths, footpaths and road networks to encourage physical activity and promote livability.
- 2.6 Continue to maintain and improve access to Latrobe City's reserves and open spaces.
- 2.7 Improve vehicle entry/egress and car parking provision at recreation reserves and open spaces to meet expected day-to-day usage and sporting/community event requirements.
- 2.8 Enhance connectivity between key sporting reserves and community infrastructure.
- 2.9 Provision of walking paths/tracks/trails that allow for both recreational opportunities and destination based routes.

3. COMMUNITY INFRASTRUCTURE AND SOCIAL AMENITY

- 3.1 Improve recreation reserves and open spaces available for informal recreation activities.
- 3.2 Facilitate increased passive recreational use of sporting reserves by providing informal recreation facilities (e.g. paths, seats, plantings, BBQ/picnic areas, playgrounds).
- 3.3 Develop and maintain community infrastructure that connects and meets the needs of the Latrobe community.
- 3.4 Promote and support opportunities for people to enhance their health and wellbeing through physical activity.
- 3.5 Enhance and develop the physical amenity and visual appearance of Latrobe City's recreation reserves.
- 3.6 Continue to support event infrastructure at Reserves (e.g. Traralgon Recreation Reserve and Showgrounds/Morwell Recreation Reserve) that strengthen Latrobe's community capacity and liveability.
- 3.7 Continue to build pride of place and historical significance of reserves throughout the City (e.g. Traralgon Recreation Reserve and Showgrounds).
- 3.8 Enhance the visual amenity of recreation reserves through additional tree planting and landscaping.

4. SPORTS FIELD PROVISION AND SUITABILITY

- 4.1 Continue to develop first-rate reserve and supporting facilities/amenities that provide for emerging and high demand sports such as Australian Rules Football, soccer and netball.
- 4.2 Promote and facilitate increased participation opportunities for target groups such as older adults, women and children via supporting recreation reserve facilities and amenities.
- 4.3 Strengthen the capacity of sporting clubs and organisations seeking to improve the quality of local recreation reserve facilities.
- 4.4 Develop closer relationships with schools to integrate management and use of school and public facilities.
- 4.5 Encourage and promote formalised sport competition, sports carnivals and training throughout the City's reserves and open spaces.
- 4.6 Continue to ensure high levels of playing field provision and conditions are maintained to meet levels of training/competition requirements (e.g. sports field lighting).
- 4.7 Encourage shared use of sporting reserves, training facilities, building and amenities.

- 4.8 Create opportunities that consolidate and promote increased use of existing fields before adding new playing areas.
- 4.9 Maintain dedicated playing field areas, ensure they are appropriately sized and dimensioned and maximise their use and flexibility for configuration and usage by additional sports or activities.
- 4.10 Minimise (where not required) Reserve fencing to allow for greater flexibility and shared usage.
- 4.11 Recognise Morwell Recreation Reserve as the premier AFL venue in the City of Latrobe.

5. RESERVE AND FACILITY MANAGEMENT

- 5.1 Through management functions and agreements, continue to ensure that equitable fees and charges are levied to users and principles of access and inclusion are prioritised.
- 5.2 The principles of shared use of sporting grounds and related facilities will be promoted and a balance between formal and informal activities encouraged – access to playing fields should still be scheduled to avoid conflicts in use.



STAKEHOLDER NEEDS

In order to develop a realistic and practical master plan that responds to current and future usage demands required significant stakeholder consultation.

Key stakeholders included in the development of the master plan included Latrobe City Council staff, local sporting clubs, leagues and associations, peak sporting bodies, community user groups, Government agencies and local community residents.

CONSULTATION METHODS

The following consultation methods were undertaken and have informed development of the Morwell Recreation Reserve Precinct Master Plan

- Meetings and presentations to Latrobe City Council's Project Steering Group
- One workshop with Latrobe City Council's Internal Reference Group
- Councillor Briefing presentation
- On-site presentations and discussions with key stakeholders
- Individual meetings and interviews with reserve sporting/community user groups
- One community meeting/workshop at Morwell Recreation Reserve
- Written submissions from local residents
- Two Project Bulletins
- Online and hard copy organisation and general community member/resident reserve user surveys
- Telephone interviews with key government agencies, peak sporting bodies and associations
- Site visit/inspection
- Project management design brief workshop
- Opportunity for stakeholder groups to meet individually with Latrobe City Council officers to discuss Draft Master Plan and supporting Implementation Plan
- Latrobe City Council online 'Have your Say' promotion and encouragement of written submissions from stakeholders on Draft Master Plan
- Final design workshop with Latrobe City Council officers, project consultants and landscape architects



SUMMARY OF CONSULTATION FINDINGS

A number of common themes and consistent messages were received from key stakeholders consulted throughout development of the Morwell Recreation Reserve Precinct Master Plan, with several of the most prevalent reserve issues and supported future directions highlighted:

- Redevelop old Morwell Caravan Park to allow increased capacity for informal recreation and sports club training/activities
- Improve path and vehicle connection throughout site through a traffic management feasibility study
- Relocate isolated netball facilities and improve court/supporting infrastructure condition
- Provide more opportunity for informal recreation through the introduction of community infrastructure including playspace, picnic area, spectator shelter and seating. Social amenities to compliment sporting infrastructure with regard to location.
- Upgrade surface and irrigation system on Keegan Street Oval
- Demolish and redevelop/consolidate existing public toilet facilities
- Explore opportunity for shared use multi-purpose pavilion between Morwell Recreation Reserve and Keegan Street Oval
- Refurbish/redevelop aged and dysfunctional buildings
- Improve reserve and buildings accessibility
- Increase landscaping and tree planting throughout reserve to improve overall site aesthetics

A detailed consultation schedule and key findings is provided in Part B of the Morwell Recreation Reserve Precinct Master Plan - Design and Review of Latrobe City Council's Recreation Plans: Research, Consultation and Key Directions Report.



RESERVE HIERARCHY, ROLES, FUNCTIONS AND LEVELS OF USE

Latrobe City Council's 2013 Public Open Space Strategy provides a strategic vision for the future planning and improvement of public open spaces across the city. The strategy identifies open space roles and functions, existing provision within townships (e.g. sport, parkland, conservation), level of reserve hierarchy and usage levels.

RESERVE ROLES AND FUNCTIONS

While not all open space categories listed in Council's Public Open Space Strategy have direct relevance to the Morwell Recreation Reserve Precinct, one category of particular importance is the classification 'sport'. This category covers the primary function of the Morwell Recreation Reserve Precinct and provides strategic context for individual reserve improvement recommendations. It should be acknowledged that some reserves service more than one function. For example, sports reserves are often equipped with social infrastructure such as playgrounds, BBQ or picnic facilities and shared pathways.

These facilities are complimentary to the primary function of the reserve however do not change its intended purpose. The definition of the reserve classification 'sport' is provided below:

Description/Primary Function: Open space reserves set aside primarily to accommodate active sports use. This may include indoor sports 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.

RESERVE OPEN SPACE HIERARCHY

The Public Open Space Strategy references three levels of open space hierarchy, **Local, District and Regional**.

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 3km radius.

REGIONAL: Each town with a population of over 10,000 people should have access to regional standard public open space venue/s.

Understanding where individual reserves sit within the hierarchy provides guidance as to the preferred level of community amenity and infrastructure to be provided.

RESERVE LEVELS OF USE

During the development of Latrobe City Council's 2013 Public Open Space Strategy, the level of use of existing reserves was assessed to inform overall community demand. Consultation with Council officers identified three categories of reserve usage, **High, Medium and Low**.

The Morwell Recreation Reserve Precinct has been identified as a reserve with a 'high' level of community and sporting group usage.

MASTER PLAN

MASTER PLAN RECOMMENDATIONS

The following section provides a set of future directions and recommendations for the Morwell Recreation Reserve Precinct.

Recommendations have been designed to provide sport, government and community stakeholders with a schedule of prioritised reserve improvements along with stakeholder responsibilities, estimated costs and potential funding opportunities.

Ongoing ownership, monitoring and delivery of individual reserve master plan recommendations will require a planned approach from Council and partnering stakeholders.

Recommendations listed are based on a 10 year timeframe.

STAKEHOLDER RESPONSIBILITY

Identifying stakeholder involvement and allocation of roles, responsibilities and resources provides a focused approach to delivery and implementation. Each master plan recommendation has been nominated a stakeholder responsible for the initiation, planning and funding of individual reserve recommendations.

IMPLEMENTATION PLAN

Each master plan recommendation has been allocated a level of priority based on their relative impact on delivering project outcomes.

HIGH:

Important action that underpins the future delivery of sports and community infrastructure/open space and/or site management and that have the most potential to attract external funding and require planning to commence at earliest opportunity. Recommendations with an associated risk management issue have also been classified as high priorities.

MEDIUM:

Action that contributes to meeting overall Master Plan objectives.

LOW:

Action that contributes to the overall improvement of sport and community infrastructure at the reserve

It should be acknowledged that priorities can change and are based on funding availability. The presentation of new or unknown opportunities or changes in community demands can also alter priorities.



OPINION OF PROBABLE COSTS

To assist Latrobe City Council and supporting stakeholders (e.g. Government agencies, state sporting associations and local sporting clubs/community groups) in the development of funding submissions, capital works planning and general budget development, each individual reserve enhancement recommendation (with the exception of management related recommendations) has been supported with an 'opinion of probable cost'. Opinion of probable costs are estimated calculations based on current market trends, similar project costings and professional experience. It should be noted that cost estimates exclude preliminaries, site establishment, builder's margin and services provision costs. Cost estimates for car parks, roads and related lighting are subject to further investigation and detailed design (it has been assumed re-sheeting over existing car parks is all that is required rather than a complete car park reconstruction) The design of asphalt road paving is dependent on geotechnical investigation and civil pavement design. Costs listed are indicative only (Ex GST) and provide a 15% contingency allowance.

A summary table of total reserve opinion of probable costs is provided at the back on this plan.

POTENTIAL FUNDING OPPORTUNITIES

With an estimated total cost of just over \$9.8M in recommended reserve improvements, Latrobe City Council will require support from a number of key stakeholders. Potential funding opportunities and partners have been included in the supporting master plan implementation schedule to assist with the delivery of reserve enhancement recommendations.



'WITH AN ESTIMATED TOTAL COST OF JUST OVER \$9.8M IN RECOMMENDED RESERVE IMPROVEMENTS, LATROBE CITY COUNCIL WILL REQUIRE SUPPORT FROM A NUMBER OF KEY STAKEHOLDERS'

MORWELL RECREATION RESERVE PRECINCT

RESERVE VISION:

A premier regional sporting precinct that provides both formal and informal sport and recreation opportunities for the Morwell and surrounding communities while also recognising the environmental significance of the neighbouring Eric Lubcke Yarra Gum Conservation Reserve.





RESERVE DESCRIPTION

Owned and managed by Latrobe City Council, The Morwell Recreation Reserve Precinct comprises of four key areas. Broken down, the precinct includes Morwell Recreation Reserve, Keegan Street Reserve, the old Morwell Caravan Park and the Eric Lubcke Yarra Gum Conservation Reserve.

MORWELL RECREATION RESERVE

Morwell Recreation Reserve is recognised as the premier AFL facility in Gippsland. Base of AFL under 18 TAC team the Gippsland Power, Morwell Recreation Reserve is also the home venue of the Morwell Football Netball Club, Morwell Cricket Club and the Morwell Croquet Club. Morwell Recreation Reserve has in the past hosted AFL pre-season matches and attracted recent state government funding towards ground surface and change room/amenity improvements.

EXISTING MORWELL RECREATION RESERVE INFRASTRUCTURE

- 'A' grade oval (with turf cricket table)
- Sports field floodlighting
- Grandstand and change room facilities
- Morwell Football netball Club social rooms
- Gert Mahoney Pavilion
- Gippsland Power offices
- Gippsland Power indoor training facility
- 'Legends Bar'
- Netball court and temporary change facilities
- Scoreboard
- Ticket booth
- Public toilets
- Croquet courts (2)
- Croquet clubhouse and storage
- Car parking

KEEGAN STREET RESERVE

Keegan Street Reserve is situated on Crown land and home to the Morwell Cricket Club (who also utilise turf table on Morwell Recreation Reserve). This reserve has undergone a recent lighting upgrade, however current playing surface drainage issues and a dysfunctional sporting pavilion limit the reserve's capacity for organised sport.

EXISTING KEEGAN STREET RESERVE INFRASTRUCTURE

- 'B' grade oval (with turf and synthetic cricket pitches)
- Sports field floodlighting
- Pavilion
- Cricket nets (4)
- Public toilets

OLD MORWELL CARAVAN PARK

The Old Morwell Caravan site is currently fenced off for public access and contains no significant infrastructure.

ERIC LUBCKE YARRA GUM CONSERVATION RESERVE

The Eric Lubcke Yarra Gum Conservation Reserve is the final parcel of land in the precinct. Owned and managed by Latrobe City Council, the reserve is a significant reserve, being only one of two native vegetation reserves in Morwell.

PRECINCT USERS

- Morwell Football Netball Club
- Morwell Cricket Club
- Gippsland Power
- Morwell Croquet Club
- German Astoria Club

VALUED PRECINCT CHARACTERISTICS

- Social and active reserve atmosphere
- Accessible central location for local residents and wider community
- Open space and vegetation (conservation reserve)
- Variety of sporting facilities and associated infrastructure
- Elevated spectator viewing areas
- Large open space with the capacity to hold community events
- Safe and secure venue
- Multiple reserve entry points



KEY RESERVE ISSUES/CONSTRAINTS

- Aged, dysfunctional and disjointed buildings and supporting amenities, particularly for netball
- Isolated location of netball courts from Morwell Football Netball Club social rooms
- Disconnect between Morwell Recreation Reserve and Keegan Street Reserve through existing landscaping/tree planting
- Lack of informal recreation opportunities (e.g. playspace, shared pathways, seating)
- Inadequate drainage on Keegan Street Oval
- General site amenity and landscaping
- Uncoordinated vehicle flow and general site traffic management
- Lack of formalised car parking
- Site management, communication and stakeholder responsibilities

PRIORITY DEVELOPMENT OPPORTUNITIES

- Redevelop old caravan park site into a multi-use community synthetic playing field to be used for a range of sport and community activities
- Construction of a shared (netball/cricket) match day pavilion to replace demolished existing Keegan Street Reserve pavilion
- Extension and refurbishment of existing change facilities and amenities to service both synthetic playing field and Morwell Recreation Reserve
- Relocation and construction of two asphalt netball courts
- Improve drainage and playing surface of Keegan Street Reserve
- Upgrade existing Gert Mahoney pavilion, Morwell Football Netball clubrooms and maintain grandstand in accordance with AFL Preferred Facility Guidelines
- Establish a walking trail/shared pathway network within the Reserve to improve safe pedestrian/bicycle connectivity to facilities and broader surroundings
- Replace redundant residential building located North of Reserve with public picnic area
- Provision of an accessible public playspace to compliment reserve sporting infrastructure, in particular netball courts
- Review site traffic management and car parking requirements and consider a vehicle exclusion zone and sheltered pedestrian plaza between grandstand and football/netball clubrooms
- Promote historical and environmental significance of Eric Lubcke Yarra Gum Conservation Reserve through improved reserve access and the provision on interpretive signage at entry points





RECOMMENDATIONS

SPORTS INFRASTRUCTURE

- 1 New multi-use community synthetic playing field to be used for a range of sport and community activities including AFL 5's and accommodate overflow from main oval. Provide oval lighting to AFL training standards.
- 2 New shared match day pavilion to service both Keegan Street Reserve and the netball courts and include office accommodation for Central Gippsland Cricket Association and public accessible toilets. Demolish access road through to main oval and provide car parking for new pavilion.
- 3 Demolish existing cricket club pavilion and relocate to new shared use pavilion to the North of Keegan Street Oval.
- 4 Extend and refurbish existing Morwell Football Club change facilities and amenities to service both the synthetic playing field and Morwell Recreation Reserve. Include public accessible toilets.
- 5 Extend and refurbish existing Gippsland Power offices to accommodate the AFL Victoria Regional Administration Centre and other sports administration groups.
- 6 Upgrade existing Gert Mahoney Pavilion, Morwell Football/Netball clubrooms, kiosk and grandstand in accordance with Universal Design Principles and AFL Preferred Facility Guidelines.
- 7 At the end of their useful life, relocate cricket nets from existing location to the South East of the oval to provide safe pathway connection around the oval and remove overlap of cricket nets with oval. Consider alternative cricket net location North East of the oval.
- 8 Relocate existing netball court and construct additional asphalt netball court North of proposed pavilion. Provide lighting to both courts to training and match play standards. Netball courts to include low perimeter fencing and electronic score boards. Provide additional car parking accessible from Travers Street.
- 9 Extend croquet court playing area 15m west to allow for additional court.
- 10 Improve drainage and surface of Keegan Street Reserve playing field.
- 11 Upgrade sports field lighting on main oval to enable AFL night matches.
- 12 Demolish existing scoreboard and provide new electronic scoreboard to the South West of main oval.
- 13 Provide safety fencing behind Northern goals of main oval to protect vehicles, spectators and croquet facilities.

COMMUNITY RECREATION

- 14 New walking trail/shared pathway network within the Reserve to improve safe pedestrian/bicycle connectivity to facilities and the broader surroundings.
- 15 Improve access to Eric Lubcke Yarra Gum Conservation Reserve and provide interpretive signage at entry points and along the new shared pathway.
- 16 Improve visual and social amenity throughout site via rationalisation of fencing, additional landscaping, tree planting and park furniture.
- 17 Remove redundant residential building and provide new picnic area.
- 18 New accessible public playspace.
- 19 Remove standalone public toilets and incorporate into refurbished player amenities and change rooms.
- 20 Install Reserve entry signage.

TRAFFIC MANAGEMENT AND LANDSCAPING

- 21 Formalise and rationalise access roads and car parking surrounding oval.
- 22 Consider a vehicle exclusion zone/partly sheltered pedestrian plaza between grandstand and football/netball clubrooms.
- 23 Remove large Cypress trees and resolve drainage issues between ovals.
- 24 Improve landscaping and passive recreation surrounding Keegan Street Reserve. Provide tree planting along southern boundary to extend Eric Lubcke Yarra Gum Reserve and provide a buffer to the freeway.
- 25 Improve amenity to the drainage swale and consider boardwalk connections in flood prone areas.
- 26 Investigate overflow event car parking within open space off Maryvale Crescent. Develop Event Management Plans for any future large scale events.

LEGEND

Existing Trees	Proposed Asphalt Road Paving	Proposed Building/Structure	Boundary Fencing	Ball Catch Nets
Proposed Trees	Proposed Pedestrian Crossing	Proposed Public Toilet within new Building/Structure	Proposed Exclusion Fencing	Existing Pathways
Existing Site Feature to be Demolished	Proposed Pathway 2.5m wide concrete paving	Proposed Shade/Shelter Structure	Access Gate	Proposed Understorey Vegetation
Existing Toilet Block to be Demolished	Proposed Feature Paving	Proposed Low Fencing	Proposed Seats	Proposed Vegetated Drainage Swale
Existing Scoreboard to be Demolished	Existing Building/Structure	Proposed High Chain Mesh Fencing	Lighting	Proposed Boardwalk



<p>ACLA Consultants Landscape Architecture & Design</p> <p>110-7, 201, 100 South Street Morwell, VIC 3600 T: 03 5361 1888 F: 03 5361 1770 www.acla.com.au</p>	<p>insideEDGE light & space solutions</p>	<p>Latrobe City</p>	<p>PROJECT: MORWELL RECREATION RESERVE PRECINCT FINAL MASTER PLAN</p>	<p>SCALE: 1:3669 @ A1 1:2009 @ A3</p>	<p>FOR: LATROBE CITY COUNCIL</p> <p>DRAWN: ACLA DATE: 10.02.14</p> <p>PROJECT N°: 201330</p> <p>DRAWING N°: 201327A-MP01</p>	<p>REV. AMENDMENTS:</p> <table border="1"> <tr> <td>A</td> <td>Council revisions</td> <td>20.02.14</td> <td>JC</td> </tr> <tr> <td>B</td> <td>Council revisions</td> <td>04.08.14</td> <td>MS</td> </tr> </table>	A	Council revisions	20.02.14	JC	B	Council revisions	04.08.14	MS	<p>DATE BY</p> <p>20.02.14 JC</p> <p>04.08.14 MS</p>
				A	Council revisions	20.02.14	JC								
B	Council revisions	04.08.14	MS												
<p>PROJECT: MORWELL RECREATION RESERVE PRECINCT FINAL MASTER PLAN</p>															

Priority	Morwell Recreation Reserve Precinct Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	1. Redevelop old caravan park site into a multi-use community synthetic playing field to be used for a range of sport and community activities and to also accommodate overflow from main oval. Synthetic field to be lit in accordance with Australian Standards for training (50 lux) and provide alternate line marking to accommodate programs such as the AFL 9's competition.	Facility Development (1.2, 1.4, 1.6), Accessibility (2.1, 2.3), Community Infrastructure and Social Amenity (3.1, 3.4, 3.5), Sports Field Provision and Suitability (4.1, 4.2, 4.3, 4.6, 4.11)	Council	\$1.2M	AFL Victoria Gippsland Commission Gippsland Power (TAC) DTPLI (Community Facility Funding Program – Majors)
High	2. Construction of a shared (netball/cricket) match day pavilion to the area South of existing netball court and warm up area that services both Keegan Street Reserve (Morwell Cricket Club) and the netball courts. Pavilion to include office accommodation for Central Gippsland Cricket Association and public accessible toilets. Pavilion development will require closure of Keegan Street Reserve entry point and access road beyond residential property boundary. Provide additional car parking accessible via Keegan Street to service new multi-purpose pavilion.	Facility Development (1.1, 1.2, 1.3, 1.4, 1.6), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$1.6M	DTPLI (Community Facility Funding Program – Majors) Cricket Australia
Medium	3. Demolish existing cricket club pavilion (Keegan Street Reserve) and return area to activated open space including additional tree planting and the establishment of a connecting Reserve perimeter shared pathway. Pavilion to remain functional during new multi-purpose pavilion development to minimise disruption of Morwell Cricket Club operations.	Facility Development (1.1, 1.2, 1.3, 1.4, 1.6), Accessibility (2.1, 2.2, 2.4, 2.5, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.4, 3.5, 3.8)	Council	\$75,000	Council
High	4. Extension and refurbishment of existing change facilities and amenities to service both synthetic playing field and Morwell Recreation Reserve. Change room facilities and amenities to be in accordance with AFL Preferred Facility Guidelines and <i>Universal and Healthy by Design</i> Principles. Refurbishment to include public accessible toilets to replace existing non compliant stand alone toilet block facilities.	Facility Development (1.2, 1.3, 1.4, 1.6), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$600,000	AFL Victoria Gippsland Commission Gippsland Power (TAC) DTPLI (Community Facility Funding Program – Majors)
Medium	5. Extension and refurbishment of existing Gippsland Power offices to accommodate AFL Victoria Regional Administration Centre and Netball Victoria staff.	Facility Development (1.2, 1.4), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$100,000	AFL Victoria Gippsland Commission
Medium	6. Upgrade existing Gert Mahoney Pavilion, Morwell Football/Netball clubrooms, kiosk and maintain grandstand in accordance with Universal Design Principles and AFL Preferred Facility Guidelines. Upgrade to include additional storage provision as a result of Morwell Croquet court extension and subsequent loss of standalone storage facilities.	Facility Development (1.2, 1.3, 1.4), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$1.2M	Council
Low	7. At the end of their useful life, demolish and relocate existing cricket nets on Keegan Street Oval to South East corner of the oval to provide safe pathway connection around the oval and remove overlap of cricket net infrastructure with playing field. Consider alternative cricket net location North East of the oval should South East location be deemed too isolated from other Reserve infrastructure.	Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.4, 3.5), Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.7)	Club	\$100,000	Cricket Victoria/Cricket Australia Morwell Cricket Club
High	8. Relocation of existing netball court and provision of additional asphalt netball court to open space North of proposed shared cricket/netball pavilion. Location of existing netball court to be converted into additional Reserve car parking, accessible via Travers Street. Both netball courts to be lit in accordance with netball training and match play standards (200 lux). Netball courts to include low level fencing and be equipped with electronic scoreboards. All netball court redevelopment works to be in accordance with Netball Victoria's <i>Netball Court Planning Guide</i> .	Facility Development (1.4, 1.6), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6)	Council/Club	\$1.1M	DTPLI (Country Football Netball Funding Scheme)
Low	9. Extend croquet court playing area to the West by 15m to allow Morwell Croquet Club to establish a third court and expand their playing field capacity and ability to host tournaments.	Facility Development (1.5, 1.6), Accessibility (2.1, 2.2, 2.3, 2.4), Community Infrastructure and Social Amenity (3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.3, 4.6)	Club	\$60,000	Morwell Croquet Club

Priority	Morwell Recreation Reserve Precinct Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
High	10. Improve drainage and playing surface of Keegan Street Reserve to improve the oval's capacity and suitability for cricket/football training/playing activities. Playing surface improvement works to include turf table and widening of existing synthetic cricket pitch.	Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.6, 4.8)	Council	\$550,000	Council
Medium	11. Upgrade sports field floodlighting (200 lux) on main oval to enable AFL night matches.	Community Infrastructure and Social Amenity (3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.11)	Council	\$400,000	DTPLI (Country Football Netball Funding Scheme) Gippsland Power (TAC) AFL Victoria Gippsland Commission
Low	12. Construct electronic scoreboard to service Morwell Recreation Reserve in open space South West of playing field.	Sports Field Provision and Suitability (4.1, 4.11)	Club	\$60,000	Morwell Football Netball Club/Gippsland Power AFL Victoria Football Infrastructure Program
Low	13. Provision of safety netting/fencing behind North goals of main oval to protect passing vehicles, spectators/pedestrians and croquet facilities.	Sports Field Provision and Suitability (4.1, 4.6, 4.11)	Club	\$30,000	Morwell Football Netball Club/Gippsland Power
Community Recreation					
Medium	14. Establish a walking trail/shared pathway network within the Reserve to improve safe pedestrian/bicycle connectivity to facilities and the broader surroundings. Provide a pathway connection adjacent to the Eric Lubcke Yarra Gum Conservation Reserve within the electricity transmission line easement to increase community environmental awareness and provide educational opportunities.	Accessibility (2.1, 2.2, 2.3, 2.5, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.4, 3.5, 3.7)	Council	\$690,000	Council
Medium	15. Promote historical and environmental significance of Eric Lubcke Yarra Gum Conservation Reserve by improving accessibility to the Reserve and providing interpretive signage at entry points and along the new shared pathway.	Accessibility (2.1, 2.2, 2.6), Community Infrastructure and Social Amenity (3.1, 3.5, 3.7)	Council	\$12,000	Council
Medium	16. Improve visual and social amenity throughout site via rationalisation of fencing, additional landscaping and tree planting for natural shade and park furniture such as shelters/spectator benches/seating/picnic tables/bins etc.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8)	Council	\$415,000	Council
Medium	17. Remove redundant residential building located North of Reserve and increase informal recreation opportunities through the establishment of a community picnic area. Picnic area to be made accessible via connecting pathways from Ahenn Street and Maryvale Crescent and provide supporting community infrastructure for both main oval and synthetic playing field.	Facility Development (1.1, 1.5, 1.6), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5, 3.6)	Council	\$72,500	Council
Medium	18. Increase informal Reserve recreation opportunities through the provision of an accessible public playspace between proposed shared cricket/netball pavilion and netball courts.	Accessibility (2.1, 2.3, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$115,000	Council
Medium	19. Remove stand alone non compliant public toilets and incorporate into refurbished change rooms and amenities at both Morwell Recreation Reserve and new multipurpose Keegan Street Reserve pavilion.	Facility Development (1.1, 1.2, 1.6), Accessibility (2.1, 2.2, 2.3, 2.4), Community Infrastructure and Social Amenity (3.3, 3.6)	Council	\$25,000	Council
Medium	20. Improve Reserve entry and community awareness of site through the installation of entry signage at Travers Street entry point in accordance with Council's Signage Guidelines.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.1, 3.5, 3.6, 3.7)	Council	\$15,000	Council

Priority	Morwell Recreation Reserve Precinct Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Traffic Management and Landscaping				
Medium	21. Formalise and rationalise access roads and car parking surrounding main oval. Car parking spaces to be clearly defined surrounding Reserve perimeter, providing a clear delineation between stationary parked vehicles and circular flow of vehicles entering/exiting the Reserve. Additional row of formalised tiered car parking to be established behind goals at South end of Morwell Recreation Reserve.	Accessibility (2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$510,000	Council
Medium	22. Review site traffic management and car parking requirements and consider a vehicle exclusion zone/partly sheltered pedestrian plaza between grandstand and football/netball clubrooms. Pedestrian crossings to be located at several locations around Reserve perimeter, in particular between netball court facilities and Football/Netball social rooms.	Accessibility (2.2, 2.4, 2.5, 2.7, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.5, 3.6)	Council	\$580,000	Council
Medium	23. Remove large Cyprus trees located between Keegan Street and Morwell Recreation Reserves and resolve existing drainage issues between ovals to improve overall site connectivity and achieve greater activation of Keegan Street Reserve Oval.	Accessibility (2.6, 2.8), Community Infrastructure and Social Amenity (3.1, 3.5), Sports Field Provision and Suitability (4.1, 4.5, 4.6, 4.8)	Council	\$37,000	Council
Low	24. Improve landscaping and passive recreation surrounding Keegan Street Reserve, in particular tree planting along South boundary (Princess Freeway) to provide an extension to the Eric Lubcke Yarra Gum Conservation Reserve and vegetation buffer to the freeway.	Accessibility (2.1, 2.6), Community Infrastructure and Social Amenity (3.1, 3.2, 3.5, 3.7, 3.8)	Council	\$9,500	Council
Low	25. Improve landscape amenity to the drainage swale along the Southern boundary of Reserve and consider boardwalk connections in flood prone areas.	Accessibility (2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.5, 3.8)	Council	\$295,000	Council
Low	26. Investigate the feasibility of providing overflow event car parking (e.g. Oktoberfest) in open space located off Maryvale Crescent.	Accessibility (2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3, 3.6)	Council	N/A	N/A
	Reserve and Facility Management				
High	27. Consider future management and community/sporting club/organisation user agreements/allocation of multi-purpose synthetic playing field to ensure equitable access for multiple users.	Reserve and Facility Management (5.2)	Council	N/A	N/A
High	28. Encourage shared use of precinct facilities/open space with tenant clubs to optimise Reserve and infrastructure usage levels and enhance co-tenant relationships.	Reserve and Facility Management (5.2)	Council / Clubs	N/A	N/A
High	29. Due to number of precinct users, coordinate a quarterly user group meeting to discuss site management (e.g. planned works).	Reserve and Facility Management (5.2)	Council / Clubs	N/A	N/A
High	30. In consultation with tenant sporting clubs, develop an equitable <i>Sports Field and Pavilion Fees and Charges</i> policy that reflects annual Reserve and pavilion usage.	Reserve and Facility Management (5.1)	Council / Clubs	N/A	N/A
High	31. In consultation with community event organisers, tenant clubs and Council's Events Team, develop an Event Management Plan for large scale events, paying particular attention to traffic management and site car parking arrangements.	Reserve and Facility Management (5.2)	Council / Clubs / Community Groups	N/A	N/A

RESERVE IMPROVEMENTS COST SUMMARY



Number of high priority reserve improvement recommendations	5
Estimated opinion of probable cost for high priority reserve improvement recommendations	\$4,620,000
Number of medium priority reserve improvement recommendations	14
Estimated opinion of probable cost for medium priority reserve improvement recommendations	\$4,655,500
Number of low priority reserve improvement recommendations	6
Estimated opinion of probable cost for low priority reserve improvement recommendations	\$554,500
TOTAL NUMBER OF RESERVE IMPROVEMENT RECOMMENDATIONS	25
TOTAL ESTIMATED OPINION OF PROBABLE COSTS FOR ALL RESERVE IMPROVEMENT RECOMMENDATIONS	\$9,830,000

Karen Tsebelis

From: rsc46177
Sent: Wednesday, 16 April 2014 7:53 PM
To: Kat Marshall
Cc: Melzer Dieter;
Subject: Morwell Recreational Reserve Plan

Good evening Kat
How are you?

We refer to recent emails sent to Club Astoria from Latrobe City regarding future planning for the above reserve. We also note that written advice has been received from Latrobe City indicating that should Club Astoria decide to hold a 2014 Oktoberfest that development of the land will not have commenced.

Kat on behalf of the President, Vice President and Secretary of Club Astoria we provide the following response in relation to the development of this land.

- We believe in general that the plan submitted is reasonable and workable for club activities.
- Due to the elderly age of our members the committee of Club Astoria will determine on an annual basis whether the Oktoberfest and Xmas Market events will proceed in following years.
If a decision is made by the Committee to run these events then consultation will be made with Latrobe City to discuss the significant traffic management issues that will need to be addressed (as we discussed)

We would also like to note that due to the timeline for feedback being 02 May the above endorsement has not been discussed with the Club Astoria members.

We will therefore present members with a copy of the draft plan and the President (myself) will also discuss the communication that has transpired with the Latrobe City.

This will occur at the Annual General Meeting scheduled for Tuesday 06 May 2014 at the Club Astoria clubrooms.

Kat we trust the above information meets your requirements, however if we need to discuss this further I can be contacted on

Regards
Giselle Scorse
Club Astoria President

Karen Tsebelis

From: John White
Sent: Thursday, 27 March 2014 10:58 AM
To: Kat Marshall
Subject: RE: Morwell Recreation Reserve Master Plan

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Kate

The Board of the CGCA met last night one of the topics for discussion was the Latrobe City Council Recreation plan in particular the Morwell Recreation development.

CGCA see that this redevelopment will be great for the sport user groups in this area particularly the Keegan Street development .

As a user group our only concerns would be that we are able to retain the use of the Gert Mahoney Pavilion (or similar meeting room) for meeting and somewhere to display our memorabilia currently hanging in the Gert Mahoney Pavilion wall . CGCA have a need for a storage room to house all our records contained in seven filing cabinets this include the JLT ground Insurance checklist which must be kept for seven years . Currently CGCA hires a storage shed in Moe . The original agreement for the use of the Gert Mahoney Pavilion CGCA were to get a storage facility , similar to that of the Traralgon and District Cricket Association storage provide by Latrobe City Council.

Look forward to further news on the redevelopment

John White
 CGCA President

From: Kat Marshall [mailto:Kat.Marshall@latrobe.vic.gov.au]
Sent: Wednesday, 26 March 2014 2:38 PM
To: Central Gippsland Cricket
Subject: FW: Morwell Recreation Reserve Master Plan

Hi John,

I haven't heard anything from you regarding a catch up about the master plan so I've attached the link for you to view it online.

http://www.latrobe.vic.gov.au/Get_Involved/Have_Your_Say/Latrobe_City_Council_Recreation_Plans

If you would still like to set up a time to meet about this, let me know. The consultation period ends on 2nd May.

Hopefully hear from you soon ☺

Regards

Kat Marshall

Recreation & Open Space Development Officer
 Latrobe City Council

mailto: Kat.Marshall@latrobe.vic.gov.au



May 2, 2014

Bill McPherson
Acting Manager Recreational Liveability
Latrobe City Council
By e-mail: Kat.Marshall@latrobe.vic.gov.au

Dear Mr McPherson,

Thank you for allowing the AFL Gippsland Commission (AFL Gippsland) to input into the development of the master plan for the Morwell Recreation Reserve. As you are aware AFL Gippsland has established our headquarters at the Morwell Recreation Reserve and we like all of the users at the reserve see many opportunities to continue to develop and grow the facility into one that will rival any sporting facilities in Victoria.

I would like to take this opportunity to thank Latrobe City Council for its substantial and ongoing support for AFL Gippsland. Your contribution to the project to upgrade the facilities for AFL Gippsland and Gippsland Power has been integral in allowing us to establish our home base in Gippsland.

In late 2013 and the early 2014 season AFL Gippsland has made huge strides towards developing a sustainable business that will focus on growing the game in Gippsland. Our mission at AFL Gippsland is:

- To promote and grow the AFL football community in Gippsland through higher participation at all levels.
- To provide leadership and support to the football and wider sporting community.

Our business will see us focussing on developing football through programs such as Auskick, school football, AFL 9s, coach and umpire education, female football and clinics including AFL player appearances and community camps. Another key focus for us will also be in club development, which will see AFL Gippsland staff working closely with club volunteers to assist and support them in ensuring we have strong and sustainable clubs in Gippsland.

One of the key objectives for AFL Gippsland is to provide support to clubs, specifically in the area of facility development. As such, our input into the master plan will not only include AFL Gippsland's particular focus in the reserve but also consider the desires of the Morwell Football Netball Club.

After consultation with Latrobe City Officers, the Morwell Football Netball Club, Netball Victoria, the Gippsland League and Gippsland Power there is a consensus that the consultants have done an excellent job in collecting the feedback from the stakeholders and representing that in the draft master plan.

AFL GIPPSLAND
Morwell Recreation Reserve | Morwell | VIC 3840
PO Box 853 | Traralgon | Victoria 3844



Item 6: Please consider the kiosk facilities as part of the development of the Gert Mahoney Pavilion as the current facility is restrictive in its size and creates significant challenges for Morwell Football Netball Club volunteers.

Item 10: Keegan Street Reserve provides a great overflow facility for football and drainage works on the oval will only improve its quality and mean there will be more use of the oval in wet periods.

Item 11: This is a key priority for the reserve and the Morwell Football Netball Club. Currently the lighting of the main oval does not consistently reach the standard of lighting required for a Gippsland League Club and TAC Cup Club. A large majority of Gippsland League grounds now have lighting to a standard of 200 lux which would allow Morwell the ability to host night matches.

Item 12: The current scoreboard is a safety risk for the Morwell Football Club and as such is a key priority for the reserve.

Item 13: A safety net behind the goals to the North will provide a much needed safety element and protect spectators and property from potential injuries and damages.

Aside from the specific items mentioned above we ask that Latrobe City please also consider the following:

- Ensure that there are sufficient parking options at the Reserve considering that there is some removal of car parking at the front of the social rooms and the Gert Mahoney Pavilion. With that in mind there also needs to be consideration to the traffic flow out of the parking areas in the reserve, especially during a larger event.
- Because this facility has hosted AFL pre season matches and many other significant events, please consider the number of public toilet facilities on the reserve. This is a top priority for the Morwell Football Netball Club.

AFL Gippsland appreciates the opportunity to provide feedback on the master plan and if you require any further information, please don't hesitate to contact me on

Yours sincerely

Travis Switzer
Region General Manager
AFL Gippsland

AFL GIPPSLAND
Morwell Recreation Reserve | Morwell | VIC 3840
PO Box 853 | Traralgon | Victoria 3844

MORWELL CRICKET CLUB INC

(INC NO - A 10769P)



C.G.C.A. FIRST GRADE PREMIERS

1948/49, 55/56, 57/58, 60/61, 61/62, 72/73, 73/74, 75/76, 80/81, 84/85, 87/88, 92/93, 94/95, 98/99, 2002/03

C.G.C.A. SECOND GRADE PREMIERS

1956/57, 58/59, 59/60, 60/61, 65/66, 66/67, 71/72, 72/73, 76/77, 78/79, 84/85, 88/89, 91/92

C.G.C.A. THIRD GRADE PREMIERS

1953/54, 57/58, 58/59, 72/73, 76/77, 80/81, 82/83, 85/86, 97/98

C.G.C.A. FOURTH GRADE PREMIERS

1998/99

C.G.C.A. UNDER 17 PREMIERS

2005/06

C.G.C.A. UNDER 16 PREMIERS

1960/61, 61/62, 64/65, 65/66, 72/73, 74/75, 76/77, 77/78, 84/85, 85/86, 93/94, 2002/03, 04/05

C.G.C.A. UNDER 15 PREMIERS

2011/12

C.G.C.A. UNDER 14 PREMIERS

1996/97, 2001/02

C.G.C.A. CLUB CHAMPIONS

1957/58, 58/59, 60/61, 61/62, 62/63, 71/72, 72/73, 73/74, 74/75, 75/76, 76/77, 77/78, 78/79, 79/80, 83/84, 84/85, 86/87, 91/92, 92/93, 93/94

Keegan St Reserve

PO Box 1032
MORWELL 3840
Ph: (03) 5134 2140
Fax: (03) 5134 2140

President

Steve Reside
3 Peter Street
MORWELL 3840
Ph: (03) 5134 4827

Secretary

Stephen Billic
97 Hammersmith Cir
TRARALGON 3844
Ph: 0439 337 595

29 April 2014

MORWELL RECREATION RESERVE PRECINCT DRAFT MASTER PLAN MORWELL CRICKET CLUB SUBMISSION

Dear Latrobe City,

We write the following submission in support of the Draft Master Plan issued for the Morwell Recreation Reserve Precinct.

Our Club

The Morwell Cricket Club was formed in 1885 and has remained throughout that time as an organisation standing for participation and excellence in sport for the community of Morwell. During that time, the Morwell Cricket Club has been a principle user group of the Morwell Recreation Reserve precinct during the summer. The Morwell Cricket Club's home has always been the Morwell Recreation Reserve Precinct and it is our aim to make sure it stays that way. We have a rich history of nurturing great cricketers, it's the site of many of our premierships, it's where many great games of varying standard from hosting Australia in a match, numerous Premier Cricket matches involving future, past and present Australian cricketers, and countless local grand finals, representative fixtures, and all manner of community matches at various levels involving members of our club and the Morwell community.

The facilities supporting the grounds and the grounds itself are cause of much envy for our local and metropolitan guests and the reputation it holds as a highly regarded cricket facility has led us to continue to attract Victorian Premier Cricket games to the Morwell community and the Latrobe City each year. The precinct is also the pinnacle of the local cricket association and continues to be used as a host venue for local cricket finals.

The Morwell Cricket Club as a user group fields three senior men's teams, three junior teams, a Milo IN2 Cricket program and a Women's team. The numbers coming out of those teams are 73 senior male members, 71 junior members and 19 women cricketers in this recent 2013/14 season.

Email: Morwell@club.cricketvictoria.com.au

Website: <http://morwellcc.vic.cricket.com.au/>



excellent so as to encourage excellence to be shown there, be it from the Latrobe City and Morwell community, or by visiting teams demonstrating their skills to the Latrobe City and Morwell community.

Recent mine fires have rocked the town financially and caused the cricket club and surrounding sporting clubs significant inconvenience during the past season. The Morwell Recreation Reserve precinct backs onto the highway which is only meters away from the mine. This meant that we were forced to relocate training and games were transferred during the month or so during the fires. Whilst also hurting the club financially the reputation of the sporting clubs in the immediate area has also been hurt and this could have longer term impacts. We would love to give residents and the greater community a reason to use the facilities and the area again.

Currently the Keegan street oval is a major asset to the club but also a major concern. In order to reduce the use of the main rec reserve oval, the Keegan St oval is our most used oval. We use the Keegan St oval for our training 3 days a week and then for playing up to 5 days a week. The surface is often rough and patchy especially in the dry summer months. Often when it does rain there is no or very little drainage and water sits on the ground for days, often a week after heavy rain before it is fit for playing let alone training again. The narrow synthetic pitch on the oval also is not conducive to good cricket especially for junior cricketers and the turf wicket square is unusable due to the mixture of soil making the pitch too dangerous on which to play. Currently a lot of resources and time is spent by Morwell Cricket Club curators to maintain the turf wicket benches at the Main recreation reserve. This has often been amongst difficult circumstances (late football seasons, shire maintenance schedules and traffic on the oval). Any improvements to the Keegan St oval particularly the turf wicket benches would allow more access to turf wickets for all our cricketers and benefit the quality of the both ovals for all users groups. We see the fixing of this oval as our Number 1 priority.



Former Morwell Young Cricketer Naomi Fullwood who went onto represent Victoria at senior inter-state Women's cricket.

The club also has major issues with facilities at the Keegan St oval. Our clubrooms are our social rooms, change rooms and store rooms. With women cricketers using the rooms there is no place to adequately change, storing cricket bags and gear for multiple teams at training and game days is a safety concern for us. Toilets and amenities are starting to fail and are now continually getting blocked by tree roots costing the council money to repair and the club significant inconvenience. Our social rooms are also important to our financial independence and we see this being enhanced with the upgrade to new social facilities as part of a new pavilion. New change rooms and facilities would be a close second on our list of priorities to fix.

We also have issues with the general beautification of the precinct as a whole. Trees between grounds, long grass in drains, lack of proper walking tracks and neglected areas near the highway and behind the grounds have been a bit of a haven for some criminal activity.

The Master Plan

Email: Morwell@club.cricketvictoria.com.au

Website: <http://morwellcc.vic.cricket.com.au/>





Morwell Croquet Club Inc

Travers Street (PO Box 977) Morwell 3840

Inc A-3763

ABN 99056 035 448

President Lorraine Gutcher 5134 4990 Secretary Robert Smallwood 5134 3082

1st May 2014

Latrobe City
141 Commercial Road
MORWELL VIC 3840

Attention Kat Marshall

Re Morwell Recreation Reserve Precinct Master Plan

We wish to submit our Expression of Interest in participating in this master plan.

The project that we have in mind is to expand out western boundary 15 metres to the west and occupy land that is not presently utilised by any other club. Following is an estimation of the costs that might be incurred.

Demolish paling fence and replace with chain fence (includes temporary fence)	4000.00
Excavate 110 cubic metres of soil and dispose of same	4000.00
Rebuild and extend retaining walls	1500.00
Realign existing and install additional automatic watering	3000.00
Supply and level 55 cubic metres of top soil	3200.00
Supply and lay 375 square metres of new turf (sew seeds or sprigs)	3750.00
Contingency	2550.00
Total estimated costs	22000.00

This project will expand our capacity by 50%. This could allow us to attract more community members to our sport.

We are hoping that Latrobe City will assist us in preparing an application to the Community Facility Funding Program 2014/2015.

Yours truly

Robert Smallwood



Acknowledging our Major Sponsors



5 May 2014

Ms K Marshall
Recreation & Open Space Development Officer
PO Box 264
Morwell Vic 3840

Dear Kat

Re: Morwell Recreation Reserve Master Plan

Thank you for the opportunity to provide feedback with regards to the Morwell Recreation Reserve. Netball Victoria supports the Traralgon Recreation Reserve Master Plan in principle and congratulates Latrobe City on identifying the need for development of this facility in the interest of the community.

Netball is the most popular female sport in Australia and upgrades such as this will see that continue minimising the decline of participants.

As the Master Plan currently stands Netball Victoria makes the following recommendations:

- The new playground be relocated to be within practical location of the football, netball and cricket playing arenas. We understand this is primarily a community facility however given the majority of users will be participants of the sports catered for, the playground would be better utilised if relocated centrally to the three playing arenas.
- Consider relocation of the pavilion to ensure both cricket and netball are able to benefit equally, it is currently disconnected from the netball courts.
- Include measures to ensure current drainage issue at the netball courts is also resolved.
- Investigate the possibility of upgrading lights from training to game standard (lighting guide attached and accessed via http://old.netballvic.com.au/_uploads/res/22_196792.pdf).
- Provision of an electronic scoreboard for netball.
- Allow male and female change rooms to accommodate the growing number of male umpires.

Adopting universal design principles is important, will minimise barriers as well as create a more accessible facility for the entire community and with that in mind Netball Victoria requests it be consulted prior to the design phase specific to netball to ensure compliance and longevity of the facilities.

Overall, Netball Victoria is in support of the proposed traffic management and landscaping as well as the consideration to community recreation.

Should you have any questions or would like to discuss the project in further detail please don't hesitate to contact Amber Koster

Yours sincerely

Judi Buhagiar

Judi Buhagiar
Regional Development Manager
Netball Victoria

PLAY BELIEVE ACHIEVE

Karen Tsebelis

From: Wade Presley
Sent: Monday, 5 May 2014 6:09 PM
To: Kat Marshall
Cc: kim_bass@live.com; Team Staffing Solutions; rick mann; Paul Spagnolo
Subject: FW:

Hi Kat for some reason my email bounced back to me on Friday. Please see our views on the MRR master-plan as discussed on Thursday.

Netball court needs to be moved closer to the proposed pavilion -as it is not user friendly at the moment for players or spectators.

Netball team seating area needs to be more than just the 2 little sheds currently proposed, we suggest 1 larger shed with verandah which can be used for storage of equipment as well as area for both teams, scorers as well as spectators I.e Sale/Maffra/Traralgon facility.

Netball courts need to be fenced. Either just the main court or both, stops spectators/kids getting too close to the court when playing and also keeps them at a safe distance.

Playground needs to be moved closer to the netball court area - the current proposed position is not ideal to watch any sport as well as supervise children.

Access to ground - blocking off Keegan st we think for big matches I.e finals, vfl & future afl games will have a big impact on traffic flow there needs to be another exit road given the removal of parking in front of social rooms and Gert Mahoney.

Parking needs to be maximised also in reference to the removal of parking in front of social rooms and Gert Mahoney. At the moment this is our most frequently used area for parking.

Toilet facilities - not enough proposed. Really think there needs to be some near the croquet area. Are the ones proposed external or internal. - Major priority

Lighting - major priority

Scoreboard - major priority as current one is a safety risk.

Kiosk - what are the plans with the vert Mahoney pavilion?? The kiosk really needs to be brought up to date. Size is a big issue and I am sure there will be a number of things in there that are not compliant.

With our current storage sheds to be demolished we will require more to be built to replace existing.

Wade Presley - President
Morwell Football Netball Club

**14.2 TRARALGON RECREATION RESERVE & SHOWGROUNDS
MASTER PLAN**

General Manager

**Recreation and Community
Infrastructure**

For Decision

PURPOSE

The purpose of this report is to present the submissions received on the draft Traralgon Recreation Reserve and Showgrounds master plan during the community consultation process.

DECLARATION OF INTEREST

The Acting Manager Recreational Liveability declared a indirect interest under section 78B of the Local Government Act 1989.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2013-2017.

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 2013 - 2017

Theme and Objectives

Theme 2: Appropriate, affordable and sustainable facilities, services and recreation

Objective - To promote and support a healthy, active and connected community.

Objective - To provide facilities and services that are accessible and meet the needs of our diverse community.

Objective - To enhance the visual attractiveness and liveability of Latrobe City.

Strategic Directions:

1.2.1 Promote and support more involvement of children in active recreation and sport.

1.2.2 Develop and maintain community infrastructure that meets the needs of our community.

1.2.3 Promote and support opportunities for people to enhance their health and wellbeing.

1.2.4 Encourage and create opportunities for more community participation in sports, recreation, arts, culture and community activities.

1.2.5 Improve and link bicycle paths, footpaths and rail trail networks to encourage physical activity and promote liveability.

1.2.8 Enhance and develop the physical amenity and visual appearance of Latrobe City.

1.2.9 Continue to maintain and improve access to Latrobe City's parks , reserves and open spaces.

Theme 5: Planning for the future

Objective - To provide a well planned, connected and liveable community.

Objective - To provide clear and concise policies and directions in all aspects of planning.

Strategy & Plans – 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*
- *Traralgon Outdoor Recreation Plan 2006*
- *Public Open Space Strategy 2013*

BACKGROUND

The Traralgon Recreation Reserve & Showgrounds master plan was identified for completion as part of the 2013/14 Latrobe City Council business planning process with the objective of the master plan process being to establish clear direction for the future planning, provision, enhancement and improvements of sport and community infrastructure at the Traralgon Recreation Reserve & Showgrounds.

Inside Edge Consultants were appointed in August 2013 to complete this master plan and the process began on 25 September 2013 when Inside Edge Consultants and Council officers conducted a Councillor consultation session to gain feedback on the Traralgon Recreation Reserve & Showgrounds master plan and to discuss the process moving forward.

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Following this initial consultation with Councillors, Inside Edge consultants and Council officers consulted with all relevant external stakeholders via letters, emails or phone calls. This included a letter drop to adjoining residents in Whittakers Rd, Shakespeare Street, High Street, Hickox Street, Moonbeal Court and Milton Court which provided information about the survey, community workshop and the master plan process.

In order to reach a wider audience, a community workshop for the Traralgon Recreation Reserve & Showgrounds master plan was offered and advertised in the Latrobe Valley Express and the Latrobe City Council website. A total of 35 participants, representing sporting club, community clubs and local residents attended the workshop and provided valuable feedback.

A survey was also utilised to gather additional input from residents and user groups and was available on the Latrobe City Council website. The survey was advertised in the Latrobe Valley Express, Latrobe City Council website and on social media until 8 November 2013 and all workshop attendees were encouraged to participate in the survey.

All feedback from the workshops, surveys and submissions was collated and provided to Inside Edge Consultants to commence preparation of the draft master plans and a second project bulletin was posted or emailed to all registered stakeholders and user groups on 5 December 2013.

The draft Traralgon Recreation Reserve & Showgrounds master plan including the Research, Consultation and Key Directions Report was developed and presented to Council on 24 March 2014 whereby Council resolved the following:

- 1. That Council releases the draft Morwell Recreation Reserve Precinct Master Plan, Traralgon Recreation Reserve and Showgrounds Master Plan, Warren Terrace Reserve Master Plan and the Review of the Traralgon Outdoor Recreation Plan for community consultation for a period of 6 weeks from Tuesday 25 March 2014 to Friday 2 May 2014.*
- 2. That a further report be presented to Council with the results of the community consultation process.*

ISSUES

The draft master plan and implementation plan for Traralgon Recreation Reserve & Showgrounds (Attachment 1&2) identified a number of key opportunities. These included:

- Additional netball courts
- Upgrades to the Traralgon & District Agricultural Society buildings
- Upgrade of existing amenities
- Improved surface and drainage at the Old Trafford ground

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These opportunities were identified from the engagement activities undertaken with the community of Traralgon, key stakeholders and user groups.

The public exhibition period for the Traralgon Recreation Reserve & Showgrounds master plan and three other master plans commenced on Tuesday 25 March and continued until Friday 2 May 2014.

Council officers sent letters and emails to all user groups, key stakeholders, adjoining local residents and any community who had previously been involved in any engagement activities for the project. Stakeholders were invited and encouraged to attend personal meetings with the project manager to discuss their feedback about the draft master plan.

As such, Council officers met personally with the following club and organisations following release of the draft Traralgon Recreation Reserve & Showgrounds master plan in March 2014:

- Traralgon & District Agricultural Society
- Traralgon Football Netball Club
- Ex Students Cricket Club
- Traralgon Urban Fire Brigade
- Traralgon Bridge Club
- Traralgon Mens Shed
- AFL Gippsland
- Netball Victoria
- West Gippsland Catchment Management Authority

Following the public exhibition period for the draft Traralgon Recreation Reserve & Showgrounds master plan, a total of 15 submissions (Attachment 3) were received. These submissions, the issues raised and the officer response are detailed in the table below:

	Stakeholder name	Submission type	Issues raised	Officer response
1	Andy Caldwell (Central Gippsland Axemen Association)	Email	1. Requested to be kept in the loop should their location change. Flexible to change as long as it's the same amount of space.	1. Noted. The Axemen area has not changed in the final master plan.
2	Lisa Cook (High Street resident)	Email	1. Concern about vegetation blocking views to sporting games that are currently watched from the backyard.	1. Wording in recommendation 28 of the implementation plan does highlight the fact that any vegetation will have tall canopies so not to compete with residential views.

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			2. Concern about outlook being compromised and devaluing her property.	2. Noted and addressed in the above response.
3	Bridge Club	Meeting minutes/Letter	<ol style="list-style-type: none"> 1. Strong support for pavilion as long as it accommodates the Bridge Clubs needs through its design. 2. Investigate locating the pavilion at top of hill out of Flood zone. 3. Support for all community type infrastructure (pathways, play facilities). 4. Supplied detailed list of building requirements. 5. Support for beautification but this should not impede High St residents views . 	<ol style="list-style-type: none"> 1. Noted. Engagement with the Bridge Club would occur during the detailed design phase of the pavilion. 2. Whilst it is an option to investigate this, it does not address the issues of user groups and the unsightly buildings at the reserve. 3. Noted. This is addressed in a number of recommendations. 4. Noted. These will be considered throughout the detailed design. The Bridge Club will also be consulted again at that time to ensure the information is still relevant. 5. Noted. Wording in recommendation 28 of the implementation plan does highlight the fact that any vegetation will have tall canopies so not to compete with residential views.
4	Traralgon Football/Netball Club	Email/Letter	<ol style="list-style-type: none"> 1. Strongly support consolidation of Ag Society buildings. Current condition is an eyesore bringing down the appeal of the entire reserve. 2. Support for upgrades to 'craft shed' and the beautification work. 3. Gives strongest support to point 3. If Ag Society needs central access for events etc. they can use the office above the change rooms through a formal agreement. 	<ol style="list-style-type: none"> 1. Noted. 2. Noted. Cladding has already taken place on the Whittakers Rd side of the building. Any further beautification work will be subject to a structural building assessment. 3. This is a reasonable solution to the Agriculture Society's need to be located centrally during equestrian events at the Traralgon Show. The club rooms are larger and not in use at this time of year.

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		<p>4. 5,6,7,8,9,10,12,13,14 supported.</p> <p>5. Not overly supportive of losing public toilets however if TEDAS pavilion provides them there should be enough to accommodate big events.</p> <p>6. Netball courts are the 2nd highest priority. If the move cannot be achieved, suggest that existing location gets upgraded with a playing court being provided closer to the fire track.</p> <p>7. Support for Old Trafford being expanded/resurfaced</p> <p>8. Cricket nets do not require relocation</p> <p>9. Lighting is the highest priority for the club</p> <p>10.#19 – would prefer to keep current footprint and extend upstairs. Not a high priority.</p> <p>11.Strong support for kiosk facility upgrade. Current kiosk does not meet any regulations in building codes or health</p> <p>12.Does not see the scoreboards as a priority. Current one holds some historic value.</p> <p>13.Safety netting is a priority.</p>	<p>4. Noted. All of these recommendations are about ensuring community needs are met through passive recreation and beautification works.</p> <p>5. The approved TEDAS pavilion design and permit includes publicly accessible toilets.</p> <p>6. Consideration will be made in the final plans to show the netball courts moved back to the current location. 2 courts will be provided as well as change facilities that meet Netball Victoria’s facility guidelines.</p> <p>7. Noted. This is recommendation 16 in the plan.</p> <p>8. Noted. Consideration will be given when the final plan has been finalised to place the cricket nets back to their current location.</p> <p>9. This is recommendation 18 of the plan and is noted as high priority.</p> <p>10.The football club will be fully engaged in the detailed design phase of the change room’s upgrade, with a focus being on no net loss of space.</p> <p>11.Noted and included in recommendation 20 of the plan.</p> <p>12.Noted. Scoreboards are the responsibility of user groups/clubs.</p> <p>13.Noted. Safety nets are a responsibility of the user groups/clubs.</p>
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			14. Support for any works that will improve the aesthetic appeal of the reserve.	14. Noted. There are a number of recommendations that address beautification of the site.
5	TEDAS Junior Football Club	Email/Letter	1. Would like to see the TEDAS pavilion place in the right location on the map. The drawing shows it too far away from Old Trafford.	1. Noted. The final plan when finalised will be amended to reflect the actual location of the building, facing the oval.
6	Traralgon & District Agricultural Society	Letter	<p>1. Leave sheep shed, rural room, pigeon club and the Mens shed where they are. They are structurally sound and the cladding is the only thing that needs replacing. These buildings are on OUR LAND.</p> <p>2. New roof on craft shed is required. Asphalt out the from should stay as cars drive on it, vehicles park there and the netballers use it as their practice courts</p> <p>3. Secretary's office needs to stay where it is. Anywhere else is too far away.</p>	<p>1. Noted. A structural assessment of the buildings would need to be undertaken to determine whether the buildings are structurally sound. Extensive consultation has shown that the buildings do not meet all user groups requirements. The buildings are aged and poorly maintained and have a detrimental impact on the aesthetic value particularly of the Traralgon Recreation Reserve.</p> <p>2. The final plan when finalised will include some car parking near the craft shed. Any further work to be carried out on the building will be the responsibility of Traralgon & District Agricultural Society and contributions from external funding bodies, such as Council or the State Government will be subject to a structural building assessment. The netball court will not be continued to use for a training court as it is insufficient in quality and disconnected from the rest of the netball area.</p> <p>3. Noted. However the football club have offered use of the club rooms for show days which is also centrally located. This is a feasible option and solves the issue of the run down kiosk/secretary office.</p>

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			<p>4. The play space area is where we stage our goats.</p> <p>5. Area where netball is being moved is used for events and is a lovely shaded area. Leave as is.</p> <p>6. Kiosk cannot be joined to clubrooms. Must be left for ambulance-Latrobe City law.</p> <p>7. Picnic areas only increase damage to buildings. Gates should be locked and have security cameras.</p> <p>8. Public toilets are required at the site for walking groups, travellers and tradesman.</p> <p>9. Will toilets in football and cricket club be open to public?</p>	<p>4. Noted. When the final master plan is finalised, the play space will be relocated to the area closer to the wood chop area. The Traralgon Recreation Reserve has a vast expanse of open spaces that may be appropriate for goat staging.</p> <p>5. Noted. When the final master plan is completed the final location for the netball courts will be considered.</p> <p>6. Noted. However it is not Latrobe City Law and the site would require access for emergency vehicles but Latrobe City does not determine the exact location where they should park. As such, it is possible to join kiosk to clubrooms.</p> <p>7. Activating public open space is a known solution to providing passive surveillance. There is no evidence to support this statement and locking out the community from the space defeats the purpose of having it there.</p> <p>8. Noted. Public toilets will be located at the proposed TEDAS pavilion and clubrooms as per recommendations 14 & 19.</p> <p>9. Yes. TEDAS pavilion and the proposed changes to the clubrooms will incorporate public toilets. The Traralgon Football Netball Clubs social rooms is a private enterprise and they are not required to open toilets to the public.</p>
7	Traralgon Fire Brigade	Email/Letter	<p>1. The footprint of proposed shared pavilion will impose too greatly on existing Marshall Competition Track as will the proposed 90 degree parking.</p>	<p>1. Noted. When the final master plan is completed the footprint of the pavilion will be altered slightly so it does not impede on competition tracks.</p>

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		<p>2. Concern about lack of vehicle access to the grassed area along fire track. Required for trailer parking and rolling hoses</p> <p>3. Request that old netball courts are left so those with mobility issues can easily access the CFA building</p> <p>4. No support for location of play space. Compromises hose rolling area and ability to hold competitions. Suggest it goes where the netball courts are propose to be moved instead.</p> <p>5. Old Trafford ovals functionality as CFA staging area needs to be maintained.</p> <p>6. Support for TEDAS pavilion as long as toilets are publicly accessible.</p> <p>7. Netball courts to remain where they are with seats being shifted to Howitt St end or near play group. Do not support new location as this would mean the loss of significant commemorative trees</p> <p>8. Suggestion to pipe drainage swale near mens shed and build up that space for netball facilities.</p> <p>9. Support for toilet demolition and incorporation into pavilion, as long as there are enough amenities for state championships.</p>	<p>2. Noted. When the final master plan is completed the plan will be amended so it does not impede on competition activities.</p> <p>3. When the final master plan is completed it will show some formalised parking closer to the CFA building to address this concern.</p> <p>4. Noted and when the final master plan is completed the plan will be amended to reflect this.</p> <p>5. Old Trafford will continue to be identified as a staging area for the CFA, as depicted in the plan.</p> <p>6. TEDAS pavilion and the proposed changes to the clubrooms will incorporate public toilets.</p> <p>7. Noted, when the final master plan is completed, consideration will be given as to the final location of the netball courts. Seating will be provided in such way that does not compromise spectating.</p> <p>8. The West Gippsland Catchment Management Authority are undertaking a flood study for the Traralgon Creek which includes the showground precinct. WGCMA will determine any proposed changes to drainage.</p> <p>9. Noted. User groups will be fully engaged throughout the detailed design process.</p>
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			<p>10.No support for any paint work on the fire track.</p> <p>11.Would like to see parking stopped on fire track.</p> <p>12.Request that any walking tracks are reinforced so it can withstand heavy vehicles over them.</p>	<p>10.Noted. When the final master plan is completed the Zebra crossings will be removed from the plan. There is less need for them in the final plan with walking tracks being altered.</p> <p>11.Noted. However this is unlikely as the area is a road reserve and is utilised for more than one purpose.</p> <p>12.Noted. This will be addressed at detailed design stage.</p>
8	Traralgon Pigeon Club	Email/Letter	<p>1. Support for shared pavilion only if facilities can be kept separate to other user groups. Pigeon dust has potential to cause disharmony amongst other user groups. Would also require a higher roller door and parking close to club.</p> <p>2. Support for all other aspects of the master plan.</p>	<p>1. Noted. All user groups will be fully engaged throughout the detailed design phase to ensure their needs are met. We acknowledge that the Pigeon Club would require their own space.</p> <p>2. Noted.</p>
9	Travis Switzer – AFL Gippsland	Email/Letter	<p>1. Support for construction of TEDAS pavilion but needs to show it closer to oval, facing the oval.</p> <p>2. Support for the new location of the netball courts and believe it should be a high priority.</p> <p>3. Strong support for works on Old Trafford oval.</p> <p>4. Upgraded lighting is a main priority.</p> <p>5. Upgraded kiosk facilities is also a high priority.</p> <p>6. Scoreboard not seen as a high priority.</p>	<p>1. Noted. When the final master plan is completed plan will be amended to reflect the actual location of the building, facing the oval.</p> <p>2. Noted. When the final master plan is completed, consideration will be given as to the final location of the netball courts.</p> <p>3. Noted. This is recommendation 16 of the plan.</p> <p>4. Noted. This is recommendation 18 and a high priority in the implementation plan.</p> <p>5. This is recommendation 3 and a high priority in the implementation plan.</p> <p>6. Noted. Scoreboards are the responsibility of user groups.</p>

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			7. Safety nets are strongly supported.	7. Noted. Safety nets are responsibility of user groups.
10	Traralgon Ex-students Cricket Club	Email/Letter	<ol style="list-style-type: none"> 1. Support for works on Old Trafford. Leave nets where they are. 2. TEDAS pavilion should be seen as a high priority. 3. Strong support for lighting upgrades on main oval. 4. Livestock should be banned from ground – causes too much damage that is expensive to repair. 5. Concern about lack of car parking. 	<ol style="list-style-type: none"> 1. When the final master plan is completed the nets will be shown in their current location. 2. This is recommendation 14 and a high priority in the implementation plan. 3. This is recommendation 18 and a high priority in the implementation plan. 4. Noted. However the reserve is multi-purpose and historically, the livestock events have been at the space. It is the showgrounds as well. 5. Car parking at reserve has been formalised and the capacity is greater in the plan than current provision.
11	Traralgon Mens Shed and Woodworking Inc	Letter (hand delivered)	<ol style="list-style-type: none"> 1. Strong support for better governance of the site. 2. Support for shared use pavilion on the basis that it accommodates all of the Mens shed needs. 3. Suggestions for improved parking on Howitt St (see submission). 4. Security improvements are welcomed. 5. Any shared facilities need an Memorandum of Understanding administered by LCC. 	<ol style="list-style-type: none"> 1. A more equitable management system for user groups at the site is identified as a high priority in the implementation plan under the Reserve & Facility Management heading. 2. Noted. All user groups will be fully engaged throughout the detailed design phase. 3. Outside the scope of the master plan however will be passed onto Latrobe City Council's Infrastructure Design team 4. Noted and addressed with recommendation 10. A new pavilion will also address security concerns through smart design. 5. A more equitable management system for user groups at the site is identified as a high priority in the implementation plan under the Reserve & Facility Management heading.

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12	West Gippsland Catchment Authority	Email/Letter	<ol style="list-style-type: none"> 1. General support for majority of the master plan 2. Does not believe items 14,19 & 20 will have significant effect. 3. Proposed pavilion is of concern as it constitutes an extension into the flood path, which could result in deeper flood depths at the site. 4. Terraced seating may impede flood water flow by creating a raised barrier in the flood path. 5. Development of items 1 & 12 should be delayed until flood study has been carried out by WGCMA in 2016. 6. Does not support solid or mesh fence around the site as it obstructs flood flow. Any new fencing must be an open style so not to impede flood flow. 7. Any finished floor levels must be no lower than the Nominated Protection Level (refer to submission for detail). 	<ol style="list-style-type: none"> 1. Noted. 2. Noted. 3. This was discussed in depth with WGCMA following submission and will be included in the flood study should the master plan be endorsed. Will likely be ok if footprint is shifted away from drainage swale. 4. As above, was discussed and if plan is endorsed the terraced seating will form part of the WGCMA flood study and inform any detailed design. 5. Noted. 6. Noted. This was discussed with WGCMA and they have indicated that the style should be vertical bars with consistent spacing. 7. Noted.
13	Kerrie Ford – High St resident	Email/Website/ phonecall	<ol style="list-style-type: none"> 1. Opposes trees and vegetation against back fence for both safety reasons and it impedes on the view which is the reason she bought the house. 	<ol style="list-style-type: none"> 1. Wording in recommendation 28 of the implementation plan does highlight the fact that any vegetation will have tall canopies so not to compete with residential views.
14	Traralgon Playgroup	Email	<ol style="list-style-type: none"> 1. The playgroup ground and building are not on the plans when they lease the ground and own the building. 	<ol style="list-style-type: none"> 1. When the final master plan is completed the plans will be amended to show the Traralgon playgroup as part of the Traralgon Recreation Reserve & Showgrounds.

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			<ol style="list-style-type: none"> 2. There is no indication of how the playgroup can access the rear of the building at all. 3. There is no sign of additional parking for the group at all. 4. It is unclear whether the intention is to fence out the playgroup. 	<ol style="list-style-type: none"> 2. When the final master plan is completed the plan will be amended to put a designated track to access the rear of the building. 3. When the final master plan is completed the amended plan will show formalised parking at the rear of the building with a track to access it. 4. There is no intention to fence out the playgroup
15	Netball Victoria	Email/Letter	<ol style="list-style-type: none"> 1. Support relocation of netball courts to remove current disconnection from the football. 2. Provide two courts to ensure there is a warm up court and a playing court. 3. Investigate possibility of upgrading lights to match standard. 4. Provision of electronic scoreboard. 5. Allow for male & female change rooms to accommodate growing number of male umpires. 	<ol style="list-style-type: none"> 1. Noted. However when the final master plan is completed, consideration will be given as to the final location of the netball courts. 2. A second court will be provided to ensure there is a training court available. 3. The Final plan when completed will be amended to show match standard lighting at the netball courts 4. Noted. Scoreboard provision is club responsibility 5. Detailed design will ensure that all facilities are built to cater for user group's needs, following Netball Victoria's facility guidelines.

The 15 submissions that have been considered as part of this report have been provided valuable feedback about the master plan for the Traralgon Recreation Reserve & Showgrounds.

The majority of the responses provided have been overwhelmingly supportive of the original master plan and implementation plan and where necessary have resulted in changes to specific recommendations to the master plan. The submissions have highlighted the community's priorities for developing and enhancing a high use regional level facility.

However, there continues to be a lack of consensus in relation to a number of key recommendations/projects at the reserve and further consultation with stakeholders is required until a final master plan is agreed upon. These issues are:

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- The consolidation of the Traralgon & District Agricultural Society buildings.
- Location of the netball courts
- The Traralgon & District Agricultural Society office/canteen space.

When the Traralgon Recreation Reserve & Showgrounds master plan project commenced in August 2013, the Traralgon & District Agricultural Society were the first stakeholder group to be engaged by Latrobe City Council and consultants, Inside Edge.

A long and thorough meeting took place, identifying the current issues being experienced by the group, possible opportunities for the future and the group's priorities. Indications of discussions at this meeting are documented on page 44 of the Research, Consultation and Key Directions Report and feedback was used to develop recommendations for the master plan.

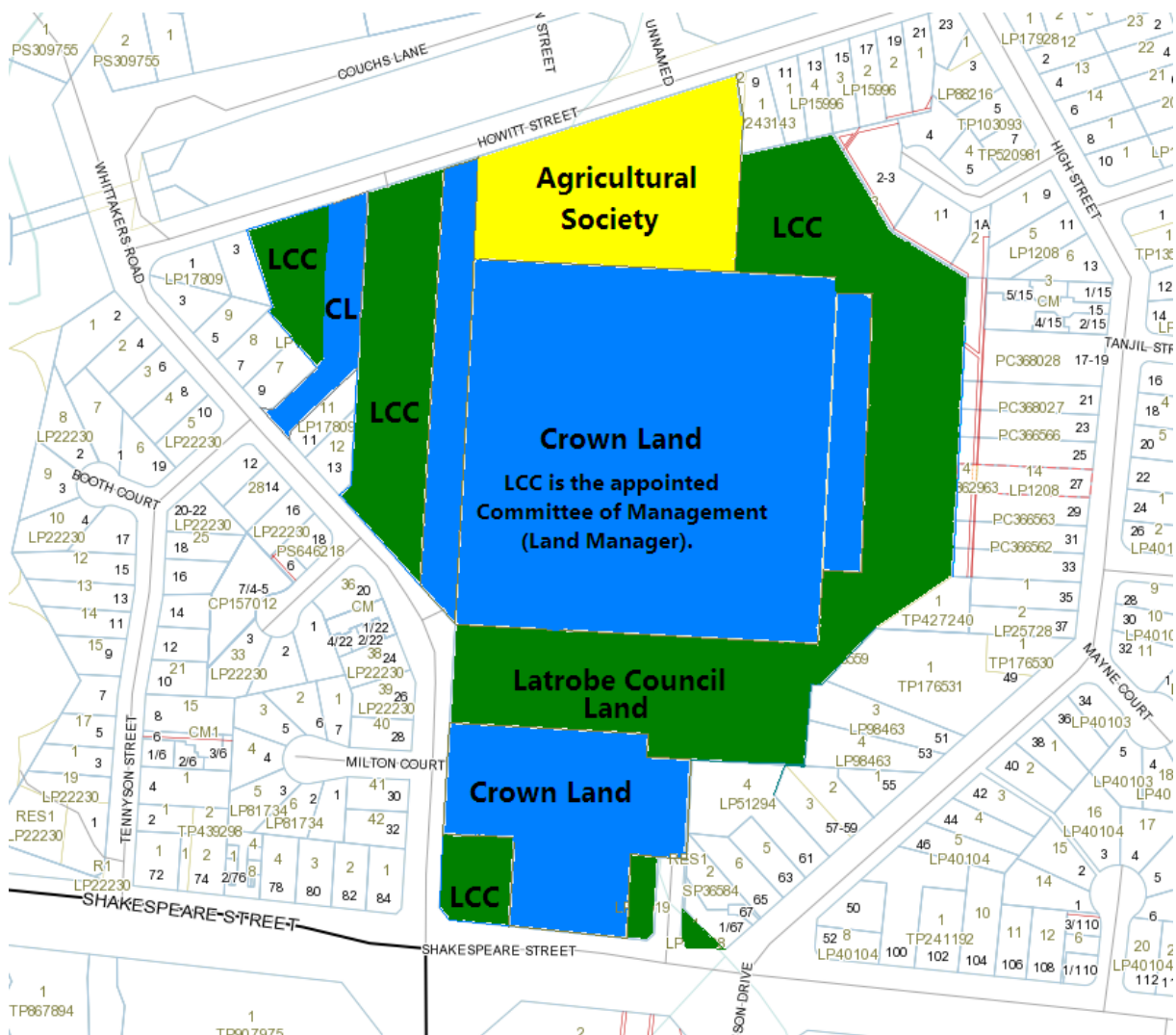
Whilst specific recommendations and priorities were not discussed at the original consultation meeting with the Traralgon & District Agricultural Society, a number of broad themes were identified for discussion. One of these themes was the sharing and upgrading of facilities owned by the Traralgon & District Agricultural Society and the Society indicated that they were prepared to explore this opportunity.

In their submission to the draft Traralgon Recreation Reserve & Showgrounds master plan, the Traralgon & District Agricultural Society in have rejected or dismissed a number of key recommendations for the future upgrade to the Traralgon Recreation Reserve & Showgrounds. Attempts by Council Officers to discuss or negotiate around these recommendations have not been productive.

The land tenure and ownership of the Traralgon Recreation Reserve & Showground is complicated, with three separate entities owning land. The below diagram indicates the current land ownership at the reserve:

- Latrobe City Council
- Crown Land (Managed by Latrobe City Council as the Committee of Management)
- Traralgon & District Agricultural Society

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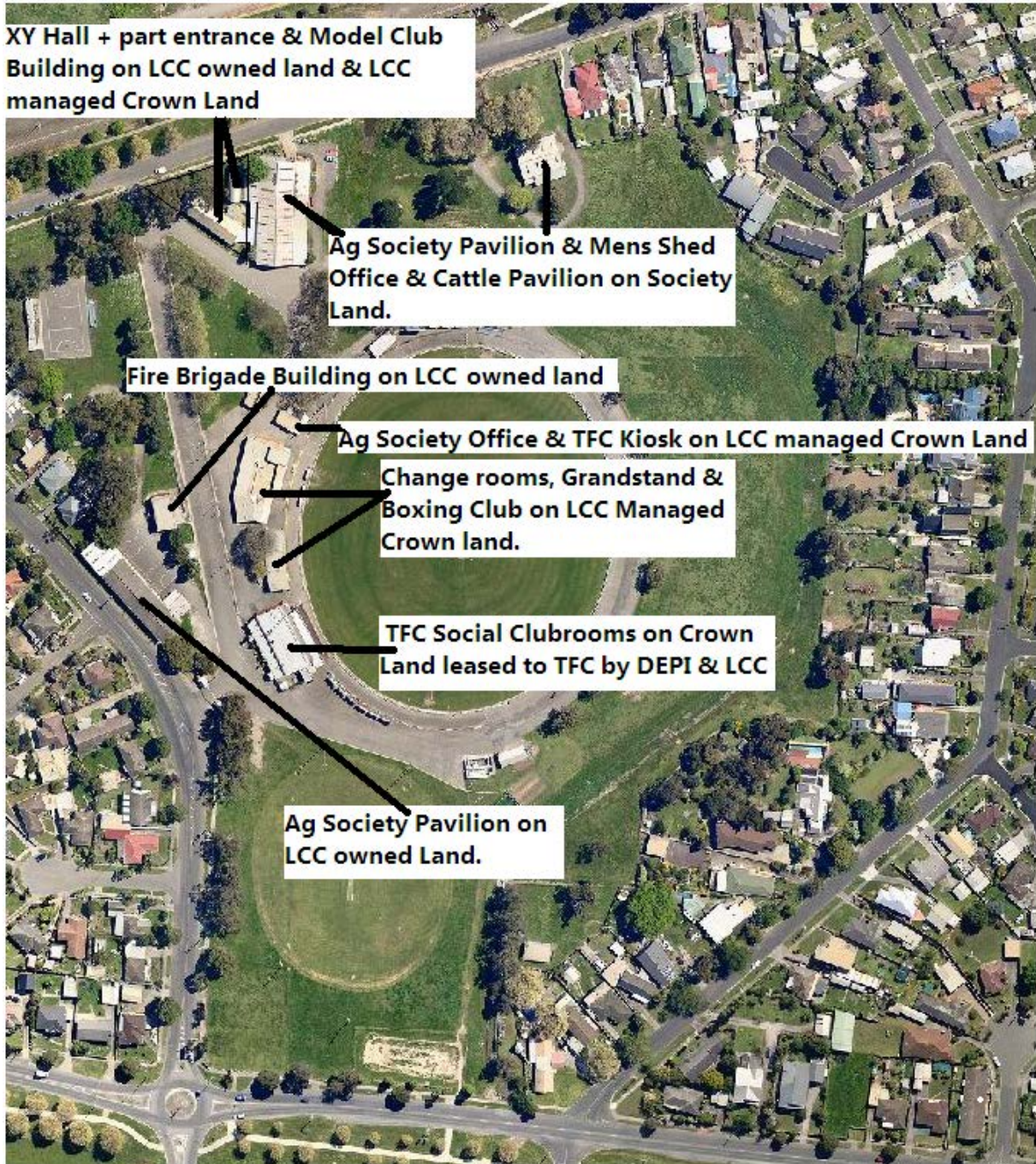


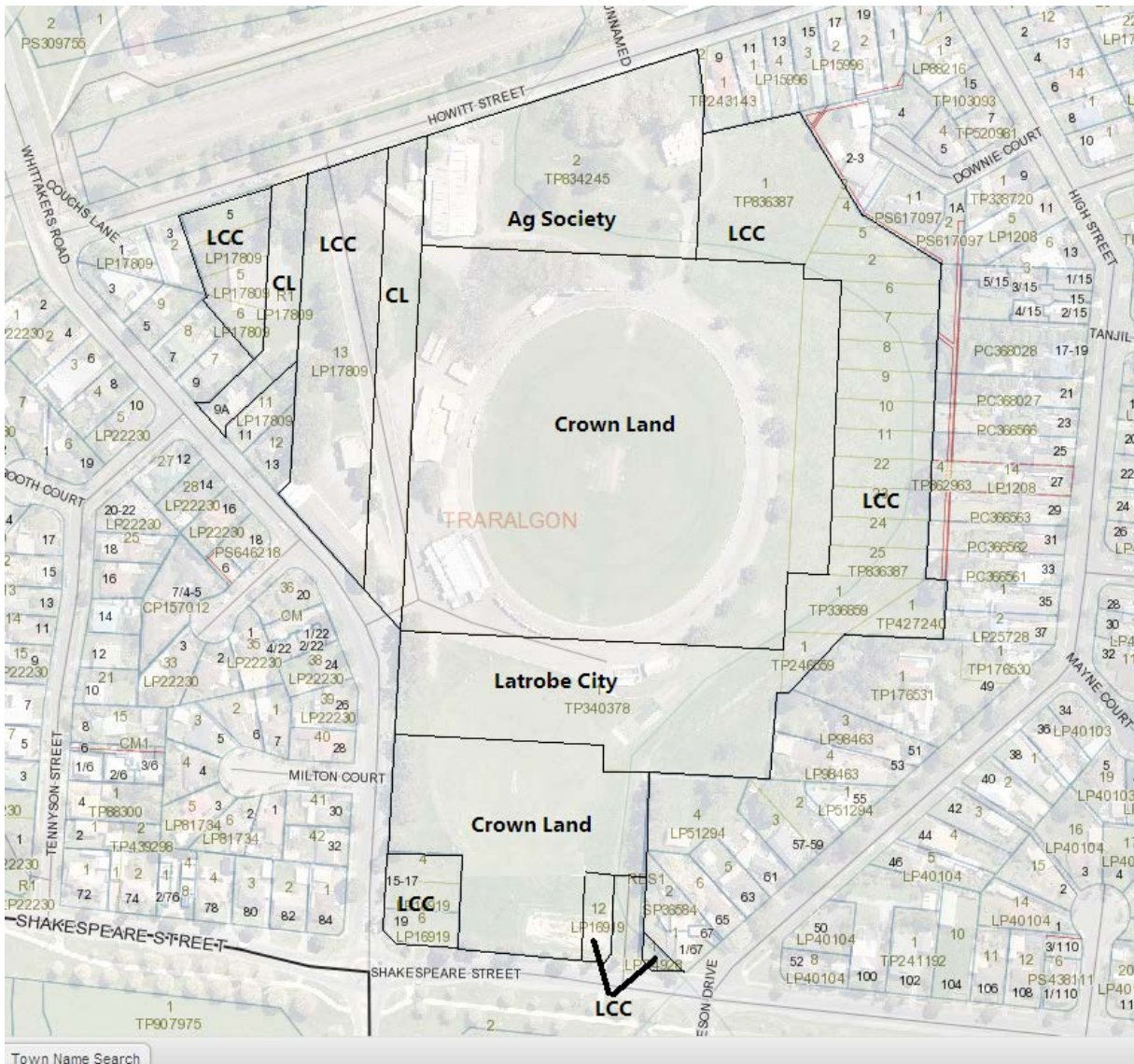
Further to the complicated land tenure, there is also a complicated tenure arrangement with buildings distributed throughout the site, which are owned by different entities on other entities land. These include the examples hereunder:

- The X Y Building which is situated on land managed by Latrobe City Council on Crown land;
- The Ag Society Pavilion and Mens Shed owned by the Traralgon & District Agricultural Society on their land;
- The Urban Fire Brigade building on Latrobe City Council land;
- The Latrobe City Council change rooms, grandstand and boxing area situated on Crown land, managed by Latrobe City Council;
- The Traralgon Football Netball Club owned social rooms on land owned by the Crown and leased to them by Latrobe City Council.
- The Craft pavilion, owned by the Traralgon & District Agricultural Society on Latrobe City Council land;
- And finally the proposed TEDAS pavilion which will be owned by the TEDAS club on land leased from Latrobe City Council.

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The complicated network of buildings and land ownership has historically been and continues to be a difficult arrangement to manage, particularly when trying to gain consensus for any development to the existing buildings or reserve.





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 inadequate public facilities and infrastructure in the municipality and the development of the Traralgon Recreation Reserve & Showgrounds master plan is a project that mitigates this risk to Council.

Funds have been allocated in the 2013/14 budget year from Council to enable the completion of the Traralgon Recreation Reserve & Showgrounds master plan.

Potential projects that emanate from this master plan will need to be considered by Council and appropriate funding sourced in future budgets.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

Pre-Draft Master Plan Development

At the commencement of this project, Inside Edge consultants and Council officers conducted a Councillor consultation session on 25 September 2013 to gain feedback on the four potential draft master plans.

Following this initial session with Councillors, Inside Edge Consultants and Council officers consulted with all relevant user groups and external stakeholders in September and October 2013. These stakeholders were contacted via post, emails and phone calls and were also given the option of attending a community workshop or an individual meeting with the consultants and officers.

In addition, a letter drop to adjoining residents in Whittakers Rd, Shakespeare Street, High Street, Hickox Street, Moonbeal Court and Milton Court was also undertaken, providing information about the survey, community workshop and the master plan process.

The below table provides details of engagement activities undertaken with each stakeholder group.

Stakeholder	Method of Consultation
Traralgon Agricultural Society	Individual meeting with Council Officers & consultants. Attendance at community meeting/workshop
Traralgon Football Netball Club	Individual meeting with Council Officers & consultants. Attendance at community meeting/workshop
Traralgon Bridge Club	Individual meeting with Council Officers & consultants.
Traralgon Fire Brigade	Attendance at community meeting/workshop
Ex-students Cricket Club	Attendance at community meeting/workshop
Traralgon Playgroup	Attendance at community meeting/workshop
Traralgon Pigeon Club	Individual meeting with Council Officers & consultants.
Traralgon Mens Shed	Attendance at community meeting/workshop
South & Central Gippsland Axemens Association	Attendance at community meeting/workshop
Traralgon Amateur Boxing Club	Phone
Traralgon & District Cricket Association	Phone
Local Residents	Latrobe Valley Express, website & Community meeting/workshop

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The community workshop for the Traralgon Recreation Reserve & Showgrounds master plan was advertised in the Latrobe Valley Express and the Latrobe City website in order to reach a wide audience. The workshop was attended by 35 community members, made up of representatives from the major user groups and local residents. The workshop proved popular with all stakeholders providing constructive feedback during the session.

In addition, a survey to gather more input from residents and user groups was available on the Latrobe City Council website and all workshop attendees were encouraged to complete it. The survey was advertised in the LV Express, Latrobe City Council website and on social media until 8 November 2013.

Post-Draft Master Plan Development

Following this initial engagement period, the draft Traralgon Recreation Reserve & Showgrounds master plan was developed and then presented to Council on the 25 March 2014 to seek its release for public exhibition.

During this public exhibition period from 26 March 2014 to 2 May 2014, the following engagement activities took place:

- The draft Traralgon Recreation Reserve & Showgrounds master plan was available to review on line on Council's website www.latrobe.vic.gov.au
- The draft Traralgon Recreation Reserve & Showgrounds master plan was available to review at Latrobe City Council service centres.
- All previously identified user groups, stakeholders and community members who had previously been involved with the project were either emailed, sent a letter or contacted in person about the public exhibition period and their options to provide their views, feedback or submission. Options included:
 - Providing a written submission via letter or email
 - Complete a feedback form on Councils website
 - Meet with the Council project manager regarding the draft master plan
- Information was placed on Latrobe City Council's noticeboard in the Latrobe Valley Express, from Monday 31 March 2014 through to Thursday 1 May 2014.
- One on one interviews were scheduled for user groups, community groups and interested community members who wished to meet and discuss the recommendations contained in the draft master plans. As indicated previously in this report, key stakeholders from the reserve took this opportunity to discuss their feedback directly with Council officers.

Councillors were then invited to attend a workshop with officers on 28 May 2014 to discuss the submissions received relating to the draft Morwell Recreation Reserve Precinct master plan prior to it being presented to Council.

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The stakeholder engagement activities that were undertaken during the public exhibition period are consistent with Council's Community Engagement Plan 2010 -2014.

OPTIONS

Council has the following options available:

1. Adopt the Traralgon Recreation Reserve & Showgrounds master plan acknowledging the submissions received.
2. Not adopt the Traralgon Recreation Reserve & Showgrounds master plan and undertake additional consultation to resolve the outstanding issues.

CONCLUSION

The Traralgon Recreation Reserve & Showgrounds master plan was identified for completion as part of the 2013/14 Latrobe City Council business planning process with the objective of the master plan process being to establish clear direction for the future planning, provision, enhancement and improvements of sport and community infrastructure at the Traralgon Recreation Reserve & Showgrounds.

An extensive consultation process with key stakeholders and the general community was undertaken to gather valuable feedback and where appropriate, this feedback has been incorporated into the draft final Traralgon Recreation Reserve & Showgrounds master plan.

Recommendations in this plan have been developed after a critical review of the current site, current site constraints and the feedback gathered throughout the community engagement process.

However, there continues to be a lack of consensus in relation to a number of key recommendations/projects at the reserve and further consultation with stakeholders is required in order to develop an agreed final master plan.

Attachments

1. Draft Traralgon Recreation Reserve & Showgrounds master plan
2. Draft Traralgon Recreation Reserve & Showgrounds Implementation Plan
3. Tgon Rec Reserve Master Plan Submissions

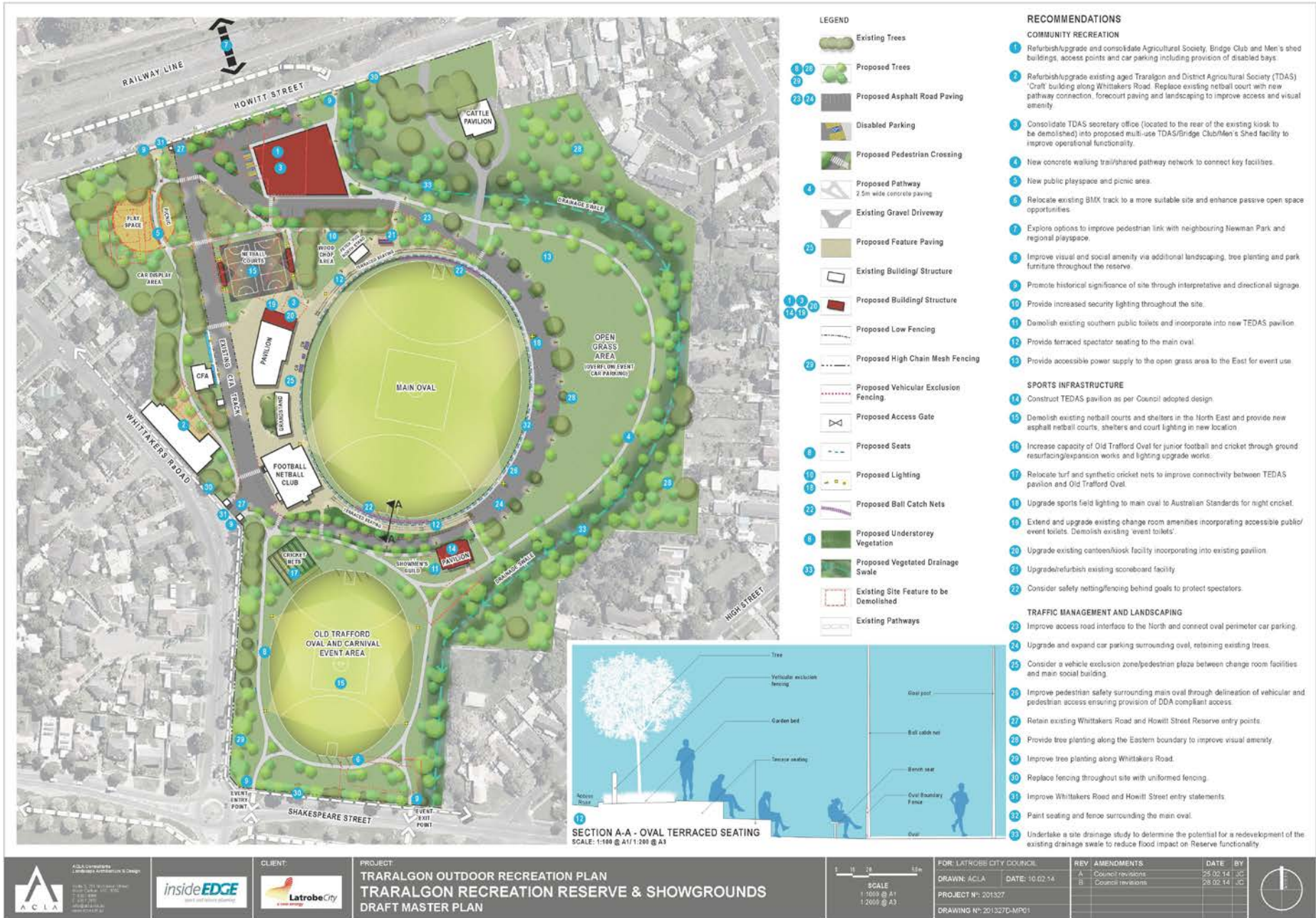
RECOMMENDATION

1. **That Council not adopt the Traralgon Recreation Reserve & Showgrounds master plan.**
2. **That further consultation is undertaken with stakeholders to resolve the outstanding issues and a report be presented to Council once complete.**
3. **That the Mayor writes to those persons who made written submissions to thank them for their consideration and notify them of Council's decision.**

14.2

Traralgon Recreation Reserve & Showgrounds Master Plan

- 1 Draft Traralgon Recreation Reserve & Showgrounds
master plan..... 109**
- 2 Draft Traralgon Recreation Reserve & Showgrounds
Implementation Plan..... 111**
- 3 Tgon Rec Reserve Master Plan Submissions 115**



Priority	Traralgon Recreation Reserve and Showgrounds Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Community Recreation				
High	1. Subject to West Gippsland Catchment Management Authority (WGCMA) approval, explore options to refurbish/upgrade and consolidate Traralgon and District Agricultural Society, Bridge Club and Men's shed buildings, access points and car parking.	Facility Development (1.1, 1.2, 1.3, 1.4, 1.5, 1.6), Accessibility (2.1, 2.2, 2.3, 2.4), Community Infrastructure and Social Amenity (3.1, 3.3, 3.4, 3.5, 3.6, 3.7)	Council	TBC	TBC
High	2. Subject to WGCMA approval, upgrade/refurbish existing aged Traralgon and District Agricultural Society (TDAS) 'Craft' building along Whittakers Road. Upgrade/refurbishment to be in accordance with <i>Universal and Healthy by Design</i> ® Principles. Replace underutilised adjacent asphalt netball court with new pathway connection, forecourt paving and landscaping to improve access and visual amenity.	Facility Development (1.1, 1.2, 1.4, 1.5, 1.6), Accessibility (2.1, 2.2, 2.3, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5, 3.6, 3.7, 3.8)	Council	TBC	TBC
High	3. Subject to WGCMA approval, relocate existing TDAS secretary office (positioned at rear of existing canteen/kiosk facility) to sit within consolidated refurbished/upgraded multi-use building to improve the operational functionality of the TDAS.	Facility Development (1.2, 1.3, 1.4, 1.5, 1.6) Accessibility (2.1, 2.2, 2.3) Community Infrastructure and Social Amenity (3.1, 3.3, 3.6, 3.7)	Council	TBC	TBC
High	4. Establish a walking trail/shared pathway network within the Reserve to provide safe pedestrian/bicycle connectivity to facilities and the broader surroundings. A major connection is recommended between Howitt Street and Skakespeare Street along the existing drainage swale.	Accessibility (2.1, 2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5, 3.6)	Council	TBC	TBC
High	5. Support informal Reserve recreation opportunities through the construction of a public playspace (where netball court and shelters are currently located) made accessible via pathway connections from Howitt Street and main entry/fire brigade running track.	Accessibility (2.1, 2.2, 2.3, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5, 3.6)	Council	TBC	TBC
Medium	6. Relocation of existing BMX track to a more suitable site and to enhance passive open space recreation opportunities (e.g. event camping).	Community Infrastructure and Social Amenity (3.1, 3.5)	Council	TBC	TBC
Medium	7. Explore options to improve pedestrian link with neighbouring Newman Park and Regional playspace.	Accessibility (2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.2, 3.4, 3.5)	Council	TBC	TBC
Medium	8. Improve visual and social amenity throughout site via additional landscaping and/or tree planting for natural shade and park furniture such as shelters/spectator benches/seating/picnic tables/bins etc for informal recreation and community gatherings/events.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.5, 3.6, 3.8)	Council	TBC	TBC
Low	9. Promote historical significance of site through interpretative and directional signage throughout Reserve in accordance with Council's Signage Guidelines.	Community Infrastructure and Social Amenity (3.1, 3.5, 3.6, 3.7)	Council	TBC	TBC
High	10. Provision of increased security lighting throughout site, in particular the North end of Reserve surrounding TDAS, Bridge Club and Men's Shed buildings.	Accessibility (2.4), Community Infrastructure and Social Amenity (3.3, 3.5, 3.6)	Council	TBC	TBC

Priority	Traralgon Recreation Reserve and Showgrounds Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Community Recreation				
Low	11. Subject to WGCMA approval, demolition of existing stand alone South public toilets. Accessible public toilets should be provided as part of Council approved TEDAS pavilion to replace loss of existing public toilet facilities.	Facility Development (1.1), Community Infrastructure and Social Amenity (3.5)	Council	TBC	TBC
Low	12. Enhance and promote enjoyable spectator experiences and accessibility via the provision of terraced spectator seating to nominated sections around main playing oval.	Accessibility (2.1, 2.2, 2.4), Community Infrastructure and Social Amenity (3.2, 3.3, 3.5, 3.6)	Council	TBC	TBC
Medium	13. In conjunction with sports field floodlighting electrical works, explore options to provide a power supply upgrade to East side of main oval to assist with community event power requirements.	Community Infrastructure and Social Amenity (3.1, 3.3, 3.6, 3.7)	Council	TBC	TBC
	Sports Infrastructure				
High	14. Construction of TEDAS Junior Football Club pavilion as per Council adopted plans to South of main playing oval. It is recommended pavilion be constructed in accordance with AFL Preferred Facility Guidelines and <i>Universal and Healthy by Design</i> ® Principles. TEDAS pavilion to include public accessible toilets to replace demolished aged public toilets in order to accommodate netball/event and general Reserve users utilising open space and/or infrastructure to the South of the site.	Facility Development (1.1, 1.2, 1.6), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.3, 3.4, 3.6)	Council	TBC	TBC
High	15. Remove two existing stand alone asphalt netball courts and shelters and relocate in open space between proposed consolidated TDAS, Bridge Club and Men's Shed buildings and future playspace/picnic area (East of existing CFA running track). Installation of lighting to netball courts to allow for club match/training activities (200 lux). All netball court redevelopment works to be in accordance with Netball Victoria's <i>Netball Court Planning Guide</i> .	Facility Development (1.1, 1.2, 1.4, 1.6), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.3, 3.4, 3.5, 3.6), Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.9)	Council	TBC	TBC
Medium	16. Increase carrying capacity of Old Trafford Oval for AFL football and cricket through ground resurfacing and lighting upgrade works (local level AFL training – 50 lux). Ground resurfacing works to include realignment/expansion of existing ground dimensions to optimise use by tenant sporting clubs and community user groups/individuals and improve connectivity with proposed TEDAS pavilion.	Accessibility (2.1, 2.6), Community Infrastructure and Social Amenity (3.1, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.9)	Council	TBC	TBC
Medium	17. To better compliment proposed TEDAS pavilion location and realigned/expanded Old Trafford Oval dimensions, relocate existing turf and synthetic cricket training nets to open space North West of Old Trafford Oval.	Sports Field Provision and Suitability (4.1, 4.5, 4.6, 4.11)	Council	TBC	TBC
High	18. Recognise Traralgon Recreation Reserve and Showgrounds as a regional facility for cricket and upgrade existing non compliant sports field floodlighting to accommodate night cricket and football matches as well as community events taking place on the playing field (200 lux). Improved lighting will also enable greater use of the Reserve by the Traralgon Football Netball Club and provide greater opportunity for increased participation.	Accessibility (2.1, 2.6), Community Infrastructure and Social Amenity (3.3, 3.4, 3.6), Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.8, 4.11)	Council	TBC	TBC
Medium	19. Subject to West Gippsland Catchment Management Authority (WGCMA) approval, extend and upgrade existing change room amenities and incorporate accessible public toilets into extension. Accessible toilets and amenities (showers) to be made available for event staff and be in accordance with <i>AFL Preferred Facility Guidelines and Universal and Healthy by Design</i> ® Principles. This will enable the demolition of existing aged 'event toilets' to West of main oval.	Facility Development (1.1, 1.2, 1.4, 1.6), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.3, 3.4, 3.6)	Council	TBC	TBC

Priority	Traralgon Recreation Reserve and Showgrounds Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
Medium	20. Subject to WGCMA approval upgrade/refurbishment of existing canteen/kiosk facility. Upgraded/refurbished canteen/kiosk facility to be in accordance with <i>Universal and Healthy by Design</i> ® Principles.	Facility Development (1.1, 1.2, 1.4, 1.6), Accessibility (2.1, 2.2), Community Infrastructure and Social Amenity (3.3, 3.6)	Council	TBC	TBC
Medium	21. Subject to WGCMA approval upgrade/refurbishment of existing aged and non compliant scoreboard facility. Upgraded/refurbished scoreboard to be electronic and service cricket, football and community event notifications.	Facility Development (1.1, 1.4), Sports Field Provision and Suitability (4.1, 4.11)	Council/Club	TBC	TBC
Low	22. Consider safety netting/fencing behind goals at each end of Traralgon Recreation Reserve to minimise damage to passing vehicles and/or injury to spectators/pedestrians.	Sports Field Provision and Suitability (4.1, 4.6, 4.11)	Council/Club	TBC	TBC
Traffic Management and Landscaping					
Low	23. Improve access road interface and amenity North of Reserve via additional landscaping and tree planting.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	TBC	TBC
Medium	24. Upgrade, expand and line mark car parking along East boundary of main oval to accommodate match day/tournament/event traffic congestion. Car parking spaces to be designed around existing tree planting.	Accessibility (2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	TBC	TBC
High	25. Review site traffic management and car parking requirements and consider a vehicle exclusion zone/pedestrian plaza between Traralgon Football Netball Club change room facilities, grandstand and main social building.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3, 3.6)	Council	TBC	TBC
High	26. Improve pedestrian safety surrounding Reserve perimeter through delineation of vehicular and pedestrian access ensuring provision of DDA compliant access.	Accessibility (2.2, 2.3, 2.4, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.3, 3.6)	Council	TBC	TBC
High	27. Retain existing Whittakers Road and Howitt Street Reserve entry points to accommodate match day/ community event traffic flow.	Accessibility (2.6, 2.7)	Council	TBC	TBC
Low	28. Provide additional tree planting along the Eastern boundary of Reserve to improve aesthetics and shade provision. Consider residential views into the Reserve when determining tree planting positioning.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	TBC	TBC
Low	29. Enhance overall site amenity by removing depleted tree plantings located between Whittakers Road and Old Trafford Oval and replace with more formal, aesthetically appealing tree plantings.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	TBC	TBC
Low	30. Replace fencing throughout site with uniformed fencing to improve the overall aesthetics of the Reserve and assist with event site access management.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	TBC	TBC
Low	31. Improve Whittakers Road and Howitt Street entry statements through improved landscaping.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	TBC	TBC

Priority	Traralgon Recreation Reserve and Showgrounds Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Traffic Management and Landscaping				
Low	32. Paint seating and fencing surrounding main oval to improve site aesthetics.	Community Infrastructure and Social Amenity (3.5)	Council	TBC	TBC
High	33. Undertake a site drainage study to determine the potential for a redevelopment of the existing drainage swale to reduce flood impact on Reserve functionality. Plant out swale with native vegetation.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.1, 3.5, 3.6, 3.8)	Council	TBC	TBC
	Reserve and Facility Management				
High	34. Consider future management and community/sporting club/organisation user agreements/allocations of Reserve and supporting facilities to ensure equitable access for multiple users.	Reserve and Facility Management (5.2)	Council	N/A	N/A
High	35. Encourage shared use of precinct facilities/open space with tenant clubs/community user groups to optimise Reserve and infrastructure usage levels and enhance co-tenant relationships.	Reserve and Facility Management (5.2)	Council/Clubs	N/A	N/A
High	36. Due to number of precinct users, coordinate a quarterly user group meeting to discuss site management (e.g. planned works).	Reserve and Facility Management (5.2)	Council/Clubs	N/A	N/A
High	37. In consultation with tenant sporting clubs and community groups, develop an equitable <i>Sports Field and Pavilion Fees and Charges</i> policy that reflects annual Reserve and pavilion usage.	Reserve and Facility Management (5.1)	Council/Clubs	N/A	N/A
High	38. Develop an Event Management Strategy and supporting Traffic Management Plan to accommodate large scale community and sporting events (e.g. Traralgon and District Agricultural Show).	Reserve and Facility Management (5.2)	Council/Clubs/Community User groups	N/A	N/A

Kat Marshall

From: Lisa Cook
Sent: Tuesday, 1 April 2014 11:19 AM
To: Kat Marshall
Subject: RE: Traralgon Recreation Reserve & Showgrounds Master Plan

Hi Kat,

Thank you for sending through the draft, the majority of it looks great. The only issue I have is about the proposed re-vegetation to the North East of the oval. I love the outlook that I have of the oval and when the sporting events are on and believe if this area is planted with trees it will not only block my view, but will decrease the value of my property.

I am happy to put in something formal about this if required.

Kind regards,
Lisa Cook

From: Kat Marshall [mailto:Kat.Marshall@latrobe.vic.gov.au]
Sent: Tuesday, March 25, 2014 7:49 AM
To: Lisa Cook
Subject: RE: Traralgon Recreation Reserve & Showgrounds Master Plan

Hi Lisa,

Council endorsed the draft master plan for Traralgon Recreation Reserve and Showgrounds last night to go out for public consultation, please find it attached.

The consultation period is open until 2nd May. If you would like to provide feedback on it, I'm happy to set up a meeting or you can do so via email or phone if that's easier.

Thanks ☺

Kat Marshall

Recreation & Open Space Development Officer
Latrobe City Council

mailto: Kat.Marshall@latrobe.vic.gov.au
Direct: 5128 5409
Mob: 0448 371 103
Fax: (03) 5128 5672

Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

*Response
1/4/14*

From: Lisa Cook [mailto:LCook@ebac.com.au]
Sent: Tuesday, 4 March 2014 8:30 AM

To: Kat Marshall
Subject: RE: Traralgon Recreation Reserve & Showgrounds Master Plan

Hi Kat,

Thanks for the update. I totally understand that the Council has a few more pressing issues at the moment. ☺

Cheers,
Lisa

From: Kat Marshall [<mailto:Kat.Marshall@latrobe.vic.gov.au>]
Sent: Monday, March 03, 2014 4:39 PM
To: Lisa Cook
Subject: RE: Traralgon Recreation Reserve & Showgrounds Master Plan

Hi Lisa,

Just letting you know that Council will now be looking at these a week later, so I will now be emailing you a copy of the draft master plan a week later.

Regards,

Kat Marshall

Recreation & Open Space Development Officer
Latrobe City Council

[mailto: Kat.Marshall@latrobe.vic.gov.au](mailto:Kat.Marshall@latrobe.vic.gov.au)
Direct: 5128 5409
Mob: 0448 371 103
Fax: (03) 5128 5672

Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: Kat Marshall
Sent: Monday, 3 February 2014 10:02 AM
To: 'Lisa Cook'
Subject: RE: Traralgon Recreation Reserve & Showgrounds Master Plan

No worries, I've got it in my calendar to email it through on Tues 18th.

Thanks,

Kat Marshall

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Latrobe City Council

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Kat Marshall

From: Andrew Caldwell
Sent: Wednesday, 2 April 2014 2:44 PM
To: Kat Marshall
Subject: Re: Traralgon Recreation Reserve & Showgrounds

Yes we are open to ideas

Sent from my iPhone

On 2 Apr 2014, at 1:40 pm, "Kat Marshall" <Kat.Marshall@latrobe.vic.gov.au> wrote:

So if the right infrastructure is provided and the right amount of space you are open to holding your events in a different location at the reserve?

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<image001.jpg>

<http://www.latrobe.vic.gov.au/>

From: Andrew Caldwell [mailto:andy_caldwell@live.com.au]
Sent: Wednesday, 2 April 2014 1:27 PM
To: Kat Marshall
Subject: Re: Traralgon Recreation Reserve & Showgrounds

Hi kat, It would be nice to stay where we are as we set up with anchor points and tree pole holes in the ground. If it comes to us being relocated in your plans we require the same amount of space to operate.

Sent from my iPhone

On 2 Apr 2014, at 12:01 pm, "Kat Marshall" <Kat.Marshall@latrobe.vic.gov.au> wrote:

Hi Andy,

There has been a bit of feedback come through from the consultation suggesting that the reserve may function better if the wood chopping area was in a different location.

What is your view on this?

Regards,

Kat Marshall

Recreation & Open Space Development Officer
Latrobe City Council

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<image001.jpg>

<http://www.latrobe.vic.gov.au/>

From: Kat Marshall
Sent: Thursday, 27 March 2014 12:43 PM
To: 'Andrew Caldwell'
Subject: RE: Traralgon Recreation Reserve & Showgrounds

No worries.

At this stage there is no proposed changes.

Kat Marshall

Recreation & Open Space Development Officer
Latrobe City Council

[mailto: Kat.Marshall@latrobe.vic.gov.au](mailto:Kat.Marshall@latrobe.vic.gov.au)
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PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840

<image001.jpg>

<http://www.latrobe.vic.gov.au/>

From: Andrew Caldwell
Sent: Thursday, 27 March 2014 12:41 PM
To: Kat Marshall
Subject: Re: Traralgon Recreation Reserve & Showgrounds

Hi kat, My appointment with you on Tuesday completely slipped my mind, and I'm sorry about that. I guess all I'm interested in is if there are any changes to the woodchopping arena in these new draft plans. Andy

Sent from my iPhone

On 18 Mar 2014, at 9:42 am, "Andrew Caldwell"
<andy_caldwell@live.com.au> wrote:

Yeah that time suits me

Sent from my iPhone



Latrobe City
a new energy

Minutes

Date: 24/4/14

Bridge Club.

Time: 1:30pm.

Attendees: Geoff Davidson, Chris Oberink, Rhonda Van Dyke, Kar Marshall

- Strong support for pavillion as long as it accommodates the Bridge Club's needs through design of the building.
- Perhaps investigate location on top of the hill for pavillion.
- Support for walking paths
- Support for playspace facilities
- Support for BMX track removal
- Support for #7
- Support for #8
- Support for #9, #10, #11, #12, 13.
- Support for #23, #24, #25, #26,
- #29 - support for beautification but not blocking views.
- Support #30, 31,

We would like this to be our submission with the attachment provided.

R. Van Dyke
President.

COMMITTEE

Treasurer

-
- 1/ Length of Hall 35 metres inc. 5 metres for kitchen area. Length also needed for CFA winter training, May to October.
 - 2/ Width of Hall 14 metres
 - 3/ Kitchen area part of Hall length 5 metres long X 3 metres wide
 - 4/ Storage room 5 metres long X 4 metres wide. Storage room for hall hirers 4 metres long X 3 Metres wide.(3 hall hirers)
 - 5/ Directors office 4 metres long 4 metres wide.
 - 6/ Female toilets X 3 toilets and vanity basin, mirror , hot and cold water.
 - 7/ Male toilets 2 cubicles and urinal with similar vanity , mirror and H & C water.
 - 8/ 1 disability toilet.
 - 9/ Building must have disability access, with access throughout building
 - 10/ Floor needs carpet in hall, and Directors office, lino. tiles or similar in storage rooms and kitchen.
 - 11/ Power points in hall, spread out on both sides and front , at minimum 3 X doubles on sides and front. Kitchen 4 doubles storage/Directors 2 doubles
 - 12/ Lighting must be 3 double banks across X 5 in hall and a double fluro in storage kichen and storage areas.
 - 13/ Air conditioning reverse cycle in 3 areas of the hall.
 - 14/ Small entry foyer into building carpeted with protection for carpet at front doors.
 - 15/ Built in storage cupboards in kitchen for crockery/cutlery, plus double bowl stainless sink.
 - 16/ Bridge players need absolute quiet for concentration. Cant be subject to noise/dust or any outside distractions
 - 17/ We are aiming at 100 playing members by 2015, currently 70 members. 125 members by 2018.
 - 18/ We currently hire out hall to 4 community groups, Probus Solo, Patchwork & Quilters, Latrobe Community Health and CFA. We would look at offering other needy Community groups on days when hall is not occupied.
 - 19/ Member car parking is a major issue, and must be available within close proximity to the hall.
 - 20/ Our proposed new hall would have to be constructed as a large open space, as we need a minimum of 20 Card tables & 4 chairs for each.

Meeting at LCC Morwell offices at 1.30pm Thursday with Kat Mitchell. Any thing to add to this list of minimum requirements??

Traralgon Football Netball Club Inc

ABN 36 062 858 012

Whittakers Rd, Traralgon, Victoria
PO Box 823, Traralgon, Victoria 3844

Website: Traralgon Football Netball Club - FOX SPORTS PULSE
Email:
Facebook address: tfnc@bigpond.com

Social Club:
Telephone: (
Facsimile: (



Dear Kat,

Please find listed below our submission as per our meeting with you on 27th March 2014.

Re: Traralgon Football Netball Club Inc. Submission in response to recommendations listed 1 thru 33 as per Drawing number 201327D-MP01 Project number 201327

Community Recreation

1. Strongly support the consolidation of Ag Society, Bridge club and Men's Shed including car parking etc. as these sheds in their current condition are an eye sore and do nothing to enhance the appeal of the Recreation Reserve as a whole.
2. Again, strongly support this recommendation as any upgrade to this area is an improvement the whole community could benefit from
3. **Would give this recommendation our strongest support as it consolidates the operations of user groups. If the Ag Society needs central access for registrations etc on the 4 days of the year they use the Recreation Reserve for the show then they could use the existing change rooms and upstairs office in negotiations with the user group in charge at that particular time of year.**
- ★ 4. Fantastic recommendation and will add to the appeal of the whole facility
5. Again, a great recommendation and we fully support
6. Fully support this recommendation, look at how successful this has been in Morwell
7. Support this recommendation but not a priority.
8. This would definitely add to the appeal of the Recreation Reserve, especially to those visiting the area
9. As per item 8 above
10. Fully support this recommendation to prevent vandalism and enhance feeling of security throughout the whole area
11. Not huge fans of losing toilet facilities but as long as new ones are incorporated into the TEDAS building then we would support this. Must ensure there are enough for the public on large crowd days ie: a block buster football game will see 5000 plus people at the Reserve.
12. Fantastic recommendation, fully support
13. Another great idea as will alleviate some of the on ground pressure to the main oval.

Traralgon Football Netball Club Inc

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Social Club:
Telephone: (

Facsimile: (



Sports Infrastructure:

14. Fully support this proposal
- 15. This would be our 2nd highest priority as it consolidates where our first aid and treatment rooms are. Ambulance access is also a priority and this is achieved by relocating the courts to the area shown. 2 full size courts are our priority so if it cannot be achieved in this location we suggest upgrading where the court is currently located and the play area brought across closer to the rest of the facilities.**
16. Fully support this as it would relieve the pressure on the main oval. This need has been highly evident in recent months when the main oval has been unusable.
17. Practice nets should remain where they are currently located, no need to move
- 18. This is our main priority, with the increase in lighting comes the capacity to increase patronage at many levels to the Recreation Reserve which creates income into the whole of the Latrobe Valley. If we can secure a big bash cricket match or an AFL game then the benefits to all community groups will be enormous. See what has been achieved in Wangaratta, there is no reason why the Latrobe Valley cannot do the same. Maffra have just turned on their new lights at 200 Lux and the local community is already reaping the benefits.**
19. Agree with this although not a priority. Would recommend we maintain the existing the floor space and extend the upstairs to cover the entire down stairs area.
- 20. Strongly recommend this happens as the current facility does not meet any of the regulations in the current building codes or health requirements. As a council building this is an embarrassment to all who have to use it.**
21. Not a priority, huge cost to the club as none of the other user groups uses it. Current scoreboard does the job and has some historical value
- 22. Safety netting behind goals is a priority of ours as the spectator's safety is extremely important to us on two counts. Firstly we do not want to see anyone hurt and litigation is always spoken about when OH&S issues arise.**

Traffic Management and Landscaping

Recommendations 23 thru 33: The Traralgon Football Netball Club Inc. support all these recommendations as we are of the opinion that anything that can improve the aesthetics and appeal of the Recreation Reserve for all the different user groups located in the Latrobe Valley is something that should be pursued.

If we had to prioritise all the recommendation then they would be those listed in bold above.

Traralgon Football Netball Club Inc

Whittakers Rd, Traralgon, Victoria
PO Box 823, Traralgon, Victoria 3844

Website: Traralgon Football Netball Club - FOX SPORTS PULSE
Email: _____
Facebook address: tfnc@bigpond.com

Social Club:
Telephone:

Facsimile:



In closing, we believe the consultants have listened to all the stakeholders and have developed a plan that is not only a move in the right direction but sensible and economical. The bottom line is, we as a user group need to look bigger picture along with all the user groups of the Recreation Reserve and if compromise is needed to get a positive results then we are prepared to discuss at a time that suits. We understand we all need to get this right as we want the facilities to be state of the art for want of a better expression for at least the next 30 to 40 years.

If you would like to discuss further, please don't hesitate to call.

A handwritten signature in black ink, appearing to read 'Andrew Quenault'.

Andrew Quenault
President



TEDAS JUNIOR FOOTBALL CLUB
INCORPORATED

P.O. Box 1102 Traralgon,
Victoria 3844

AFFILIATED WITH T&DJFL

PRESIDENT

Jason Peters 0412 260 116

SENIOR VICE PRESIDENT

Ian Carroll 0429 149 922

JUNIOR VICE PRESIDENT /
LEAGUE DELEGATE

Roger Farley 0429 808 689

SECRETARY

Danielle Peters 0412 949 535

SECRETARY

Helen Lynn 0407 322 627

TREASURER

Allison Farley 0428 740 469

CANTEEN CO-ORDINATOR

Nicole Dunbar 0417 105 859

2014 CLUB SPONSORS



 TEDAS JUNIOR
FOOTBALL CLUB

01/05/2014

Attention : Latrobe City Council

Dear Ms Marshall,

TEDAS Junior Football club would like to advise that we have viewed the current draft of the recreation master plan for the Traralgon Recreation Reserve & Showgrounds. As a club we would like to advise that the proposed TEDAS Clubrooms that appear on the draft as legend 14, appear to be in a different location as per our planning and permit and would like to advise where and why we require the building to be in its original decided location.

We require the clubrooms to be facing Old Trafford Oval. This would be located closer to legend 11 on the current draft. With the clubroom facilities facing Old Trafford Oval this would benefit all users as it will be a multi purposes facility. TEDAS alone would utilise these clubroom for football training nights, parents will be able to use the facility and still be able to watch their child train as well as the possibility of a playing ground. This would be the same case for Ex-students cricket club and many of our other user sporting groups.

All building permits regarding these clubrooms have already been approved as well as funding has already granted based on the clubrooms being positioned in the original proposed site facing Old Trafford Oval.

If you have further enquiries in relation to this email please contact either Jason Peters or Danielle Peters.

Regards

TEDAS Junior Football Club

associated with TRAC (Traralgon Recreation Activity Centre)

29th April 2014.LATROBE CITY COUNCIL
INFORMATION MANAGEMENTRECEIVED
30 APR 2014R/O: Kat Marshall Doc No.

Comments/Copies Circulated to:

 Copy registered in DataWorks Invoice forwarded to accountsTraralgon District Agricultural Society inc.
P.O. Box 398, Traralgon, 3844.

Dear Kat.

The Rec. plan was taken to committee, these are the results of this meeting.

1. Leave sheep shed, Rural Room, Pigeon club and the Mens shed there.
 - * Sheep shed, Rural Room and the extension of the sheep shed the Mens shed is structurally sound.
 - * New cladding only.
 - * Bridge club need peace and Quiet.
 - Can't have animals in Buildings. Reason for sheep shed.
 - * These Buildings are on OUR LAND.
2. Pavilion - Has nearly been recladded all around.
 - A new roof would be great.
 - Asphalt to stay.
 - * Cars driving to the kinder.
 - * Vehicles to the fire shed.
 - * Practice netball courts.
3. Secretaries office - Needs to stay where it is,
 - hate horse entries between classes
 - If at Howitt street side to far from arena and Pavilion
 - * Points gained at our show are needed to enter the Royal Melbourne show.
5. Football club have taken our dog area - now netball court.

orb

5. The play area on Howitt street end is where we stage our goals.
15. Grassed area is where we hold all our childrens entertainment, farm animals, trade space and Santa - Country Music also.
Lovely sheltered area, with trees, leave this area as is.
20. Kiosk cannot be joined to club rooms, Space between Kiosk and change rooms, Must be left clear for ambulance. = hatrobe city law = Place or combine Peters pub side by side all happy.

- * Picnic areas only increase the Damage to buildings.
- * Gates should be locked
- * Security cameras on Gates
- Toilets - are required for walking Groups, Caravan travellers pull in to have a meal or make a Cuppa and rest.
- * Trades men come and have their lunch at the Grounds.

Toilets in Cricket club, and football club, are these going to be open to all events at Grounds Also tourists, and walking Groups, and other passing users.

honnaine shaden -
Secretary

Traralgon Fire Brigade



"Always Ready"
In service since 1888

PO Box 135
Traralgon 3844

Telephone
Station (03) 5174 2177
ABN 39 255 319 010

1 May 2014

K Marshall
Recreation and Open Space Development Officer
Latrobe City Council
PO Box 264
Morwell Vic 3840

Dear Kat

Traralgon Recreation Reserve and Showground Master Plan

The Traralgon Fire Brigade wishes to extend our appreciation for the opportunity to provide feedback and input into the above plan. We also wish to commend Latrobe City on the initiative to improve facilities for recreation across the City and as such we fully support such initiatives.

Traralgon Fire Brigade has honourably served and protected the lives and property of the Traralgon and Victorian community for over 125 years. To enable us to continue such an efficient and honourable service, we need sufficient facilities to train and enable our active participation in fire brigade related competitions that will ultimately enhance our skills, fitness and enable networking.

The brigade has a very long history of these activities, going right back to when the brigade trained and competed in the median strip outside Latrobe City's current Traralgon Service Centre. Both this area and the current facilities at the Traralgon Recreation Reserve have served the brigade extremely well for over a century, due the functionality afforded for our specific requirements. Furthermore, much of the current facilities have been funded by the Traralgon Fire Brigade.

You will also be aware that the Traralgon Brigade has hosted fire brigade events at a State level, the last such event was the State Urban Junior Championships in February 2008. The Traralgon Recreation Reserve, specifically the Old Trafford Oval and brigade judge's box, also serves as a Gippsland and State strategic staging area for large scale fire events such as Black Saturday. This is a vital function that these areas serve on a very large scale and they are used during most summer fire seasons.

The Traralgon Fire Brigade Management Team has reviewed the above proposal, to identify areas that would adversely impact our ability to continue providing the same level of service to the community, the brigade, and other brigades from across Victoria and indeed CFA Statewide incident operations.

We provide the following constructive feedback on the recommendations, based entirely on our ability to maintain our current required capacity and functionality;

RECOMMENDATIONS 1, 2 and 3

The footprint of the proposed new building (item 1) will impose too greatly on existing Marshall Competition Track, which is regularly used for training and competition work during the months from October to April for both juniors and senior members. This footprint needs to be reconsidered to enable the brigade to continue using this section of road for competition purposes

The proposed 90 degree parking along the road adjacent to the Bridge Club and the TDAS building also appears to impede on the brigade's Marshall Competition Track.

The brigade needs to retain its ability to conduct 'Night Marshall' competitions in the TDSA building. The retention of a large open space of similar size within this building will be a requirement for the brigade to continue with the 'Night Marshalls' competition involving brigades from across the Latrobe Valley.

We have an agreement with Latrobe City and the Bridge Club, that has been in existence for a number of years and we trust that this will be considered in any new plans. The agreement includes access to toilets, the same as we have at present in the existing building. This is the only suitable site in Latrobe City for these competitions to occur.

The brigade is concerned that there will be very limited vehicular access to all current grassed areas adjacent to the current CFA building, right through to the Howitt Street boundary. This area is required for brigade equipment trailers, competition reels and rolling-on of fire hose during competition events.

The brigade is also concerned that there is very little parking for CFA members within the area of operation of both the CFA building and competition track. This can be overcome by allowing vehicles to park in the grassed areas, as is the current arrangement. The reduction of car and trailer parking in these areas will severely compromise the brigade's ability to conduct competitions.

Many of our members and auxiliary with medical related mobility challenges also require the ability to park within close proximity of the CFA building due to reduce the need to walk long distances. The retention of the existing netball courts between the CFA building and TDAS 'Craft' building will facilitate this, as per the current arrangements.

A brigade tanker is regularly required adjacent to the CFA building during competitions, to refill the water recycling tank. This area is also used extensively by brigades for operational training on Tuesday evenings and weekends.

RECOMMENDATION 5

The brigade opposes the incorporation of a 'play space' in the North West corner of the reserve. For the same reasons as explained above, this area is used extensively for CFA brigade equipment trailers during competitions.

The current netball courts in this area allows for a safer and cleaner 'roll-on' environment on the asphalt. The incorporation of a play space will severely compromise the brigade's ability to conduct competitions and we request that this area still be made available to the brigade and allow for vehicular access.

In line with the suggestions made in Recommendation 15 in this letter, it may be an alternative to incorporate a play area in the area of the proposed netball courts. This will also be a cheaper option by retaining the current netball courts and will be more cost effective, without losing any functionality.

RECOMMENDATIONS 8, 16, 17 and 29

The Traralgon Recreation Reserve, specifically the Old Trafford Oval, CFA building and adjacent area behind and the competition track are all part of one of CFA's Region and State strategic staging areas. These areas are used extensively each summer period and may be required to stage up to 100 firefighting vehicles at a time, mainly trucks.

Access to the CFA facilities and adjacent areas for food and welfare of CFA volunteers is critical for major fire operations, as is the ability for access and truck parking on Old Trafford Oval.

The brigade does not object to improvements in this area, however it is imperative that the above functionality be maintained.

RECOMMENDATION 11

The brigade supports this recommendation, however we request that all tenants have access to the toilets in the new pavilion.

RECOMMENDATION 15

The brigade asks that the existing netball court be retained in its current location, with the addition of a further court added on the north easterly side, were the current seating is situated, with the seating relocated to the Howitt Street end, or the child minding centre end. This may be achieved without the loss of any of our valuable trees.

The proposed area adjacent to the toilet block, which would require the removal of several trees, is of extreme concern to the brigade. These trees were planted during the redevelopment of the area in 1975/76, to commemorate the work and effort of volunteer firefighters for almost 100 years of community service to the citizens of Traralgon and District. The money saved here may be sufficient to construct a sealed parking area which would service the netballers and the child minding centre, as this area at the South end of the current court gets quite wet in the winter months.

An alternative for this recommendation may be to install drainage pipes in the drainage swale adjacent to the TDAS / Mens' Shed complex and build up to a relative height with the netball courts and change rooms. This would be reasonably close to the oval, which we understand is preferable to the Netball Club. This would utilise an area which in its present state is unutilised and would benefit the reserve area immensely.

The pedestrian crossing from the proposed netball court area to the proposed new TDAS/Bridge Club/Men's Shed facility will have a significant impact on our ability to conduct championships and the brigade recommends the removal or ability to restrict access on competition days, including training.

RECOMMENDATION 19

The brigade supports this recommendation, however we request that there be enough amenities to cater for large events, such as State Championships.

RECOMMENDATION 25

The brigade supports this recommendation with the vehicle exclusion zone around the pavilion, however the brigade needs to be able have vehicle access from time to time for maintenance to our water reticulation systems, to access the seating stands and for operational fire training when the area is not in use.

This area should also be accessible for ambulances in case there is the need for transport from the First Aid centre.

RECOMMENDATION 26

The proposed paintwork for the pedestrian crossings on the surfaces of competition areas will create a significant slip hazard with the paint, especially when wet. The markings on all fire competition tracks are within the regulatory rules and the pedestrian crossing markings will significantly interfere with these competition markings.

GENERAL

Although not part of this proposal, the brigade still has issues with cars parking on the competition track, especially when left there overnight. Several times we have been required to ask police to contact the owners of these vehicles to ask them to move their vehicle so we can conduct our championships in a safe manner and where we will not damage their vehicles. There is also the issue of vehicles leaving oil and other contaminants on the track surface.

The brigade asks that any future proposal for the Traralgon Recreation Reserve take into account the need for unimpeded access to the entire competition track, particularly on days of competition that have been specifically notified to council. It is preferable however, that no vehicles park on the competition track area at any time.

There have been a lot of walking tracks proposed throughout the project. There will be the need to drive fire trucks as well as the potential need for garbage trucks and we would suggest council work vehicles, in the areas where these proposed walking tracks exist. We are conscious of the damage our heavy vehicles may do to these paths and request that this be taken into consideration with the strength of the concrete.

RECREATION RESERVE USERS GROUP

The Traralgon Fire Brigade supports the continuation of the Recreation Reserve Users' Group. We wish to express our disappointment that this Group has not been able to work through this proposal, given its significance and that we see it is a major part of the charter for the group. We understand this may be as a result of several of the member organisations of the Group not having an active representation for a considerable period of time.

We ask that Latrobe City attempt to rectify and encourage active participation of all member organisations so that these proposals and feedback are not conducted in isolation and that the group can equally represent and enable decisions to be made for all users.

Once again, we congratulate and commend Latrobe City for producing such a comprehensive proposal for the Traralgon Recreation Reserve and we look forward to further participating in positive discussion to move this proposal forward.

Should you wish to discuss our feedback, we are more than willing to organise a meeting at your convenience with our Brigade Management Team and User Group representatives. Alternatively, you may wish to contact Mr Ian Cooper on _____ Mr Frank Eenjes on _____
Lieutenant Ale Eenjes on _____ or myself on _____

Yours faithfully



Peter Lockwood
Officer in Charge

Copies to: Operations Manager CFA District 10
Secretary, Combined Gippsland Fire Brigades' Association
Secretary - Eastern Districts Fire Brigades' Association
CEO - Volunteer Fire Brigades' Victoria
Cr Sandy Kam, Latrobe City

To Latrobe City,

In regards with upgrading of the Traralgon Recreation Reserve the Traralgon Pigeon Club would like to express the clubs requirements and supported proposals.

Recommendation No 1 – Traralgon Pigeon Club would like to express it would be very difficult for the club to share with other users as we have varied days and times that members attend the club rooms due to what day the race is on and what time birds are clocked from returning from a race. We are concerned about sharing a facility as the clubrooms we have is a perfect size and is used to store club Trailers, baskets, pens, pigeon products and racing equipment. A big concern will be if we share a room with another organisation is the pigeon dust in the air that occurs while Basking birds for races this will upset non pigeon members of the public and could create disharmony between shared groups. A section in the new proposed building that has the Traralgon Pigeon Club separate from other groups would be a great benefit.

The rooms that the Traralgon Pigeon Club require is a facility the same size as we have already. Members have built everything to do with the Traralgon Pigeon Club building with there own money. The members have built the walls, gates, toilets, bar, pot belly for heating all for providing a comfortable place for members and in a new building toilets and heating would be a requirement.

At the moment the roller door on the front of the building doesn't open high enough and if the upgrade is to go ahead the club would appreciate higher entry into the building with a roller door as truck access is vital for picking up the pigeons to load on for a race.

Our current and new facilities have a requirement for a concrete driveway for truck and forklift access as at the moment the ground out the front gets very soft and makes difficulties with the truck turning and backing into the clubrooms.

Our club is for upgrading the reserve as long as the requirements listed are provided and also as we are at the clubrooms full time during race season we would require temporary facilities while construction starts this is very important that these facilities that could be provided be of a large shed area with truck access containing toilets and a heating source.

Recommendation No 2- Supported

Recommendation No 4- Supported

Recommendation No 5- Supported

Recommendation No 6- Supported

Recommendation No 7- Supported

Recommendation No 8- Supported

Recommendation No 9- Supported

Recommendation No 10- Supported

Recommendation No 11- Supported

Recommendation No 12- Supported

Recommendation No 23- Need parking close to our facility (roller door) for carrying cages into club rooms.

Recommendation No 24- Supported

Recommendation No 25- Supported

Recommendation No 26- Supported

Recommendation No 27- Supported

Recommendation No 28- Supported

Recommendation No 29- Supported

Recommendation No 30- Supported

Recommendation No 31- Supported

Recommendation No 33- Supported

Kind Regards

Traralgon Racing Pigeon Club.



May 2, 2014

Bill McPherson
Acting Manager Recreational Liveability
Latrobe City Council
By e-mail: Kat.Marshall@latrobe.vic.gov.au

Dear Mr McPherson,

Thank you for allowing the AFL Gippsland Commission (AFL Gippsland) to input into the development of the master plan for the Traralgon Recreation Reserve.

I would like to take this opportunity to thank Latrobe City Council for its substantial and ongoing support for AFL Gippsland. Your contribution to the project to upgrade the facilities for AFL Gippsland and Gippsland Power has been integral in allowing us to establish our home base in Gippsland.

In late 2013 and the early 2014 season AFL Gippsland has made huge strides towards developing a sustainable business that will focus on growing the game in Gippsland. Our mission at AFL Gippsland is:

- To promote and grow the AFL football community in Gippsland through higher participation at all levels.
- To provide leadership and support to the football and wider sporting community.

Our business will see us focussing on developing football through programs such as Auskick, school football, AFL 9s, coach and umpire education, female football and clinics including AFL player appearances and community camps. Another key focus for us will also be in club development, which will see AFL Gippsland staff working closely with club volunteers to assist and support them in ensuring we have strong and sustainable clubs in Gippsland.

One of the key objectives for AFL Gippsland is to provide support to clubs, specifically in the area of facility development. As such, our input into the master plan will include AFL Gippsland's particular focus in the reserve but also consider the desires of the Traralgon Football Netball Club and TEDS Junior Football Club.

After consultation with Latrobe City Officers, the Traralgon Football Netball Club and TEDAS Junior Football Club there is a consensus that the consultants have done an excellent job in collecting the feedback from the stakeholders and representing that in the draft master plan.

AFL GIPPSLAND
Morwell Recreation Reserve | Morwell | VIC 3840
PO Box 853 | Traralgon | Victoria 3844



Specifically I would like to add the following comments and feedback into the process:

Item 14: AFL Gippsland supports the construction of a new sports pavilion and amenities for the TEDAS Football Club. TEDAS have already had plans and permits approved and considerable funding established with support from the State Government and their own fundraising activities. I believe that TEDAS do require the clubrooms to be facing Old Trafford Oval. This would be located closer to legend 11 on the current draft.

Item 15: This is a high priority for the reserve and the Traralgon Football Netball Club. The new location provides much better access to the courts for ambulance and compliments other components of the reserve.

Item 16: Old Trafford is a key piece of infrastructure for the Reserve for both football clubs on and we recommend this as a key priority. It provides a great training and match day facility for TEDAS and an overflow facility for the Traralgon Football Netball Club. This oval allows the main oval to gain some much needed respite during the seasons and especially when the weather requires it.

Item 18: This is a key priority for the reserve and the highest priority for the Traralgon Football Netball Club. Currently the lighting of the main oval does not consistently reach the standard of lighting that would allow Traralgon to host significant sporting events at night. The current lighting levels also don't match the level of lighting at a significant amount of the current grounds in the Gippsland League. The upgrade would give Latrobe City and Traralgon a real point of difference and allow the clubs to host a large number of high level sporting events at night.

Item 19: The change rooms are an important component to any reserve and if they are not of a modern and accessible standard they can become a barrier for participation and as such we support any upgrades to these amenities. We support the Traralgon Football Netball Clubs wish to see the existing floor space maintained downstairs with an expansion of the upstairs component of the facility to match the area downstairs.

Item 20: This is a key priority for the Traralgon Football Netball Club as the current facilities are a health risk and don't meet the current building codes. The facilities also create issues for all the volunteers of the clubs on the reserve.

Item 21: The current scoreboard is not seen to be a key priority for the reserve as it currently meets the needs of the Traralgon Football Netball Club.

Item 22: A safety net behind each of the goals will provide a much needed safety element and protect spectators and property from potential injuries and damages. The Traralgon Football Netball Club hosts significant events at the reserve, including finals and having no nets behind the goals poses a significant issue during those times.

AFL Gippsland appreciates the opportunity to provide feedback on the master plan and if you require any further information, please don't hesitate to contact me on

Yours sincerely

AFL GIPPSLAND
Morwell Recreation Reserve | Morwell | VIC 3840
PO Box 853 | Traralgon | Victoria 3844



Travis Switzer
Region General Manager
AFL Gippsland

AFL GIPPSLAND
Morwell Recreation Reserve | Morwell | VIC 3840
PO Box 853 | Traralgon | Victoria 3844

President
Greg Membrey
11 Macdougall Court
Traralgon 3844



Secretary
Chris Davis
79 Grey Street
Traralgon 3844

30th April 2014

Kat Marshall
Recreation & Open Space Development Officer
Latrobe City Council
Email: kat.marshall@latrobe.vic.gov.au

Dear Kat

Thank you for the opportunity of meeting with yourself and Karen Tsebelis on the 25th of March 2014 regarding the **Traralgon Recreation Reserve and Showgrounds Draft Master Plan**. Please find our submission following for the most important items as we see it:

1. Old Trafford Oval & Carnival Event Area – Area 16

As we use this ground extensively throughout the summer months for both senior and junior cricket as well as training, we see this as being in desperate need of resurfacing and development. We would also like to see this ground extended 10 metres to the south which would make it a much more user friendly ground for sporting events. (Please also note that we do not want the current nets moved as we have spent a considerable amount of time and money to develop as well as including 2 turf wickets – so no relocation required).

2. Pavilion – Area 14

As we have been in partnership with TEDAS Junior Football club to have the decrepit toilet facilities demolished and replaced with a set of up to date public toilets as well as multi purpose training facilities and user rooms, this facility would

be a potential asset to all user groups that enjoy calling the show grounds home, as well as being available for use by special functions, etc. As there is already over \$120,000 in funding available it would be remiss if this was not completed as a matter of urgency.

3. Upgrade of existing lighting to the Main Oval. After the amount of money spent by Council to resurface the oval and our own club to put in new "turf wickets", we believe this surface is the best in the Latrobe Valley and as such provides an opportunity to attract major football and cricket matches to our region, but the lighting needs to be up to standard if we are going to be successful in doing this. We believe that Council has investigated the need for the same and hope that it will be completed in the near future.
4. Further to the expenditure on the main oval, we believe that all livestock should be banned from using this ground. There has been too much money spent for the surface to be so adversely affected by one days use.

As a Club, we believe that the overall plan is going to be brilliant and the only other negative we have is in the lack of parking for the Football/Netball Club, as this facility is used for major and weekly function e.g weddings, bingo, birthdays there is not enough near to the entrance parking.

Yours faithfully



Chris Davis

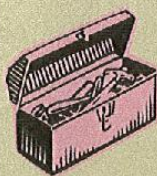
Secretary

Ex Students Cricket Club

TRARALGON MEN'S SHED AND WOODWORKING INC

RESPONSE BY TRARALGON MENS SHED AND WOODWORKING INC TO THE LATROBE CITY COUNCIL REVIEW OF TRARALGON SHOW GROUNDS AND RECREATION AREA 2014

1. Traralgon Men's Shed and Woodworking (TMSW) applauds the Latrobe City Council (LCC) for their commissioning of a comprehensive review of the utilization and development of the Traralgon Show Grounds and Recreation Area site.
2. TMSW have been at the Traralgon Show Grounds and Recreational Area site, in various formats (Skill Share, Work Focus etc.) for more than 20 years, delivering woodworking and training services as well as providing a place for social contact. There are currently sixty-seven members on the books, and the facility is well patronized by casual non members.
3. TMSW services local needs for a men's shed facility, and takes attendees from a range of individuals and groups including LCC Disability Support, Gippsland Psychological Services, Department of Corrections, as well as lonely men from the local area. It also provides a wood work training service for women in the community which is especially well patronised on Thursdays. We also provide a Model Making Workshop, and currently train 16 students from Liddiard Road Primary School in the techniques of Card Modeling, as well as some private students.
4. The current main building utilized by TMSW is showing its age in terms of cladding, fit-out and services, although the heavy steel structure appears sound. The Model Making Workshop is sound and of modern design and construction, although the wheelchair access ramp needs replacement in the near future. The Model Making Workshop does not enjoy ready access to toilets, kitchen or running water, which would be a desirable improvement for the future.
5. The current area available to the wood working and Men's Shed activities is fully utilized, and there are plans afoot to expand the paint shop and dust extraction facilities to better comply with modern OHS requirements. We are currently seeking funding for these improvements. The need to review machine placement from an OHS and Training Supervision efficiency perspective has been recognized during this review of the overall facility.
6. The kitchen and meals area is barely big enough for the current number of persons using the facilities, and control of vermin (possums and mice) from the adjacent facilities is an issue.



Australian
Men's Shed
Association
SHOULDER TO SHOULDER

Supporters of
Traralgon Men's
Shed and
Woodworking Inc

5 Howitt Street Traralgon 3844 PO Box 699

Phone: 03 51 74 5924

Fax: 03 51 74 4998

ABN: 64481013407

Email: traralgonmensshed@bigpond.com

TRARALGON MEN'S SHED AND WOODWORKING INC

7. General access to the Workshop through the kitchen area is seen as needing improvement, likewise the provision of All Abilities toilet facilities is a modern requirement not yet satisfied by current facilities.
8. Further upgrades to the main electrical supply and switchboard are urgently required as assessed by our electrical contractors. Funding is being actively sought for this improvement through the Australian Men's Shed Association Grants.
9. Significant maintenance of the building and surrounds has been undertaken by TMSW, including replacing paths and walkways, replacing hot water service, minor upgrades to electrical services, grounds maintenance, car parking maintenance, roof maintenance, vermin control, maintenance of skylights, significant lighting improvements, security system replacement and kitchen refurbishment, in the absence of any action from the building owners (Traralgon Agriculture Society). This has caused TMSW significant cost on facilities in which it has no ownership.

Mud and debris removal, repair and repainting of kitchen, offices and meeting room, and electric motor repairs following the floods has also been done at TMSW time and cost.

10. It must be agreed that a Memorandum of Understanding (MOU) for the use and maintenance of the whole facility and the attached adjacent buildings is long overdue. We have a draft MOU from the Australian Men's Shed Association, which we would value the opportunity to discuss with LCC. An opportunity to create better cooperation with the landlord of the main workshop building (Traralgon Agricultural Society) and other reserve users to improve facilities and working relationship would be welcomed. Likewise, we look forward to coordinated development of the whole facility for the benefit of our community.
11. The current position and size of the area utilized by the Men's Shed and associated Model Making Workshop is suitable for further ongoing development as its remoteness from the surrounding houses and facilities eases the potential for noise issues from machinery, and current access to the road way is very important and beneficial for community access, visual displays, material deliveries and dispatch and casual enquirers. Rubbish disposal is also facilitated by direct road access to the industrial bins.

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TRARALGON MEN'S SHED AND WOODWORKING INC

12. We note that the parking along Howitt Street could be easily changed to improve access visibility and road safety from the TMWS facility and other gateways from the reserve accessing this street. Car parking should be encouraged and developed on the **north** of the Howitt Street carriageway adjacent to the railway line – with a consequent increase in available parking spaces should angle parking be adopted. Only short term pick up and delivery parking (say 15 minutes duration) should be allowed on the **south** of the carriageway adjacent to the reserve/show grounds. Direct access to Howitt Street from the Men's Shed is vital to proper operation of the facility and must be retained.
13. Security improvements would be welcome. TMSW has had several expensive break-ins and thefts which have caused great concern to Shed Members. To this end the provision of walking tracks, improved lighting and other amenity improvements mentioned in the plan from the review, will lead to improved utilisation and thus to improved passive security.
14. Provision of modern "All ability" Toilets, Kitchen, Lunch room and Training/Lounging rooms - which could be shared by other users of the facility - are seen as desirable improvements, so long as cleaning, access and other usage issues are covered in an agreed joint MOU of facility users preferably administered by LCC.

We thank the Latrobe City Council for the opportunity to take part in this review, and look forward to working with the council and other users of the facility to provide for the ongoing coordinated development of our community facilities.



Ron Holderness
Chairperson
Traralgon Men's Shed and Woodworking Inc.

Dated: 30-4-2014,

5 Howitt Street Traralgon 3844 PO Box 699
Phone: 03 51 74 5924
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ABN: 64481013407
Email: traralgonmensshed@bigpond.com



West Gippsland
Catchment Management Authority

CMA Application No: **WG-F-2014-0167**
Date: **15 April 2014**

Karen Tsebelis
Latrobe City Council
PO Box 264
Morwell Vic 3840

karen.tsebelis@latrobe.vic.gov.au

Dear Karen,

Application Number (CMA Ref): **WG-F-2014-0167**

Property: **Street:** **Howitt Street, Traralgon, Victoria 3844**
Cadastral: **CA 22A, Parish of Traralgon**

Regarding: **Flood Advice - Draft Traralgon Recreation Reserve & Showground Master Plan**

Thank you for your enquiry, received at the West Gippsland Catchment Management Authority ('the Authority') on 3 April 2014.

The Authority's assessment indicates that the property is covered by the following Zones and Overlays in the Latrobe Planning Scheme:

Zone(s): **Public Park and Recreation Zone (PPRZ)**

Overlay(s): **Floodway Overlay (FO)**

In assessing applications for subdivision or development of land, the Authority considers the following issues:

- The appropriateness of the proposal in relation to the flood hazard.
- If flooding of the site is likely to result in danger to the life, health and safety of the occupants.
- If a property relies on low-level access to and from the site.
- If a development is likely to increase the burden on emergency services and the risk to emergency personnel.
- If a development is likely to increase the amount of flood damage to public or private assets.
- If a development is likely to raise flood levels or flow velocities to the detriment of other properties. Potentially adverse effects on upstream and downstream areas must be identified and addressed. Development should not transfer flooding problems from one location to another.
- If a development is likely to obstruct flood flows or reduce natural flood storage. The capacity of land subject to inundation to convey and store floodwater must be maintained.
- If a development is likely to be detrimental to natural habitats, waterway stability, water quality or sites of significance.
- If any subdivision, development or redevelopment is likely to increase the number of buildings located in a floodway area.

ABN 88 062 514 481

Correspondence PO Box 1374, Traralgon VIC 3844


Telephone 1300 094 262 • Facsimile (03) 5175 7899 • Email westgippy@wgcm.vic.gov.au • Website www.wgcm.vic.gov.au
Traralgon Office 16 Hotham Street, Traralgon VIC 3844 • Leongatha Office Corner Young & Bair Streets, Leongatha VIC 3953

Flood levels for the 1% AEP flood event under current climatic conditions have not been designated or declared for this area under the *Water Act 1989*. The estimated 1% AEP flood levels for the location described above are **39.6 metres AHD** at the North towards Howitt Street, **39.8 metres AHD** along the South of the main oval and **40.0 metres AHD** to the South towards Shakespeare Street. These flood levels were obtained from the '*Traralgon Creek Floodplain Management Study - Final Report*' in 2000 and are shown in Figure 1.

The 1% AEP flood event means that a flood of that magnitude (or greater) has a 1% chance of occurring in any given year. It is also known as the 100 year Average Recurrence Interval (ARI) flood; however a flood of this size or greater may occur more frequently than this, and can happen more than once in any year. Please note that the 1% AEP flood is the minimum standard for planning in Victoria, and is not the largest flood that could occur. There is always a possibility that a flood larger in height and extent than the 1% AEP flood may occur in the future.

Information available to the Authority indicates that the Traralgon Recreational Reserve ranges in elevation from **36.0 metres AHD to 41.7 metres AHD**. Please note that land levels provided by the Authority are an estimate only and should not be relied on by the applicant. Prior to any detailed planning or building approvals, a licensed surveyor should be engaged to confirm the above levels.

The Authority advises that in the event of a 1% AEP flood under current climatic conditions it is likely that the majority of the recreational reserve would be subject to inundation from the Traralgon Creek, as shown in blue shading in Figure 1. Flood depths over the property are likely to reach 4.0 metres, which represents an **extreme** flood hazard. Sections of the site would also be subject to significant flow velocities of up to 1.0 m/s along the drainage swale and Whittakers Road.

 The proposed buildings and terraced seating have the potential to impact on floodwater within and surrounding the site. The Authority considers that the construction of items 14 (TEDAS pavilion), 19 (change room extension) and 20 (canteen upgrade) will not have a significant impact on floodwaters due to their size and location.

However, item 1 (consolidation of Agricultural Society, Bridge Club and Men's Shed) is of concern as the proposal constitutes a significant extension into the flood path towards the overflow waterway, which has the potential to impede floodwaters and contribute to increased flood depths and velocities both on and off site.

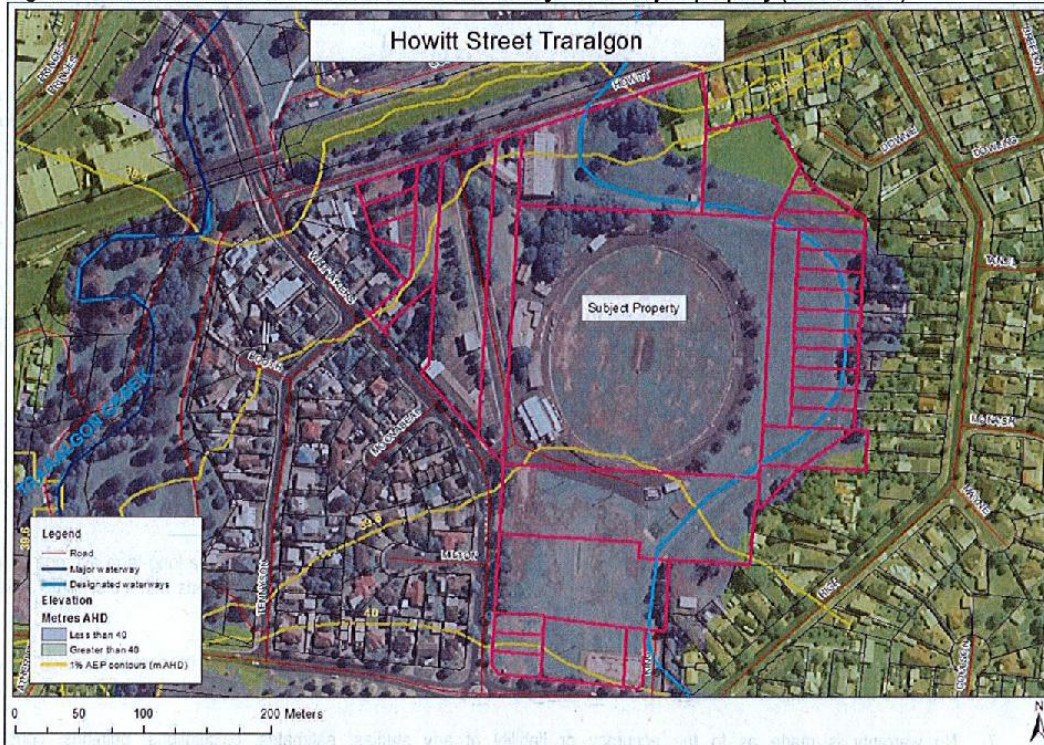
The Authority is also concerned that item 12 (terraced seating) may impede floodwaters by creating a raised barrier within the flow path.

The Authority intends to undertake a more detailed flood study in this area and recommends that development of items 1 and 12 be delayed until this study is finalised and the impacts of the proposal can be fully assessed. As this may not occur until 2016, the applicant may wish to undertake a flood study to assess the impacts of developing this building to expedite the process.

Generally the Authority does not support the construction of solid or mesh fencing around flood-prone properties, as this can obstruct flood flows and alter flood behavior. Any fencing constructed at the Recreational Reserve must be of an open style to enable water to pass through freely, as the type and alignment of fences must minimise the obstruction to flood flows.

The finished floor levels of all proposed buildings/structures must be no lower than the Nominal Flood Protection Level (NFPL), which is the current declared flood level for the location plus 0.3 metres freeboard. The NFPL will vary across the site due to the 1% AEP flood levels increasing from north to south as described above.

Figure 1: The estimated 1% AEP flood extent in the vicinity of the subject property (shaded blue)



In summary, the Authority is generally supportive of the proposal but requires more information in the form of a detailed flood study in order to assess the impacts of items 1 and 12 on floodwaters.

Please note: This document contains flood level advice only and does not constitute approval or otherwise of any development at this location.

Should you have any queries, please do not hesitate to contact me on [redacted] To assist the Authority in handling any enquiries please quote **WG-F-2014-0167** in your correspondence with us.

Yours sincerely,

Linda Tubnor
Statutory Planning Coordinator

Cc: Latrobe City Council
 The information contained in this correspondence is subject to the disclaimers and definitions attached.

Definitions and Disclaimers

1. The area referred to in this letter as the 'proposed development location' is the land parcel(s) that, according to the Authority's assessment, most closely represent(s) the location identified by the applicant. The identification of the 'proposed development location' on the Authority's GIS has been done in good faith and in accordance with the information given to the Authority by the applicant(s) and/or the local government authority.
2. While every endeavour has been made by the Authority to identify the proposed development location on its GIS using VicMap Parcel and Address data, the Authority accepts no responsibility for or makes no warranty with regard to the accuracy or naming of this proposed development location according to its official land title description.
3. **AEP** as Annual Exceedance Probability – is the likelihood of occurrence of a flood of given size or larger occurring in any one year. AEP is expressed as a percentage (%) risk and may be expressed as the reciprocal of ARI (Average Recurrence Interval).

Please note that the 1% probability flood is not the probable maximum flood (PMF). There is always a possibility that a flood larger in height and extent than the 1% probability flood may occur in the future.
4. **AHD** as Australian Height Datum - is the adopted national height datum that generally relates to height above mean sea level. Elevation is in metres.
5. **ARI** as Average Recurrence Interval - is the likelihood of occurrence, expressed in terms of the long-term average number of years, between flood events as large as or larger than the design flood event. For example, floods with a discharge as large as or larger than the 100 year ARI flood will occur on average once every 100 years.
6. **Nominal Flood Protection Level** – is the minimum height required to protect a building or its contents, which includes a freeboard above the 1% AEP flood level.
7. No warranty is made as to the accuracy or liability of any studies, estimates, calculations, opinions, conclusions, recommendations (which may change without notice) or other information contained in this letter and, to the maximum extent permitted by law, the Authority disclaims all liability and responsibility for any direct or indirect loss or damage which may be suffered by any recipient or other person through relying on anything contained in or omitted from this letter.
8. This letter has been prepared for the sole use by the party to whom it is addressed and no responsibility is accepted by the Authority with regard to any third party use of the whole or of any part of its contents. Neither the whole nor any part of this letter or any reference thereto may be included in any document, circular or statement without the Authority's written approval of the form and context in which it would appear.
9. The flood information provided represents the best estimates based on currently available information. This information is subject to change as new information becomes available and as further studies are carried out.

Kat Marshall

From: Kristie West
Sent: Thursday, 1 May 2014 2:51 PM
To: Kat Marshall; Karen Tsebelis
Subject: FW: Rec Plans Submitted

Hello,

Please see the submission details below.

Thanks,

Kristie West

**Marketing and Communications Officer
Latrobe City Council**

[mailto: Kristie.West@latrobe.vic.gov.au](mailto:Kristie.West@latrobe.vic.gov.au)
Direct: 03 5128 5492
Fax: (03) 5128 5672

Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: cms@seamlesscms.com [<mailto:cms@seamlesscms.com>]
Sent: Thursday, 1 May 2014 2:49 PM
To: Kristie West
Subject: Rec Plans Submitted

Which plan/s are you submitting feedback on **Traralgon Recreation Reserve & Showgrounds** master plan

First Name	Kerrie
Surname	Ford
Street	25 High Street
Town	Traralgon
Post Code	3844
Email Address	
Phone Number	
My submission is	Security Purposes
Upload...	No file attached

Kat Marshall

From: Traralgon Playgroup
Sent: Tuesday, 6 May 2014 3:19 AM
To: Kat Marshall
Subject: Re: Traralgon Recreation Reserve & Showgrounds Master Plan

Good Evening Kat,

My apologies for the late response. I had been waiting for the next committee meeting to discuss with members. I did not receive the reminder email - it was sent on to me by Janet May.

Our greatest concerns are that,

- a) The ground and building don't appear to even be on the plans - We lease the grounds and own the building.
- b) We don't appear to exist on/within the plans
- c) Access: We do not have any indication on any plans to allow greater access to the building - it appears we may not even be able to access the gate/building
- d) Parking: We don't appear to have any parking and the parking proposed is further away from the venue. As the netball courts are being removed does this mean we can even access the existing grassed area - which has significant drainage and safety issues.
- e) It is unclear whether we will have access to or use of any other services or building and if fencing is proposed to be revamped or improved.

This are obviously significant concerns for our community group and we are unsure on where this 'leaves us' or positions us within the Traralgon showgrounds and within the network and group of organizations?

I hope our input can still be considered - especially as it appears none of our input (excluding the playground) was considered.

Kind Regards

Michelle Briede
(on behalf of)
Traralgon Playgroup

Kind regards,

Kat Marshall
Recreation & Open Space Development Officer
Latrobe City Council

mailto: Kat.Marshall@latrobe.vic.gov.au
Direct: 5128 5409

Mob: 0448 371 103
Fax: (03) 5128 5672

Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: Kat Marshall
Sent: Tuesday, 25 March 2014 7:36 AM
To: Traralgon Playgroup (traralgonplaygroup@y7mail.com)
Subject: FW: Traralgon Recreation Reserve & Showgrounds Master Plan

Hi Michelle,

Please find the draft master plans attached.

The consultation period was extended last night at Council to the 2nd May now, so if you could provide feedback by then that would be great. I can set up a meeting, you can email or give me a call ☺

Thanks,

Kat Marshall
Recreation & Open Space Development Officer
Latrobe City Council

mailto: Kat.Marshall@latrobe.vic.gov.au
Direct: 5128 5409

Mob: 0448 371 103
Fax: (03) 5128 5672

Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: Kat Marshall
Sent: Monday, 24 March 2014 1:53 PM
To: 'Traralgon Playgroup'
Subject: RE: Traralgon Recreation Reserve & Showgrounds Master Plan

Hi Michelle,



5 May 2014

Ms K Marshall
Recreation & Open Space Development Officer
PO Box 264
Morwell Vic 3840

Dear Kat

Re: Traralgon Recreation Reserve Master Plan

Thank you for the opportunity to provide feedback with regards to the Traralgon Recreation Reserve. Netball Victoria supports the Traralgon Recreation Reserve Master Plan in principle and congratulates Latrobe City on identifying the need for development of this facility in the interest of the community.

Netball is the most popular female sport in Australia and upgrades such as this will see that continue minimising the decline of participants.

As the Master Plan currently stands Netball Victoria makes the following recommendations:

- Relocate the netball courts to remove the current disconnection from the football and netball.
- Provide two (2) netball courts to offer a safe warm up provision without overcrowding.
- Investigate the possibility of upgrading lights from training to game standard (lighting guide attached and accessed via http://old.netballvic.com.au/_uploads/res/22_196792.pdf).
- Provision of an electronic scoreboard for netball.
- Allow male and female change rooms to accommodate the growing number of male umpires.

Adopting universal design principles is important, will minimise barriers as well as create a more accessible facility for the entire community and with that in mind Netball Victoria requests it be consulted prior to the design phase specific to netball to ensure compliance and longevity of the facilities.

Overall, Netball Victoria is in support of the proposed traffic management and landscaping as well as the consideration to community recreation.

Should you have any questions or would like to discuss the project in further detail please don't hesitate to contact Amber Koster

Yours sincerely

Judi Buhagiar

Judi Buhagiar
Regional Development Manager
Netball Victoria

PLAY BELIEVE ACHIEVE

14.3 WARREN TERRACE RESERVE MASTER PLAN**General Manager****Recreation and Community
Infrastructure****For Decision****PURPOSE**

The purpose of this report is to present the submissions received on the draft Warren Terrace Reserve master plan during the community consultation process and seek consideration of the master plan 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 2013-2017.

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 2013 - 2017**Theme and Objectives**

Theme 2: Appropriate, affordable and sustainable facilities, services and recreation

Objective - To promote and support a healthy, active and connected community.

Objective - To provide facilities and services that are accessible and meet the needs of our diverse community.

Objective - To enhance the visual attractiveness and liveability of Latrobe City.

Strategic Directions:

1.2.1 Promote and support more involvement of children in active recreation and sport.

1.2.2 Develop and maintain community infrastructure that meets the needs of our community.

1.2.3 Promote and support opportunities for people to enhance their health and wellbeing.

1.2.4 Encourage and create opportunities for more community participation in sports, recreation, arts, culture and community activities.

1.2.5 Improve and link bicycle paths, footpaths and rail trail networks to encourage physical activity and promote liveability.

1.2.8 Enhance and develop the physical amenity and visual appearance of Latrobe City.

1.2.9 Continue to maintain and improve access to Latrobe City's parks , reserves and open spaces.

Theme 5: Planning for the future

Objective - To provide a well planned, connected and liveable community.

Objective - To provide clear and concise policies and directions in all aspects of planning.

Strategy & Plans – 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*
- *Southern Towns Outdoor Recreation Plan 2009*
- *Public Open Space Strategy 2013*

BACKGROUND

The Warren Terrace Reserve master plan was identified for completion as part of the 2013/14 business planning process with the objective being to establish a clear direction for the future planning, provision and development of the Warren Terrace Reserve master plan.

Inside Edge Consultants were appointed in August 2013 to complete this master plan and the process began on 25 September 2013 when Inside Edge Consultants and Council officers conducted a Councillor consultation session to gain feedback on the Warren Terrace Reserve master plan and to discuss the process moving forward.

Following this initial consultation with Councillors, Inside Edge consultants and Council officers consulted with all relevant stakeholders and local

ORDINARY COUNCIL MEETING AGENDA 30 JUNE 2014 (CM441)

residents via letters, emails or phone calls. Stakeholders and residents were also given the option of attending a community workshop or an individual meeting with the consultants and officers.

In addition, in order to reach a wider audience, a community workshop for the Warren Terrace Reserve master plan was offered and advertised in the Latrobe Valley Express and the Latrobe City Council website. The workshop was held at the Churchill Hub and attracted a total of 22 participants and valuable feedback was provided.

A survey was also utilised to gather additional input from residents and user groups and was available on the Latrobe City Council website. The survey was advertised in the Latrobe Valley Express, Latrobe City Council website and on social media until 8 November 2013 and all workshop attendees were encouraged to participate in the survey.

All feedback from the workshops, surveys and submissions was collated and provided to Inside Edge Consultants to commence preparation of the draft master plans and a second project bulletin was posted or emailed to all registered stakeholders and user groups on 5 December 2013.

The draft Warren Terrace Reserve master plan including the Research, Consultation and Key Directions Report was developed and presented to Council on 24 March 2014 whereby Council resolved the following:

- 1. That Council releases the draft Morwell Recreation Reserve Precinct Master Plan, Traralgon Recreation Reserve and Showgrounds Master Plan, Warren Terrace Reserve Master Plan and the Review of the Traralgon Outdoor Recreation Plan for community consultation for a period of 6 weeks from Tuesday 25 March 2014 to Friday 2 May 2014.*
- 2. That a further report be presented to Council with the results of the community consultation process.*

ISSUES

The draft master plan for Warren Terrace Reserve (Attachment 1) identified a number of key opportunities. These included:

- Development of a CFA/Community Facilities at the site;
- Development of an oval;
- Development of paths, landscaping and play space.

These opportunities were identified from the engagement activities undertaken with the community of Hazelwood North and Hazelwood South and potential user groups such as the Hazelwood North Cricket Club.

The public exhibition period for the Warren Terrace Reserve master plan and three other master plans commenced on Tuesday 25 March and continued until Friday 2 May 2014.

ORDINARY COUNCIL MEETING AGENDA 30 JUNE 2014 (CM441)

Council officers sent letters and email to all community members and user groups who had previously been involved in the engagement activities for the project. Stakeholders were invited and encouraged to attend personal meetings with the project manager to discuss their feedback about the draft master plan.

Council officers met personally with the following groups:

- Warren Terrace Reserve Advisory Committee
- Hazelwood North Cricket Club

Following the completion of the public exhibition period for the Warren Terrace Reserve master plan, a total of 8 submissions (Attachment 2) were received. These submissions, the issues raised and the officer response are detailed in the table below:

	Stakeholder name	Submission type	Issues raised	Officer response
1	Warren Terrace Reserve Project Steering Committee	Meeting	<ol style="list-style-type: none"> 1. Concern about cricket oval not being large enough. 2. CFA may not be open to idea of shared facility. 3. Power lines may need to be re-directed to support infrastructure underneath or if helicopters or planes want to land on the oval. 4. Support for all community infrastructure such as seating, shelters, paths, gym equipment, play areas. 5. Concern over lack of equestrian facilities. 	<ol style="list-style-type: none"> 1. The final plan has been amended to reflect a senior sized oval. 2. Final plan has been amended to separate the CFA from any community facilities. 3. This is a detail that will be investigated throughout the detailed design phase. As the Warren Terrace Reserve is set aside for recreational purpose, there is currently no requirement for air traffic to be using the site. 4. Noted and these are all recommendations in the plan. 5. Throughout the community consultation process that was undertaken, there was no identified demand for equestrian facilities.
2	John Daddo (Hazelwood resident and Cricket Club representative)	Email	<ol style="list-style-type: none"> 1. Oval size insufficient. Should be built full size which could accommodate a minimum 5 wicket turf square in the future. 	<ol style="list-style-type: none"> 1. Noted. The master plan has been amended to accommodate a senior sized oval. A turf wicket is not feasible for this location.

ORDINARY COUNCIL MEETING AGENDA 30 JUNE 2014 (CM441)

			<ol style="list-style-type: none"> 2. Hall area should be located so that visitors can watch cricket from the premises. 3. Allowances for spectating to be done from cars. 	<ol style="list-style-type: none"> 2. Noted. The community pavilion will be located in such a position that it accommodates spectating. 3. There will be no formal parking provided for spectating from a car, however the design of the space allows for that type of use in an informal manner.
3	David & Krystle Ing – Hazelwood Residents	Email	<ol style="list-style-type: none"> 1. Support for the overall project. 2. Seating would be good around the oval. 3. The playgroup could utilise the facility. 	<ol style="list-style-type: none"> 1. Noted. 2. Seating around the oval is addressed in recommendation 7 of the plan. 3. Noted. The detailed design of the pavilion will include a thorough engagement process with community groups to identify their needs for the facility.
4	Corey Thomson – Hazelwood residents	Email	<ol style="list-style-type: none"> 1. Support for the overall project. 	<ol style="list-style-type: none"> 1. Noted.
5	Vin Key – Hazelwood resident, steering group member	Phone call	<ol style="list-style-type: none"> 1. Would like to see the space used as a staging area. 2. Use as a space for weather training for DSE/BOM/CFA. 	<ol style="list-style-type: none"> 1. Noted. The plan has been amended to include the wording 'possible staging area'. However, the decision to whether a staging area is located at the Warren Terrace Reserve if for decision by Emergency Service Managers. 2. Noted. Programming of the space at Warren Terrace Reserve will be determined in the future.
6	Cheryl Briggs – Hazelwood resident, Cricket Club president	Email	<ol style="list-style-type: none"> 1. Ground should be sized to accommodate senior games as well. 2. Ensuring there is some sheltered spectator seating. 3. A room for memorabilia etc that is only accessible to the club, happy to share kitchen and hall. 	<ol style="list-style-type: none"> 1. Noted. The plan has been amended to incorporate a senior sized oval. 2. The pavilion/community space will be positioned at the site to accommodate spectating. 3. Hazelwood Cricket Club and other potential user groups will be engaged at the detailed design phase to ensure requirements are identified.

**ORDINARY COUNCIL MEETING AGENDA
30 JUNE 2014 (CM441)**

			<p>4. Some form of change rooms and toilets should be included</p> <p>5. Lighting would provide a safer environment</p> <p>6. General support for the project</p>	<p>4. As above, a detailed design will consult with the cricket club ensuring their needs are met.</p> <p>5. The final plan has been amended to incorporate car park lighting.</p> <p>6. Noted.</p>
7	Hazelwood Jeeralang Community Association	Email/Letter	<p>1. Support for the project.</p> <p>2. Support for new CFA space and a central community space.</p> <p>3. Plan does not show how the facility will develop in future with population increase/more CFA equipment.</p> <p>4. Strong support for community infrastructure. Suggestions for a community notice board and fitness equipment along the trail.</p> <p>5. Seek to understand Council's position in supporting the other recreational facilities at Church Rd (tennis courts) and thinks the plan should cater for other recreational purposes such as basketball.</p> <p>6. Sees a good opportunity to facilitate a horse riding fraternity through linked track and trails so there is a safe access route.</p>	<p>1. Noted.</p> <p>2. Noted. The plan has been amended to separate the two functions following feedback from the CFA.</p> <p>3. The Warren Terrace Master Plan is a guide for development over the next 5-10 years and it will be reviewed after this period.</p> <p>4. Noted. A community notice board can be incorporated into the proposed community building and fitness equipment is identified as recommendation 8 in the plan.</p> <p>5. A due diligence report completed by Council identified Warren Terrace as the location to pursue recreation facility in Hazelwood North. Basketball facilities are provided in towns of Churchill and Traralgon and are deemed district and regional facilities that are adequate to cater for the Hazelwood/Jeeralang community. The Church Road facilities are outside the scope of this master plan.</p> <p>6. Noted. Whilst this is outside the scope of the project, this may be addressed in the Tracks, Trails & Pathways Strategy which begins in 14/15 financial year.</p>

ORDINARY COUNCIL MEETING AGENDA 30 JUNE 2014 (CM441)

8	Mick Shields (CFA)	Email	1. Does not support a shared community/CFA facility for a number of reasons detailed in submission. A detailed footprint of a proposed CFA building was provided.	1. The CFA and community facilities have been separated in the final plan and the footprint provided in the submission has been used to identify the CFA building location.
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The 8 submissions that have been considered as part of this report have been very positive about the master plan for Warren Terrace Reserve and feedback relating to the CFA building, size of oval and pavilion have been incorporated into the final draft master plan.

Overall, the submissions have highlighted the community's priorities for developing a local level reserve.

The development of the final master plan for Warren Terrace Reserve has been a positive process, with a substantial level of engagement by the community of Hazelwood North and surrounds.

The recommendations in the Warren Terrace Reserve master plan will guide the development of the reserve into the future and it has strong synergy with the objectives of the 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 inadequate public facilities and infrastructure in the municipality and the Warren Terrace Reserve master plan is a project that mitigates this risk to Council.

Funds have been allocated in the 2013/14 budget year from Council to enable the completion of the Warren Terrace Reserve master plan.

Potential projects that emanate from this master plan will need to be considered by Council and appropriate funding sourced in future budgets.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

Pre-Draft Master Plan Development

At the commencement of this project, Inside Edge consultants and Council officers conducted a Councillor consultation session on 25 September 2013 to gain initial feedback on the four potential draft master plans and the process to be followed.

Following this initial session with Councillors, Inside Edge Consultants and Council officers consulted with all relevant user groups and external stakeholders in September and October 2013. These stakeholders were contacted via post, emails and phone calls and were also given the option of attending a community workshop or an individual meeting with the consultants and officers.

**ORDINARY COUNCIL MEETING AGENDA
30 JUNE 2014 (CM441)**

As Warren Terrace Reserve is currently undeveloped, all residents of Hazelwood North and South were also sent individual letters briefing them on the project and giving them the opportunity to send in submissions with a reply paid envelope or attend the community meeting/workshop being held at the Churchill Hub.

The community workshop for the Warren Terrace Reserve master plan was advertised in the Latrobe Valley Express and the Latrobe City website in order to reach a wide audience and was held in October 2013 at the Churchill Hub. The workshop was attended by 22 community members and proved popular with all participants providing constructive feedback during the session.

In addition, a survey to gather more input from residents and user groups was available on the Latrobe City Council website and all workshop attendees were encouraged to complete it. The survey was advertised in the LV Express, Latrobe City Council website and on social media until 8 November 2013.

Post-Draft Master Plan Development

Following these initial engagement activities, the draft Warren Terrace Reserve master plan was developed and then presented to Council on the 25 March 2014 to seek its release for public exhibition.

During this public exhibition period from 26 March 2014 to 2 May 2014, the following engagement activities took place:

- The draft Warren Terrace Reserve master plan was available to review on line on Council's website www.latrobe.vic.gov.au
- The draft Warren Terrace Reserve master plan was available to review at Latrobe City Council service centres.
- All previously identified user groups, stakeholders and community members who had previously been involved with the project were either emailed, sent a letter or contacted in person about the public exhibition period and their options to provide their views, feedback or submission. Options included:
 - Providing a written submission via letter or email
 - Complete a feedback form on Council's website
 - Meet with the Council project manager regarding the draft master plan
- Information was placed on Latrobe City Council's noticeboard in the Latrobe Valley Express, from Monday 31 March 2014 through to Thursday 1 May 2014.
- One on one interviews were scheduled for user groups, community groups and interested community members who wished to meet and discuss the recommendations contained in the draft master plans.

**ORDINARY COUNCIL MEETING AGENDA
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Councillors were then invited to attend a workshop with officers on 28 May 2014 to discuss the submissions received relating to the draft Morwell Recreation Reserve Precinct master plan prior to it being presented to Council.

The stakeholder engagement activities that were undertaken during the public exhibition period are consistent with Council's Community Engagement Plan 2010 -2014.

OPTIONS

Council has the following options available:

1. Adopt the Warren Terrace Reserve master plan acknowledging the submissions received.
2. Not adopt the Warren Terrace Reserve master plan and seek further information.

CONCLUSION

The Warren Terrace Reserve master plan was identified for completion as part of the 2013/14 business planning process and provides a clear strategic direction for the future development of the Warren Terrace Reserve in Hazelwood North.

An extensive consultation process with key stakeholders and the general community was undertaken to gather valuable feedback and where appropriate, this feedback has been incorporated into the draft final master plan.

Recommendations in this plan have been developed after a critical review of the current site, current site constraints and the feedback gathered throughout the community engagement process.

Attachments

1. Final Warren Terrace Reserve master plan
2. Warren Terrace Reserve Submissions

RECOMMENDATION

1. **That Council adopts the Warren Terrace Reserve master plan acknowledging the submissions received.**
2. **That the Mayor writes to those persons who made written submissions to thank them for their feedback and notify them of Council's decision.**

14.3

Warren Terrace Reserve Master Plan

- 1 Final Warren Terrace Reserve master plan 159**
- 2 Warren Terrace Reserve Submissions 177**



WARREN TERRACE RESERVE MASTER PLAN

Final Report | June 2014



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ABOUT THIS DOCUMENT

The Warren Terrace Reserve Master Plan is delivered in two parts.

PART A – THE MASTER PLAN

Provides a summary of master plan objectives, planning and design principles, stakeholder needs and consultation methods, reserve description, final master plan, supporting recommendations and estimated associated costs.

PART B – RESEARCH, CONSULTATION AND KEY DIRECTIONS REPORT

Part B is a separate report to this master plan and can be found via Latrobe City Council's website or by contacting the Recreation and Open Space department. It provides detailed project context analysis, full document review, site assessment and existing condition plans, key stakeholder consultation program and findings, and all background information and research collected during the development of the final Master Plan.

Warren Terrace Reserve Master Plan

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EXECUTIVE SUMMARY

The Warren Terrace Reserve Master Plan was commissioned by Latrobe City Council in 2013 to establish clear direction for the future planning and provision of sport and community infrastructure at Warren Terrace Reserve in Hazelwood North. Master Plan development follows a Council resolution to 'Support the development of future recreation facilities at Warren Terrace, Hazelwood North'

The Master Plan is an aspirational 10 year plan and has been designed to be realistic and practical in its implementation, with key priorities and recommendations to be deliverable by 2024/25. It is important to note that stakeholder and community demands, priorities and direction change over time, hence suggested reserve improvements are to be used as a guide only and subject to funding availability.

To ensure reserve master plan recommendations follow a common theme, a number of design guidelines and development principles were adopted by Latrobe City Council's Project Team. Five key themes that underpin design guidelines, development principles and eventual reserve improvement recommendations are:

- ✓ Future facility development
- ✓ Accessibility
- ✓ Community infrastructure and social amenity
- ✓ Sports field provision and suitability
- ✓ Reserve and facility management

Due to the uniqueness of the Warren Terrace Reserve site (an underdeveloped narrow parcel of uneven land, inhibited slightly by an overhead electric supply transmission) extensive community and stakeholder consultation was undertaken to gather a clear understanding for the preferred direction and use of the site. Stakeholders included in guiding direction of the final master plan included local Hazelwood North residents, community groups/organisations, schools, local sporting clubs and associations, Council staff and local ward Councillors.

Although demand for sporting and community infrastructure became apparent during consultation, it was of equal importance to surrounding residents and the wider Hazelwood North community that the site not be transformed into an overbearing sporting precinct, but a multi-purpose community space that provided opportunity for both informal and formal sport and recreation opportunities. As a result of stakeholder and community input into the future direction and purpose of the site, the following reserve vision was adopted.

'A multi-use community space that provides a variety of active and passive recreation opportunities and social amenities for the Hazelwood North district and surrounding communities'

With Hazelwood North also an area susceptible to potential bushfire threat, the opportunity to 'double up' any proposed community facility/building as a bushfire safe place/meeting point was raised, however this suggestion did not progress. Instead, with support from the Victorian CFA and Council, a decision to relocate the Hazelwood North CFA from its existing aged facility and location on Jeeralong West Road into a new building at Warren Terrace Reserve was adopted.

Not too dissimilar from the previous concept design included in the 2006 Southern Outdoor Recreation Plan, other proposed key reserve features (in addition to CFA building and multi-purpose community building) include an unfenced cricket field, playspace, sheltered seating, BBQ facilities, car park and walking trail.

The total estimated opinion of probable cost for master plan recommendations is approximately \$2.3M. Please note this figure does not include the cost of the proposed CFA facility development.

THE PROJECT

BACKGROUND AND CONTEXT

Warren Terrace Reserve is one of nine reserves listed in Council's 2006 Southern Outdoor Recreation Plan, a plan that focuses on the development of sporting and informal recreation facilities at reserves located in the southern towns of the Latrobe Valley. A further piece of investigate work into future development of Warren Terrace Reserve was undertaken in 2010 (Hazelwood North Sports Facility Due Diligence Report) which assessed the feasibility of a sports field and supporting infrastructure at two sites in Hazelwood North, one off Church Road, adjacent to the Hazelwood North Primary and the other being Warren Terrace Reserve. It was recommended in this study, and later supported by Council that Warren Terrace Reserve was the most suitable and cost effective of the two locations for future development, hence the preparation of the 2014 master plan.

Despite a modest forecast population increase of approximately 10% (400 people) for the Rural South East area between 2011 and 2031, lack of existing community and sporting infrastructure in Hazelwood North suggests future demand for sport and recreation services and facilities will increase, a gap in provision Warren Terrace Reserve improvements can accommodate.

PROJECT OBJECTIVES

The key objectives of the Warren Terrace Reserve Master Plan are to:

- Identify current and future recreation reserve development opportunities and services for the Hazelwood North and surrounding communities for the next 10 years.
- Optimise sports facility and open space usage and increase multi-use and efficiency of recreational facilities.
- Provide a prioritised implementation plan, including cost estimates for master plan infrastructure recommendations.

PROJECT OUTCOMES

Additional outcomes of this project were to:

- Undertake consultation with key stakeholders to identify recreation needs and aspirations for the Hazelwood North community.
- Identify key demand and catchment for existing and new recreation infrastructure for user groups and the broader community.
- Identify the types of recreation activities to be accommodated in Hazelwood North (now and into the future).
- Identify the location and nature of infrastructure to support these activities.

PROJECT METHODOLOGY

Development of the Warren Terrace Reserve Master Plan and supporting Implementation Plan was undertaken in five key stages, commencing in September 2013 with the Final Master Plan completed in June 2014.



PROJECT STUDY AREA

WARREN TERRACE RESERVE, HAZELWOOD NORTH

Warren Terrace Reserve is situated in the rural District of Hazelwood North, approximately 10km from Morwell, Traralgon and Churchill.



Warren Terrace Reserve is an undeveloped rural parcel of land approximately 5.9 hectares in size. The reserve is currently zoned rural living and is located within close proximity to where the majority of Hazelwood North residents live. The site is not subject to any planning controls and is Council owned land.

As evidenced by the adjacent image, the reserve is quite narrow, adjoins neighbouring residential properties and is somewhat inhibited by an electricity supply transmission line crossing the site in the north.

The reserve is not subject to flooding, however anecdotal evidence provided by neighbouring residents suggested that due to the north south incline in site grade, the northern part of the reserve can become very soft underfoot.

The reserve is currently zoned 'rural living' and is located within close proximity to where the majority of Hazelwood North residents live.

PLANNING AND DESIGN GUIDELINES AND DEVELOPMENT PRINCIPLES

The following development principles were used to guide the interpretation, consideration and preparation of design options for the Warren Terrace Reserve Master Plan and underpin master plan directions and recommendations.

1. FUTURE FACILITY DEVELOPMENT

- 1.1 Replace redundant and functionally obsolete buildings/amenities with facilities that meet shared sport, community and education objectives.
- 1.2 The provision of recreation and leisure facilities shall maximise shared usage and flexibility to meet changing community needs and aspirations.
- 1.3 Encouragement of clubs utilising separate clubrooms on the same reserve to consolidate into one building.
- 1.4 Priority shall be given to supporting the provision of recreation facilities that cater for both municipal and local level needs.
- 1.5 Recreation facilities shall provide safe and supportive environments for participants and an emphasis on the provision of new (unstructured) recreational pursuits and open space should be considered.
- 1.6 Universal and Healthy by Design® Principles along with sustainability best practices will underpin planning and design of future facility developments.

2. ACCESSIBILITY

- 2.1 There shall be a diverse range of accessible recreation facilities and open space areas across the City that meet the needs of Latrobe's diverse community.
- 2.2 Ensure recreation reserves and supporting facilities are accessible, safe and appealing for people with a disability (Disability Discrimination Act compliance).
- 2.3 Ensure equitable provision of recreation reserves and supporting facilities according to age, gender, cultural background and ability.
- 2.4 Ensure Recreation Reserves and supporting facilities are safe and secure for older adults (security lighting, car park provision, access into and around facilities).
- 2.5 Improve and link bicycle paths, footpaths and road networks to encourage physical activity and promote livability.
- 2.6 Continue to maintain and improve access to Latrobe City's reserves and open spaces.
- 2.7 Improve vehicle entry/egress and car parking provision at recreation reserves and open spaces to meet expected day-to-day usage and sporting / community event requirements.
- 2.8 Enhance connectivity between key sporting reserves and community infrastructure.
- 2.9 Provision of walking paths/tracks/trails that allow for both recreational opportunities and destination based routes.

3. COMMUNITY INFRASTRUCTURE AND SOCIAL AMENITY

- 3.1 Improve recreation reserves and open spaces available for informal recreation activities.
- 3.2 Facilitate increased passive recreational use of sporting reserves by providing informal recreation facilities (e.g. paths, seats, plantings, BBQ/picnic areas, playgrounds).
- 3.3 Develop and maintain community infrastructure that connects and meets the needs of the Latrobe community.
- 3.4 Promote and support opportunities for people to enhance their health and wellbeing through physical activity.
- 3.5 Enhance and develop the physical amenity and visual appearance of Latrobe City's recreation reserves.
- 3.6 Continue to support event infrastructure at Reserves (e.g. Traralgon Recreation Reserve and Showgrounds/Morwell Recreation Reserve) that strengthen Latrobe's community capacity and livability.
- 3.7 Continue to build pride of place and historical significance of reserves throughout the City (e.g. Traralgon Recreation Reserve and Showgrounds).
- 3.8 Enhance the visual amenity of recreation reserves through additional tree planting and landscaping.

4. SPORTS FIELD PROVISION AND SUITABILITY

- 4.1 Continue to develop first-rate reserve and supporting facilities/amenities that provide for emerging and high demand sports such as Australian Rules Football, soccer and netball.
- 4.2 Promote and facilitate increased participation opportunities for target groups such as older adults, women and children via supporting recreation reserve facilities and amenities.
- 4.3 Strengthen the capacity of sporting clubs and organisations seeking to improve the quality of local recreation reserve facilities.
- 4.4 Develop closer relationships with schools to integrate management and use of school and public facilities.
- 4.5 Encourage and promote formalised sport competition, sports carnivals and training throughout the City's reserves and open spaces.
- 4.6 Continue to ensure high levels of playing field provision and conditions are maintained to meet levels of training/competition requirements (e.g. sports field lighting).
- 4.7 Encourage shared use of sporting reserves, training facilities, building and amenities.
- 4.8 Create opportunities that consolidate and promote increased use of existing fields before adding new playing areas.

4.9 Maintain dedicated playing field areas, ensure they are appropriately sized and dimensioned and maximise their use and flexibility for configuration and usage by additional sports or activities.

4.10 Minimise (where not required) Reserve fencing to allow for greater flexibility and shared usage.

5. RESERVE AND FACILITY MANAGEMENT

5.1 Through management functions and agreements, continue to ensure that equitable fees and charges are levied to users and principles of access and inclusion are prioritised.

5.2 The principles of shared use of sporting grounds and related facilities will be promoted and a balance between formal and informal activities encouraged – access to playing fields should still be scheduled to avoid conflicts in use.



STAKEHOLDER NEEDS

In order to develop a realistic and practical master plan that responds to current and future usage demands required significant stakeholder consultation.

Key stakeholders involved in development of the Warren Terrace Reserve Master Plan included Council staff, community user groups, local sporting clubs, schools, the Hazelwood North Advisory Committee, CFA and local community residents.

CONSULTATION METHODS

The following consultation methods were undertaken and have informed development of the Warren Terrace Reserve Master Plan.

- Meetings and presentations to Latrobe City Council's Project Steering Group
- One workshop with Latrobe City Council's Internal Reference Group
- Councillor Briefing presentation
- On-site presentations and discussions with key stakeholders
- Individual meetings/interviews with reserve sporting/community user groups
- One community meeting/workshop at the Churchill Community Hub
- Written submissions from local residents
- Two Project Bulletins
- Online and hard copy organisation and general community member/resident reserve user surveys
- Telephone interviews with key government agencies, peak sporting bodies and associations
- Site visits/inspections of all study area reserves
- Project management design brief workshop
- Opportunity for stakeholder groups to meet individually with Latrobe City Council officers to discuss Draft Master Plan and supporting Implementation Plan
- Latrobe City Council online 'Have your Say' promotion and encouragement of written submissions from stakeholders on individual Draft Plans.
- Final design workshop with Latrobe City Council officers, project consultants and landscape architects.

A detailed consultation schedule and key findings is provided in Part B of the Warren Terrace Reserve Master Plan - Design and Review of Latrobe City Council's Recreation Plans: Research, Consultation and Key Directions Report.

SUMMARY OF CONSULTATION FINDINGS

A number of common themes and consistent messages were received from key stakeholders consulted throughout development of the Warren Terrace Reserve Master Plan, with several of the most prevalent reserve issues and supported future directions listed below.

- Development of sporting and community infrastructure onsite is supported however should not be overbearing and should be kept in-line with surrounding amenity and landscaping.
- The site should accommodate for lower level sporting competition and not be developed into an 'A grade' sporting facility.
- The site should serve as a central meeting place for the community, something they can belong to.
- The reserve should be multi-purpose in design, allowing for a mixture of passive recreation and play, sport and community gatherings.
- Due to Hazelwood North and surrounding townships susceptibility to bushfires, consideration given to the development of a neighbourhood safe place or relocation of the Hazelwood North CFA to the Warren Terrace Reserve site.
- Reserve should include a multi-purpose building which can be used by sport and community user groups.



“THE RESERVE SHOULD BE MULTI-PURPOSE IN DESIGN, ALLOWING FOR A MIXTURE OF PASSIVE RECREATION AND PLAY, SPORT AND COMMUNITY GATHERINGS”

WARREN TERRACE RESERVE

RESERVE VISION:

A multi-use community space that provides a variety of active and passive recreation opportunities and social amenities for the Hazelwood North District and surrounding communities.





RESERVE DESCRIPTION

Warren Terrace Reserve is an underdeveloped parcel of Council owned land located off Warren Terrace in the rural township of Hazelwood North. Located approximately 10km south east of Morwell and a similar distance north east of Churchill, the reserve is bordered by residential properties and zoned 'rural living'

The site is approximately 5.9 ha in size and located in close proximity to where the majority of Hazelwood North residents reside. Narrow in dimension, the reserve is also inhibited by an existing electrical supply transmission line that crosses the north part of the site. The reserve is bordered by agricultural style fencing and has a moderate slope upwards from north to south. The site is not subject to flooding although anecdotal evidence from local residents suggests the reserve is quite soft underfoot and if developed into a sporting field, will require a significant drainage upgrade. The site is not subject to any planning constraints.

FUTURE POTENTIAL RESERVE USERS

- Hazelwood North CFA
- Hazelwood North Primary School
- Hazelwood North Cricket Club
- Community groups/organisations
- Local residents

VALUED RESERVE CHARACTERISTICS

- Close proximity to Hazelwood North residents
- Easily accessible from Warren Terrace
- Large open space complimented by rural surrounds and relaxed atmosphere

THE RESERVE IS APPROXIMATELY 5.9 HA IN SIZE AND LOCATED IN CLOSE PROXIMITY TO WHERE THE MAJORITY OF HAZELWOOD NORTH RESIDENTS RESIDE.



KEY RESERVE ISSUES/CONSTRAINTS

The following reserve constraints were identified during the Hazelwood North Due Diligence Study:

- Size and narrow dimension of the reserve limits the volume and location of sporting and community infrastructure able to be accommodated at the site
- Impacts on site layout and facility location as a result of existing electricity supply easement
- Distance from school and therefore inability to provide the local school with sports facilities
- Close proximity of reserve to neighbouring residents
- Significant earthworks required to construct sporting field and improve overall site surveillance and promotion from Warren Terrace

Additional reserve constraints identified during consultation with key stakeholders and the Hazelwood North community are listed below:

- No existing walkway/pathway access to the reserve
- Traffic management and speed limit of adjacent Warren Terrace
- Lack of existing trees and subsequent impacts of wind on reserve activities

PRIORITY DEVELOPMENT OPPORTUNITIES

- Construction of a multi-purpose community building with accessible public toilets
- Development of a new CFA base for the Hazelwood North Fire Brigade
- Provision of formal off-road car parking accessible from Warren Terrace
- Provision of buffer tree planting along reserve/residential boundaries to improve visual amenity of reserve, increase shade amenity and minimise impact of wind on reserve activities
- Develop an unfenced natural turf cricket oval with synthetic pitch/wicket
- Inclusion of a shared pathway/walking trail throughout reserve for walking, jogging, bike riding etc.
- Construction of playspace area
- Provide sheltered spectator seating areas
- Provision of BBQ facilities

MASTER PLAN

MASTER PLAN RECOMMENDATIONS

The following pages provide a set of future directions and recommendations for Warren Terrace Reserve.

Recommendations have been designed to provide sport, government and community stakeholders with a schedule of prioritised reserve improvements along with stakeholder responsibilities, estimated costs and potential funding opportunities.

Ongoing ownership, monitoring and delivery of individual reserve master plan recommendations will require a planned approach from Council and partnering stakeholders.

Recommendations listed are based on a 10 year timeframe.

STAKEHOLDER RESPONSIBILITY

Identifying stakeholder involvement and allocation of roles, responsibilities and resources provides a focused approach to delivery and implementation. Each master plan recommendation has been nominated a stakeholder responsible for the initiation, planning and funding of individual reserve recommendations.

IMPLEMENTATION PLAN

Each master plan recommendation has been allocated a level of priority based on their relative impact on delivering project outcomes.

HIGH:

Important action that underpins the future delivery of sports and community infrastructure/open space and/or site management, and that have the most potential to attract external funding and require planning to commence at earliest opportunity. Recommendations with an associated risk management issue have also been classified as high priorities.

MEDIUM:

Action that contributes to meeting overall Master Plan objectives.

LOW:

Action that contributes to the overall improvement of sport and community infrastructure at the reserve

It should be acknowledged that priorities can change and are based on funding availability. The presentation of new or unknown opportunities or changes in community demands can also alter priorities.

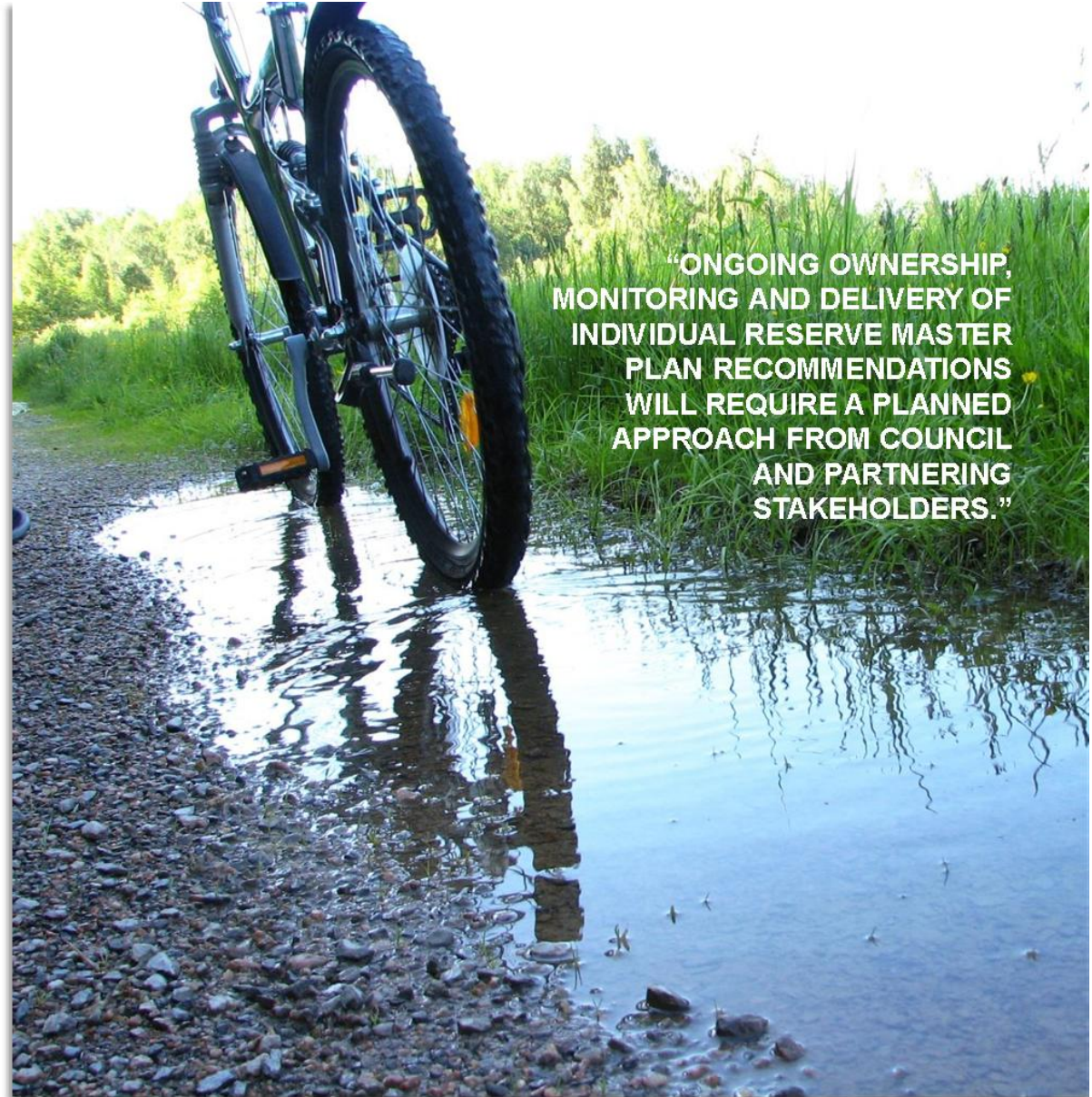
OPINION OF PROBABLE COSTS

To assist Latrobe City Council and supporting stakeholders (e.g. Government agencies, state sporting associations and local sporting clubs/community groups) in the development of funding submissions, capital works planning and general budget development, each individual reserve enhancement recommendation (with the exception of management related recommendations) has been supported with an 'opinion of probable cost'. Opinion of probable costs are estimated calculations based on current market trends, similar project costings and professional experience. Costs listed are indicative only (Ex GST) and provide a 15% contingency allowance.

A summary table of total opinion of probable costs is provided at the back on this plan.

POTENTIAL FUNDING OPPORTUNITIES

With an estimated total cost of just over \$2.3M in recommended reserve improvements (not including CFA facility development), Latrobe City Council will require support from a number of key stakeholders. Potential funding opportunities and partners have been included in supporting master plan implementation schedules to assist with the delivery of reserve enhancement recommendations.



**“ONGOING OWNERSHIP,
MONITORING AND DELIVERY OF
INDIVIDUAL RESERVE MASTER
PLAN RECOMMENDATIONS
WILL REQUIRE A PLANNED
APPROACH FROM COUNCIL
AND PARTNERING
STAKEHOLDERS.”**



PROJECT
**WARREN TERRACE RESERVE
FINAL MASTER PLAN**

SCALE
1:750 @ A1
1:1500 @ A3

FOR: LATROBE CITY COUNCIL
DRAWN: ACILA DATE: 11.02.14
PROJECT N°: 201327
DRAWING N°: 201327C-MP01

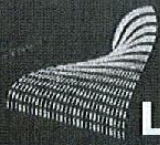
REV	AMENDMENTS	DATE	BY
A	Council revisions	25.02.14	JC
B	Council revisions	02.08.14	ME



Priority	Warren Terrace Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
Medium	1. Develop an unfenced cricket oval with synthetic cricket pitch to accommodate both informal community usage and overflow competition cricket matches/training.	Accessibility (2.1, 2.6), Community Infrastructure and Social Amenity (3.1, 3.3, 3.4, 3.5), Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6)	Council	\$600,000	DTPLI (Community Facility Funding Program – Major Facilities)
	Community Recreation				
High	2. In consultation with the Hazelwood North CFA, construct a new CFA facility to accommodate a relocation from the existing aged and undersized CFA building on Jeeralong West Road to Warren Terrace Reserve.	Facility Development (1.2, 1.6)	North Hazelwood CFA	N/A	North Hazelwood/Victoria CFA
High	3. Develop a multi-purpose community building that accommodates both sporting club and community group/local community residents. Facility to include a community meeting space/hall, public accessible toilets, shower, small kitchenette and sheltered spectator area/veranda overlooking sporting field. Use of the community meeting space/hall and supporting facilities are to be booked and managed through Latrobe City Council.	Facility Development (1.4, 1.5, 1.6), Accessibility (2.1, 2.3, 2.4, 2.6, 2.8), Community Infrastructure and Social Amenity (3.1, 3.3, 3.4, 3.5)	Council	\$1M	DTPLI (Community Facility Funding Program – Major Facilities)
Medium	4. Establish a shared walking/bicycle pathway network within and around the perimeter of Warren Terrace Reserve to provide opportunity for informal recreation activities and improve connectivity and accessibility throughout the site.	Accessibility (2.1, 2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$200,000	Council
Medium	5. Support informal Reserve recreation opportunities through the construction of a public playspace. Playspace to be made accessible via connecting pathways from Warren Terrace. Playspace area to provide complimentary community infrastructure for both the multi-purpose community building and cricket oval.	Accessibility (2.1, 2.2, 2.3, 2.6, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$115,000	Council
Medium	6. Encourage and promote Warren Terrace Reserve as a family friendly/community meeting place via the provision of a sheltered BBQ facility and picnic area. BBQ and picnic facilities to be located in close proximity to public playspace to accommodate community/family gatherings.	Accessibility (2.1, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$68,000	Council
Low	7. Provision of a sheltered spectator/community seating/viewing area at rear of multi-purpose building providing sight lines to cricket oval and playspace/picnic areas.	Accessibility (2.1, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$30,000	Council
Low	8. Enhance and promote enjoyable spectator experiences via the provision of bench seating around cricket playing field.	Accessibility (2.1, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$14,000	Council
Low	9. Installation of two fitness stations situated along shared walking/bicycle pathway to create a fitness circuit for casual Reserve users and increase site attraction for informal physical recreation.	Accessibility (2.1, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$23,000	Council
Low	10. Improve Reserve entry and community awareness of site through the installation of entry signage in accordance with Council's Signage Guidelines.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.5)	Council	\$3,500	Council
	Traffic Management and Landscaping				
High	11. Provision of formalised off road Reserve car parking accessible from Warren Terrace. Car parking to include security lighting.	Accessibility (2.4, 2.6, 2.7)	Council	\$240,000	Council
Medium	12. Increase tree planting throughout Reserve to improve overall amenity, provide shade, create a buffer between neighbouring residential property and minimise impacts of wind on Reserve users/activities.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$49,000	Council
	Reserve and Facility Management				
High	13. Consider future management and community group/sporting club/organisation hiring (and associated terms of use) of multi-purpose community hall to ensure equitable access for multiple user groups.	Reserve and Facility Management (5.2)	Council	N/A	N/A

RESERVE IMPROVEMENTS COST SUMMARY

Number of high priority reserve improvement recommendations	4
Estimated opinion of probable cost for high priority reserve improvement recommendations	\$1,240,000
Number of medium priority reserve improvement recommendations	5
Estimated opinion of probable cost for medium priority reserve improvement recommendations	\$1,032,000
Number of low priority reserve improvement recommendations	4
Estimated opinion of probable cost for low priority reserve improvement recommendations	\$70,500
TOTAL NUMBER OF RESERVE IMPROVEMENT RECOMMENDATIONS	13
TOTAL ESTIMATED OPINION OF PROBABLE COSTS FOR ALL RESERVE IMPROVEMENT RECOMMENDATIONS (EXCEPT CFA BUILDING)	\$2,342,500



Latrobe City
a new energy

Minutes

Date: 26 March 2014

Time: 4:30pm

Attendees: Vin, Sonny, Ken, Cr Sandy Kam

- Concerns about cricket pitch not being enough
- CFA may not be open to idea of a shared facility. Needs to be drive through shed.
- Re-direction of power lines
- Support for pathway
- Investigate 'safer place' location.
- Support for play space
- Support for shelter, seating
- Support for gym equipment.
- Support for signage
- Support for car parking
- Support for vegetation
- Concern over lack of equestrian facilities

Karen Tsebelis

From:
Sent: Monday, 7 April 2014 7:16 PM
To: Karen Tsebelis
Subject: Warren Terrace Rec Reserve

Dear Karen

In reference to our meeting last week re the Warren Terrace Rec Reserve here are some points that are of concern to me:

I believe the size of the oval is not sufficient and should be a full sized oval which can accommodate a minimum five wicket turf wicket square in future developments.

I also believe the hall area should be located so that visitors can watch the cricket from the premises.

There is no access route to the oval for cars, which would hinder not only those wishing to watch cricket from their vehicles, but also not allow for maintenance of the oval and other functions such as fetes or community events.

Kind regards
John Daddo

Karen Tsebelis

From: David & Krystle Ing
Sent: Thursday, 1 May 2014 9:13 PM
To: Kat Marshall
Subject: Re: Warren Terrace Reserve DRAFT Master Plan

Kat,

Thanks for the reminder. It all looks good, but I think the signage and having some seating around the oval (even simple bench seats) would improve the chances of the facility getting more use. I'd imagine the playgroup would get heaps of use out of the hall. It's good to see the project still has momentum. I did look at this the first time you sent the info through, just forgot to send a response back.

Are you enjoying the job? Do you miss being more involved in the gardening side of things?

Thanks,
Winnie & Krystle

On Thursday, 1 May 2014, Kat Marshall <Kat.Marshall@latrobe.vic.gov.au> wrote:

Hey Winny & Krystle,

Just a reminder that tomorrow (Friday 2 May) is the last day to provide feedback on the draft Warren Terrace master plan.

Regards,

Kat Marshall

Recreation & Open Space Development Officer
Latrobe City Council

<mailto:Kat.Marshall@latrobe.vic.gov.au>
Direct: 5128 5409
Mob: 0448 371 103
Fax: (03) 5128 5672

Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: Kat Marshall
Sent: Wednesday, 26 March 2014 2:20 PM
To: David & Krystle Ing
Subject: Warren Terrace Reserve DRAFT Master Plan

Hi Krystle & Winny,

I'm just emailing you to let you know that on Monday night Council endorsed the draft master plan for Warren Terrace Reserve to go out for public consultation.

At the meeting held at the Churchill Hub 24 October 2014 you indicated to Latrobe City Council that you would like to be kept informed about the development of the Warren Terrace Reserve master plans.

The draft master plans and implementation plans for Warren Terrace will be on public exhibition until Friday 25 April 2014. You can review a copy of the plans at the following service centres:

- Traralgon Service Centre, Kay Street Traralgon
- Morwell Service Centre, Latrobe City Corporate Headquarters, 141 Commercial Road Morwell
- Churchill, Churchill Hub, Phillip Parade Churchill
-

It's also available to look at on the Latrobe City Council's website (link below).

http://www.latrobe.vic.gov.au/Get_Involved/Have_Your_Say/Latrobe_City_Council_Recreation_Plans

We would highly value any feedback you have on the draft master plans and this can be done by:

- Meeting with us and discuss the master plan/s.
- Writing an email to us about your feedback.
- Writing a submission to Latrobe City Council about your feedback.

All feedback and submissions need to be provided to Latrobe City Council by 5 pm, Friday 2 May 2014.

Karen Tsebelis

From: Corey Thomson
Sent: Thursday, 1 May 2014 8:01 PM
To: Kat Marshall
Subject: RE: Warren Terrace Reserve DRAFT Master Plan

Hi Kat

Thanks for the email. I think the purposed plans look great and will bring a fantastic facility to the area. Let's hope that it can be built in a relativity quick time frame.

Thanks again.

Kind regards

Corey Thomson

Sent from my Samsung GALAXY S4 on the Telstra 4G network

----- Original message -----

From: Kat Marshall
Date: 01/05/2014 1:27 PM (GMT+10:00)
To: Corey Thomson
Subject: RE: Warren Terrace Reserve DRAFT Master Plan

Hi Corey,

Just a reminder that tomorrow (Friday 2 May) is the last day to provide feedback on the draft Warren Terrace master plan.

Regards,

Kat Marshall

Recreation & Open Space Development Officer
Latrobe City Council

mailto: Kat.Marshall@latrobe.vic.gov.au
Direct: 5128 5409
Mob: 0448 371 103
Fax: (03) 5128 5672

Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: Kat Marshall
Sent: Wednesday, 26 March 2014 2:24 PM
To: Corey Thomson
Subject: Warren Terrace Reserve DRAFT Master Plan

Hi Corey,

I'm just emailing you to let you know that on Monday night Council endorsed the draft master plan for Warren Terrace Reserve to go out for public consultation.

At the meeting held at the Churchill Hub 24 October 2014 you indicated to Latrobe City Council that you would like to be kept informed about the development of the Warren Terrace Reserve master plans.

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http://www.latrobe.vic.gov.au/Get_Involved/Have_Your_Say/Latrobe_City_Council_Recreation_Plans

We would highly value any feedback you have on the draft master plans and this can be done by:

- Meeting with us and discuss the master plan/s.
- Writing an email to us about your feedback.
- Writing a submission to Latrobe City Council about your feedback.

All feedback and submissions need to be provided to Latrobe City Council by 5 pm, Friday 2 May 2014.

Feel free to give me a call if there's anything you wish to discuss about this ☺

Karen Tsebelis

From: Debra Evans
Sent: Thursday, 27 March 2014 4:42 PM
To: Kat Marshall
Subject: Phone Message

Hi Kat

Mr Vin Key called you today to highlight two issues on the Warren Terrace Reserve Master Plan

1. CFA staging area for Hazelwood North if threatened by fire – could include 20-30 CFA trucks parked on this area
2. Weather trailer training from BOM that utilises this area to measure scientific weather conditions for DSE /CFA and BOM
3. This weather training requires space accessibility to train local community members to maximise this resource

Please call him to discuss the inclusion of these issues in the draft plan which he has highlighted on behalf of other community members as well.

Kind regards

Debra Evans

Community Information
Latrobe City Council

mailto: Debra.Evans@latrobe.vic.gov.au
Fax: (03) 5128 5672

Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>



Hazelwood Jeeralang

COMMUNITY ASSOCIATION INC

Inc No: A0056634P

ABN: 44 822 636 908

SUBMISSION ON DRAFT RECREATION MASTER PLAN FOR WARREN TERRACE RECREATION RESERVE.

1. The Hazelwood-Jeeralang Community Association Inc. (HJCA) welcomes the Latrobe City Councils (LCC) work on creating a plan for the Warren Terrace Recreation Reserve. As a community association with interests extending into Hazelwood North, as well as the surrounding areas, we would like to provide the following feedback regarding the draft recreation master plan
2. Provision of a new facility for our local CFA organization and its equipment is seen as a vital component of the proposal. Likewise the provision of a shared meeting area with access for the community in a central location in Hazelwood North is seen as a timely improvement, and should help to build community. The plan does not give an indication of how the facility will develop in the future to provide for any future expansion of CFA equipment or growth in community needs.
3. The development of attractive walks and parkland for all ability community recreation is strongly supported. The children's playground area, an undercover public access BBQ area, sufficient car parking areas, and provision of all ability toilets as seen as important to the overall amenity and usefulness of a reserve of this nature. Based on our previous experience, a community information board with area map showing items of interest is seen as a desirable add-on to the proposed facilities. Consideration might also be given to the provision of fitness or exercise stations around the walking trails
4. The proposed plan seems to provide for several of the recreational pursuits known to the local area including a Junior Cricket Field, but does not indicate any cricket nets, or other sporting recreational areas such a tennis, netball or basketball courts. Does the master plan anticipate future developments in this area? It is noted that a senior cricket club, and tennis courts are associated with the hall and reserve in Church Road, and we seek to understand the proposed life and ongoing support for these facilities by council.

PO Box 409 Churchill Victoria 3842

5. It would seem to be opportune to facilitate an area for the horse riding fraternity, bike riders and bush walking enthusiasts at the Warren Terrace reserve and to link this reserve to the Jeeralang North Tracks and Trails and Jeeralang North Hall and Reserve by a designated safe access route, to be shown on the community notice board and map (as noted under 3 above).

We thank you for the opportunity of being able to comment, and provide some suggestions on the draft master plan, and look forward to the development of the area for the benefit of the community.

Yours Faithfully

Garry M

Garry L. Mauger
Chairperson
Hazelwood-Jeeralang Community Association

PO Box 409 Churchill Victoria 3842

Karen Tsebelis

From: Cheryl Briggs
Sent: Friday, 2 May 2014 2:45 PM
To: Kat Marshall
Subject: RE: Warren Terrace Reserve DRAFT Master Plan

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Kat,

Thanks for your time today.

Some points that I would liked looked at:

The ground: To be able to accommodate Senior games as we are a Senior and Junior Club and it would be detrimental to limit the use of a ground and its facilities. It is currently 60 m to boundary, the Northern Reserve ground (which is our current home ground) from North to South is 164 m and one boundary 66 m and the other 67 m. This accommodates Senior games comfortably. The length of the ground is not stated in draft if it is close to this, the size would not need to be increased by much.

Making sure that there is some under cover area (I know you have stated stands and seating but not as a high priority) for watching the activities on the ground, as it doesn't look like you can park your car around ground.

A room (similar to the Tigers junior football at Northern Reserve) that is only accessible to Hazelwood North Cricket Club for storage and Memorabilia from the club to display safely and securely. Happy to share Kitchen and Hall as we do currently at the Hazelwood North Hall and Northern Reserve. Obviously we would need some sort of change rooms/toilets if these are shared that's ok.

Also lighting would be great to provide a safer environment.

What is pictured looks great and wonderful multipurpose activities.

Hopefully we can see the project come to fruition soon.

Cheers

Cheryl

Cheryl Briggs

Learn to Swim Supervisor
Latrobe City Council

mailto: Cheryl.Briggs@latrobe.vic.gov.au
Direct: 03 5120 3803
Fax: (03) 5120 3887

Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: Kat Marshall
Sent: Thursday, 1 May 2014 13:27
To: Cheryl Briggs
Subject: RE: Warren Terrace Reserve DRAFT Master Plan

Hi Cheryl,

Just a reminder that tomorrow (Friday 2 May) is the last day to provide feedback on the draft Warren Terrace master plan.

Regards,

Kat Marshall

Recreation & Open Space Development Officer
Latrobe City Council

[mailto: Kat.Marshall@latrobe.vic.gov.au](mailto:Kat.Marshall@latrobe.vic.gov.au)

Direct: 5128 5409

Mob: 0448 371 103

Fax: (03) 5128 5672

Phone: 1300 387 700

PO Box 264, Morwell 3840

141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: Kat Marshall
Sent: Wednesday, 26 March 2014 2:21 PM
To: Cheryl Briggs
Subject: Warren Terrace Reserve DRAFT Master Plan

Hi Cheryl,

I'm just emailing you to let you know that on Monday night Council endorsed the draft master plan for Warren Terrace Reserve to go out for public consultation.

At the meeting held at the Churchill Hub 24 October 2014 you indicated to Latrobe City Council that you would like to be kept informed about the development of the Warren Terrace Reserve master plans.

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-

It's also available to look at on the Latrobe City Council's website (link below).

http://www.latrobe.vic.gov.au/Get_Involved/Have_Your_Say/Latrobe_City_Council_Recreation_Plans

We would highly value any feedback you have on the draft master plans and this can be done by:

Warren Terrace Proposal

District 10 CFA Operations & the Hazelwood North Fire Brigade have reviewed the Warren Terrace Reserve Draft master Plan & wish to make the following submission in response.

The master plan shows a joint CFA fire station/Community Hall development, we are not of the belief that this proposal is in the best interest of the CFA, or the local community for the following reasons.

- With the recent increase in population & development in the Hazelwood North area, any new CFA facility will need to cater for different types of situations, this will include additional fire fighting appliances, & possible specialized equipment designed for emergencies which may occur within the nearby open cut mines, the potential increase in activity could become dangerous to community groups using the hall, this would certainly be a concern during night time if there was a function at the hall during an emergency call out, 24/7 access to the fire station would be required at all times.
- A new CFA building would need to be able to operate as a control point as required, this could also impact other community groups who may be using the hall.
- Separate entry/exit points would be required for the safety of both CFA & community members.
- Brigade activities & training may impact on community groups using the hall.

CFA Requirements

CFA are keen to be part of the Warren Terrace Reserve development, our preferred concept would be as follows,

- Approx. 2000M/2 site, either side of the proposed community hall, as per mark up on the attached draft plan.
- New CFA 3 bay fire station with 3 engine bays, training room & offices, as per attached generic plan.
- Standalone site with separate car parking & driveways, this will ensure the safety of all reserve users

It is imperative that CFA have full unhindered access to the fire station at all times of the day and night. Whilst we understand that Callignee have a similar setup, the Hazelwood North area is quite different and in this case, not one size fits all. The activity in emergency responses in Hazelwood are quite significant more than that of Callignee.

We strongly urge that the amended plans be adopted so that a separate standalone facility is possible for the local brigade.

Daryll Hunter
Operations Manager
District 10 – Gippsland Region

14.4 REVIEW OF THE TRARALGON OUTDOOR RECREATION PLAN

General Manager

**Recreation and Community
Infrastructure**

For Decision

PURPOSE

The purpose of this report is to present the submissions received on the Review of the draft Traralgon Outdoor Recreation plan during the community consultation process and seek consideration of the plan for adoption by Council.

DECLARATION OF INTEREST

The Centre Leader – Latrobe Leisure Churchill declared an indirect interest under section 78B of the *Local Government Act 1989*.

The Learn to Swim Supervisor – Latrobe Leisure Churchill declared an indirect interest under section 78B of the *Local Government Act 1989*.

STRATEGIC FRAMEWORK

This report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley and the Latrobe City Council Plan 2013-2017.

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 2013 - 2017

Theme and Objectives

Theme 2: Appropriate, affordable and sustainable facilities, services and recreation

Objective - To promote and support a healthy, active and connected community.

Objective - To provide facilities and services that are accessible and meet the needs of our diverse community.

Objective - To enhance the visual attractiveness and liveability of Latrobe City.

Strategic Directions:

1.2.1 Promote and support more involvement of children in active recreation and sport.

1.2.2 Develop and maintain community infrastructure that meets the needs of our community.

1.2.3 Promote and support opportunities for people to enhance their health and wellbeing.

1.2.4 Encourage and create opportunities for more community participation in sports, recreation, arts, culture and community activities.

1.2.5 Improve and link bicycle paths, footpaths and rail trail networks to encourage physical activity and promote liveability.

1.2.8 Enhance and develop the physical amenity and visual appearance of Latrobe City.

1.2.9 Continue to maintain and improve access to Latrobe City's parks , reserves and open spaces.

Theme 5: Planning for the future

Objective - To provide a well planned, connected and liveable community.

Objective - To provide clear and concise policies and directions in all aspects of planning.

Strategy & Plans – 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*
- *Traralgon Outdoor Recreation Plan 2006*
- *Tennis Facilities Plan 2009*
- *Soccer Facilities Plan 2009*
- *Public Open Space Strategy 2013*

BACKGROUND

The review of the Traralgon Outdoor Recreation Plan was identified for completion as part of the 2013/14 Latrobe City Council business planning process. The previous plan was undertaken in 2007 and many of the identified priorities and recommendations have either been achieved or are no longer relevant.

**ORDINARY COUNCIL MEETING AGENDA
30 JUNE 2014 (CM441)**

The objective of the review process was to establish clear direction for the future planning, provision, enhancement and improvements of active recreation reserves at the following Traralgon reserves:

- Agnes Brereton Reserve
- Apex Park
- Bradman Reserve
- Catterick Crescent Reserve
- Duncan Cameron Reserve
- Eric Taylor Reserve
- Harold Preston Reserve (Traralgon Olympians/Traralgon City Soccer Club/Traralgon Little Athletics/Traralgon Table Tennis)
- Harold Preston Reserve (Traralgon Tennis Association)
- Kevin Lythgo Reserve
- Maskrey Reserve
- Traralgon West Sporting Complex

Although the Traralgon Recreation Reserve & Showgrounds was included in the original Traralgon Outdoor Recreation Plan, a separate a detailed master planning process for this reserve is occurring consecutively with this review and a separate report will be presented to Council outlining the opportunities for this reserve.

The review of the Traralgon Outdoor Recreation Plan commenced in August 2013 with Inside Edge Consultants appointed to complete this master plan and three other Latrobe City Council recreation master plans.

Inside Edge Consultants and Council officers conducted a Councillor consultation session on 25 September 2013 to gain feedback on the review of the Traralgon Outdoor Recreation Plan and to discuss the process moving forward.

Following this initial consultation with Councillors, Inside Edge consultants and Council officers consulted with all relevant external stakeholders via letters, emails or phone calls. All stakeholders were also given the option of attending a community meeting/workshop or meeting with consultants and officers in an individual meeting.

In order to reach a wider audience, community meetings/workshops for the review of the Traralgon Outdoor Recreation Plan were offered and advertised in the Latrobe Valley Express and the Latrobe City Council website. This process attracted a total of 17 participants, representing sporting clubs, community clubs and local residents.

In addition, a survey was also utilised to gather additional input from residents and user groups and was available on the Latrobe City Council website. The survey was advertised in the Latrobe Valley Express, Latrobe City Council website and on social media until 8 November 2013 and all workshop attendees were encouraged to participate in the survey.

ORDINARY COUNCIL MEETING AGENDA 30 JUNE 2014 (CM441)

The below table indicates the stakeholders that were engaged and the method used:

Stakeholder	Method of Consultation
Traralgon Little Athletics	Community meeting/workshop
Traralgon City Soccer Club	Community meeting/workshop
North Gippsland Junior Football League	Community meeting/workshop
Traralgon Small Bore Rifle Club	Community meeting/workshop
Pax Hill Tennis Club	Community meeting/workshop
Traralgon Baseball Club	Individual meeting with Council Officers & consultants
Cumberland Park Junior Football Club	Community meeting/workshop
Traralgon Basketball	Community meeting/workshop
Imperials Cricket Club	Community meeting/workshop
Traralgon Olympians Soccer Club	Community meeting/workshop
Gormandale Cricket Club	Individual meeting with Council Officers & consultants
Traralgon Rovers Cricket Club	Community meeting/workshop
Traralgon Schools	Email
Traralgon Table Tennis Association	Community meeting/workshop
Local Residents	Latrobe Valley Express & website

All feedback from the workshops, surveys and submissions was collated and provided to Inside Edge Consultants to commence preparation of the draft master plans and a second project bulletin was posted or emailed to all registered stakeholders and user groups on 5 December 2013.

The draft review of the Traralgon Outdoor Recreation Plan (Attachment 1) including the Research, Consultation and Key Directions Report was developed and presented to Council on 24 March 2014 whereby Council resolved the following:

1. *That Council releases the draft Morwell Recreation Reserve Precinct Master Plan, Traralgon Recreation Reserve and Showgrounds Master Plan, Warren Terrace Reserve Master Plan and the Review of the Traralgon Outdoor Recreation Plan for community consultation for a period of 6 weeks from Tuesday 25 March 2014 to Friday 2 May 2014.*
2. *That a further report be presented to Council with the results of the community consultation process.*

ORDINARY COUNCIL MEETING AGENDA 30 JUNE 2014 (CM441)

ISSUES

The public exhibition period for the Review of the Traralgon Outdoor Recreation plan and three other master plans commenced on Tuesday, 25 March and continued until Friday, 2 May 2014.

Following the public exhibition period for the plan, a total of 16 submissions (Attachment 2) were received. These submissions, the issues raised and the officer response are detailed in the table below:

	Stakeholder name	Submission type	Issues raised	Officer response
1. AGNES BRERETON RESERVE				
1.	Judi Buhagiar (Netball Victoria)	Meeting minutes	1. General support for the plan – particularly play space, improved pathway & pavilion upgrades.	1. Noted. This is identified in recommendations of the implementation plan and is noted as a high priority.
2. APEX PARK				
1.	Brad Miller (Pax Hill Junior Football Club)	Email	1. Strong support for upgrade to pavilion and amenities. 2. Support for car park upgrade and would like to see the inclusion of lighting for safety reasons. 3. Strong support for proposed lighting of the oval.	1. Noted. This is identified in recommendation 1 of the implementation plan and is noted as a high priority. 2. The car park is recommendation 7 of the master plan and is of a medium priority. Lights have been included in the plan. 3. Noted. This is recommendation 2 in the plan and is of medium priority.
2. BRADMAN RESERVE				
No submissions were received for Bradman Reserve. The workshop held in Traralgon during the initial consultation period in October 2013 saw a general consensus from sporting clubs and community members that they would like to see Bradman Reserve used as a passive recreational space rather than a space with organised sports activities. There is still the option of some sporting clubs utilising the space for training activities if they require an alternative space.				
CATTERICK CRESCENT				
The Latrobe City Council Public Open Space Strategy identified Catterick Crescent as a reserve that requires an in detailed master plan due to the complexities and number of users of the site. The user groups of the reserve were made aware this at the commencement of the project. The Catterick Crescent Reserve master plan is scheduled to be undertaken during 2014/15 following a commitment of funding from the State Government and Latrobe City Council. Recommendations identified through the review of the Traralgon Outdoor Recreation Plan will be used to inform the development of the Catterick Crescent Reserve master plan.				
1	Traralgon Sports Stadium User Group	Email	1. Footprint of building needs to reflect the actual size of two additional courts with run off areas.	1. The master plan does indicate the size of two courts constructed with run offs in accordance with Australian Basketball Standards.

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			<p>2. Any additional development will need to meet Australian basketball standards.</p> <p>3. Provision of social amenities/multi-purpose facilities should be included in the master plan. Traralgon Amateur Basketball Association (TABA) are open to sharing the proposed space with Imperials Cricket Club all under one roof line.</p> <p>4. Wishes for glass spectating areas and alfresco dining areas.</p> <p>5. One of the additional courts may be able to be attached to court 5.</p> <p>6. Fencing behind the football goals at the northern end of the oval should be extended to protect path users.</p> <p>7. Concerns about only having one entry/exit point.</p> <p>8. Lighting should be considered for the car park.</p> <p>9. Investigate water harvesting- there is potential to catch water from the stadium to irrigate the cricket oval.</p> <p>10. Would like to see the two additional courts be reflected as a higher priority in the implementation plan</p>	<p>2. Detailed design will always be done in accordance with required standards and in consultation with all user groups.</p> <p>3. Noted. The implementation plan has been updated to reflect shared usage opportunities of the pavilion. A detailed design will determine the feasibility of incorporating all facilities under the one roof line.</p> <p>4. Noted and will be determined at the detailed design phase of the facility upgrades.</p> <p>5. The plan has acknowledged the need for 2 additional courts. The exact design and location will be determined in the detailed master planning process to be undertaken in 2014/15.</p> <p>6. Plan has been amended to extend the safety barrier.</p> <p>7. Noted. A detailed traffic study will be completed as part of the detailed master plan in 2014/15.</p> <p>8. Drawing and implementation plan has been amended to incorporate lighting in the car park.</p> <p>9. Noted and a reference to investigating this has been included in the implementation plan.</p> <p>10. Noted and the priority has been altered to reflect this.</p>
2	Leigh Fabris (Imperials Cricket Club)	Meeting and email	<p>1. Strong support for the upgrade of the club room facilities. Believes this prevents progress for the club and is the highest priority.</p>	<p>1. The clubroom facility is identified in recommendation 1 on the plan as a high priority.</p>

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			<ol style="list-style-type: none"> 2. Support for new cricket nets however they need to face the oval for safety reasons. It would be good if the nets were located a bit closer to the club rooms as the club have an electric bowling machine. 3. Strong support for the vehicle barrier around the oval. 4. Support for picnic area, play facilities which will benefit both the club and the community. 5. Support for partial closure of the road and believe that the synthetic wicket would be better placed on the Kosciusko St Primary School oval with an agreement of shared use. 6. Support for tree planting at the site and would like to see more shaded seating for spectators. 	<ol style="list-style-type: none"> 2. Noted and the master plan has been amended to position the nets on a safer angle. Space doesn't allow for nets to be located next to pavilion however provision for electricity can be investigated as part of the detailed design phase. 3. Noted and is identified in recommendation 13. 4. Noted and identified in recommendation 8. 5. Noted and the drawing has been amended, placing the synthetic wicket on the school oval, with consent from the school coming in through their submission. 6. Noted and the master plan has been amended, incorporating more trees at the proposed seating areas.
3	David Little (Traralgon & District Cricket Association life member)	Meeting & email	<ol style="list-style-type: none"> 1. Strong support for the improved pavilion project for the cricket club and believes it is the highest priority for the site. 	<ol style="list-style-type: none"> 1. Noted. This is recommendation 1 and is listed as a high priority.
4	Kosciusko Street Primary School	Meeting and email	<ol style="list-style-type: none"> 1. Concern over traffic flow, congestion and lack of parking with the proposed road closure. Suggestions for additional parking to alleviate this. 2. Suggestion for path from front to rear car park at the stadium be under cover to alleviate possible congestion issues associated with the parking and traffic flow changes. 3. Strong support for community sport and is happy to enter into a Memorandum of Understanding (MOU) to allow use of the school oval, including placing the synthetic wicket on it. 	<ol style="list-style-type: none"> 1. Noted. A detailed traffic study will be completed as part of the detailed master plan in 2014/15 to determine the feasibility of the proposed changes. 2. Noted. This will ultimately be examined in the detailed design phase once the traffic study has been completed determining the feasibility. 3. Noted. The drawing has been amended to position the synthetic wicket on the school's oval. This has provided a solution to Imperial Cricket Club's concerns.

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5	Wayne Reichelt (Cumberland Park Junior Football Club)	Email	<ol style="list-style-type: none"> The plan supports and addresses all of Cumberland Park's issues/concerns. Looking forward to seeing the plan progressing. 	<ol style="list-style-type: none"> Noted.
3. DUNCAN CAMERON MEMORIAL RESERVE				
1	David Little (Traralgon & District Cricket Association life member)	Meeting & email	<ol style="list-style-type: none"> Believes the drainage and surface work is the highest priority overall in the Traralgon Outdoor Recreation Plan. Additional car parking is the lowest of priorities. This is not an issue and the angled parking would be a lower cost improvement option. 	<ol style="list-style-type: none"> Noted. This is identified in recommendation two of the plan and the priority has been amended to reflect high. Noted. The plan has been amended, altering the car parking priority to a low.
2	Mark Hore (Rovers Cricket Club)	Email	<ol style="list-style-type: none"> Would like to see the angled parking prioritised before the other additional parking. Belief that that option would be cost prohibitive and the angled parking is a better solution. Would like to shift storage shed from current location beside nets to the clubhouse. Supports ground surfacing work. Would require 12 month notice should the repairs go ahead. 	<ol style="list-style-type: none"> Noted. Additional parking has been amended on the plan to reflect a lower priority. Noted. This has been identified in recommendation 6 of the plan. Noted. This has been communicated to Recreation Liaison team. Twelve months notice cannot be guaranteed, however extensive consultation will be carried out to ensure the project is delivered within agreed timeframes
4. ERIC TAYLOR RESERVE				
1	Ross Smith (Target Rifle Traralgon)	Email	<ol style="list-style-type: none"> Tree at front of clubhouse will block exposure to club. Support for improved signage. Would like more consultation if toilet upgrade happens. Picnic area could work better if located closer to club. 	<ol style="list-style-type: none"> Trees are for shade provision and aesthetic improvement of the site – improved signage and security lighting will address the submitters concerns Noted and identified in recommendation 7. All user groups would be fully engaged throughout the detailed design phase to ensure needs are addressed. The picnic area is located at the rear of the site to maximise community use and provide a sheltered spectating area for tennis games.

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			<p>5. Lack of car parking, particularly with disabled parking.</p> <p>6. Security issues need to be addressed.</p>	<p>5. Noted. This has been addressed and the final plan has been amended. Only formalising the surface and disabled car parking bays, leaving the parking situation informal which will ensure parking is not minimised.</p> <p>6. Noted. The implementation plan will include re- wording about the need to improve building security in recommendation 1.</p>
2	Traralgon Target Rifle	Meeting & letter	<p>1. Support for upgrade to toilet facilities that are accessible by disabled.</p> <p>2. Support court resurfacing.</p> <p>3. Concern that fencing replacement may enable people to climb into their venue.</p> <p>4. Spectator seating/shelter would benefit all users of the space.</p> <p>5. Security lighting is important as current lighting is insufficient.</p> <p>6. Any signage should include Target Rifle Traralgon.</p> <p>7. Support for realignment of pathway on Shakespeare St.</p> <p>8. Car park needs to cater for a minimum 24 spaces and resurfacing is a must. 2 disabled parks should be provided close to building.</p> <p>9. Happy with existing pathways</p>	<p>1. Noted. This is addressed in recommendation 1 of the plan.</p> <p>2. Noted. This is identified as recommendation 2 of the plan.</p> <p>3. Noted. This will be addressed with detailed design. The fence may look closer in the plan that what it will be in reality.</p> <p>4. Noted.</p> <p>5. Noted and identified as recommendation 5 of the plan.</p> <p>6. Noted and included in recommendation 6 of the plan.</p> <p>7. Noted and identified as recommendation seven of the plan.</p> <p>8. Noted. This has been addressed and the final plan has been amended, formalising the surface and disabled car parking bays only, and leaving the parking situation informal which will ensure parking is not minimised.</p> <p>9. Noted. Recommendation 9 recognises the importance of retaining existing pathways.</p>

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			<p>10. Landscaping would improve aesthetics as long as it does not impact visibility from the road.</p> <p>11. Security needs to be addressed as this is an ongoing issue for the club.</p> <p>12. If venue is to be shared, consideration needs to go into who will be contributing to bills as Target Rifle currently pay them.</p> <p>13. Not opposed to outside entry however it would need to be vandal proof.</p> <p>14. Generally happy with the plan and support it.</p>	<p>10. Noted. Any landscape improvements will consider traffic safety as a priority.</p> <p>11. Noted and the implementation plan will include some wording about the need to improve building security in recommendation 1.</p> <p>12. There is currently no intention of bringing in any other user groups however an agreement will be formed should this occur in the future.</p> <p>13. Noted, however there is no external entry proposed.</p> <p>14. Noted.</p>
3	Pax Hill Tennis Club	Meeting & Email	<p>1. Support for recommendations 1,2,5,7,9,10,11</p> <p>2. Believe that fencing upgrade should be a higher priority than court resurfacing.</p> <p>3. More seating should be provided as the amount indicated on the drawing in insufficient.</p> <p>4. Supports entry signage and would like it specified on the sign the times that Pax Hill require the courts.</p> <p>5. Would like to see parking closer to courts so people can watch tennis from their car.</p>	<p>1. Noted.</p> <p>2. Noted. The priority level on the plan has not been altered from medium as both projects reflect this and the two projects would be packaged together.</p> <p>3. Noted. Drawing has been amended to include more seating.</p> <p>4. Noted and will consult with clubs further when completing the detailed signage design.</p> <p>5. Have investigated and the limited space makes this option unfeasible. Sheltered seating will be provided and additional seating has been allocated on plan.</p>
4	Adam Feiner (Tennis Victoria)	Meeting and email	<p>1. Supports Pax Hill Tennis Club's submission and believes that Maskrey Reserve should take priority over Eric Taylor.</p>	<p>1. Noted. The priorities identified at Eric Taylor are medium and low, whilst some priorities at Pax Hill are identified as high.</p>

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5. HAROLD PRESTON RESERVE				
1	Simon Aquilina & Bill Vanderstaay (Traralgon City Soccer Club)	Meeting and email	<ol style="list-style-type: none"> 1. Car park expansion/upgrade gets shifted to a higher priority and incorporate safety/security lighting. 2. New eastern car park exit/entry point to be shifted to Davidson St due to safety concerns. 3. Any building upgrades to be discussed with user groups when detailed design is undertaken. 4. Additional entry to Table Tennis facility to improve accessibility & safety (not listed as a project). 5. Trees that are between pitches get removed or reconsidered, retain trees around boundary of reserve. 6. Rather than spending money on aesthetics, this would be better spent on seating, permanent bins. 	<ol style="list-style-type: none"> 1. The Traralgon City clubrooms are part of the overall car park upgrade therefore the priority of this work needs to stay aligned with the clubroom upgrade as it will be completed as one project. 2. Noted. A traffic engineer will do a risk assessment to determine the most suitable exit/entry point should the project proceed. 3. Latrobe City involves all stakeholders when undertaking detailed designs for pavilions or building upgrades. 4. Drawing has been amended to include additional entry point. 5. Tree location is designed to help delineate pitches, provide wind protection and shade in summer. 6. Such infrastructure is part of the aesthetic improvement at the site.
2	Warwick Landy (Traralgon Table Tennis, Traralgon City Soccer)	Email	<ol style="list-style-type: none"> 1. Supports what Traralgon City Soccer Club submitted. 2. Emphasised the importance of increased car parking and improved entry/exit onto Davidson St. 	<ol style="list-style-type: none"> 1. Noted. 2. Noted. A traffic engineer will complete a risk assessment should the project proceed.
3	Emy Panyiotou (Olympians Soccer Club)	Email	<ol style="list-style-type: none"> 1. Support of Traralgon City Soccer's submission. 2. More storage at pavilion. 3. Artificial turf on pitch 1 & 5. 4. Match standard lighting for pitch 2. 	<ol style="list-style-type: none"> 1. Noted. 2. This will be explored at detailed design phase. 3. Synthetic turf is a very expensive option and the State Government is unlikely to assist with funding for a district level facility. 4. Noted. The drawing has been amended to reflect this and it has been included on the implementation plan as a low priority.

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			<ul style="list-style-type: none"> 5. More spectator seating should be included in plan. 6. Security lighting for car parks need to be considered. 7. Barrier nets at pitch 2 for safety against traffic 8. Pitch 1 & 2 to undergo some form of drainage solution. 	<ul style="list-style-type: none"> 5. Noted. The plan has been amended to show additional seating. 6. The plan has been amended to include lighting for car parks. 7. Noted. Safety nets are a user group/club responsibility and this has been included on the master plan. 8. Noted. This has been included in recommendation 4 of the master plan.
4	Anton Fullerton (Traralgon Table Tennis)	Email	<ul style="list-style-type: none"> 1. Flooring inside the venue is high maintenance and poses safety risks. Improvement to this flooring needs to be put on the draft plan as the highest priority. 2. Detailed submission identifying project cost and methodology to modify the existing facility providing disabled access, and junior, female and disabled change facilities. 	<ul style="list-style-type: none"> 1. Noted and included in the final Harold Preston master plan. 2. Noted and identified as a project in the final Harold Preston master plan.
6. KEVIN LYTHGO PARK				
1	Josh Graham (Traralgon Baseball Club)	Email	<ul style="list-style-type: none"> 1. Shared pathway appears to be partially on the playing field and is marked as concrete. This is not ideal; scoria is preferred as it can be used as a warning track. 2. Trees at the southern length of the path are on the playing field, can these be removed? 3. Landscaping will be difficult due to the steepness of the hill behind the club rooms. 4. Does not see trees in car park as important. 	<ul style="list-style-type: none"> 1. Plan has been amended to show a gravel track as opposed to concrete. 2. Plan has been amended and trees are removed. 3. Noted. A professional landscape plan will address this issue. 4. Trees will provide shade and aesthetically soften an otherwise harsh landscape.
7. MASKREY RESERVE				
1	Janice Barnes (Pax Hill Tennis Club)	Meeting and email	<ul style="list-style-type: none"> 1. Resurfacing of the courts is the highest priority. Details of surfaces included. 	<ul style="list-style-type: none"> 1. Noted. This has been moved to a higher priority. Surface will be determined following an assessment of the courts from a geotechnical engineer.

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			<ol style="list-style-type: none"> 2. Strong support for upgraded club house. 3. Tennis court fencing & netting needs replacing. 4. Provide lighting to northern tennis courts. 5. Play space/furniture/picnic area not considered to be medium priority as much as points 2,3,4 6. Spectator seating provided on plan is supported but amount is not deemed sufficient. 7. Support for pathways but not where they are drawn on plan (refer to submission). 	<ol style="list-style-type: none"> 2. Noted. This is recommendation 1 of the plan and has been shifted to a lower priority than resurfacing of courts at the clubs request. 3. Fence has been shifted to a higher priority due to safety concerns. It is likely that this will be packaged with the resurfacing project. 4. Noted. This is recommendation 4 of the plan. 5. Noted. The infrastructure would be of higher value to the general community than the club. 6. Noted and additional seating has been included in the master plan. 7. Noted. The paths are created for the community to use the space passively, with a secondary purpose of catering for Pax Hill Tennis Clubs members.
2	Adam Feiner (Tennis Victoria)	Email	<ol style="list-style-type: none"> 1. Supports feedback submitted from Pax Hill Tennis Club. 2. Would like to see 3 hotshot courts at Maskrey reserve. 3. Court resurfacing, improved fencing, entrance signage & club amenities are all high priorities. 	<ol style="list-style-type: none"> 1. Noted. 2. Given the number of courts available, 2 is a more feasible number. The next review of the plan may be able to address additional needs in the future if required. 3. Noted and they are all identified as recommendations in the master plan.
8. TRARALGON TENNIS CENTRE				
1	Paul Cammack (Tennis Australia)	Letter	<ol style="list-style-type: none"> 1. Strong support for all recommendations in the Traralgon Tennis master plan, and the event capacity that is planned for the venue. 	<ol style="list-style-type: none"> 1. Noted. It should also be noted that a recent resolution of Council supports the show court funding applications being submitted to relevant authorities.
2	Traralgon Tennis User Group	Meeting	<ol style="list-style-type: none"> 1. Strong support for all aspects of the plan. 	<ol style="list-style-type: none"> 1. Noted

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			<ol style="list-style-type: none"> 2. Would like to see 2nd, 3rd and 4th banks of court lights addressed before the Davidson St end. 3. Would like to see a recommendation added to the plan to renew the perimeter fencing of the courts, with inclusion of flag infrastructure. 4. Strong support for relocation of skate park. 5. Vehicle access to the clubhouse is an issue for groups that use the space such as aged, catering etc. 	<ol style="list-style-type: none"> 2. Noted. Wording on the implementation plan has been altered to continue upgrading existing lights and install at unlit courts. Detailed design stage will consider the priority submitted. 3. Noted. Plan has been amended to include the recommendation for fencing. 4. Noted. 5. Noted. Plan has been amended to show a 'drop off/pick up are at the rear of the clubrooms.
9. TRARALGON WEST SPORTING COMPLEX				
1	Helen (Traralgon resident)	Online feedback	<ol style="list-style-type: none"> 1. Strong support for proposed Traralgon West Sporting Complex plans. 2. Concern that playground may attract vandalism as it's far away from the road and lighting. 	<ol style="list-style-type: none"> 1. Noted. 2. Noted. Installation and formalisation of walking tracks throughout the precinct will activate the space, increasing passive surveillance.
2	Adam Lambert (West End Junior Football Club)	Email	<ol style="list-style-type: none"> 1. Supports for all development proposed. 	<ol style="list-style-type: none"> 1. Noted.
3	Pauline Bayley (NGFNL)	Email	<ol style="list-style-type: none"> 1. Highest priority is completion of Traralgon West pavilion. 2. Resurfacing & drainage of Jack Canavan 1 is a high priority. 3. Seating provision for Jack Canavan 1 & 2 are a must. 4. Support for lighting at Stoddart oval. 5. Support for car parking improvements. 	<ol style="list-style-type: none"> 1. Noted and this is identified as a high priority in the implementation plan as recommendation 1. 2. Noted and recommendation 4 on the implementation plan that identifies this has been moved to a high priority. 3. Noted and recommendation 5 addresses this, with additional seating being included in the final plan. 4. Noted, this is recommendation 3 in the plan. 5. Noted.

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4	Paul Van Iwaarden (Combined Saints)	Email	<ol style="list-style-type: none"> Support for lighting at Stoddart Oval. Support for other general improvements in the precinct. 	<ol style="list-style-type: none"> Noted, this is recommendation 5 on the plan. Noted.
5	Adam Lambert (West End Junior Football Club- Traralgon west)	Email	<ol style="list-style-type: none"> Supports for all development proposed. 	<ol style="list-style-type: none"> Noted.
6	David Little (Senior Traralgon resident, life member Rovers Cricket Club, Life member TDCA)	Email and attachment	<ol style="list-style-type: none"> Finish the facility at Traralgon West. Upgrade Gormandale Cricket Club's facilities. 	<ol style="list-style-type: none"> Noted and identified as a high priority in the implementation plan. Noted and this is identified as recommendation 2 of the plan.
10. GENERAL FEEDBACK				
1	Brenda Kanavan (resident)	Online feedback	<ol style="list-style-type: none"> Concern over outdoor spaces not having enough shade. 	<ol style="list-style-type: none"> Noted. Extra shade has been provided at a number of reserves than what is currently provided. A significant number of trees will be planted as part of this plan and provide a great deal of natural shade.

The 16 submissions that have been considered as part of this report have been very positive about the Review of the Traralgon Outdoor Recreation plan.

Council officers met personally with the following club and organisations following release of the draft Traralgon Outdoor Recreation plan during March and April 2014:

- Tennis Australia/Tennis Victoria
- Target Rifle Traralgon
- AFL Gippsland
- Netball Victoria
- Traralgon Sports Stadium User Group (Catterick Crescent Reserve)
- Traralgon Olympians
- David Little
- Pax Hill Tennis Club
- Pax Hill Junior Football Club
- Traralgon & District Cricket Association

The majority of the responses provided have been overwhelmingly supportive of the original master plans and implementation plans, and where necessary changes to specific master plan recommendations have been made. The submissions have highlighted the community's priorities for developing and enhancing high use regional level facilities.

The development of the Review of the Traralgon Outdoor Recreation Plan has been a positive process, with a substantial level of engagement with user groups and key stakeholders.

The recommendations in the Review of the Traralgon Outdoor Recreation Plan Final Report June 2013 (Attachment 1) will guide the development of the reserve into the future and it has strong synergy with the objectives of the Latrobe City 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 inadequate public facilities and infrastructure in the municipality and the review of the Traralgon Outdoor Recreation Plan is a project that mitigates this risk to Council.

Funds have been allocated in the 2013/14 budget year from Council to enable the completion of the Morwell Recreation Reserve Precinct master plan.

Potential projects that emanate from this master plan will need to be considered by Council and appropriate funding sourced in future budgets.

INTERNAL/EXTERNAL CONSULTATION

Engagement Method Used:

Pre-Draft Review Development

At the commencement of this project, Inside Edge consultants and Council officers conducted a Councillor consultation session on 25 September 2013 to gain initial feedback on the four potential draft master plans and the process to be followed.

Following this initial session with Councillors, Inside Edge Consultants and Council officers consulted with all relevant user groups and external stakeholders in September and October 2013. These stakeholders were contacted via post, emails and phone calls and were also given the option of attending a community workshop or an individual meeting with the consultants and officers.

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The below table provides details of engagement activities undertaken with each stakeholder:

Stakeholder	Method of Consultation
Traralgon Little Athletics	Community meeting/workshop
Traralgon City Soccer Club	Community meeting/workshop
North Gippsland Junior Football League	Community meeting/workshop
Traralgon Small Bore Rifle Club	Community meeting/workshop
Pax Hill Tennis Club	Community meeting/workshop
Traralgon Baseball Club	Individual meeting with Council Officers & consultants
Cumberland Park Junior Football Club	Community meeting/workshop
Traralgon Basketball	Community meeting/workshop
Imperials Cricket Club	Community meeting/workshop
Traralgon Olympians Soccer Club	Community meeting/workshop
Gormandale Cricket Club	Individual meeting with Council Officers & consultants
Traralgon Rovers Cricket Club	Community meeting/workshop
Traralgon Schools	Email
Traralgon Table Tennis Association	Community meeting/workshop
Local Residents	Latrobe Valley Express & website

Furthermore, community meetings/workshop for the review of the Traralgon Outdoor Recreation Plan were arranged and advertised in the Latrobe Valley Express and the Latrobe City website in order to reach a wide audience. The community workshop was held in October 2013 and was attended by 17 community members, made up of representatives from the major user groups and local residents. The workshop proved popular with all stakeholders providing constructive feedback during the session.

In addition, a survey to gather more input from residents and user groups was available on the Latrobe City Council website and all workshop attendees were encouraged to complete it. The survey was advertised in the LV Express, Latrobe City Council website and on social media until 8 November 2013.

Post-Draft Review Development

Following these initial engagement activities, the draft review of the Traralgon Outdoor Recreation plan was developed and then presented to Council on the 25 March 2014 to seek its release for public exhibition.

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During this public exhibition period from 26 March 2014 to 2 May 2014, the following engagement activities took place:

- The draft Traralgon Outdoor Recreation plan was available to review on line on Council's website www.latrobe.vic.gov.au
- The draft Traralgon Outdoor Recreation plan was available to review at Latrobe City Council service centres.
- All previously identified user groups, stakeholders and community members were contacted via email, post or in person informing them of the public exhibition period and their options to provide their views, feedback or submission. Options included:
 - Providing a written submission via letter or email
 - Complete a feedback form on Councils website
 - Meet with the Council project manager regarding the draft master plan
- Information was placed on Latrobe City Council's noticeboard in the Latrobe Valley Express, from Monday, 31 March 2014 through to Thursday, 1 May 2014.
- One on one interviews were scheduled for user groups, community groups and interested community members who wished to meet and discuss the recommendations contained in the draft master plans. As indicated previously in this report, key stakeholders from the reserves took this opportunity to discuss their feedback directly with Council officers.

Councillors were invited to attend a workshop with Council officers on 28 May 2014 to discuss the submissions received relating to the draft review of the Traralgon Outdoor Recreation Plan prior to it being presented to Council.

The stakeholder engagement activities that were undertaken during the public exhibition period are consistent with Council's Community Engagement Plan 2010 -2014.

OPTIONS

Council has the following options available:

1. Adopt the review of the Traralgon Outdoor Recreation plan acknowledging the submissions received.
2. Not adopt the review of the Traralgon Outdoor Recreation plan and seek further information.

CONCLUSION

The review of the Traralgon Outdoor Recreation Plan was identified for completion as part of the 2013/14 Latrobe City Council business planning process. The previous plan was undertaken in 2007 and many of the identified priorities and recommendations have either been achieved or are no longer relevant.

The Traralgon Outdoor Recreation Plan provides a clear strategic direction of for the future development and improvement of Traralgon's recreation

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reserves and Inside Edge Consultants were engaged to undertake the review.

An extensive consultation process with key stakeholders and the general community was undertaken to gather valuable feedback and where appropriate, this feedback has been incorporated into the draft final Traralgon Outdoor Recreation Plan.

Recommendations in this plan have been developed after a critical review of the current site, current site constraints and the feedback gathered throughout the community engagement process.

Attachments

1. Review of the Traralgon Outdoor Recreation Plan Final Report
2. Traralgon Outdoor Rec Plan Submissions

RECOMMENDATION

1. That Council adopt the review of the Traralgon Outdoor Recreation plan acknowledging the submissions received.
2. That the Mayor writes to those persons who made written submissions to thank them for their feedback and notify them of Council's decision.

14.4

Review of the Traralgon Outdoor Recreation Plan

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TRARALGON OUTDOOR RECREATION PLAN

Final Report | June 2014



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ABOUT THIS DOCUMENT (PART A)

The Traralgon Outdoor Recreation Plan is delivered in two parts.

Part A – The Traralgon Outdoor Recreation Plan

Provides a summary of Traralgon Outdoor Recreation Plan and master plan objectives, planning and design principles, stakeholder needs and consultation methods, reserve descriptions, final master plans, supporting recommendations and estimated associated costs.

Part B – Research, Consultation and Key Directions Report

Part B is a separate report to this master plan and can be found via Latrobe City Council's website or by contacting the Recreation and Open Space department. It provides detailed project context analysis, full document review, site assessment and existing condition plans, key stakeholder consultation program and findings, and all background information and research collected during the development of the final Traralgon Outdoor Recreation Plan.

Traralgon Outdoor Recreation Plan

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EXECUTIVE SUMMARY

The 2014 Traralgon Outdoor Recreation Plan Review was commissioned by Latrobe City Council in 2013. The Plan has been designed to establish clear direction for the future planning, provision and enhancement of sport and community infrastructure across several of Traralgon's key recreation reserves.

These master plans are aspirational 10 year plans and have been designed to be practical in their implementation, with key priorities and recommendations to be delivered by 2024/25. It is important to note that stakeholder and community demands, priorities and directions change over time, hence suggested reserve improvements are to be used as a guide only and subject to funding availability.

The 2014 Traralgon Outdoor Recreation Plan provides existing condition summaries for the following 11 recreation reserves as well as master plans for each site. Reserves listed in the Traralgon Outdoor Recreation Plan include:

- Agnes Brereton Reserve
- Apex Park
- Bradman Reserve
- Catterick Crescent Reserve
- Duncan Cameron Memorial Park
- Eric Taylor Reserve
- Harold Preston Reserve
- Kevin Lythgo Park
- Maskrey Reserve
- Traralgon Tennis Centre
- Traralgon West Sporting Complex

To ensure individual reserve master plans follow a common theme and are integrated, a number of design guidelines and development principles were adopted by Latrobe City Council. Five key themes that underpin the design guidelines, development principles and eventual reserve improvement recommendations are:

- Facility development
- Accessibility
- Community infrastructure and social amenity
- Sports field provision and suitability
- Reserve and facility management

The development of the Traralgon Outdoor Recreation Plan has included considerable community and stakeholder consultation to ensure reserve improvement recommendations are reflective of current and future community needs as well as meeting best practice and peak sporting body facility requirements.

'Multi-use community open spaces that provide a range of opportunities for community participation in both formal and informal sport, recreation and community activities'

Over 30 individual stakeholder groups and the broader Latrobe community contributed to individual reserve master plans, with several common themes emerging from each reserve. Site accessibility, aged and dysfunctional buildings, insufficient provision for informal recreation opportunities (e.g. shared pathways, playgrounds, sheltered seating, BBQ facilities), improved sports field provision/suitability and site management were key improvement areas identified across the majority of sites.

As a result of stakeholder and community input into the future direction and purpose of individual reserves, the vision at the bottom of the page was adopted for all sites listed in the Traralgon Outdoor Recreation Plan.

With a forecasted population of approximately 34,500 in Traralgon by 2031 (32% increase on 2011 population), a coordinated approach to the future planning, development and implementation of recreation services and associated sporting and community infrastructure will be required to ensure the growing community of Traralgon continues to be well serviced. The Traralgon Outdoor Recreation Plan aims to help guide Council and partnering stakeholders in delivering this future provision.

The total estimated opinion of probable cost for all master plan recommendations across all Traralgon Outdoor Recreation Plan reserves is \$22M.

THE PROJECT

BACKGROUND AND CONTEXT

To assist with the delivery of key recommendations outlined in Council's Recreation Plan (2006) and Public Open Space Strategy (2013), the Traralgon Outdoor Recreation Plan has been developed to provide clear direction for the future planning, provision and enhancement of sport and community infrastructure across several of Traralgon's key recreation reserves.

Reserves listed in the Traralgon Outdoor Recreation Plan contain a mixture of formal and informal sporting and community infrastructure, all of which have varying levels of provision and condition. They also cater for a wide range of sport and recreation users with a key focus on provision for active sports including Australian Rules football, netball, soccer, cricket and tennis.

Sports facilities and community infrastructure at each reserve have a mixture of land ownership arrangements and are managed by a range of sporting and community organisations. A common theme across all reserves is the 'dated' condition of facilities, with very few meeting current sporting Australian standards or community expectations for contemporary sports or community facilities.

PROJECT OBJECTIVES

The key objectives of the Traralgon Outdoor Recreation Plan are to:

- Identify current and future recreation reserve development opportunities for Traralgon and surrounding communities for the next 10 years.
- Optimise sports facility and open space usage and increase multi-use and efficiency of recreational facilities.
- Provide a prioritised implementation plan, including cost estimates for master plan infrastructure recommendations.
- Provide advice on a sustainable management structure ensuring equitable access, usage and funding is provided to clubs and associations.

PROJECT OUTCOMES

Additional outcomes of this project are to:

- Undertake consultation with key stakeholders to identify recreation needs and aspirations for the Traralgon community.
- Maximise the carrying capacity of key sport and recreation reserves and provide fit for purpose facilities and open spaces that optimise use by the community for both formal and informal activity.
- Identify and recommend a set of infrastructure renewal and development priorities commensurate with Council and club available resources.
- Review the current management arrangements for reserve facilities and provide advice and recommendations to ensure facilities are being managed in a financially sustainable and equitable way.
- Identify key demand and catchment for existing and new recreation infrastructure for user groups and the broader community.
- Identify the types of recreation activities to be accommodated in Traralgon (now and into the future).
- Identify the location and nature of infrastructure to support these activities



PROJECT METHODOLOGY

PROJECT METHODOLOGY

Development of the Traralgon Outdoor Recreation Plan and supporting master plans was undertaken in five key stages, commencing in September 2013 with the Final Plan completed in June 2014.



PROJECT STUDY AREA

The Traralgon Outdoor Recreation Plan study area includes 11 recreation reserves across an approximate 4km radius from the Traralgon Town Centre.

Approximately 35 community groups and sporting clubs regularly occupy the 11 reserves with participation recorded for the following organised sports:

- AFL
- Cricket
- Soccer
- Tennis
- Netball
- Basketball
- Hockey
- Athletics
- Table tennis
- Baseball
- Touch Football
- Rifle Range



PLANNING AND DESIGN GUIDELINES AND DEVELOPMENT PRINCIPLES

The following development principles were used to guide the interpretation, consideration and preparation of design options for Traralgon Outdoor Recreation Plan Reserve Master Plans and underpin master plan directions and supporting reserve enhancement recommendations.

1. FUTURE FACILITY DEVELOPMENT

- 1.1 Replace redundant and functionally obsolete buildings/amenities with facilities that meet shared sport, community and education objectives.
- 1.2 The provision of recreation and leisure facilities shall maximise shared usage and flexibility to meet changing community needs and aspirations.
- 1.3 Encouragement of clubs utilising separate clubrooms on the same reserve to consolidate into one building.
- 1.4 Priority shall be given to supporting the provision of recreation facilities that cater for both municipal and local level needs.
- 1.5 Recreation facilities shall provide safe and supportive environments for participants and an emphasis on the provision of new (unstructured) recreational pursuits and open space should be considered.
- 1.6 Universal and Healthy by Design® Principles along with sustainability best practices will underpin planning and design of future facility developments.

2. ACCESSIBILITY

- 2.1 There shall be a diverse range of accessible recreation facilities and open space areas across the City that meet the needs of Latrobe's diverse community.
- 2.2 Ensure recreation reserves and supporting facilities are accessible, safe and appealing for people with a disability (Disability Discrimination Act compliance).
- 2.3 Ensure equitable provision of recreation reserves and supporting facilities according to age, gender, cultural background and ability.
- 2.4 Ensure Recreation Reserves and supporting facilities are safe and secure for older adults (security lighting, car park provision, access into and around facilities).
- 2.5 Improve and link bicycle paths, footpaths and road networks to encourage physical activity and promote livability.
- 2.6 Continue to maintain and improve access to Latrobe City's reserves and open spaces.
- 2.7 Improve vehicle entry/egress and car parking provision at recreation reserves and open spaces to meet expected day-to-day usage and sporting / community event requirements.
- 2.8 Enhance connectivity between key sporting reserves and community infrastructure.
- 2.9 Provision of walking paths/tracks/trails that allow for both recreational opportunities and destination based routes.

3. COMMUNITY INFRASTRUCTURE AND SOCIAL AMENITY

- 3.1 Improve recreation reserves and open spaces available for informal recreation activities.
- 3.2 Facilitate increased passive recreational use of sporting reserves by providing informal recreation facilities (e.g. paths, seats, plantings, BBQ/picnic areas, playgrounds).
- 3.3 Develop and maintain community infrastructure that connects and meets the needs of the Latrobe community.
- 3.4 Promote and support opportunities for people to enhance their health and wellbeing through physical activity.
- 3.5 Enhance and develop the physical amenity and visual appearance of Latrobe City's recreation reserves.
- 3.6 Continue to support event infrastructure at Reserves (e.g. Traralgon Recreation Reserve and Showgrounds/Morwell Recreation Reserve) that strengthen Latrobe's community capacity and livability.
- 3.7 Continue to build pride of place and historical significance of reserves throughout the City (e.g. Traralgon Recreation Reserve and Showgrounds).
- 3.8 Enhance the visual amenity of recreation reserves through additional tree planting and landscaping.





4. SPORTS FIELD PROVISION AND SUITABILITY

4.1 Continue to develop first-rate reserve and supporting facilities/amenities that provide for emerging and high demand sports such as Australian Rules Football, soccer and netball.

4.2 Promote and facilitate increased participation opportunities for target groups such as older adults, women and children via supporting recreation reserve facilities and amenities.

4.3 Strengthen the capacity of sporting clubs and organisations seeking to improve the quality of local recreation reserve facilities.

4.4 Develop closer relationships with schools to integrate management and use of school and public facilities.

4.5 Encourage and promote formalised sport competition, sports carnivals and training throughout the City's reserves and open spaces.

4.6 Continue to ensure high levels of playing field provision and conditions are maintained to meet levels of training/competition requirements (e.g. sports field lighting).

4.7 Encourage shared use of sporting reserves, training facilities, building and amenities.

4.8 Create opportunities that consolidate and promote increased use of existing fields before adding new playing areas.

4.9 Maintain dedicated playing field areas, ensure they are appropriately sized and dimensioned and maximise their use and flexibility for configuration and usage by additional sports or activities.

4.10 Minimise (where not required) Reserve fencing to allow for greater flexibility and shared usage.

5. RESERVE AND FACILITY MANAGEMENT

5.1 Through management functions and agreements, continue to ensure that equitable fees and charges are levied to users and principles of access and inclusion are prioritised.

5.2 The principles of shared use of sporting grounds and related facilities will be promoted and a balance between formal and informal activities encouraged – access to playing fields should still be scheduled to avoid conflicts in use.



STAKEHOLDER NEEDS

In order to develop realistic and practical master plans that respond to current and future usage demands required significant stakeholder consultation.

Key stakeholders consulted in the development of individual reserve master plans included Latrobe City Council staff, community user groups, local sporting clubs, leagues, associations, peak sporting bodies, schools, Government agencies and the local Latrobe community (residents). The following consultation methods were undertaken and have informed development of the Traralgon Outdoor Recreation Plan.

CONSULTATION METHODS

- Meetings and presentations to Latrobe City Council's Project Steering Group
- One workshop with Latrobe City Council's Internal Reference Group
- Councillor Briefing presentation
- On-site presentations and discussions with key stakeholders
- Individual meetings and interviews with reserve sporting/community user groups
- One community meeting/workshop at Traralgon Civic Centre
- Written submissions from local residents
- Two Project Bulletins
- Online and hard copy organisation and general community member/resident reserve user surveys
- Telephone interviews with key government agencies, peak sporting bodies and associations
- Site visits/inspections of all study area reserves
- Project management design brief workshop
- Opportunity for stakeholder groups to meet individually with Latrobe City Council officers to discuss Draft Master Plan and supporting Implementation Plan
- Latrobe City Council online 'Have your Say' promotion and encouragement of written submissions from stakeholders on individual Draft Plans
- Final design workshop with Latrobe City Council officers, project consultants and landscape architects

A detailed consultation schedule and key findings is provided in Part B of the Traralgon Outdoor Recreation Plan – Design and Review of Latrobe City Council's Recreation Plans: Research, Consultation and Key Directions Report.

SUMMARY OF CONSULTATION FINDINGS

A number of common themes and consistent messages were received from key stakeholders consulted throughout development of the Traralgon Outdoor Recreation Plan, with several of the most prevalent reserve issues listed below.

- Reserve and supporting facility and amenity access including car parking, roads, pathways and buildings require improvement in order to increase reserve usage and appeal
- Aged, dysfunctional and non-compliant infrastructure (e.g. sporting and community user group pavilions/clubhouses) is limiting the ability of sporting clubs/community groups to expand their services, hence impacting on participation levels
- Reserves lack opportunity for informal recreation pursuits through insufficient provision of social amenities such as seating, shelter, BBQ facilities, playgrounds, shared pathways and general landscaping
- Inadequate levels of sports field provision and suitability, particularly sports field floodlighting, ground surface condition/drainage and practice facilities (e.g. cricket nets)
- Improved site management, communication between co-tenants and multi-use of facilities was considered essential to optimise reserve usage and sustainability

RESERVE HIERARCHY, ROLES, FUNCTIONS AND LEVELS OF USE

Latrobe City Council's 2013 Public Open Space Strategy provides a strategic vision for the future planning and improvement of public open spaces across the city. The strategy identifies open space roles and functions, existing provision within townships (e.g. sport, parkland, conservation), level of reserve hierarchy and usage levels.

RESERVE ROLES AND FUNCTIONS

While not all open space categories listed in Council's Public Open Space Strategy have direct relevance to Traralgon Outdoor Recreation Plan reserves, two categories of particular importance are 'Sport' and 'Parkland – General Use'. These two categories cover the primary function of all reserves listed within the Plan and provide strategic context for individual reserve improvement recommendations.

It should be acknowledged that some reserves service more than one function. For example, sports reserves are often equipped with social infrastructure such as playgrounds, BBQ or picnic facilities and shared pathways. These facilities are complimentary to the primary function of the reserve however do not change its intended purpose.

Definitions of reserve categories relevant to the Traralgon Outdoor Recreation Plan are listed to the right:

SPORT

Description/Primary Function: Open space reserves set aside primarily to accommodate active sports use. This may include indoor sports 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.

PARKLAND – GENERAL USE

Description/Primary Function: 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.

RESERVE OPEN SPACE HIERARCHY

The Public Open Space Strategy references three levels of open space hierarchy, **Local, District and Regional**.

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 3km radius.

REGIONAL: Each town with a population of over 10,000 people should have access to regional standard public open space venue/s.

Understanding where individual reserves sit within the hierarchy provides guidance as to the preferred level of community amenity and infrastructure to be provided.

RESERVE LEVELS OF USE

During the development of Latrobe City Council's 2013 Public Open Space Strategy, the level of use of existing reserves was assessed to inform overall community demand.

Consultation with Council officers identified three categories of reserve usage, **High, Medium and Low**.

The following reserve information pages list the individual levels of reserve usage which have helped inform master plan priority development recommendations.

MASTER PLAN

MASTER PLAN RECOMMENDATIONS

The following section provides a set of future directions and recommendations for each of the 11 reserves listed in the Traralgon Outdoor Recreation Plan.

Recommendations have been designed to provide sport, government and community stakeholders with a schedule of prioritised reserve improvements along with stakeholder responsibilities, estimated costs and potential funding opportunities.

Ongoing ownership, monitoring and delivery of individual reserve master plan recommendations will require a planned approach from Council and partnering stakeholders. Recommendations listed are based on a 10 year timeframe.

STAKEHOLDER RESPONSIBILITY

Identifying stakeholder involvement and allocation of roles, responsibilities and resources provides a focused approach to delivery and implementation. Each master plan recommendation has been nominated a stakeholder responsible for the initiation, planning and funding of individual reserve recommendations.

IMPLEMENTATION PLAN

Each master plan recommendation has been allocated a level of priority based on their relative impact on delivering project outcomes.

HIGH:

Important action that underpins the future delivery of sports and community infrastructure/open space and/or site management, and that have the most potential to attract external funding and require planning to commence at earliest opportunity. Recommendations with an associated risk management issue have also been classified as high priorities.

MEDIUM:

Action that contributes to meeting overall Master Plan objectives.

LOW:

Action that contributes to the overall improvement of sport and community infrastructure at the reserve

It should be acknowledged that priorities can change and are based on funding availability. The presentation of new or unknown opportunities or changes in community demands can also alter priorities.

OPINION OF PROBABLE COSTS

To assist Latrobe City Council and supporting stakeholders (e.g. Government agencies, state sporting associations and local sporting clubs / community groups) in the development of funding submissions, capital works planning and general budget development, each individual reserve enhancement recommendation (with the exception of management related recommendations) has been supported with an 'opinion of probable cost'. Opinion of probable costs are estimated calculations based on current market trends, similar project costings and professional experience. It should be noted that cost estimates exclude preliminaries, site establishment, builder's margin and services provision costs. Cost estimates for car parks, roads and related lighting are subject to further investigation and detailed design (it has been assumed re-sheeting over existing car parks is all that is required rather than a complete car park reconstruction). The design of asphalt road paving is dependent on geotechnical investigation and civil pavement design. Costs listed are indicative only (Ex GST) and provide a 15% contingency allowance.

A summary table of individual reserve total opinion of probable costs is provided at the back on this Plan.

POTENTIAL FUNDING OPPORTUNITIES

With an estimated total cost of just over \$XXXXXXXXXX in recommended reserve improvements across all Traralgon Outdoor Recreation Plan reserves, Latrobe City Council will require support from a number of key stakeholders. Potential funding opportunities and partners have been included in supporting master plan implementation schedules to assist with the delivery of reserve enhancement recommendations.

AGNES BRERETON RESERVE



Agnes Brereton Reserve

Hierarchy classification: District

Primary function: Sport/parkland

Level of use: High

RESERVE DESCRIPTION

Agnes Brereton Reserve is a large open space located to the west of the Traralgon Tennis Centre, skate park and creek corridor.

Within walking distance from the Traralgon Town Centre, Agnes Brereton Reserve is recognised in Latrobe City Council's Public Open Space Strategy hierarchy as a District level open space, with its primary function being for sport and general passive parkland usage.

Consisting of 10 recently resurfaced netball courts, a multi-purpose sporting pavilion, one public toilet, two car parks, connecting perimeter pathway and a large open grassed area, Agnes Brereton Reserve provides opportunity for both formal and informal recreation pursuits.

RESERVE USERS

- Traralgon Netball Association
- Traralgon Hockey Club
- Traralgon Rovers Hockey Club
- Traralgon Women's Hockey Club

EXISTING RESERVE INFRASTRUCTURE

- Sporting pavilion
- Netball courts (10)
- 3 informal grassed hockey fields
- Public toilets
- Car park (2)

VALUED RESERVE CHARACTERISTICS

- Shared pathway (walking/bicycle track)
- Passive open space areas and surrounding landscaping
- Netball courts
- Footbridge connection to neighbouring Traralgon Tennis Centre

KEY RESERVE ISSUES/CONSTRAINTS

- Lack of community based amenity such as playground, picnic areas, seating and passive recreational opportunities
- Existing public toilet facilities underutilised, overgrown with vegetation and inappropriately located

PRIORITY DEVELOPMENT OPPORTUNITIES

- Upgrade/refurbish existing sporting pavilion (in consultation with Traralgon Netball Association).
- Provision of new playspace and picnic area
- Improve steep grade pedestrian reserve access from Anderson Street
- Reconfigure existing access road and car park (off Breed Street)



Priority	Agnes Brereton Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	1. Upgrade existing netball court surfaces and run off areas in accordance with Netball Victoria's <i>Netball Court Planning Guidelines</i> (works currently underway).	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.9)	Council	Project Complete	N/A
High	2. Refurbish existing pavilion in accordance with <i>Universal and Healthy by Design</i> Principles and consultation with Traralgon Netball Association.	Facility Development (1.2, 1.6), Accessibility (2.1, 2.3), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$150,000	Traralgon Netball Association DTPLI (Community Facility Funding Program – Minors)
Low	3. Demolish existing underutilised public toilet facilities North of Reserve to allow for improved car parking efficiency and incorporate new public toilet facilities into refurbished netball pavilion.	Facility Development (1.1, 1.2, 1.6), Community Infrastructure and Social Amenity (3.1, 3.3, 3.5)	Council	\$8,000	Council
	Community Recreation				
Medium	4. Increase informal Reserve recreation opportunities through the provision of a community playspace and sheltered picnic area in open space located in the South-West corner of the open playing field.	Accessibility (2.1, 2.3), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$155,000	Council
Existing	5. Retain existing pathways and footbridge across Traralgon Creek to allow connectivity with neighbouring Traralgon Tennis Facility and Harold Preston Reserve.	Accessibility (2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4)	Council	N/A	N/A
High	6. Improve steep grade pedestrian access from Anderson Street to improve pedestrian safety and general site accessibility.	Accessibility (2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2)	Council	\$16,500	Council
Low	7. Promote pedestrian access points through Reserve wayfinding signage.	Accessibility (2.6, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.5)	Council	\$7,000	Council
	Traffic Management and Landscaping				
Low	8. Reconfigure existing access road and car parking (off Breed Street) and replace with extended formalised car park to North of Reserve.	Accessibility (2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$425,000	Council
Medium	9. Increase Reserve tree planting to provide wind protection and shade amenity for park users as well as improving overall site aesthetics.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.5, 3.8)	Council	\$36,000	Council
Medium	10. Provision of screen planting along Northern boundary of proposed Reserve car park and abutting private property.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$6,500	Council

APEX PARK



Apex Park

Hierarchy classification: District

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

Located approximately 1.5km from Traralgon Town Centre, Apex Park is a single oval reserve used predominantly for junior AFL and cricket training/competition.

Recognised in Council's Public Open Space Strategy as a 'sporting' precinct, Apex Park also provides opportunity for informal recreation pursuits including walking, jogging, cycling and unstructured play. Its close proximity to neighbouring Traralgon West Sporting Complex provides opportunity for both sites to be used simultaneously for large scale district/regional sporting and community events.

RESERVE USERS

- Traralgon Junior Football League
- Traralgon District Cricket Association
- Traralgon Central Cricket Club
- Police Boys FC

EXISTING RESERVE INFRASTRUCTURE

- Sports oval
- Sporting pavilion
- Storage facility
- Cricket nets (2)
- Coaches boxes/player benches (2)
- Public toilet block
- Car park
- Synthetic cricket pitch

VALUED RESERVE CHARACTERISTICS

- Close proximity and linkages to neighbouring Traralgon West Sporting Complex
- Ideal size for junior sporting competition/activities
- Well maintained sports field playing surface
- Passive open space utilised for informal community recreation

KEY RESERVE ISSUES/CONSTRAINTS

- Site car parking
- Aged and inadequate sporting pavilion
- No sports field lighting provision
- Underutilised public toilet facility
- Lack of community amenity (e.g. playground)

PRIORITY DEVELOPMENT OPPORTUNITIES

- Increase capacity of and formalise car park
- Upgrade/refurbish existing sporting pavilion (in particular change rooms and amenities)
- Sports field lighting
- Improve site accessibility and connectivity via pedestrian pathways
- Provision of increased social amenity (e.g. playground, picnic area)
- Enhance visual amenity of reserve through landscaping



client: traralgon outdoor recreation plan
 project: a peX park
 Final Master plan

SCALE
 1:500 @ A1
 1:100 @ A3

For: LATROBE CITY COUNCIL
 draWn: ACIA date: 10.02.14
 project N°: 201327
 draWing n°: 201327D-MP03

rev	amendments	date	BY
A	Council revisions	25.02.14	JC
B	Council revisions	28.02.14	JC
C	Council revisions	04.03.14	MB



Priority	Apex Park Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	1. Upgrade/refurbishment of existing sporting pavilion, in particular player change rooms and amenities. Pavilion upgrade to be in accordance with <i>AFL Preferred Facility Guidelines</i> and <i>Universal and Healthy by Design</i> Principles. Upgrade/refurbishment to include accessible public toilet facilities and replace existing stand alone toilet block located to East of Reserve.	Facility Development (1.1, 1.2, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$220,000	DTPLI (Country Football Netball Funding Scheme)
Medium	2. Upgrade existing Reserve sports field floodlighting in accordance with Australian Standards for AFL training activities (50 lux) to increase Reserve playing capacity and opportunity for increased participation.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.6)	Council	\$170,000	DTPLI (Country Football Netball Funding Scheme)
Low	3. Upgrade/replacement of existing aged coaches box located on West side of Reserve.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6)	Council	\$14,000	Council
	Community Recreation				
Medium	4. Improve Reserve accessibility and overall site connectivity via the establishment of a formalised path network.	Accessibility (2.1, 2.2, 2.3, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$355,000	Council
Medium	5. Increase informal Reserve recreation opportunities through the provision of a playspace, picnic area and bench seating under group of mature trees located to North of Reserve.	Accessibility (2.1, 2.3), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$170,000	Council
Low	6. Improve Reserve entry and community awareness of site through the installation of entry signage in accordance with Council's Signage Guidelines.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.5)	Council	\$3,500	Council
	Traffic Management and Landscaping				
Medium	7. Improve site car parking and traffic congestion via the resurfacing and formalisation of existing car park with line marking and vehicle directional arrows. Car parking to include security lighting. Explore further opportunities to increase capacity of car park and provision for match day spectator parking.	Accessibility (2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$355,000	Council
High	8. Widen Gilmour Street/Pentland Court vehicular entry point and provide directional arrows to minimise safety issues.	Accessibility (2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$10,500	Council
Low	9. Improve visual amenity and natural Reserve shade via the planting of trees to Southern street (Gilmour Street) interface and within car park.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.5, 3.8)	Council	\$23,000	Council
Low	10. Improve North West Reserve frontage (Gilmour Street) and road interface landscaping to enhance overall site aesthetics and appearance from neighbouring Traralgon West Sporting Complex.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$100,000	Council
	Reserve and Facility Management				
High	11. In consultation with tenant sporting clubs, develop an equitable <i>Sports Field and Pavilion Fees and Charges</i> policy that reflects annual Reserve and pavilion usage.	Reserve and Facility Management (5.1)	Council/Clubs	N/A	N/A



BRADMAN RESERVE

Bradman Reserve

Hierarchy classification: N/A

Primary function: Parkland/General Use

Level of use: Medium

RESERVE DESCRIPTION

Bordered by a recently developed residential estate, Bradman Reserve comprises of a low grade/informal sporting oval and children's playspace.

Aside from existing playspace and AFL goal posts (located at North West end of reserve), Bradman Reserve boasts no additional infrastructure with its use primarily being unstructured recreation and overflow sports club training.

Surrounding reserve pathways allow easy access by neighbouring residents and excellent connectivity to Agnes Brereton Reserve, the Traralgon Tennis Centre and Harold Preston Reserve (located 1.5km South East of Bradman Reserve).

RESERVE USERS

- General community informal recreation

EXISTING RESERVE INFRASTRUCTURE

- Informal sports oval
- Playspace
- AFL goal posts (one set)

VALUED RESERVE CHARACTERISTICS

- Existing pathway network
- Access from recently developed residential estate
- Grassed embankment provides ideal spectator viewing area/platform
- Playspace

KEY RESERVE ISSUES/CONSTRAINTS

- Aside from existing playspace, no existing infrastructure or services provided
- Site drainage
- No formal car park (off street car parking only)
- Close proximity to neighbouring residential estate

PRIORITY DEVELOPMENT OPPORTUNITIES

- Inclusion of shade/shelter and BBQ facilities to complement existing playspace
- Provision of public toilet facility
- Additional tree planting to help screen and buffer residential properties, provide wind protection and shade amenity
- Demolish existing underutilised road stub and cement pathway.



client: **traralgon outdoor recreation plan**
Bradman Reserve
 Final Master plan

SCALE
 1:500 @ A1
 1:1000 @ A3

For: LATROBE CITY COUNCIL
 drawing n°: 201327D-MP04

rev	amendment	date	BY
A	Council revisions	25.02.14	JC
B	Council revisions	28.02.14	JC
C	Council revisions	04.06.14	MB



Priority	Bradman Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Community Recreation				
Existing	1. Maintain site connectivity and accessibility through the retention of existing path network within and around Reserve to continue activation of open space for informal recreation activities.	Accessibility (2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	N/A	N/A
Medium	2. Increase informal Reserve recreation opportunities through the provision of supporting shade/shelter and public BBQ facilities in close proximity to existing playspace. Improve surrounding landscaping to promote appeal of new and improved community facilities.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5, 3.8)	Council	\$65,500	Council
Medium	3. Provision of a public toilet facility to support existing playspace, proposed shade/shelter/BBQ and informal Reserve recreational activities/events.	Community Infrastructure and Social Amenity (3.3, 3.6)	Council	\$115,000	Council
Low	4. Additional tree planting to screen and buffer residential properties, provide wind protection and shade amenity for park users and spectators.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.5, 3.8)	Council	\$22,000	Council
Low	5. Demolish existing redundant road stud and cement pathway.	Community Infrastructure and Social Amenity (3.5)	Council	\$9,500	Council





CATTERICK CRESCENT RESERVE

Catterick Crescent Reserve

Hierarchy classification: N/A

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

Located in Traralgon West, approximately 2km from the Town's Centre, Catterick Crescent Reserve is a large sporting precinct offering both indoor and outdoor sporting opportunities.

Positioned between neighbouring Kosciuszko Primary School and surrounding residential properties, Catterick Crescent Reserve has the potential to become one of Traralgon's showpiece multi-purpose reserves. Aged infrastructure and under provision of social amenity limit reserve usage and will need to be addressed during 2014/15 detailed site master planning.

RESERVE USERS

- Traralgon Central Cricket Club
- Cumberland Park FC
- Traralgon Junior Football League
- Traralgon District Cricket Association

EXISTING RESERVE INFRASTRUCTURE

- Sporting pavilion and oval
- Indoor stadium (5 courts)
- Cricket net facilities (4)
- Synthetic cricket pitch
- Turf cricket table
- Car park (2)

VALUED RESERVE CHARACTERISTICS

- Large multi-purpose open space
- Site accessibility
- Connection with neighbouring indoor stadium
- Proximity to neighbouring primary school
- Recently developed cricket net facilities
- Reserve visibility and safety

KEY RESERVE ISSUES/CONSTRAINTS

- Sporting field drainage
- No sports field lighting
- Inadequate site layout (not conducive to optimal usage)
- Aged and dysfunctional sporting pavilion and supporting amenities
- Car parking/traffic congestion by multiple site users
- Little social amenity provision (e.g. shade, seating, playspace)

PRIORITY DEVELOPMENT OPPORTUNITIES

- Demolish dysfunctional sporting pavilion and provide new multipurpose facility
- Pending completion of Catterick Crescent Reserve Master Plan, extend basketball stadium to allow for the construction of two additional multi-purpose indoor courts
- Increase social amenity infrastructure throughout reserve (e.g. playground)
- Review site traffic management/car parking requirements and provide additional on-site car parking
- Partial road closure between reserve and school oval to improve overall site connectivity



project:
 traralgon outdoor recreation plan
 catterick crescent reserve
 Final Master plan

SCALE
 1:500 @ A1
 1:100 @ A3

For: LATROBE CITY COUNCIL
 drawing n°: 201327D-MPOS

rev	description	date	BY
A	Council revisions	25.02.14	JC
B	Council revisions	28.02.14	JC
C	Council revisions	04.06.14	MB



Priority	Catterick Crescent Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	1. Demolish existing non-compliant and dysfunctional sporting pavilion and construct a new community multipurpose facility (change rooms, amenities, social area, storage, public toilets, kitchen/canteen etc) in close proximity to indoor stadium to improve linkage between indoor and outdoor facilities. Investigate opportunities for shared usage of this facility between indoor stadium and Reserve user groups. Pavilion upgrade to be in accordance with <i>AFL Preferred Facility Guidelines</i> and <i>Universal and Healthy by Design</i> Principles.	Facility Development (1.1, 1.2, 1.3, 1.6), Accessibility (2.1, 2.2, 2.8), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$1.5M	DTPLI (Community Facility Funding Program – Major Facilities / Country Football Netball Funding Scheme) Cricket Victoria Cricket Australia
High	2. Pending 2014/15 Catterick Crescent Reserve Master Plan recommendations, extend existing basketball stadium to allow for the construction of two additional multi-purpose indoor courts to cater for increased participation in indoor ball sports/unstructured recreational activities.	Facility Development (1.2, 1.5, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3), Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.7)	Council	\$4M	DTPLI (Community Facility Funding Program – Major Facilities) Basketball Victoria Basketball Australia
Medium	3. Removal of existing four cricket nets to improve site suitability (minimisation of conflict with other Reserve activities/facilities). Three new cricket nets to be relocated to North East of Reserve with consideration given to extended netting/fencing to furthest East net to prevent errant balls threatening pedestrians/vehicles travelling along Catterick Crescent as well as neighbouring residential properties.	Sports Field Provision and Suitability (4.1, 4.5, 4.6)	Club	\$90,000	Club Cricket Victoria Cricket Australia
Medium	4. Upgrade existing Reserve sports field floodlighting in accordance with Australian Standards for AFL training activities (50 lux) to increase Reserve playing capacity and opportunity for increased participation.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.8)	Council	\$170,000	DTPLI (Community Facility Funding Program – Minor Facilities / Country Football Netball Funding Scheme)
Medium	5. Improve provision for formalised sporting activity through the realignment and consolidation of informal and underutilised 'junior oval' with 'main oval'. Upgrade Reserve drainage to increase carrying capacity of the ground and suitability for organised sporting activity.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.7, 4.8, 4.9)	Council	\$550,000	DTPLI (Community Facility Funding Program – Country Football Netball Funding Scheme)
Medium	6. Relocate existing synthetic cricket pitch to neighbouring Mt Kosciuszko Primary School sporting oval and develop an MOU between Latrobe City Council and School regarding shared usage and future maintenance works.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.7, 4.8, 4.9)	Council / Mt Kosciuszko Primary School	\$30,000	Mt Kosciuszko Primary School Club
Medium	7. Provide high safety fencing/netting behind goals at both ends of Reserve to protect passing vehicles and pedestrians as well as neighbouring residential properties South of playing field.	Sports Field Provision and Suitability (4.1, 4.6)	Club	\$92,000	Club
	Community Recreation				
Medium	8. Increase informal Reserve recreation opportunities through the provision of spectator/community amenity including seating, shade/shelter, playspace and public BBQ facilities surrounding playing field.	Accessibility (2.1, 2.3, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$177,500	Council

Priority	Catterick Crescent Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Traffic Management and Landscaping				
Medium	9. As part of detailed 2014/15 reserve master planning, conduct a traffic management study to review traffic management and car parking requirements giving consideration to pedestrian safety, optimising site accessibility and catering for the high demand for on site parking as a result of neighbouring school pick up/drop off, indoor stadium and Reserve users.	Accessibility (2.2, 2.4, 2.6, 2.7, 2.8), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$670,000	Council
Medium	10. Partial closure of Catterick Crescent between neighbouring Mt Kosciuszko Primary School oval and main oval to improve connectivity between two sites and opportunity for increased social recreation (e.g. playspace, picnic area).	Accessibility (2.6, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5, 3.8)	Council	\$61,000	Council
Medium	11. Demolish aged maternal health building (located in North East corner of Reserve) to allow car park expansion and increased Reserve car parking capacity.	Facility Development (1.1), Accessibility (2.2, 2.4, 2.6, 2.7, 2.8), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$250,000	Council
Medium	12. Improve formal path network throughout and around Reserve/indoor stadium area to improve site connectivity, accessibility and pedestrian movement.	Accessibility (2.1, 2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$352,000	Council
Low	13. Installation of a low vehicular barrier surrounding Reserve perimeter to minimise vehicular entry and reported site vandalism issues.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.3), Sports Field Provision and Suitability (4.6)	Council	\$90,000	Council
Medium	14. Re-lining of car parking spaces and inclusion of car park security lighting to improve Reserve parking efficiency and overall site capacity to accommodate high demand for parking from multiple site user groups.	Accessibility (2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$43,000	Council
Low	15. Increase car park amenity through additional tree planting to provide shade and reduce visual harshness. Investigate options to incorporate water sensitive urban design initiatives into the car park and reduce physical barrier of drainage swale along Southern edge of car park.	Community Infrastructure and Social Amenity (3.1, 3.5, 3.8)	Council	\$47,000	Council
Low	16. Increase tree planting throughout Reserve to provide natural shade and improve landscape amenity.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.5, 3.8)	Council	\$30,000	Council
	Reserve and Facility Management				
High	17. In consultation with tenant sporting clubs, develop an equitable <i>Sports Field and Pavilion Fees and Charges</i> policy that reflects annual Reserve and pavilion usage.	Reserve and Facility Management (5.1)	Council / Clubs	N/A	N/A
Medium	18. Explore opportunities to develop closer relationships and linkages with neighbouring indoor stadium and Mt Kosciuszko Primary School facilities.	Reserve and Facility Management (5.2)	Council / Stadium Management / Mount Kosciuszko Primary School	N/A	N/A
Medium	19. Investigate site water harvesting opportunities. Water catchment from indoor stadium may be utilised to irrigate adjacent sporting field.	Facility Development (1.6)	Council	N/A	N/A

DUNCAN CAMERON MEMORIAL PARK



Duncan Cameron Memorial Park

Hierarchy classification: District

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

Duncan Cameron Park is a relatively small but boutique reserve located just south of the Traralgon Town Centre.

Consisting of one sporting oval, pavilion, cricket nets and playspace, Duncan Cameron Park is considered one of the more premier AFL/cricket facilities in the district. Nestled tightly between the Princes Highway and neighbouring residents, site car parking and reserve development/expansion opportunities are the only limitations of this otherwise ideal sporting/community open space.

RESERVE USERS

- Traralgon Junior Football League
- Southside Junior Football Club
- Traralgon District Cricket Association
- Traralgon Rovers Cricket Club

EXISTING RESERVE INFRASTRUCTURE

- Sporting pavilion and oval
- Storage shed
- Cricket nets (3)
- Turf table (cricket)
- Sports field floodlighting (2)
- Coaches box/player benches (2)
- Playspace

VALUED RESERVE CHARACTERISTICS

- Oval size ideal for junior competition/activities
- Turf table (cricket)
- Central location and easy access for players and spectators
- Elevated spectator area located in front of residential properties
- Visual appearance of reserve

KEY RESERVE ISSUES/CONSTRAINTS

- Inadequate oval drainage and unevenness in playing surface and turf cricket table
- Existing sporting pavilion is undersized, particularly player change rooms and amenities
- Aged and deteriorated cricket net training facilities
- Lack of on-site/nearby car parking
- Proximity to neighbouring residents
- Lack of shade/shelter

PRIORITY DEVELOPMENT OPPORTUNITIES

- Extend and upgrade sporting pavilion
- Resurface playing field to address current unevenness, drainage issues and re-level turf wicket table
- Two additional sports field floodlights
- Installation of protective netting to improve safety for pedestrians/spectators/residents
- Provision of angled car parking along Francis Street. Provide on-site angled car parking to the east side of oval
- Inclusion of DDA compliant access to sheltered spectator viewing area

DUNCAN
CAMERON PARK
MASTER PLAN
CONCEPT AND
IMPLEMENTATION
PLAN





PROJECT:
 traralgon outdoor recreation plan
 duncan cameron Memorial park
 Final Master plan

SCALE
 1:500 @ A1
 1:1000 @ A3

For: LATROBE CITY COUNCIL	rev	date	BY
draWn: ACILA	A	25.02.14	JC
PROJECT N°: 201327	B	28.02.14	JC
draWing n°: 201327D-MPO6	C	04.06.14	MB



Priority	Duncan Cameron Memorial Park Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	1. Upgrade/refurbishment of existing sporting pavilion, in particular player change rooms and amenities. Pavilion upgrade to be in accordance with <i>AFL Preferred Facility Guidelines</i> and <i>Universal and Healthy by Design</i> Principles. Upgrade/refurbishment to include accessible public toilet facilities.	Facility Development (1.2, 1.6), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$200,000	DTPLI (Country Football Netball Funding Program)
High	2. Resurface Reserve playing field to remedy current unevenness/drainage issues and increase playing field carrying capacity. Surface redevelopment works to include re-levelling of turf wicket table.	Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.8)	Council / Club	\$450,000	Council
Medium	3. Installation of two additional sports field floodlights to East side of Reserve in accordance with Australian Standards for AFL training activities (50 lux) to increase Reserve playing capacity and opportunity for increased participation.	Accessibility (2.1, 2.6), Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.8)	Council	\$85,000	DTPLI (Country Football Netball Funding Program / Minor Facilities)
Medium	4. Upgrade existing deteriorated cricket net training facilities in their existing location. A minimum of three cricket nets required.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6)	Club	\$30,000	Club Cricket Victoria
High	5. Installation of safety netting/fencing to designated points around Reserve perimeter to improve pedestrian/spectator safety and minimise risk of residential property and/or vehicle damage.	Sports Field Provision and Suitability (4.1, 4.5)	Council / Club	\$71,000	Council / Club
Low	6. Demolish existing aged storage facility located at North end of Reserve and reconstruct to East of existing sporting pavilion. New storage facility to double up as a spectator viewing platform with sheltered roof and hand railing.	Facility Development (1.1, 1.2, 1.6), Sports Field Provision and Suitability (4.1)	Council / Club	\$40,000	Council / Club
	Community Recreation				
Medium	7. Increase informal Reserve recreation opportunities through the upgrade of existing playspace area and accessibility including the provision of seating and improved landscaping surrounds.	Accessibility (2.1, 2.3), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$140,000	Council
Medium	8. Enhance and promote enjoyable spectator experiences via the provision of additional shading, seating and landscaping to open space area East of Reserve.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$7,000	Council
Low	9. Improve Reserve entry and community awareness of site through the installation of entry signage in accordance with Council's Signage Guidelines.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.5)	Council	\$10,500	Council
	Traffic Management and Landscaping				
Existing	10. Maintain site connectivity, accessibility and activation of open space through the retention of existing pathway network along Bank and Francis Streets.	Accessibility (2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4)	Council	N/A	N/A
Existing	11. Retain existing pathway access to Reserve from Francis and Hickox Streets and provide additional pathway connection around East side of oval.	Accessibility (2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4)	Council	N/A	N/A

Priority	Duncan Cameron Memorial Park Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
Medium	12. Investigate angled parking opportunities along Francis Street to accommodate increased site car parking, in particular match day spectator parking.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$38,000	Council
Low	13. Provision of additional vehicle entry/exit point to Reserve off Hickox Street. Site access off Hickox street to extend to Eastern boundary of oval and be complimented by a single line of car parking. Additional car parking to improve overall site capacity and provide additional sheltered spectator viewing opportunities.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$130,000	Council
High	14. Ensure recently developed/extended sheltered spectator viewing area is DDA (Disability Discrimination Act) compliant and accessible for all abilities.	Facility Development (1.6), Accessibility (2.2, 2.3, 2.6), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	N/A	N/A
Low	15. Increase Reserve tree planting to improve overall site aesthetics and natural shade provision.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.5, 3.8)	Council	\$22,000	Council





ERIC TAYLOR RESERVE

Traralgon Outdoor Recreation Plan | Final Report | June 2014

Eric Taylor Reserve

Hierarchy classification: N/A

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

Despite its prominent location (positioned off Shakespeare Street, approximately 200m from the Showgrounds), Eric Taylor Reserve is an unassuming site consisting of two asphalt public tennis courts, a 25m rifle range and small clubhouse. At the rear of the tennis courts, rifle range and clubhouse can be found picturesque parkland inclusive of a shared pathway and boardwalk overlooking the Traralgon Creek.

Used primarily by annual tenants the Small Bore Rifle Club and seasonal occupants the Pax Hill Tennis Club, Eric Taylor Reserve can also be spotted hosting local primary school tennis activities and general community users.

Both tennis facilities and supporting clubhouse are aged, with future refurbishment or upgrade required to enable continued usage by tenants and the wider community.

RESERVE USERS

- Pax Hill Tennis Club
- Small Bore Rifle Club

EXISTING RESERVE INFRASTRUCTURE

- Small shared use pavilion
- Asphalt tennis courts (2)
- 25m rifle range

VALUED RESERVE CHARACTERISTICS

- Public/social accessibility
- Location (exposure and visibility from Shakespeare Street)
- Surround pathway network and connectivity throughout the site



KEY RESERVE ISSUES/CONSTRAINTS

- Lack of reserve entry signage/statement
- Existing car park unsealed and visually unattractive
- Lack of visual amenity and buffer to western residential properties.
- Lack of community based amenity (e.g. picnic areas and seating)
- Aged tennis courts and supporting amenities (fencing, netting etc)
- Existing shared use building creates a physical and visual barrier, impeding views of tennis courts and surrounding pathway network.

PRIORITY DEVELOPMENT OPPORTUNITIES

- Upgrade existing building amenities with priority given to toilet facilities and building security. Toilet facility upgrades to allow public access for informal use of the courts and/or surrounding pathways networks
- Resurface tennis courts to allow for continued provision for overflow tennis competition activities and multi-purpose social use
- Provision of spectator/community seating and shelter surrounding tennis court facilities
- Realign pathway along Shakespeare Street to improve safety and provide additional pathways within the reserve to improve access
- Resurface existing car park and provide designated disabled parking bays in close proximity to clubhouse



<p>acila consultants landscape architecture & design</p> <p>10/100/1000 PO Box 1000 Traralgon VIC 3844 T 03 7133 1000 F 03 7133 1000 www.acila.com.au</p>	<p>insideEDGE light and landscape solutions</p>	<p>Latrobe City</p>	<p>project: traralgon outdoor recreation plan eric taYlor reSerVe Final MaSter plan</p>	<p>1 2.5 5 10 Mm</p> <p>SCALE 1:250 @ A1 1:500 @ A2</p>	<p>For: LATROBE CITY COUNCIL</p>	<p>rev a MendMent S.</p>	<p>date BY</p>
					<p>draWn: ACILA</p>	<p>date: 10.02.14</p>	<p>25.02.14 JC</p>
					<p>project N°: 201327</p>	<p>revisions</p>	<p>28.02.14 JC</p>
					<p>draWing n°: 201327D-MP07</p>	<p>client approvals</p>	<p>04.06.14 MB</p>

Priority	Eric Taylor Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
Medium	1. Upgrade of existing building/pavilion amenities with priority given to accessible toilet provision and improved building security. Any upgrade to toilet facilities should consider public access for informal users of the courts and/or surrounding pathway networks and be in accordance with <i>Universal and Healthy by Design</i> Principles.	Facility Development (1.2, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3)	Council	\$50,000	Council
Medium	2. Resurface existing two tennis courts to allow continued provision for overflow tennis competition activities (Pax Hill Tennis Club) and multi-purpose social use.	Accessibility (2.1), Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.7, 4.8)	Council	\$20,000	Council
Medium	3. Upgrade deteriorated tennis court fencing and netting on both courts to enable continued community/social use as well as overflow competition activities.	Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.8)	Council	\$21,000	Council
	Community Recreation				
Medium	4. Enhance and promote enjoyable spectator experiences via the provision of spectator/community seating, shelter and picnic area surrounding tennis court facilities.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$36,500	Council
Medium	5. Improve Reserve car park security and enhance profile of site through installation of security lighting.	Accessibility (2.4), Community Infrastructure and Social Amenity (3.3, 3.5)	Council	\$45,000	Council
Low	6. Provision of Reserve entry signage (in accordance with Council's Signage Guidelines) on Shakespeare Street to promote facility and public use opportunities.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.5)	Council	\$3,450	Council
Medium	7. Realign pathway along Shakespeare Street to improve safety and provide additional pathways within the Reserve to improve access.	Accessibility (2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$55,000	Council
	Traffic Management and Landscaping				
Medium	8. Resurface existing car park and provide designated disabled car parking bays in close proximity to clubhouse.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$64,000	Council
Existing	9. Maintain site connectivity and accessibility through the retention of existing path network within and around Reserve to continue activation of open space for informal recreation activities.	Accessibility (2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	N/A	N/A
Low	10. Improve Reserve entry statement and overall site aesthetics through landscaping of interface between Reserve and Shakespeare Street.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$32,000	Council
	Reserve and Facility Management				
Medium	11. Encourage both formal and informal use of tennis court facilities. Through lighting of public tennis courts promote community evening usage of facilities with local community to increase site usage during off peak tennis club allocation times.	Reserve and Facility Management (5.2)	Council	N/A	N/A

HAROLD PRESTON RESERVE



Harold Preston Reserve

Hierarchy classification: District

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

One of three sporting precincts located within 500m of each other (other two being Traralgon Tennis Centre and Agnes Brereton Reserve), Harold Preston Reserve is one of Latrobe City Council's premier soccer facilities.

In addition to six natural turf soccer pitches, Harold Preston Reserve is also home to little athletics and table tennis.

Aged building infrastructure, lack of formalised car parking and site flooding are key priority areas requiring future development and/or remediation.

RESERVE USERS

- Traralgon City Soccer Club
- Traralgon Olympians Soccer Club
- Traralgon Little Athletics
- Traralgon Table Tennis Association

EXISTING RESERVE INFRASTRUCTURE

- Soccer pitches (6)
- Grass athletics track
- Long jump track
- Two sporting pavilions and supporting amenities
- Indoor table tennis facility
- Car park (2)
- Coaches/player benches
- Storage shed

VALUED RESERVE CHARACTERISTICS

- Close proximity to Traralgon Town Centre
- Large multi-purpose open space that provides opportunity for both formal and informal community recreation
- Athletics track and supporting facilities
- Multiple sporting opportunities at one central location

KEY RESERVE ISSUES/CONSTRAINTS

- Playing field/s drainage/irrigation and general site flooding
- Structural integrity of aged and dysfunctional buildings/amenities
- Insufficient site car parking and directional traffic signage, particularly for match day/community events/athletics carnivals.
- Lack of social community infrastructure, in particular sheltered spectator viewing areas, seating and pathway connections.

PRIORITY DEVELOPMENT OPPORTUNITIES

- Upgrade and consolidation of existing Traralgon City Soccer Club buildings and extension of Traralgon Olympians Soccer Club pavilion
- Internal upgrade/refurbishment of existing Traralgon Table Tennis building
- Improve condition of playing field surfaces, in particular drainage/irrigation issues
- Increased community infrastructure (e.g. sheltered spectator viewing area/seating/shared pathways)
- Formalise existing site car parking, address traffic management issues and increase car park provision



Priority	Harold Preston Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	1. Upgrade and consolidate existing Traralgon City Soccer Club buildings in accordance with Football Federation Victoria facility preferred standards and <i>Universal and Healthy by Design</i> Principles to provide better access and interface with playing fields (#3 and #5). Proposed building footprint would be North of existing building that houses canteen (in place of existing car park).	Facility Development (1.1, 1.2, 1.3, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$1M	DTPLI (Community Facility Funding Program – Major Facilities/Soccer Facilities)
High	2. Upgrade/extension to Traralgon Olympians Soccer Club pavilion change rooms and amenities (project currently underway). Pavilion upgrade to be in accordance with Football Federation Victoria facility preferred standards and <i>Universal and Healthy by Design</i> Principles. Extension to be developed North of existing pavilion footprint.	Facility Development (1.2, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	Project completed	N/A
Medium	3. Upgrade/extension of existing Little Athletics and Traralgon City Soccer Club storage facility to provide a multi-use storage/sheltered spectator viewing area.	Facility Development (1.1, 1.2, 1.3, 1.6), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$40,000	Council
High	4. Improve playing field surface and capacity of all six fields, in particular drainage issues. Prioritise individual field drainage works giving consideration to existing and forecasted use of each field and level of competition being played.	Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.8)	Council	\$2M (for all six fields)	Council
High	5. Internal upgrade/refurbishment of existing Traralgon Table Tennis building with priority given to ensuring compliant stadium accessibility, change facilities (and supporting amenities) and floor resurfacing works.	Facility Development (1.1, 1.2, 1.6), Accessibility (2.1, 2.2, 2.3, 2.4,), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$80,000	Council
Low	6. Construction of match standard sports field floodlighting to soccer pitch #2 to increase Reserve playing capacity and opportunity for increased participation.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.8)	Council	\$210,000	DTPLI (Community Facility Funding Program – Minor Facilities/Soccer Facilities)
	Community Recreation				
Medium	7. Enhance and promote enjoyable spectator experiences via the provision of spectator/general community shelter/s to isolated soccer pitch #6.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$23,000	Council
Medium	8. Enhance and promote enjoyable athletics spectator experiences via the provision of spectator/general community shelter/s North of existing long/triple jump tracks.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$35,000	Council
Medium	9. Enhance and promote enjoyable spectator experiences via the provision of central spectator seating and shelter to service soccer pitches #1 and #2. Consider temporary seating options throughout site to increase spectator and event seating capacity.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$46,500	Council
Medium	10. Provision of safety netting/fencing behind West goals of soccer pitch #2 protect passing vehicles, spectators and pedestrians.	Sports Field Provision and Suitability (4.1, 4.6, 4.11)	Club	\$46,000	Council
Low	11. Improve Reserve entry and community awareness of site through the installation of entry signage along Franklin and Davidson Streets and Alfred Close (in accordance with Council's Signage Guidelines).	Accessibility (2.6), Community Infrastructure and Social Amenity (3.5)	Council	\$10,500	Council
Medium	12. Enhance site accessibility and connectivity via the provision of a formalised pathway along Franklin Street.	Accessibility (2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$50,000	Council

Priority	Harold Preston Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
Medium	13. Extend existing pathway along Davidson Street to provide access and improve connectivity to/ inclusion of soccer pitch #6 to overall sporting precinct.	Accessibility (2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$57,000	Council
Medium	14. Establish a walking track/bicycle pathway connection along North of Reserve that joins Franklin Street and Alfred Close to improve site connectivity, accessibility and linkages between informal and formal Reserve users. Permanent or temporary match day/training signage is recommended along pathway to advise/warn pedestrians/cyclists to take care during ball sport activities.	Accessibility (2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$230,000	Council
Medium	15. Explore options to increase power supply throughout the site to assist with sporting/community event power requirements.	Community Infrastructure and Social Amenity (3.1, 3.3, 3.6)	Council	N/A	N/A
Traffic Management and Landscaping					
High	16. Extend and formalise car park to North and West of existing table tennis building (in place of relocated soccer club change rooms/amenities and existing tree line) to increase site car parking capacity for training and match day activities. Car park to include security lighting.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$433,000	Council
High	17. Provision of additional vehicle entry/exit point to Traralgon City Soccer Club car park to improve car park circulation, minimise risk management issues and enable more fluent access to Davidson Street.	Accessibility (2.2, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$9,000	Council
Medium	18. Extend and formalise car parking surrounding Traralgon Olympians Soccer Club pavilion to increase training and match day car parking efficiency and capacity. Additional car parking to also service neighbouring Traralgon Tennis Facility during tournaments/events. Car parking to include security lighting.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$595,000	Council
Medium	19. Provision of additional vehicle entry/exit point off Latrobe Crescent and car park to South of soccer pitch #6. Realign soccer pitch #6 in a northward direction to provide additional car parking space.	Accessibility (2.2, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$225,000	Council
Low	20. Improve aesthetic appeal and uniformity of existing Reserve fencing along Davidson Street.	Community Infrastructure and Social Amenity (3.5)	Council	\$47,000	Council
Reserve and Facility Management					
High	21. In consultation with tenant sporting clubs, develop an equitable <i>Sports Field and Pavilion Fees and Charges</i> policy that reflects annual Reserve and pavilion usage.	Reserve and Facility Management (5.1)	Council / Clubs	N/A	N/A

KEVIN LYTHGO PARK



Kevin Lythgo Park

Hierarchy classification: N/A

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

Located adjacent to Flinders Christian Community College (FCCC) off Liddiard Road in Traralgon South, Kevin Lythgo Park is jointly owned and managed by Latrobe City Council and FCCC.

Following recent removal of the synthetic cricket wicket and training nets, Kevin Lythgo Park's primary tenant is the Traralgon Red Sox Baseball Club. Outside of baseball activities, the reserve is frequently used by FCCC during recess, lunch breaks and physical education sessions as well as the wider surrounding community who use the open space for informal recreation and a thoroughfare to Liddiard Road.

RESERVE USERS

- Traralgon Red Sox Baseball Club
- Flinders Christian Community College

EXISTING RESERVE INFRASTRUCTURE

- Baseball diamond (grass with entecar/clay bases) and pitching mound
- Sporting pavilion
- Spectator wooded bench seating
- Player dugout (2)
- Scorer box
- Sports field floodlighting
- Warm up pitching/batting cage
- 2m high perimeter safety fencing
- Car park

VALUED RESERVE CHARACTERISTICS

- Embankment at rear of baseball diamond provides ideal spectator viewing opportunities and is also utilised for pre-season fitness activities
- Linkages with neighbouring FCCC
- Baseball specific facilities including pitching mound, playing diamond and enclosed warm up batting/pitching area

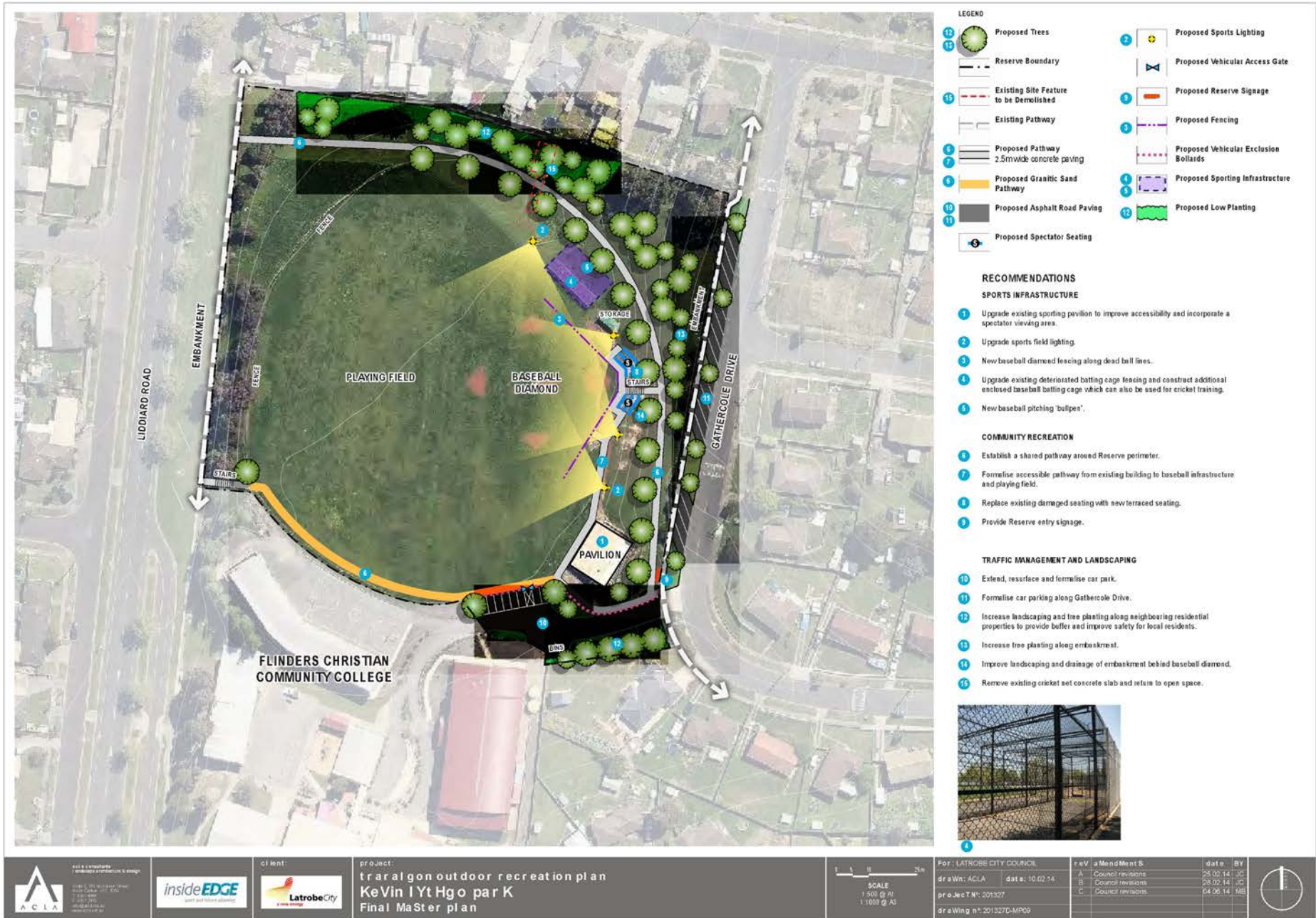
KEY RESERVE ISSUES/CONSTRAINTS

- Inadequate sports field floodlighting
- Minimal social/community infrastructure and amenities (spectator seating, shelter etc)
- Sporting pavilion amenities, in particular player change areas and social rooms are dysfunctional or non-apparent
- Close proximity of neighbouring residential properties create risk management issues
- Irregular playing surface maintenance

PRIORITY DEVELOPMENT OPPORTUNITIES

- Upgrade existing sporting pavilion to improve accessibility and incorporate spectator viewing area.
- Upgrade sports field floodlighting
- Increase landscaping and tree planting along neighbouring residential properties to provide buffer and improve safety for local residents





client: traralgon outdoor recreation plan
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 Final Master plan

SCALE
 1:500 @ A1
 1:1000 @ A3

For: LATROBE CITY COUNCIL
 draWn: ACIA
 project N°: 201327
 draWing n°: 201327D-MPO2

rev	description	date	BY
A	Council revisions	25.02.14	JC
B	Council revisions	26.02.14	JC
C	Council revisions	04.06.14	MB



Priority	Kevin Lythgo Park Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
Medium	1. Upgrade existing sporting pavilion to improve accessibility and the provision for a 'safe spectator viewing area' overlooking the baseball playing field. Sporting pavilion upgrade to be in accordance with <i>Universal and Healthy by Design</i> ® Principles.	Facility Development (1.2, 1.6), Accessibility (2.1, 2.2, 2.3), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$150,000	Council
Medium	2. Upgrade sports field floodlighting in accordance with Baseball and Softball standards for local baseball club training and match activities (project currently underway).	Accessibility (2.1, 2.6), Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.8)	Council	Project underway	Project Underway
Medium	3. Erect baseball diamond fencing along dead ball lines (first and third base line) to improve spectator and community safety as well as sports field suitability.	Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.6)	Council	\$28,000	Council
Low	4. Upgrade existing deteriorated batting cage fencing. Construction of additional enclosed baseball batting cage to run alongside existing. Batting cage to be designed to allow for cricket training activities also to be used by Flinders Christian Community College students.	Sports Field Provision and Suitability (4.1, 4.2, 4.4, 4.5, 4.6, 4.7)	Club / Flinders Christian Community College	\$25,000	Club / Flinders Christian Community College
Low	5. Construction of baseball pitching 'bullpen' to abut existing and proposed batting cage.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6)	Club	\$15,000	Club
	Community Recreation				
Medium	6. Establish a shared pathway (and entry points) around Reserve perimeter (outside of baseball playing field) to improve pedestrian access and site connectivity between Gathercole Drive and Liddiard Road.	Accessibility (2.1, 2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$120,000	Council
High	7. Formalise pathway from existing pavilion to baseball infrastructure and playing field to ensure Disability Discrimination Act (DDA) compliance.	Accessibility (2.1, 2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.3, 3.4, 3.5)	Council	\$15,500	Council
High	8. Remove existing damaged and unsafe seating behind baseball diamond. Replace with terraced seating to allow continued spectator viewing opportunities.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$24,000	Council
Low	9. Improve Reserve entry and community awareness of site through the installation of entry signage in accordance with Council's Signage Guidelines.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.5)	Council	\$3,450	Council

Priority	Kevin Lythgo Park Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Traffic Management and Landscaping				
Medium	10. Extend, resurface and formalise car park to improve parking efficiency and overall capacity for sporting club/school user groups. Extend car park into underutilised open space area between residential property and existing car park.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$100,000	Council
Medium	11. Formalise and increase site car parking capacity via parallel line marking along Gathercole Drive. Erect warning signage to advise vehicle owners/pedestrians of nearby ball sports and potential for damage to property or injury during training/match days.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$36,000	Council
High	12. Increase landscaping and tree planting along neighbouring residential property line to provide a buffer and improve safety of neighbouring Reserve residents.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$75,000	Council
Medium	13. Increase tree planting along embankment at rear of baseball diamond to provide spectato/community shade/shelter and a more enjoyable viewing experience.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.4, 3.5, 3.8)	Council	\$6,500	Council
Medium	14. Improve landscaping and embankment drainage behind baseball diamond to minimise impacts on playing field surface.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$22,000	Council
Low	15. Return existing obsolete cricket net concrete slabs to open space to improve overall site aesthetics and opportunities for passive recreational activities.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$3,000	Council
	Reserve and Facility Management				
Ongoing	16. Continue to work collaboratively with Traralgon Baseball Club and Flinders Christian Community College on shared use of Reserve and potential co-funded site improvements. Ensure Joint User Agreement is relevant and reflective of existing Reserve usage.	Reserve and Facility Management (5.2)	Council / Club/ Flinders Christian Community College	N/A	N/A
High	17. In consultation with Council's Parks and Gardens Department and Flinders Christian Community College, review existing memorandum of understanding (MOU) with regard to sports field maintenance program and schedule of works.	Reserve and Facility Management (5.2)	Council/ Club/ Flinders Christian Community College	N/A	N/A
High	18. In consultation with local baseball club, develop an equitable <i>Sports Field and Pavilion Fees and Charges</i> policy that reflects annual Reserve and pavilion usage.	Reserve and Facility Management (5.1)	Council / Club	N/A	N/A

MASKREY RESERVE



Maskrey Reserve

Hierarchy classification: N/A

Primary function: Sport

Level of use: Medium

RESERVE DESCRIPTION

Maskrey Reserve is a small open space located in a hidden pocket between Barker and Chenhall Crescents in central Traralgon.

Used primarily for tennis competition by the Pax Hill Tennis Club, Maskrey Reserve and associated facilities are also commonly used by local schools, community groups and local residents. Comprising of four asphalt tennis courts, a clubhouse and playspace, Maskrey Reserve compliments the nearby Traralgon Tennis Centre and is recognised in Council's 2008 Tennis Plan as a medium sized competition venue.

Existing tennis court surfaces, fencing, netting and line marking are in moderate to poor condition with future improvement works required to enable continued safe club/public usage.

RESERVE USERS

- Pax Hill Tennis Club

EXISTING RESERVE INFRASTRUCTURE

- Sporting pavilion/clubhouse
- Asphalt tennis courts (4)
- Playspace
- Informal gravel car park

VALUED RESERVE CHARACTERISTICS

- Accessibility and availability for public use
- Playspace
- Multi-purpose site providing opportunity for structured and informal sporting/recreation opportunity.
- Community atmosphere



KEY RESERVE ISSUES/CONSTRAINTS

- No tennis court lighting limits participation opportunities and maximisation of facility usage
- Existing tennis court facilities are deteriorated (nets, fencing, surfaces, line marking etc)
- Lack of social amenities (e.g. seating, shelter, pathways)
- Existing clubhouse amenities, in particular toilets are not accessible for players/members with a disability
- Lack of reserve signage

PRIORITY DEVELOPMENT OPPORTUNITIES

- Upgrade existing clubhouse with accessible toilets and amenities
- Upgrade surface, drainage and line marking to all tennis courts. Consider multipurpose line marking to increase court usage opportunities
- Investigate the potential installation of court lighting (two north courts), including an assessment of the potential impact on neighbouring residential properties
- Upgrade existing playspace. Ensure playspace is accessible and within sight lines of tennis court facilities
- Resurface and formalise Reserve entry road and car park. Primary parking will remain in Barker Crescent



project: traralgon outdoor recreation plan
MaSkreYreSerVe
Final Master plan



For: LATROBE CITY COUNCIL
draWn: ACIA
project n°: 201327
draWing n°: 201327D-MP10

rev	description	date	BY
A	Council revisions	25.02.14	JC
B	Council revisions	26.02.14	JC
C	Council revisions	04.06.14	MB



Priority	Maskrey Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
Medium	1. Upgrade existing clubhouse with accessible toilets and supporting amenities. Clubhouse upgrades to be in accordance with <i>Universal and Healthy by Design</i> Principles.	Facility Development (1.2, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3)	Council	\$80,000	Council
High	2. Resurfacing, drainage and line marking works to all tennis courts, in particular the South (public courts). Consider multi-purpose line marking to increase court usage opportunities for activities such as 'Hot Shot's or alternate informal recreational activities. Consider roll away tennis nets and portable basketball rings.	Accessibility (2.1), Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.7, 4.8)	Council	\$140,000	DTPLI (Community Facility Funding Program – Minors) Tennis Australia Court Rebate Scheme
High	3. Upgrade/replacement of all existing tennis court fencing and netting to ensure continued provision for tenant tennis club as well as community users of public tennis court facilities.	Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.8)	Council	\$45,000	Council
Medium	4. Provision of lighting to tennis courts (x2) opposite clubhouse (Pax Hill Tennis Club courts) in accordance with Tennis Australia standards for competition to increase facility playing capacity and opportunity for increased participation.	Accessibility (2.1), Community Infrastructure and Social Amenity (3.1, 3.3, 3.4), Sports Field Provision and Suitability (4.1, 4.2, 4.6, 4.7, 4.8)	Council	\$80,000	DTPLI (Community Facility Funding Program – Minors) Tennis Australia Court Rebate Scheme
	Community Recreation				
Medium	5. Increase the appeal of informal recreation opportunities through upgrading the existing playspace in its current location. Ensure playspace is accessible and within sight lines of tennis court facilities.	Accessibility (2.1, 2.2, 2.3, 2.6, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$86,000	Council
Medium	6. Provide increased social amenities throughout Reserve including seating/picnic area in open space surrounding existing playspace.	Accessibility (2.1, 2.3, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$50,000	Council
Medium	7. Provision of additional spectator seating surrounding tennis court perimeters, taking into consideration the impacts of the sun on spectator viewing and minimisation of player distraction.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$16,000	Council
Medium	8. Establish a formal pathway network throughout Reserve, improving pedestrian connectivity from Barker Crescent to Chenhall Crescent.	Accessibility (2.1, 2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$37,500	Council
Medium	9. Improve Reserve security via security lighting surrounding tennis clubhouse and adjacent car park.	Accessibility (2.4), Community Infrastructure and Social Amenity (3.3, 3.5)	Council	\$35,000	Council
Low	10. Improve Reserve entry and community awareness of site through the installation of entry signage (in accordance with Council's Signage Guidelines) at both Chenhall Crescent and Barker Crescent Reserve entry points.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.5)	Council	\$7,000	Council
	Traffic Management and Landscaping				
Medium	11. Resurface (asphalt) and formalise existing Chenhall Crescent gravel entry road and car park. Primary Reserve parking to remain off Barker Crescent.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$73,000	Council

Priority	Maskrey Reserve Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
Medium	12. Extend existing informal car park West into underutilised open space to increase Reserve car parking capacity.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$30,000	Council
Low	13. Increase tree planting to Eastern and Northern Reserve/residential boundary to improve visual amenity and buffer from neighbouring residential properties.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$55,000	Council
	Reserve and Facility Management				
High	14. Encourage both formal and informal use of tennis court facilities. Through alternate line marking of public tennis courts, promote multi-use of facilities with local community to increase site usage during off peak tennis club allocation times.	Reserve and Facility Management (5.2)	Council	N/A	N/A



TRARALGON TENNIS CENTRE



Traralgon Tennis Centre

Hierarchy classification: Regional

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

Within walking distance from the Traralgon CBD, the Traralgon Tennis Centre is the premier tennis facility in the region, consisting of 24 tennis courts that provide a range of tennis programs, services and competition opportunities. The Centre operates on a commercial basis, employs a part-time manager and hosts major events and tournaments.

The Centre also provides for local junior and senior competition, weekday and night competition, junior tournaments, casual hire and lessons / coaching.

RESERVE USERS

- Traralgon Tennis Association
- Private casual hirers

EXISTING RESERVE INFRASTRUCTURE

- Tennis courts (24)
- Clubhouse/pavilion (includes clubrooms, function area and kiosk)
- Crèche
- Skate park
- Car park

VALUED RESERVE CHARACTERISTICS

- Tennis courts and associated facilities
- Clubhouse/pavilion
- Surrounding open space used for events (e.g. marquees)
- Capacity to host large tennis/community events

KEY RESERVE ISSUES/CONSTRAINTS

- Lack of spectator/social amenity
- Undefined car park
- Deteriorated skate park located next to tennis centre detracts from site aesthetics
- Multiple unlit tennis courts limiting participation opportunities

PRIORITY DEVELOPMENT OPPORTUNITIES

- Pending future design, project funding and approval/project agreement from key stakeholders, reconfiguration and possible second storey extension to existing clubhouse with balcony overlooking proposed new show court
- Provision of a multi-use event space and allowance for temporary seating South of existing clubhouse facility. Event space to be utilised for a variety of community and sporting event activities
- Continue to light any remaining unlit tennis courts (350 lux)
- Improve spectator facilities and experience throughout precinct via the provision of additional seating and shade
- Improve linkages between sporting and community infrastructure at Agnes Brereton Reserve, Traralgon Tennis Centre and Harold Preston Reserve through the establishment of accessible shared pathways
- Resurface and redefine (line mark) existing gravel car park to increase parking capacity of site for large scale events/tournaments



client: traralgon outdoor recreation plan
traralgon tennis centre
Final Master plan

SCALE
1:500 @ A1
1:1000 @ A3

For: LATROBE CITY COUNCIL
drawn: ACLA date: 10.02.14
project n°: 201327
drawing n°: 201327D-MPH1

rev	amendment	date	BY
A	Council revisions	25.02.14	JC
B	Council revisions	26.02.14	JC
C	Council revisions	04.06.14	MB



Priority	Traralgon Tennis Centre Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	1. Pending future design, project funding and approval/project agreement from key stakeholders, reconfiguration and possible second storey extension to existing clubhouse with balcony overlooking proposed new show court.	Facility Development (1.2, 1.4, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$450,000	Tennis Australia (Regional Partners Program)
High	2. Pending future design, project funding and approval/project agreement from stakeholders, provision of a multi-use event space and allowance for temporary seating South of existing clubhouse facility. Event space to be utilised for a variety of community and sporting event activities.	Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4, 3.6) Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6)	Council	\$160,000	Tennis Australia (Regional Partners Program)
Medium	3. Continue to light any remaining unlit tennis courts (350 lux) and upgrade any non compliant existing court lighting.	Accessibility (2.1, 2.6) Community Infrastructure and Social Amenity (3.3, 3.4) Sports Field Provision and Suitability (4.1, 4.5, 4.6, 4.8)	Council	\$240,000 (\$30,000 per court assumed maximum 8 courts)	DTPLI (Community Facility Funding Program – Minors) Tennis Australia Court Rebate Scheme
Medium	4. Replace aged tennis court perimeter fencing throughout precinct to enable the attachment of event/competition flags, sponsor banners etc.	Sports Field Provision and Suitability (4.3, 4.5, 4.6)	Council	\$210,000	Tennis Australia Court Rebate Scheme
	Community Recreation				
Medium	5. Improve spectator facilities and experience throughout precinct via the provision of additional seating and shade in accordance with Council's 2008 Tennis Facilities Plan recommendations.	Community Infrastructure and Social Amenity (3.3, 3.4) Sports Field Provision and Suitability (4.1, 4.5, 4.6)	Council	\$42,000	Tennis Australia Court Rebate Scheme
Medium	6. Enhance clubhouse aesthetics and sporting/community event functionality via the retrofitting of existing tiered seating.	Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4, 3.6) Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6)	Council	\$35,000	Council
Medium	7. Improve linkages between sporting and community infrastructure at Agnes Brereton Reserve, Traralgon Tennis Centre and Harold Preston Reserve through the establishment of accessible shared pathways.	Accessibility (2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4)	Council	\$158,000	Council
Low	8. Consider the removal/relocation of underutilised skate park at the end of its useful life. Return area to passive open space through revegetation and landscaping works.	Community Infrastructure and Social Amenity (3.5, 3.6)	Council	\$73,000	Council
	Traffic Management and Landscaping				
Medium	9. Resurface and redefine (line mark) existing gravel car park to increase parking capacity of site for large scale events/tournaments. Car park to include a drop off area and turning circle in close proximity to clubhouse.	Accessibility (2.2, 2.4, 2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$128,000	Council
Low	10. Enhance amenity and vegetation along existing linear creek pathway to improve overall aesthetics of the site.	Community Infrastructure and Social Amenity (3.5, 3.6)	Council	\$13,000	Council
	Reserve and Facility Management				
High	11. Investigate the functional and operational viability of major events being hosted at the Traralgon Tennis Centre through a major events feasibility study.	Reserve and Facility Management (5.2)	Council	N/A	N/A



TRARALGON WEST SPORTING COMPLEX

Traralgon West Sporting Complex

Hierarchy classification: District

Primary function: Sport

Level of use: High

RESERVE DESCRIPTION

The Traralgon West Sporting Complex is located on land owned by two neighbouring schools, Traralgon Secondary College and Lavalla Catholic College. Consisting mainly of several sports fields and a recently developed multipurpose pavilion, the Traralgon West Sporting Complex play host to eight regular user groups, with its primary purpose being AFL and cricket. A designated venue for cricket tournaments and community events, the complex is frequently occupied and provides a multitude of recreational opportunities.

RESERVE USERS

- Traralgon Umpires Association
- Traralgon Harriers Athletics Club
- Gormandale Cricket Club
- Traralgon Touch Association
- Traralgon West Cricket Club
- Combined Saints FC
- West End FC
- Pax Hill FC

EXISTING RESERVE INFRASTRUCTURE

- Sporting ovals (2)
- Synthetic cricket pitch (1), turf cricket pitch (1)
- Cricket nets (5, 3 of which are located in Lavalla Catholic College)
- Multipurpose sporting pavilion (2)
- Sports field floodlighting (Jack Canavan Oval)
- Storage shed
- Coaches boxes

VALUED RESERVE CHARACTERISTICS

- Large multipurpose open space
- Spectator viewing provision and atmosphere
- High quality playing surface condition

KEY RESERVE ISSUES/CONSTRAINTS

- Incomplete central pavilion redevelopment works
- Isolated location and inadequate facilities of cricket pavilion
- Inefficient and undefined car park
- Lack of shade/seating/shelter and general social amenities
- Drainage along east boundary of Jack Canavan Oval
- Above capacity usage by tenant and non-tenant user groups

PRIORITY DEVELOPMENT OPPORTUNITIES

- Completion of central pavilion redevelopment works
- Upgrade existing cricket club pavilion with priority given to public toilet facilities, change room and amenities, storage, kitchen/canteen and a sheltered player/spectator viewing area
- Construction of sports field floodlighting on Stoddart Oval for junior AFL football training
- Improve pathway connectivity throughout reserve and linkages with neighbouring Apex Park
- Increase tree planting throughout reserve to provide greater player/spectator shade
- Redevelop existing car park to optimise parking capacity and site traffic management
- Provision of formalised car parking in open space between cricket club pavilion and Grubb Avenue



project:
 traralgon outdoor recreation plan
 traralgon WeSt Sporting complex
 Final Master plan

SCALE
 1:250 @ A1
 1:2500 @ A3

For: LATROBE CITY COUNCIL
 drawing n°: 201327-MP12

rev	description	date	BY
A	Council revisions	25.02.14	JC
B	Council revisions	28.02.14	JC
C	Council revisions	04.06.14	MB



Priority	Traralgon West Sporting Complex Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
	Sports Infrastructure				
High	1. Complete central pavilion (located between Stoddart and Jack Canavan Ovals) second storey redevelopment works in accordance with Latrobe City Council adopted designs to increase functionality and multi-use opportunities for sporting club/community user groups.	Facility Development (1.2, 1.3, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	Project Underway	N/A
High	2. Upgrade/refurbishment/extension of existing cricket club pavilion located in South West corner of Stoddart Oval with priority given to accessible public toilet facilities, change rooms and supporting amenities, storage, kitchen/canteen and a sheltered player/spectator viewing area.	Facility Development (1.1, 1.6), Accessibility (2.1), Community Infrastructure and Social Amenity (3.3, 3.4)	Council	\$200,000	Council
Medium	3. Construction of sports field floodlighting on Stoddart Oval for junior AFL football training (50 lux) to increase Reserve playing capacity and opportunity for increased participation. Consideration given to the provision of 200 lux lighting to accommodate night cricket matches and community events.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.8)	Council	\$170,000	DTPLJ (Community Facility Funding Program – Minors / Country Football Netball Funding program)
High	4. Resurface Jack Canavan Oval including improved drainage along residential fence line of oval (East) to increase carrying capacity of the ground and suitability for organised sporting activity.	Sports Field Provision and Suitability (4.1, 4.2, 4.5, 4.6, 4.8)	Council	\$500,000	Council
Low	5. Enhance and promote enjoyable spectator experiences via the provision of temporary grandstand seating (similar to temporary grandstand seating located at Traralgon Recreation Reserve and Showgrounds) for football match days and major sporting events (e.g. cricket tournaments) on both Jack Canavan and Stoddart Ovals.	Community Infrastructure and Social Amenity (3.2, 3.3, 3.4, 3.6), Sports Field Provision and Suitability (4.1, 4.5)	Council	\$40,000	Council
Low	6. Scoreboard provision on Stoddart Oval positioned in close proximity to cricket clubrooms (South West corner of Reserve) to service both football and cricket matches.	Sports Field Provision and Suitability (4.1, 4.5)	Club	\$45,000	Club AFL Victoria Football Infrastructure Program
Low	7. Provision of moveable cricket sightcreens at both North and South ends of Stoddart Oval to minimise player distraction from vehicles travelling/parking along Douglas Parade and pedestrian movement.	Sports Field Provision and Suitability (4.1, 4.5)	Club	\$4,000	Club
Low	8. Construct sheltered player/coach benches on Eastern boundary of Stoddart Oval to improve overall site suitability and provision for organised sporting activity. Remove existing aged player/coach benches on Western side of oval.	Sports Field Provision and Suitability (4.1, 4.5, 4.6)	Council	\$14,000	Council
Low	9. Upgrade/replace player/coach benches (sheltered) to North end of Jack Canavan Oval to service junior AFL matches.	Sports Field Provision and Suitability (4.1, 4.5, 4.6)	Council	\$14,000	Council
	Community Recreation				
Medium	10. Increase tree planting between Stoddart Oval, Grubb Avenue and Douglas Parade to provide greater player/spectator shade, wind breaks and improve the overall amenity of the playing field surrounds.	Community Infrastructure and Social Amenity (3.1, 3.2, 3.4, 3.5, 3.8)	Council	\$14,000	Council
Medium	11. Increase informal precinct recreation opportunities through the construction of a new public playspace and sheltered picnic facility in open space between central car park and shared storage facility South of central pavilion. Public playspace and supporting picnic facilities will compliment proposed pathway establishment and increase connectivity between ovals and overall precinct.	Accessibility (2.1, 2.3, 2.8), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$155,000	Council
Medium	12. Installation of two 10,000L rain water tanks between proposed playspace area and existing shared storage facility.	Community Infrastructure and Social Amenity (3.3)	Council	\$11,000	Council

Priority	Traralgon West Sporting Complex Master Plan Recommendations	Development Principles	Stakeholder Responsibility	Estimated Cost (\$)	Potential Funding Opportunities
Medium	13. Improve formal pathway network throughout and around sporting precinct to improve site connectivity, accessibility and pedestrian movement. Pathway connections to be established with neighbouring Apex Park to develop a closer linkage with this Reserve and allow for combined sporting/community events across the two sites.	Accessibility (2.1, 2.2, 2.5, 2.6, 2.8, 2.9), Community Infrastructure and Social Amenity (3.1, 3.2, 3.3, 3.4, 3.5)	Council	\$195,000	Council
Low	14. Replace existing Reserve signage positioned at Douglas Parade entry point to enhance first impressions of sporting precinct and improve Reserve/road interface and landscaping.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$7,000	Council
Traffic Management and Landscaping					
Medium	15. Redevelop existing central car park to optimise car parking capacity and efficiency for match/tournament days and overall site traffic management during peak sporting competition times.	Accessibility (2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$151,000	Council
Medium	16. Convert underutilised open grass area located in the middle of existing central car park into formalised car parking to increase site capacity for sporting/community events and/or activities.	Accessibility (2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$190,000	Council
Low	17. Provide overflow car parking in open space North of existing car park (along Douglas Parade) to accommodate event/major tournament car parking/traffic congestion.	Accessibility (2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	N/A	N/A
Medium	18. Improve site car parking efficiency via line marking along Eastern boundary of Stoddart Oval. Formalised car parking to also provide spectators with the opportunity to view Stoddart Oval activities from the shelter of their vehicle.	Accessibility (2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$68,000	Council
Medium	19. Formalise car parking in open space located at rear of cricket club pavilion (South West corner of Reserve) and Grubb Avenue to service users of cricket pavilion/Stoddart Oval.	Accessibility (2.6, 2.7), Community Infrastructure and Social Amenity (3.3)	Council	\$127,000	Council
Low	20. Installation of low vehicular barrier to Western perimeter (Grubb Avenue) of Reserve to minimise vehicular access and subsequent open space damage/deterioration.	Accessibility (2.6), Community Infrastructure and Social Amenity (3.3), Sports Field Provision and Suitability (4.6)	Council	\$43,000	Council
Low	21. Improve shade and general car park amenity throughout site via tree planting and improved landscaping.	Community Infrastructure and Social Amenity (3.5, 3.8)	Council	\$144,000	Council
Reserve and Facility Management					
High	22. Encourage shared use of precinct facilities/open space with tenant clubs to optimise Reserve and infrastructure usage levels and enhance co-tenant relationships.	Reserve and Facility Management (5.2)	Council / Clubs	N/A	N/A
High	23. Due to number of precinct users, coordinate a quarterly user group meeting to discuss site management (e.g. planned works).	Reserve and Facility Management (5.2)	Council / Clubs	N/A	N/A
High	24. In consultation with tenant sporting clubs, develop an equitable <i>Sports Field and Pavilion Fees and Charges</i> policy that reflects annual Reserve and pavilion usage.	Reserve and Facility Management (5.1)	Council / Clubs	N/A	N/A

OPINION OF PROBABLE COST SUMMARY

inside **EDGE**
sport and leisure planning

RESERVE	LOW PRIORITY	MEDIUM PRIORITY	HIGH PRIORITY	TOTAL
Agnes Brereton Reserve	\$440,000	\$197,500	\$166,500	\$804,000
Apex Park	\$140,500	\$1,050,000	\$230,500	\$1,421,000
Bradman Reserve	\$31,500	\$180,500	\$0	\$212,000
Catterick Crescent Reserve	\$167,000	\$2,485,500	\$5,500,000	\$8,152,500
Duncan Cameron Memorial Park	\$202,500	\$300,000	\$721,000	\$1,223,500
Eric Taylor Reserve	\$35,450	\$291,500	\$0	\$326,950
Harold Preston Reserve	\$267,500	\$1,347,500	\$3,522,000	\$5,137,000
Kevin Lythgo Park	\$46,450	\$462,500	\$114,500	\$623,450
Maskrey Reserve	\$62,000	\$487,500	\$185,000	\$734,500
Traralgon Tennis Centre	\$86,000	\$813,000	\$610,000	\$1,509,000
Traralgon West Sporting Complex	\$311,000	\$1,070,000	\$700,000	\$2,081,000
TOTAL	\$1,789,900	\$8,685,500	\$11,749,500	\$22,224,900



Latrobe City
a new energy

Minutes

Date: 28 April 2014

Netball Victoria

Time: 10am

Attendees: Judi Buhagler, Kat Marshall

AGNES BRERETON

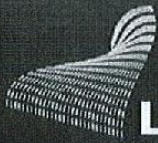
- General support for the plan - particularly play space, improved pathway & pavillion upgrades.

MORWELL REC RESERVE

- Concern about location of play space not being very close to netball or football.
- Location of pavillion is ~~not~~ not ideal for viewing & a bit disconnected from netball courts.
- Investigate lighting → whether there is a great difference between training & game standard.
- # 22 - investigate resolving the drainage issues @ netball area as well.

TRARALGON REC

- * - Need for 2 courts - great location.
- Pavillion should include standard netball changerooms



Latrobe City
a new energy

Minutes

Date: 30-4-14

Tgon Sports Stadium User Group
(Catterick Crescent)

Time: 7pm

Attendees: Cr Kam, Cr Harriman, Shay Ferguson, Heath Millar, David Roberts, Bob Hawkins,
Colin Crane, Aaron Bryce.

2- Taba - courts needs to be full size - meet standards
etc. Needs a bigger footprint.

* 2 courts & an internal walkway

- could there be provision for social amenity/multi-purpose
facilities.

- Could one additional court go at the end of stadium 5.

- Opportunity for shared facility with Imperials

7 - Extend fencing.

9. Concerns about entry/exit of car park → lighting should
be considered.

10.

→ Additional - investigate water harvesting
- solar panels.

→ Tuesday next week.

President:
Brad Miller
PO Box 2048
Traralgon, 3844.

Ph: 0400 876 325



Secretary:
Matt Leak
PO Box 2048
Traralgon, 3844

Ph: 0408 276 795
paxhilljfc@hotmail.com

Pax Hill Junior Football Club Inc.

AFFILIATED TRARALGON & DISTRICT JUNIOR FOOTBALL LEAGUE
Established 1964

2nd May 2014

Kat Marshall
Recreation and Open Space Development Officer
Latrobe City Council
PO Box 264
Morwell Vic 3840

Dear Kat,

Traralgon Outdoor Recreation Plan, Apex Park Draft Master Plan

The Pax Hill Junior Football Club appreciates the opportunity to comment on the above plan and would like to commend Latrobe City on the effort to improve the sports and leisure facilities for the community.

Pax Hill Junior Football Club was established in 1964 and uses Apex Park as its home ground for training and matches. The club has a proud history within the Traralgon & District Junior Football League and has formed a strong culture based on participation and family involvement. This season marks the 50th anniversary for Pax Hill JFC and there are a number of activities planned to celebrate the milestone.

Disappointingly Pax Hill does not have club rooms to call our own despite our long history. Consequently there is nowhere to store and display club memorabilia, honour boards and trophies or to host club functions. An agreement has been in place in recent years with the Centrals Cricket Club for part time use of their social rooms during the football season for Pax Hill to hold social functions, however the existing room can only accommodate approximately 20 people comfortably which is clearly inadequate for a club with over 80 families.

Recommendation 1

Pax Hill JFC strongly supports the Apex Park development plan proposed by Latrobe City and in addition requests that the upgrade of the sporting pavilion incorporates a designated club room for Pax Hill.

The existing toilet facilities at Apex Park both within the sports pavilion and the external toilet block both barely meet minimum standards for public use and are overdue for an upgrade.

Recommendation 7

The improved car parking facility would be a great benefit for the safety and convenience of the family's using Apex Park. The existing car park quickly reaches capacity on game days and cars are forced to park on the surrounding grassed area's. These area's become very wet during the winter months resulting in damage to the grass surface and/or cars becoming bogged.

Car park lighting is also a significant safety concern at present, particularly during the winter months when it is dark by 5.30pm when training finishes.

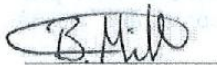
Pax Hill supports the proposed improvement to traffic management and car parking facilities and trusts the proposed upgrade would include car park lighting to meet public safety and security standards.

Recommendation 2

The proposed upgrade of the oval lighting would substantially improve the useability of the ground. The existing lights are dull and only illuminate one end of the ground. The improved lighting would make the ground more usable for training during winter and potentially for night matches which are occasionally scheduled for the junior competition.

Pax Hill fully supports the proposed upgrade of Apex Park and is very enthusiastic to work with Latrobe City to progress the development to reality. Should you wish to discuss our submission in further detail we would be pleased to arrange a special meeting of our committee at your convenience. Alternatively please feel free to contact myself on 0400 876 325.

Regards,



Brad Miller
President
Pax Hill Junior Football Club



Latrobe City
a new energy

Catterick Crescent Draft Master Plan

Catterick Crescent Draft Master Plan Presentation/Discussion

Traralgon Sports Stadium

30 March 2014, 7pm

Present: Cr Sandy Kam, Cr Dale Harriman, Bob Hawkins, Colin Crane, David Roberts, Aaron Bryce, Heath Millar, Shay Ferguson, Kat Marshall

Points for consideration:

- Footprint of the additional basketball courts for the stadium needs to be larger to ensure it reflects the actual size of two courts and run off area.
- Any additional development will need to meet appropriate Australian Basketball standards
- Provision of social amenities/multi purpose facilities should be included in the master plan, open to the idea of sharing such space with the proposed pavilion that is earmarked for the Imperials Cricket Club.
- One of the additional courts may be able to be attached to court 5
- Fencing behind the football goals at the northern end of the oval should be extended to protect path users
- Concerns about only having on entry/exit point to the car park.
- Lighting should be considered for the car park.
- Investigate water harvesting - catchment from stadium could potentially be used to irrigate the oval

Priorities

- Additional basketball courts needs to be a higher priority than indicated on schedule. This is the highest priority for the Traralgon Sports Stadium User Group.

Kat Marshall

From: Shay Ferguson
Sent: Thursday, 1 May 2014 9:03 PM
To: Kat Marshall
Cc: Heath Millar
Subject: Fwd: Meeting Minutes 30/4/14

Follow Up Flag: Follow up
Flag Status: Flagged

See Aaron's comment below!

Kind Regards

Shay Ferguson
Acting Coordinator of Leisure Facilities

Begin forwarded message:

From: Aaron Bryce <abryce@footclinic.com.au>
Date: 1 May 2014 8:37:23 pm AEST
To: Heath Millar

Subject: Re: Meeting Minutes 30/4/14

Hi Heath,

Looks good but I think especially mentioning that ultimately ending up must end up with enough space to get 2 more FIBA regulation size basketball courts and run off with spectator access and walkways.

Perhaps also in regards to the submission for **Catterick Crescent** I would suggest that the group we quite receptive to the idea of the Pavilion, that is currently marked separately on the plan, to actually 'join' and be under the same 'roofline' as the stadium so that the facilities could be shared more effectively and regularly. Perhaps even suggesting this be considered a possibly new "Stadium Entry" which also provided for shared function and social rooms offering indoor and alfresco dining facilities, change rooms and amenities and perhaps 'glass viewing' into the new Basketball Courts.

I would be a bit more comfortable with this being made a bit more specific and clearer on our submission if that is ok?

TRARALGON IMPERIALS CRICKET CLUB Inc.

FOUNDED 1954 - Inc. No. A0030832U

Affiliated Traralgon and District Cricket Association.

Catterick Crescent Traralgon – PO Box 1645, Ph/Fax 51740227

**PRESIDENT:**

Ross Williams
16 Wirilda Crescent
Traralgon, 3844
Ph. 0422 152774

SECRETARY:

Leigh Fabris
1 Tulloch Way
Traralgon, 3844
Ph. 51743793

Att – Kat Marshall

The Traralgon Imperials Cricket Club fully support the potential redevelopment of the Catterick Crescent facilities. Catterick Crescent Reserve is a multi-user reserve used year-round by Basketball, Cricket, Junior Football, Badminton, Indoor Netball and local schools particularly Kosciusko Primary School and Lavalla College. The stadium is also used for non-sporting purposes such as displays and events. Recreational use by community members of open areas is regular, adding to the Reserve's multi-faceted value for a broad range of citizens.

Weekly user numbers in the various sporting codes is estimated to average 1500 players, with a larger number of spectators also attending. In addition, the ovals and basketball stadium are regularly used by school groups, often transported by bus for specialized clinics.

There would be very few venues in the City that have such consistent, high levels of use. This justifies prioritization of redevelopment for the Reserve along with the condition of existing facilities.

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. The Reserve is used for local, regional and inter-regional sporting events. Activities at the Reserve make a substantial contribution to the economy of Latrobe City and community well-being at the local level.

Use of the Reserve has grown significantly with impacts on current facilities, car parking and traffic management, pedestrian safety and damage to grassed areas. There is an urgent need to address traffic safety issues at the Reserve particularly due to the proximity of schools. In short, the growth of the Reserve has been incremental and not within an overall master plan for the site. As a result, current facilities have major fabric, drainage and site lay-out issues that need urgent planning attention.

Catterick Crescent has the potential to cater for state-wide events if properly planned for, enhancing the reputation of the City, economic activity, and growing local opportunity for sporting achievement and involvement.

Taking all these factors into consideration, the Traralgon Imperials Cricket Club would like to strongly endorse the Master Plan (subject to Point 5 below in bold) drawn up for the proposed redevelopment of the Catterick Crescent facilities. Here is our feedback, based on the Master Plan.

- 1) We strongly support the demolition of our current Cricket Clubrooms, and the construction of a new community multipurpose facility, which will incorporate change rooms, amenities, storage, public toilets and a kitchen. The Club rooms need complete replacement due to their inadequate fabric, amenity for players and spectators, and siting. The junior football club is prevented from hosting matches due to the poor club rooms for players and umpires. In spite of maintaining clear guttering, the roof leaks significantly in heavy downpours and there is no toilet access for people with mobility aids.
- 2) We have no issue with the removal of the current four cricket nets situated on the Catterick Crescent Oval, and the construction of new nets. The only suggestion we would make is that the new Cricket Nets would need to face towards the middle of the oval, rather than running parallel with the road. If the Nets run parallel with the road, then this would increase the risk of cricket balls being hit into the neighboring houses. This wouldn't be an issue if the Nets are facing towards the middle of the ground. Also, it would

TRARALGON IMPERIALS CRICKET CLUB Inc.

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Affiliated Traralgon and District Cricket Association.

Catterick Crescent Traralgon – PO Box 1645, Ph/Fax 51740227

**PRESIDENT:**

Ross Williams
16 Wirilda Crescent
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Ph. 0422 152774

SECRETARY:

Leigh Fabris
1 Tulloch Way
Traralgon, 3844
Ph. 51743793

be good if the Nets were located closer to the new Clubrooms. We have a Bowling Machine, that requires electricity to run, so it would be ideal if it was located in close proximity to the Clubrooms.

- 3) We strongly support the installation of a fence surrounding the oval at Catterick Crescent. Our Club suffers damage to our ground on an almost weekly basis, due to cars driving on our oval. A bollard fence would still allow access for people to the oval, while restricting access to cars, which should reduce the instances of vandalism.
- 4) We support the proposed installation of a Picnic Area/Childrens Playground, which will not only benefit the members of the Community, as well as members of the Traralgon Imperials Cricket Club. We have numerous players at our Club with young children, and at the moment there is no facilities for them to use.
- 5) We support the partial closure of the road between the Catterick Crescent Oval and the Kosciusko St Primary School, as we believe this will create a link between the two facilities. **One thing we think to change however is the intention of making the cricket oval at Catterick Crescent a combined turf/synthetic ground. No other ground in the Traralgon League, of any neighboring league have a combined turf/synthetic ground. An alternative solution to this would be to install a synthetic wicket at the Kosciusko St Primary School, which could be used by the school during the week, and used by Imperials after school. This would allow our Juniors in close proximity to our Clubrooms, and depending on the size of the ground, we may also potentially be able to play C Grade there also.**
A combined turf/synthetic ground wouldn't work. With Senior players required to wear spiked Cricket shoes, the synthetic wicket would sustain significant damage, with players in spiked shoes constantly running over the wicket.
- 6) We support the planting of more trees surrounding the oval, as more shade is required, especially within close proximity of the Clubrooms, for our spectators.

We are happy to discuss any details in regards to the feedback provided. We look forward to hearing from you.

Leigh Fabris
 Secretary
 Traralgon Imperials Cricket Club

Draft Plan- Comments by David Little**Traralgon Outdoor Recreation Master Plan & Recreation Reserve Recommendations.****Duncan Cameron Park-Infrastructure****item 2. Oval Resurfacing, raise turf Cricket bench with perimeter and oval strip drainage.**

Raised this item to high priority.

Background. This ground was cricket for cricket in 1965. Its 50th year of service is next year. When established it became the envy of all Gippsland cricketing associations and is still highly regarded as a first class venue. Unfortunately when wet weather occurs the wicket bench becomes unplayable due to the lack of drains and the sinking of the oval.(originally constructed on a quarry and rubbish tip) Refer attached photo of drainage problems around wicket



Item 13- Additional car parking.

Rank this item as Low priority

Current grassed area for car parking is adequate. Do not see this is an issue other than a wet day in the winter period for Junior Football. (junior football play approx 4 days during the season at this ground). Angle parking on West side is a low cost improvement option.

Other items supported

Traralgon West Sports Complex-Infrastructure

Item 1 & 2 These Pavilion upgrades are the highest requirements in the Traralgon region

This is possibly followed by the Catterick Cresnet, Cricket & Junior Football pavilion upgrade.

The Facilities at the Recreation Reserve are also in need of upgrading.

Item 19. Investigate if proposed car-park location at Stoddart Park is in the best position . looks to be located on the best spectator viewing point.

Item 21. Provision of additional trees and shade area is supported

Catterick Cresnet Sports Complex-Infrastructure

Item 1. Support this upgrade. Maintain as Priority 1 for this area

Traralgon Showground/Recreation Reserve.

Item 16. Improvement to the Old Trafford ground strongly supported.

Item 18. Improved lighting on Oval to be maintained as a high priority.

Item 19. The missing area at the Recreation Reserve for Football/Cricket is that there appears to be insufficient upgrade of main change rooms and combined with a suitable grandstand for spectators. Has the area between the existing change rooms and TFC Social Rooms been considered to provide new change rooms and build a grandstand .

This should be the priority and be combined with any Old Trafford Oval infrastructure requirements at this area. We don't need two substandard pavilions. We need something like Casey Park.

**Kosciuszko Street Primary School No. 4699**

P.O. Box 584, Traralgon, Victoria, 3844
Telephone (03) 5174 2512
Fax (03) 5174 6036
E-mail traralgon.ps.kosciuszko@edumail.vic.gov.au

2nd May 2014

Dear Kat,

Re: Latrobe City Draft Master Plan Catterick Cres Reserve

Thank you for the opportunity to respond to the Latrobe City's draft master plan for the Catterick Cres reserve. We met as a School Council to discuss the plan and the ramifications for the school. We would like to raise the following points for consideration;

- The flow of traffic for the school if the road was closed needs to be considered. Whilst we support the additional car parks, the closing of the road would increase the traffic congestion given there is only one access point to the main school gate.
- The closing of the road and addition of the turning circle would make it difficult for buses to safely access the school. Currently they use the entire Catterick Cres circle to safely park at the front of the school. Buses also use the car park entrance closest to the school to access the stadium currently.
- The school crossing currently located in Catterick Cres can be quite congested when we have a majority of the school leaving at 3:30pm. If the road was closed, this would prevent a number of cars exiting towards Stagg St and Garibaldi St away from the school which is preferable.
- School Council would like to suggest the path running along the existing stadium be under cover. With no connective vehicular access from one car park to the other, this may help congestion and allow the larger car park to be accessed better in wet weather. It would also assist stadium users that use the rear car park access the front of the stadium.
- As previously mentioned, the school supports any ties it can make with the community, especially the Junior Football Club. The school council is happy to enter into any Memorandum of Understanding to allow use of the school grounds. It should be known however the standard of the oval is poor in some places and will need improving.
- The school would be happy to have the synthetic wicket placed on its grounds should there be a need for it and the Cricket Club object to it being placed next to the turf one.
- School Council think there should be some consideration to the development of the western corner of Garibaldi St and Catterick Cres as an additional car park. This would again help with congestion around the school crossing.

The school again would like to thank you for the opportunity to give feedback on this very exciting proposal and we would like to continue our work with the City Council.

Kind Regards

A handwritten signature in black ink that reads 'Michelle Hibbert'.

Michelle Hibbert
Principal

Karen Tsebelis

From:
Sent: Friday, 2 May 2014 10:48 AM
To: Kat Marshall
Subject: RE: Traralgon Outdoor Recreation Plan

Follow Up Flag: Follow up
Flag Status: Flagged

Kat,

Thank you for the link.

The concept looks good and addresses all the issues raised by Cumberland Park Junior Football Club. It looks very good. We look forward to the Plan progressing.

Thanks for your help.

Wayne

From: Kat.Marshall@latrobe.vic.gov.au
To: wayne.reichelt@bigpond.com
Date: Fri, 2 May 2014 10:07:57 +1000
Subject: FW: Traralgon Outdoor Recreation Plan

http://www.latrobe.vic.gov.au/Get_Involved/Have_Your_Say/Latrobe_City_Council_Recreation_Plans

Kat Marshall
Recreation & Open Space Development Officer
Latrobe City Council

[mailto: Kat.Marshall@latrobe.vic.gov.au](mailto:Kat.Marshall@latrobe.vic.gov.au)
Direct: 5128 5409
Mob: 0448 371 103
Fax: (03) 5128 5672
Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: Kat Marshall
Sent: Monday, 3 March 2014 4:59 PM
To: wayne.reichelt@bigpond.com
Subject: RE: Traralgon Outdoor Recreation Plan

Hi Wayne,

Just letting you know that the below dates have been moved a week back.

The time set aside is now Tuesday 25th – Friday 28th. The same times and venue apply. Please contact me if you wish to make an appointment.

Regards,

Kat Marshall
Recreation & Open Space Development Officer
Latrobe City Council

[mailto: Kat.Marshall@latrobe.vic.gov.au](mailto:Kat.Marshall@latrobe.vic.gov.au)
Direct: 5128 5409
Mob: 0448 371 103
Fax: (03) 5128 5672
Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: Kat Marshall
Sent: Thursday, 30 January 2014 2:27 PM
To: wayne.reichel@bigpond.com
Subject: Traralgon Outdoor Recreation Plan

Hi Wayne,

I'm just letting you know that we are expecting draft plans to come in soon for the Traralgon Outdoor Rec Plan and we have set aside **Tuesday 18- Friday 21 March, 9am-5pm** to gather feedback from stakeholders.

You represented the Cumberland Park JFC at the workshop held at the Kay St Service Centre on 23/10/2013, from there, our consultants collated the feedback received from various groups and have put this into a concept plan.

If you would like to do see the plan and provide more feedback, please email me or give me a call and we can set aside some time.

Thanks,

Kat Marshall
Recreation & Open Space Development Officer
Latrobe City Council

[mailto: Kat.Marshall@latrobe.vic.gov.au](mailto:Kat.Marshall@latrobe.vic.gov.au)
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Karen Tsebelis

From: Mark Hore
Sent: Friday, 2 May 2014 4:45 PM
To: Kat Marshall
Cc: Steven Carney; alex.hart@gippswater.com.au; wingy69@live.com
Subject: RE: Traralgon Outdoor Recreation Plan

Follow Up Flag: Follow up
Flag Status: Flagged

Kat,

I have circulated the drawings to our members and they are very supportive of the concept plans.

The angled parking on the Francis Street seems like a good solution to address the parking congestion issues at a relatively low cost to Council. In comparison to the parking area on the opposite side reserve which would need to be constructed and is likely to be cost prohibitive. Given the relative cost/benefit we would like to see the angled parking on Francis Street progressed as a priority.

From a cricket club only perspective, the equipment storage shed alongside the nets is in a state of disrepair, and we had a break in there last year and lost around \$1,800 of training equipment. The solution to construct a storage shed/elevated seating alongside the clubrooms is a very attractive option and one which we would like to see addressed as a priority. We believe that this work would provide our club with an amenity which is similar to that at other Council grounds, and the raised seating area would be of great benefit to both football and cricket supporters.

We also support the works to upgrade the ground surface, which we consider to be overdue. We will need at least 12 months notice of these works as our club will need to raise funds to renovate the turf bench and we may need to reschedule some of our home games while this work is being completed. Ideally, this work should be completed in Feb-April which will allow plenty of time for the grass to establish in the Autumn ahead of the next season.

Thankyou for the opportunity to comment...

Mark Hore

President

Rovers Cricket Club

Kat Marshall

**Recreation & Open Space Development Officer
Latrobe City Council**

mailto: Kat.Marshall@latrobe.vic.gov.au

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<http://www.latrobe.vic.gov.au/>

From:

Sent: Friday, 18 April 2014 11:06 AM

To: Kat Marshall

Cc: Mark Hore

Subject: Re: Traralgon Outdoor Recreation Plan

Hi Kat,

Thanks for your time to discuss and review the above plans. Much appreciated.

I have listed some comment on attached file.

These are as per our meeting discussions with DCP oval upgrade as the highest overall priority. I understand that funding has been earmarked for this work and would appreciate any update on this item. Have any plans been developed at this stage?

The other priorities I support are the Pavilion upgrades in the following order at:

T'gon West complex- This was primarily for the Junior Football Competition as their home base.

Stoddart Park Oval

Catterick Cres Oval

T'gon Recreation Reverse Oval- Pavilion and Lighting upgrade.

These comments are submitted as a Senior Traralgon resident, having played Football and Cricket at the Traralgon Rec Reserve for many years, Life member of Rovers Cricket Club, Life Member of T&DCA and a passion for improving ground facilities for Junior & Senior Cricket and Football for both genders.

Regards

David Little

From: Kat Marshall

Sent: Monday, March 03, 2014 4:57 PM

To: Rovers Cricket Club

Subject: RE: Traralgon Outdoor Recreation Plan

Hi David,

TRARALGON TARGET RIFLEP.O.Box 5
TRARALGON 3844

April 28, 2014

Miss K. Marshall
Latrobe City
P.O.Box 264
Morwell 3840

LATROBE CITY COUNCIL INFORMATION MANAGEMENT	
RECEIVED 5 MAY 2014	
R/O:	Dog No:
Comments/Copies Circulated to:	
<input type="checkbox"/> Copy registered in DataWorks	<input type="checkbox"/> Invoice forwarded to accounts

Re Eric Taylor Reserve Draft Master Plan.

Sports Infrastructure:

1: Upgrade of Buildings; We would welcome an upgrade to the toilet facilities to make them more disabled friendly with a possibility of internal access.

2: Resurfacing of tennis courts; No objections.

3: Tennis court fencing; The fencing needs to be replaced, but we have some concerns over the closeness of the fence to our range as it may provide a stepping stone to enable access to the range.

Community Recreation:

4: Spectator seating/shelter; Would be of benefit to all users of the facility.

5: Car Park security; Security lighting is a must as at the moment there is only one light at the entrance in Shakespeare St that lights the front of the Building.

6: Reserve Entry Signage; Any signage to include "Traralgon Target Rifle".

7: Realigning Pathways; The realignment of the pathway along Shakespeare St would provide greater safety for pedestrians.

Traffic Management:

8: Resurface and Formalize Car park; The resurfacing of the car park is a necessity. The formalization of the car park should take into account at least 2 disabled car parks next to the entry door at the clubrooms. The car park would need to cater for at least 24 spaces. On some nights due to a Gippsland wide competition we have 30 plus cars

9: Existing pathways; We are happy with the existing pathways.

10: Landscaping; Landscaping to the site would improve the ascetics of the area, as long as it does not impact on the visibility from the road.

Other Issues:

11: Security; This is a BIG issue with this club. We have had several break ins over the years

not only into the club rooms but into the range itself. Police reports say we are in a bad area for break ins and vandals. Many times we have had to clean up rubbish that has been left by persons unknown.

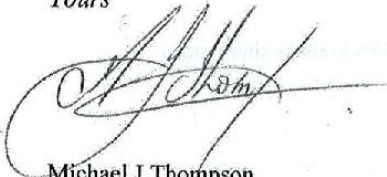
12: **Power:** The Traralgon Target Rifle currently pay the cost of power to the club rooms, so while we are happy for users to use the club rooms there will need to be some thought given to sharing costs in future.

13: **Outside entry:** We are not opposed to an outside entry being put in the east wall facing the tennis courts, but it would need to be vandal proof.

Summary:

We are generally happy with the facilities provided at the present and supported by the Latrobe City where necessary.

Yours



Michael J Thompson
Secretary
Traralgon Target Rifle
Ph: 0351745960
Mob: 0428582045
Email: m28cornach50@yahoo.com.au

Karen Tsebelis

From: Ross & Carmel Smith
Sent: Thursday, 3 April 2014 5:25 PM
To: Kat Marshall
Subject: Re: Eric Taylor Reserve Draft Master Plans

Proud of you Kat

You have ticked all the boxes

As a club we don't have urgent major concerns.

Thanks

Regards Ross

From: Kat Marshall
Sent: Thursday, April 03, 2014 1:32 PM
To: Ross & Carmel Smith
Cc: ; Mike Thompson
Subject: RE: Eric Taylor Reserve Draft Master Plans

Also, I forgot to include that I checked up on the access concerns about the blocks next to the reserve and they will share a common driveway on the other side of the property, not access through the reserve.

Kat Marshall

Recreation & Open Space Development Officer
Latrobe City Council

wmailto:Kat.Marshall@latrobe.vic.gov.au
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Mob: 0448 371 103
Fax: (03) 5128 5672

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<http://www.latrobe.vic.gov.au/>

From: Ross & Carmel Smith [<mailto:ross-smith2@bigpond.com>]
Sent: Thursday, 3 April 2014 11:27 AM
To: Kat Marshall
Cc: frankabf@bigpond.com; Mike Thompson
Subject: Re: Eric Taylor Reserve Draft Master Plans

Thanks for the copy of the minutes and the Draft Master Plan.

Mike Thompson as Secretary will send a response on behalf of the club.

I spoke with Mike yesterday afternoon before I opened your envelope and have now had time to look in some detail at the Eric Taylor Draft Master Plan and comment as follows

Item 1 Proposed Trees Tree at the front near the blue 7 is not required as it blocks exposure to the club house.

Item 2 Signage to include Traralgon Target Rifle.

Recommendations Sport Infrastructure

Item 1 Toilet upgrade needs to be discussed further if it is to happen. We would welcome a new public toilet along the shooting range wall where the grey meets the broken white path. Ideally the current toilets be abandoned and used as office with internal access.
or have internal toilet access now for the benefit of all user groups.

Community Recreation.

Picnic Area.

Item 4 While this may be ideal it would be best located as an attachment to the main building on the east side of he building. I see this as being beneficial to all user groups

Traffic Management.

Proposed 13 spaces for cars is impracticable. How can Target Rifle Traralgon fit 23 cars into 13 car spaces. On some nights we have up to 30 cars My observation is that the tennis club would have a similar issues. It would appear that no thought has been given to how owners of the blocks currently for sale will access their properties.

Mike will address disability car parking in his response. This needs to be just near the front door .WE have a requirement for 1 space each Wednesday night and at times two spaces. Possibly not an issue for the tennis players.

Cutting down on current car spaces is impractical

The biggest problem with access to the car park is turning right into the car park and exit from the car park onto Shakespeare St. One needs to be patient

Reserve Management.

Lighting costs would need to be paid for by the user group. Target Rifle Traralgon currently pays the power account.

Items from the meeting 26th March

We are Target Rifle Traralgon not Traralgon Small Bore Rifle club.

Security

This is a BIG issue with the club. We have had several break ins over the years not only to the club house but the range itself. Police report to us that we are in a bad area for vandals and thugs. We echo those comments with the number of attempted break ins and general rubbish left out side by unknown persons

Air conditioning in the club house

This maybe on a wish list. As mentioned before TRT pays the power account. We are happy for other user groups to make a cup of coffee or cook up a toasty.

We do not oppose Air Con but again user pays

Other

There was also the matter of putting in a side door on the eastern wall . We are not opposed to this either however this would need to be Vandal proof. See comments to item 4

Summary

We are generally happy with our shooting range facility provided and supported as necessary by Latrobe City.

Any constructive changes to the shared facilities are always welcome.

These comments have not been discussed with Mike or Frank but align generally with their comments

Regards Ross Smith

From: Kat Marshall
Sent: Friday, March 28, 2014 10:06 AM
To: Ross & Carmel Smith
Subject: RE: Eric Taylor Reserve Draft Master Plans

Hi Ross,

Just letting you know that there's a copy of the master plan in the post now with a copy of the minutes from Wednesday's meeting.

Feel free to give me a call if there's anything you wish to discuss

Regards,

Kat Marshall

Recreation & Open Space Development Officer
Latrobe City Council

wmailto:Kat.Marshall@latrobe.vic.gov.au
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Mob: 0448 371 103
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Eric Taylor Reserve – Pax Hill Tennis Club

Submission in relation to the Recommendations of the Traralgon Outdoor Recreation Plan

- 1. Upgrade existing building amenities with priority given to toilet facilities. Toilet facility upgrades to consider public access to informal use of the courts and/or surrounding pathways**
 - This is supported. Pax Hill Tennis Club uses this facility for competition on Saturday mornings during tennis season.
- 2. Resurface tennis courts to allow for continued provision for overflow tennis competition activities and multi-purpose social use.**
 - This is supported. Pax Hill Tennis Club uses these courts for competition on Saturday mornings during tennis season.
- 3. Upgrade tennis court fencing and netting**
 - This needs to be of higher priority than the upgrade of the surface.
- 4. Provide spectator/community seating and shelter surrounding tennis court facilities**
 - This is supported, but consider it to be of a lesser priority than the fencing and the court surface
 - The allocated seating indicated on the plan is not sufficient.
 - It would be great if the seats have a shade roof to keep the sun off.
 - It would be good to have some seating closer to the clubhouse for players that are supporting their team mates.
- 5. Improve Reserve car park security and enhance profile of site through installation of security lighting**
 - This does not impact on the tennis club as Pax Hill uses it during day light hours.
- 6. Provide Reserve entry signage to promote facility and public use opportunities**
 - This is a good idea. It needs to include that the Pax Hill Tennis Club use the courts from 8:15am – 12:15 pm on a Saturday morning during tennis season (October – April)
- 7. Realign pathway along Shakespeare Street to improve safety and provide additional pathways within the reserve to improve access.**
 - The club supports this.
- 8. Resurface and formalize car park**
 - This is supported, but consider it to be of a lesser priority than the fencing and court surface.
 - It would be a good idea to allow parking closer to the courts so grandparents or mothers with babies can watch the tennis from the car.
- 9. Retain existing pathway networks.**
 - Agree

10. Improve Reserve entry statement through landscaping

- Agree

11. Encourage both formal and informal use of tennis court facilities. Through lighting of public tennis courts, promote community evening usage of facilities with local community to increase site usage during off-peak tennis club allocation times.

- Pax Hill Tennis Club supports this.

Karen Tsebelis

From: Adam Feiner
Sent: Wednesday, 30 April 2014 1:18 PM
To: Kat Marshall; Karen Tsebelis
Cc: Adam Cheyne; Chris Saliba; Ken Jacobs
Subject: RE: Hotshot Tennis - Eric Taylor Reserve - Traralgon Outdoor Recreation Plan Review

Hi Kat and Karen,

Great to hear your excitement for Hot Shots mini courts, they are perfect for small community tennis facilities like Maskrey and Eric Taylor Reserves as they are great attractions for families for structure and unstructured play.

More information and a guide can be found at:

<http://www.tennis.com.au/learn/courts-and-surfaces/mlc-tennis-hot-shots-courts-and-kid-zones>

I have met with the coach and President this month at Pax Hill and spoke about the master plans of both reserves linked to the club. They have submitted feedback which you should have and I certainly agree with their thoughts and I hope they are strongly considered by council. The club has also received an attractive quote for a very affordable resurface there.

From a Tennis Victoria point of view, we really feel that Pax Hill TC are generating strong participation and membership from a small venue. Their venue is attractive to families and more social, casual tennis participation as opposed to the large Traralgon Regional Tennis Centre. Essentially, they complement each other rather than competing, especially in a growth area of town.

The Maskrey Reserve is the key site for the club and the Eric Taylor Reserve is an overflow venue for competition play generally on Saturdays during summer.

Therefore, I feel a set of at least 3 Hot Shots mini courts should be added to the Maskrey Reserve masterplan adjoining the multipurpose courts in the vacant parkland there and would have use for social play, coaching and even beginner junior competition. This would really compliment the reserve as a strong family- friendly location with good sports and tennis facilities, pleasant park space and playground along with clubhouse and amenities.

The resurfacing of the courts, improved fencing, entrance signage and clubhouse amenities are all high and immediate priorities for the shire in our opinion. The club is doing everything right running a strong club and generating good community participation, but their current facilities are bordering on unsafe and also unattractive to play on for the community and members.

If high priority works were completed shortly on the reserve, this site could feature the first Hot Shots mini courts in Gippsland which would be exciting. I have no doubt there would be greater utilisation of the reserve and courts, as well as increasing tennis participation and viability of the club for the future.

The club and Tennis Victoria see the Eric Taylor reserve as less of a priority given its limited use for tennis and the tennis site seems to attract less community usage than Maskrey Reserve. However, it would probably be a more attractive tennis facility with one full size court complimented by 2-3 Hot Shots mini courts. The council may also consider adding the multisport element to make it a small sports hub with adding a basketball ring and small soccer net for example. Given the current and potentially membership growth of Pax Hill TC there is certainly a need to keep this facility operational to support club activities but also engage more active participation at the reserve through casual use.

Adam Cheyne is providing final feedback on behalf of both Tennis Vic and Tennis Australia on the Traralgon Regional Tennis Facility's masterplan, most of which we agreed upon and noted at our recent meeting.

Are you able to give us an indication whether Maskrey Reserve/Pax Hill TC and Moe TC redevelopment projects will be considered in upcoming council budgets and CFFP submissions from the shire to state government?

Cheers
Adam

From: Kat Marshall [mailto:Kat.Marshall@latrobe.vic.gov.au]
Sent: Wednesday, 30 April 2014 10:26 AM
To: Adam Cheyne; Adam Feiner
Cc: Karen Tsebelis
Subject: Hotshot Tennis - Eric Taylor Reserve - Traralgon Outdoor Recreation Plan Review

Hi Adam,

Karen and myself have just read through your article in the Parks and Leisure magazine about Hotshots and think it may be worthwhile incorporating them into the Eric Taylor Reserve master plan as well, which is the community tennis court facility in Traralgon. I know that we've already earmarked Traralgon Tennis to incorporate this, do you think it would be worthwhile? Is this something that Tennis Australia would support?

Regards,

Kat Marshall

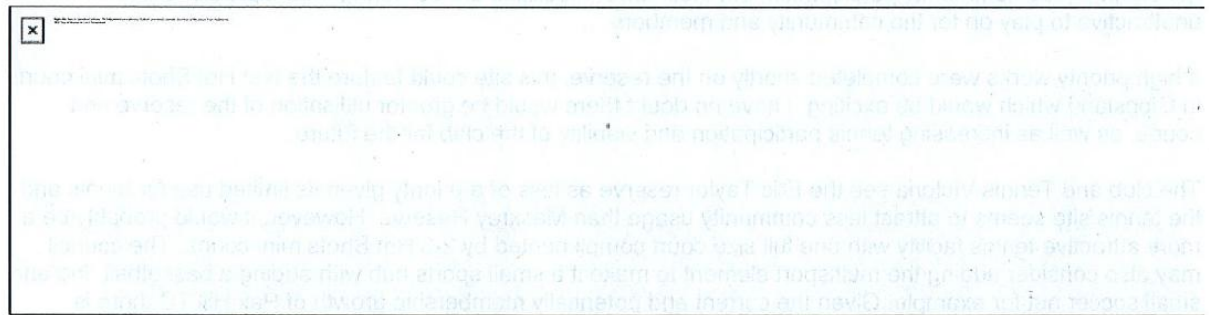
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TRARALGON CITY SOCCER CLUB

Davidson Street, Traralgon
Founded 1968 - Affiliated with Gippsland Soccer League Inc.
ABN 55103385723 – Incorporation No A0013341S
PO Box 56, Traralgon 3844
Ph: (03)51745256 Email: WVanDerStaay@agl.com.au



Kat Marshall

2nd May 2014

Recreation & Open Space Development Officer

Latrobe City Council

PO Box 264

Traralgon, VIC

3840

Dear Kat,

RE: Harold Preston Park Mater Plan Review

I would firstly like to thank yourself, Karen, Latrobe City and Inside Edge for inviting and involving the Harold Preston Park User Group (Traralgon City Soccer Club, Traralgon Table Tennis Association, Traralgon Little Athletics Centre & Traralgon Olympians Soccer Club) in the development and review of the DRAFT Master Plan for the reserve.

The User group is excited about the development thus far of the DRAFT master plan and looks forward to continually working with Latrobe City to deliver the projects listed. The precinct has seen a considerable growth in use over recent years, with the Traralgon City Soccer Club alone seeing a 6% increase in members in 2014 up to 265 members. This along with it brings additional family members that come and spectate and support the players. A large influx of female players has been the major contributor with female numbers increasing from 16 in 2013 to 54 in 2014.

The upcoming World Cup this year will most likely coincide with another influx of players into the sport as has been the case in previous World Cup years. We are hopeful we can produce a facility that the community will be proud of, and that will continually attract more members to participate in their chosen sport or physical activity.

As requested we have reviewed the DRAFT Master Plan presented to us at the Latrobe City Offices on Tuesday the 25th of March, and would like to advise that in principal we agree with all of the projects that have been listed, with some minor alterations and changes to be considered.

We would like to submit the following responses for consideration:

- The priority of the car park surrounding the Traralgon City Soccer Club and Table Tennis Association to be raised to "High", and consideration to be given to have the both projects undertaken together. It is believed that the OH&S aspects of the car park are a considerable concern and that by undertaking the projects together considerable cost savings can be realised and the aesthetics of the area improved.
- Any car parking that is upgraded on the reserve is to include the installation of safety/security lighting for night time access (there is no mention of this in any of the projects).

- The carp park proposed for the Eastern end of the reserve (entry onto Latrobe Crescent) to have the entry/exit relocated to Davidson St as there is considerable danger in entering/exiting onto Latrobe Crescent which has very sharp bends and limited vision.
- Location and design of the proposed new club rooms/change rooms to be discussed and negotiated with the User Group when the design stage is reached, to address all requirements (under cover viewing of pitches, access to little athletics track/facilities, canteen facilities, social room etc)
- Discussions to be held around the potential future design and layout of the pitches and little athletics track when the design stage of the civil works is reached. (this may impact on the location and type of facilities built)
- An additional project is added for an additional entry into the Traralgon Table Tennis Association to be constructed. This will provide an alternate access and improve manoeuvrability and safety within the facility.
- Clarification on the soccer pitch numbering to understand if the pitch numbers relate to the priority that will be given in the maintenance program that is going to be developed for them. If the numbers do relate to the priorities we would like to discuss them and have them re-organised based upon usage of each ground to ensure the maintenance program is the most effective.
- Trees that have been proposed for between the pitches to be removed or re-considered, however leaving the trees around the boundary of the reserve.
- Consideration be given to the works that may be undertaken in Project #17 – Improve Aesthetics Appeal of Reserve. (It was thought that depending on the funding that may be obtained for this project, the money may be more beneficial being spent on things such as additional seating, permanent bins or on some of the larger projects in the plan).

If you would like to discuss these points further or need clarification the Harold Preston Park User group would warmly invite you to one of our meetings. In addition you can contact me on 0427 362 860.

I would again like to thank Latrobe City for inviting and involving all users of Harold Preston Park to be part of this process and we look forward to working with you to make this plan become a reality.

Kind Regards

Simon Aquilina

Karen Tsebelis

From: Paula & Warwick Landy
Sent: Thursday, 1 May 2014 5:07 PM
To: Kat Marshall
Subject: RE: Traralgon Outdoor Recreation Plan

Kat,

Thanks for the update. I was included in a meeting with Simon Aquilina from Traralgon City Soccer Club. I support the proposal that they are putting forward. Can I just stress the importance and priority of all the user groups for better entry and exit of the site from Davidson Street and also increasing of car parking space.

Please feel free to visit the park on Tuesday or Thursday evening between 4:30 and 6:30 pm and take a first hand look at what I consider to be a serious health and safety issue to the general public when entering and exiting the facility and when performing U turns in the carpark to enter.

Thankyou for your consideration.

Warwick Landy

Traralgon Table Tennis/ Traralgon City Soccer Club.

From: Kat Marshall [mailto:Kat.Marshall@latrobe.vic.gov.au]
Sent: Thursday, 1 May 2014 11:43 AM
To: Traralgon Table Tennis
Subject: RE: Traralgon Outdoor Recreation Plan

Hi Warwick,

Just a quick reminder to let you know that submissions for the Harold Preston draft master plan need to be in by COB tomorrow.

Regards,

Kat Marshall

Recreation & Open Space Development Officer
 Latrobe City Council

mailto: Kat.Marshall@latrobe.vic.gov.au
 Direct: 5128 5409
 Mob: 0448 371 103
 Fax: (03) 5128 5672

Phone: 1300 367 700
 PO Box 264, Morwell 3840
 141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: Kat Marshall
Sent: Monday, 3 March 2014 4:55 PM

To: Traralgon Table Tennis
Subject: RE: Traralgon Outdoor Recreation Plan

Hi Warwick,

Just letting you know that the below dates have been moved a week back.

The time set aside is now Tuesday 25th – Friday 28th. The same times and venue apply.
Please contact me if you wish to make an appointment.

Regards,

Kat Marshall

Recreation & Open Space Development Officer
Latrobe City Council

mailto: Kat.Marshall@latrobe.vic.gov.au
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141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: Kat Marshall
Sent: Thursday, 30 January 2014 4:01 PM
To: Traralgon Table Tennis
Subject: Traralgon Outdoor Recreation Plan

Hi Warwick,

I'm just letting you know that we are expecting draft plans to come in soon for the Traralgon Outdoor Rec Plan and we have set aside **Tuesday 18- Friday 21 March, 9am-5pm** to gather feedback from stakeholders.

You both represented the Traralgon Table Tennis Club at the workshop held at the Kay St Service Centre on 23/10/2013, from there, our consultants collated the feedback received from various groups and have put this into a concept plan.

If you would like to do see the plan and provide more feedback, please email me or give me a call and we can set aside some time.

Thanks,

Kat Marshall

Recreation & Open Space Development Officer
Latrobe City Council

mailto: Kat.Marshall@latrobe.vic.gov.au
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- * Extra storage needs to be considered with Traralgon Olympians Pavillion extension design if storage shed is not included in plans.
- *Artificial Turf for both pitch 1 & 5, will reduce overall surface maintenance & costs over long term & allow greater seasonal use of grounds.
- *Match standard lighting for pitch 2
- *Spectator seating around all pitches(as well as covered areas)
- *Security lighting for carparks & pavillion surrounds(possibly solar with power backup)
- *Safety/barrier nets along Franklin St "pitch 2" for accident & damage prevention to passing traffic.
- *Pitch 1 & 2 - Irrigation & drainage to cope with severe flooding due to being in a flood zone area .

If you have already sent letter please reply asap & I will forward.

Regards

Emy Panayiotou
Tgon Olympians SC
5174 3695
0403 317736

From: Simon Aquilina

Sent: Tuesday, 29 April 2014 10:54 AM

To: Amanda Whitmore; Anton Fullerton; Bill Vanderstay (

Clinton Savage; Derek

Walton; Emy Panayiotou; Howard Mildenhall; Steve Anderson

Subject: Response to Latrobe City on DRAFT Master Plan

Importance: High

For those of you that have had an input and have provided feedback on the DRAFT Master Plan thank you. I have DRAFTED a response to Latrobe City which I have attached. Please provide me feedback by COB on Thursday as I need to deliver this to Latrobe City by no later than COB on Friday 2nd May.

I hope this is reflective of our discussions we have had and covers our concerns and requirements.

Kind regards

Simon

Simon Aquilina

Manager Wastewater Treatment

Gippsland Water

PO BOX 348 Traralgon Vic 3844

Karen Tsebelis

From: Karen Tsebelis
Sent: Monday, 5 May 2014 3:16 PM
To: Anton Fullerton
Cc: Kat Marshall
Subject: RE: Draft Master Plan for Traralgon Outdoor Recreation

Hi Anton

Thank you for your considered submission.

We will use your feedback to help finalise the draft master plan for Harold Preston Reserve in Traralgon.

We are now finalising the draft master plan for the Review of the Traralgon Outdoor Recreation Plan. Once this has been completed a report presenting the final master plan will be presented to Council in late June 2014.

I will advise you of the date of the Council meeting when this has been confirmed, so that you have an opportunity to speak/present to the Council in relation to your submission.

Kind regards

Karen Tsebelis

Coordinator Recreation & Open Space
Latrobe City Council

[mailto: Karen.Tsebelis@latrobe.vic.gov.au](mailto:Karen.Tsebelis@latrobe.vic.gov.au)
Direct: (03) 5128 5483
Fax: (03) 5128 5427

Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: Anton Fullerton
Sent: Monday, 5 May 2014 2:56 PM
To: Karen Tsebelis
Subject: re: Draft Master Plan for Traralgon Outdoor Recreation

Hi Karen.

I have just been reviewing the 'Harold Preston Reserve Master Plan' on behalf of Traralgon Table Tennis Association and I would like to add a late submission which I feel is an immediate and important inclusion. The Traralgon Table Tennis Stadium is located within the Harold Preston Reserve.

We have been having some concerns over the timber flooring we use in the stadium. Every two years our committee sands and lacquers the floor which is a big job taking several days plus drying time. We consult with experts to make certain we use the best materials and techniques. Despite this, we are still finding that depending

on weather and humidity, the floors become slippery or sticky. Our cleaner has consulted widely trying to find solutions to no avail.

As you know, our club caters to players of all ages - from Under 9s to Octogenarians. The KeenAgers (mostly retirees) play two mornings a week. We are having more accidents reported from slipping and are now aware that most Table Tennis Centres are in the process of changing to specialised 'non-slip' PVC based flooring which provides a safer and more comfortable playing experience especially for the aged. We believe in providing an opportunity for seniors in the region to play an affordable sporting alternative and do our best as a committee to assist in this however we can.

For this reason I ask that this item of flooring be considered as a high priority and included in the Latrobe Shire's Draft Master Plan for Outdoor Recreation in Traralgon so that we may move our sport to a more safe environment for all Juniors, Seniors, Veteran and Keenager players and visitors to the Stadium.

Anton Fullerton
(President)
Traralgon Table Tennis Association

Karen Tsebelis

From: Josh Graham
Sent: Friday, 2 May 2014 11:23 AM
To: Kat Marshall
Subject: RE: Kevin Lythgo
Attachments: Warning Track example.jpg

Follow Up Flag: Follow up
Flag Status: Flagged

Hey Kat,

Thank you for the opportunity to submit feedback

Overall our club members are happy with the plan and how it looks for the future of the reserve. The club is keen to continue to work with Latrobe City Council on delivering upgrades to the facility as there is an obvious benefit to both parties working together to achieve shared outcomes.

We've spoken about the plan at training for several weeks and I have several re-occurring themes from these discussions with various members of the club.

These themes are;

- A small wording change on point 3 it should be fencing along "dead ball lines" not "foul lines" as the foul lines and the area past them are still considered part of the playing surface
- The establishment of the "shared pathway" has been identified as concrete this is not a solution for Southern length of the project as that places concrete on the playing surface, a Clay / Scoria based surface similar to that of the infield cut-outs is more appropriate, it would also be preferred that this pathway be extended around the complete outfield wall to create the warning track. the idea for the shared pathway was to create a warning track (indication to the field that they are approaching the outfield fence, I've attached an image of an example)
- The trees that are adjacent to the Southern length of the pathway are also on the playing surface, again this is not appropriate, as it would reduce the playing surface
- Points 8 & 14 may need to be considered, given the sharp angle of the embankment there maybe little landscaping that can occur, cut in landings maybe a more feasible option for delivering improved viewing opportunities as well as reducing the water run-off on to the surface which at times creates issues with the playing surface.
- Reconsider point 12, the additional trees in the car-park is less important as maximising the number of car-parking spaces, the re-surfacing is fantastic and the formalisation of the car-parking on Gathercole Drive is ok (this area is less than ideal for parking as a considerable number of foul balls will end up on Gathercole Drive during from both training and competition.

I'm happy to catch up and discuss or explain more our position on these matters should I have been unclear on anything.

Cheers

Josh Graham

Traralgon Baseball Club

From: Kat Marshall
Sent: Thursday, 1 May 2014 11:46
To: Josh Graham
Subject: RE: Kevin Lythgo

Hi Josh,

Tomorrow is the last day for submissions to come in. If you could get yours through that'd be good. (Realistically I can probably give you until Tuesday if that helps)

Thanks

Kat Marshall

Recreation & Open Space Development Officer
Latrobe City Council

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PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: Josh Graham
Sent: Wednesday, 9 April 2014 2:28 PM
To: Kat Marshall
Subject: RE: Kevin Lythgo

Hey Kat,

Just letting you know that I've had a look at the master plan and think its pretty good.

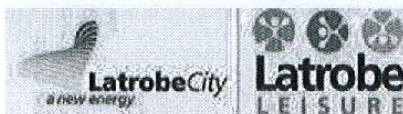
I've got a few suggestions which I will forward through but before I do I was going to take copies to training and let the other members of the club provide their feedback as well and then submit it all together.

Cheers

Josh Graham
Centre Leader - Latrobe Leisure Churchill
Latrobe City Council

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Maskrey Reserve – Pax Hill Tennis Club

Submission in relation to the Recommendations of the Traralgon Outdoor Recreation Plan

The club began around 1961 and still has many of the original facilities (court surface, toilets and fences). We currently cater for players from the age of 4 through to 83 having about 65 playing members (and many more players and community members that use the courts on a regular basis) and feel that this would increase if we had improved facilities to offer to our members and the local community. Pax Hill Tennis club operates many Tennis Australia programs – Seniors Program, MLC Tennis Hotshots, ACE Program (programs for disabled children) and Mum's Tennis Program. The upgrade of the tennis court surface is of the utmost importance so that we can continue to offer these programs for the community.

- 1. Upgrade existing clubhouse with accessible toilets and amenities.**
 - This is definitely needed. The current toilets are over 50 years old.
 - They do not cater for disabled access.
 - They do not contain a sink for washing your hands (hands are washed in the sink in the clubhouse)
 - They are open to the outdoors so dust, dirt and leaves regularly blow into the toilets.
- 2. Upgrade surface, drainage and line marking to all tennis courts. Consider multi-purpose line marking to increase court usage opportunities.**
 - This needs to be of the highest priority and needs to be done very, very soon (within the next 12 months). The court base has held up very well, but the surface of some of the courts is the original 50 year old court surface. We have included a quote for the resurface of the courts and have spoken with a number of clubs that have used the company.
 - The club supports multi-use court suggestions.
- 3. Replace existing tennis court fencing and netting**
 - Some of the fencing and netting is over 50 years old. It needs to be replaced when the courts are resurfaced (or before). Some of the fencing is currently held up by wood supports.
- 4. Provide lighting to northern tennis courts opposite clubhouse (Pax Hill Tennis courts)**
 - This is definitely supported as it would increase the hours of use of the tennis courts during non-daylight savings period).
 - This would also increase the opportunity for community use and night competition play.
 - The club suggests that the lighting be placed on the southern (community courts) with a 'pay as you go' lighting system in place to also enable the multi-use courts to be used after daylight hours.
- 5. Upgrade existing playspace. Ensure playspace is accessible and within sight lines of tennis court facilities.**
 - This is supported by the club as it enables parents to play tennis while the kids play on the swings
 - Although we don't consider the upgrade to be of equal priority (medium) to points 2, 3 and 4.

- 6. New seating/picnic area in open space surrounding playground.**
 - This is supported by the club as it further develops Maskrey reserve as a community area.
 - Although we don't consider the upgrade to be of equal priority (medium) to points 2, 3 and 4.
- 7. Provide spectator seating surrounding courts**
 - This is supported, but the allocated 2 seats indicated on the plan is not sufficient.
 - It would be great if the seats have a shade roof to keep the sun off.
- 8. Establish a formal pathway network throughout the reserve.**
 - The club supports the establishment of a pathway, but has concerns about where it is located on the plan.
 - The path at the southern end goes up quite a steep incline, which is not practical.
 - The location of some of the path has a drastic affect on the amount of parking that would be available.
 - The path doesn't allow for the path currently travelled by passers-by, ie many people walk from Chenhall Crescent, past the courts and then turn at the kindergarten corner to go to the shops (a path should be placed along the kindergarten fence).
 - The path that enters the park from the eastern side and goes to the picnic area is not necessary as it would rarely be used and more importantly takes away land for ball sports, etc.
- 9. Provide lighting surrounding clubhouse and car park to improve security**
 - This is supported by the club
 - Although we don't consider the upgrade to be of equal priority (medium) to points 2, 3 and 4.
- 10. Provide Reserve entry signage**
 - This is supported by the club
 - This should be done immediately as it is very difficult for visiting teams and new members to find the courts.
- 11. & 12. Resurface and formalize Reserve entry road and car park. Primary parking will remain in Barker's Crescent. & Extend existing car park west to increase Reserve car parking capacity.**
 - The club has issues with Barker's Crescent being the primary car parking as after school when many small children come to the club, the car park is busy due to kindergarten pick-up.
 - It doesn't allow parents/grandparents to watch the children play tennis from their car (in cool weather, or if unable to walk the distance to the courts, there is nowhere to sit and watch the southern courts)
 - The expanded carpark actually leads to less parking availability then is currently available to all users
 - It also doesn't allow enough room for cars to turn around if a car enters the carpark and finds all spaces full.
- 13. Increase tree planting to Eastern and Northern boundries to provide buffer and improve visual amenity.**

- We have some concerns with the inclusion of so many trees in such close proximity to the court surface. We would want to be consulted with respect to the species and exact location of the trees
 - Tree roots are a major issue as they cause lifting and cracking of the courts (Inappropriate trees planted too close to the northern boundary in the past has caused considerable surface damage to the northern bank of courts and the tree next to the clubhouse is causing some lifting to the southern end of the northern bank of courts).
 - Trees that drop leaves are a major issue to the drainage, court surface and fences. Some trees drop leaves etc that make the court slippery, increase the dirt on the court surface making it slippery and requiring cleaning more regularly (a very time consuming process, 8-10 hours per court). If the leaves are large they get stuck at the base of the fence, as they can't blow through the links, therefore pushing the bottom links to curl up.

14. Encourage both formal and informal use of tennis court facilities. Through alternate line marking of public courts, promote multi-use of facilities with local community to increase site usage during off-peak tennis club allocation times.

- We consider ourselves to be a Community Tennis Club. The Northern bank of courts is left open for free community use at all times. A number of community groups have made use of the courts and the clubhouse – local youth group, cricket club, primary and secondary schools
- Discussions with Adam Feiner at Tennis Victoria include the possible addition of Hotshots courts – specially designed courts for young players. A number of metro-clubs are adding these courts to encourage full family and community involvement
- The club supports the concept of having multi-use courts.

PROUD SPONSERS OF SAPPA, SACCPA & SASPA

Pax Hill Tennis Club
ATT: Sally Kirstine
Main st
Traralgon Vict

Advanced Sporting Surfaces SA
PO Box 2353
Port Adelaide
SA 5015

March 31st 14

Ph: 0403282630

RE: RESTORATION AND UPGRADE OF HARD PLAY TENNIS AREA'S, ALL COATED WITH ENDORSED "LATEXITE" TENNIS ACRYLIC SYSTEM.

Dear Sally,

Further to our recent conversations and E-mails, please find work detail and quotation regarding the above as follows.

Brief report on existing facilities:

BASE: Asphaltic pavement weathered, stress cracks from tree root damage, and slight depressions. The pavement in its present state is suitable for an Acrylic Multi-sport system and also an installation of Multi-sport Synthetic Grass system on completion of base preparation as documented.

SCOPE OF WORKS:

BANK 1: Hard stand Tennis sports area.
Area: 35.00m x 33.00m = 1155 m² approximate.
Base: Stable, fair condition asphalt.

BANK 2: Hard stand Tennis sports area.
Area: 36.00m x 34.00m = 1224 m² approximate.
Base: Stable, fair condition asphalt.

Or colors of choice

Bank 2: (Approx 1224m2)

Work detail – Base preparation:

- Isolate and fill all depressions (birdbaths) exceeding 3mm in depth using Super Modifier sand and cement compound.
- “V” out all cracks exceeding 2mm in width and fill with “Flexible super M” waterproof, flexible crack filler.
- Scabble oil based lines that are breaking down surface with purpose built machine.
- Fill all bitumen seams and removed lines with “Super M”
- Tree root damage on outside of court and bitumen seams apply fibreglass system.
- Grind all repairs to achieve a level consistent with surrounding base.
- Remove all dirt, dust and foreign matter from base using mechanical blowers.
- Apply one (1) coat of Resurfacer to complete area.
- Grind and blow area.

On completion of above:

Work detail - Playing surface:

- Apply two (2) coats “LATEXITE” high performance acrylic, Tennis surface to two (2) Tennis courts.
- Apply sport line markings as selected. Two (2) coat system.
2 x Tennis

BANK 2: THE ABOVE FOR THE SUM OF

Sub total: \$19,580.00

GST: \$ 1,958.00

Total: \$21,538.00

Suggested sports and colors

Tennis x 2

Deep green

White line system

Outsides Terracotta/Forrest green
Or colors of choice

“LATEXITE” features:

- ITF endorsed Tennis surface
- All-weather surface.
- Substantially reduces sporting injuries generally experienced on conventional hard court surfaces.
- Provides durable, anti-slip finish requiring minimum maintenance.
- Meets RH & S responsibilities.
- Excellent UV resistance.
- Cost effective alternative replacing stressed or damaged asphalted pavement.

WARRANTY: 5 years free from manufacturing defects – manufacturers warranty.
3 years against faulty workmanship and or materials used.

LIFE EXPECTANCY: 8 – 10 years for normal activities.

WARRANTY EXCLUSION:

Crack repair, product and application to accepted industry standard as per manufacturer’s recommendations and specifications.

No guarantee is offered or implied against existing and or new cracks reflecting through the surface. Sub-grade movement experienced during seasonal changes and or expansion and contraction of pavement cannot be calculated and may be in excess of the systems capabilities.

Your area has minimal cracking on surface and pavement has been down for many years.

References projects recently completed:

Elizabeth North Primary	Construction 2 x Synthetic Grass & Multi-sport
Le-Fevre Peninsular Primary	Multi-sport “Playpave/ Synthetic
Elizabeth North Primary	Multi-sport “Latexite”
Flinders View Primary	Multi-sport “Latexite”
Cabra college	Multi-sport “Fibreglass Playpave”
Riverland Christian College	Multi-sport “Latexite”
North Haven Primary School	Multisport “Playpave”
Pennington Primary School	Multisport “Playpave”
Mansfield Park Primary School	Multisport “Cushioned acrylic Playpave”
Marion Primary School	Indoor “Premier Court” Cushion
Challa Gardens Primary School	Basketball – Netball “Playpave”

Paradise Primary School	Netball " Fibreglass Playpave"
Salisbury North West schools	Multi-sport "Playpave"
Rosary Primary School	Multi-sport "Synthetic"
Bordertown Primary School	Multi-sport "Synthetic"
Maree Aboriginal	Multi-sport "Synthetic"
Cooper Pedy Area School	Multi-sport "Synthetic"
Mildura Netball	"Attack 2000" Playpave
Bordertown Primary School	Multi-sport "Synthetic"
Wirreanda High School	"Multi-sport" Playpave
Spalding Tennis Club	Tennis Playpave
Port Augusta Netball	"Attack 2000" Netball
Marleston Netball	"Attack 2000" Netball
Albury Netball	"Attack 2000" Netball
Mt Barker Indoor cricket	Synthetic Grass indoor
Trinity college indoor	Synthetic Grass indoor
Sydney Boys Grammar	Tennis Playpave
Eranabella Area School	Multi-Sport "Synthetic"
East Marden Primary School	Multi-sport "Playpave"
Monash Netball	"Attack 2000" Playpave
Kenmore Park school	Multi-sport "Synthetic"
Mount Gambier High school	Athletic tracks
Sailsbury Downs primary	Multi-sport "Playpave"
Culcaim Netball	"Attack 2000" Netball
Palinyewah Primary	Multi-sport "Synthetic"
Walbundrie Netball	"Attack 2000" Cushioned Netball Playpave
Henty Netball	"Attack 2000" Playpave
Seaford Primary school	Multi-sport "Playpave"
Woodville Primary School	Multi-sport "Playpave"
Wandana Primary School	Multi-sport "Synthetic"
Largs Bay Primary School	Multi-sport "Playpave" "Synthetic"
Reynella High School	Multi-sport "Playpave"
Monash Tennis Club	"Playpave" Tennis
Elizabeth North Primary	Construction 1 x extra Synthetic Multi-sport
Loxton Primary School	"Synthetic" multi-sport undercover area
Brighton Primary school	Multi-sport "Playpave"
Our Lady of Visitation	"Attack 2000" Multi-sport
Christian Border College	"Playpave Multi-sport
Parkside Primary School	"Playpave" Multi-sport
St Bridgits College	"Attack 2000" Multi-sport
St Johns College	"Attack 2000" Basketball/Netball
Glenunga International high	"Playpave" Multi-sport
Mt Gambier High School	"Playpave Multi-sport
Grant High School	Fibreglass "Playpave" Multisport
Pennington Pre primary	Fibreglass "Playpave" Multi-sport
Ridley Grove Primary	Cushioned Multi-sport "Playpave" system
Gilles Plains Primary	"Synthetic" Multi-sport
Eden Hills Primary	Multi-sport Synthetic grass
Brighton Secondary school	Constuction 4 x Beach Volleyball
Henty Public school	Multi-sport Synthetic
St Joseph's Primary	Constuction Multi-sport Acrylic

Iryrmples Netball club	"Playpave" Attack 2000
Brighton Secondary School	"Playpave Attack 2000" Multi-sport Synthetic
William light School	Multi-sport Synthetic and Attack 2000
Wasleys Primary School	Multi-sport Synthetic
Whitefriars Catholic college	"Playpave Attack 2000"
Fulham gardens Primary	Multi-sport Synthetic and Attack 2000
Prominent Hill Sporting Fac	Sportgrass, Futsal, Tennis, Cricket, Surrounds
Morphetvale West Primary	Multi-sport "Playpave"
St Joseph Norwood	Multi-sport "Playpave"
St Joseph Memorial school	Multi-sport Synthetic + Softfall
Risdon Park Primary	Multi-sport Synthetic grass
Solomontown Primary School	Multi-sport Synthetic grass
John Pirie High School	Multi-sport Synthetic grass
Canberra Netball Assoc	Playpave "Attack 2000"
St Bridgits Catholic	Multi-sport Synthetic grass
Smoky Bay Netball	"Attack 2000" Netball/Tennis
Lock Area School	Multi-sport "Playpave"
St Patricks Catholic	Multi-sport Synthetic grass
Georgetown Primary School	Multi-sport Synthetic grass
Anguston Sporting Club	Playpave "Attack 2000"
Whyalla High School	Multi-sport Synthetic grass
Pooncarrie Primary School	Constuction Multi-sport Synthetic grass
Berri Primary School	COLA Multi-sport Synthetic
Salisbury Junior primary	Multi-sport Synthetic grass
Iryrmples primary school	"Attack 2000" Multi-sport
Loveday Primary School	Multi-sport Synthetic grass
Kyancutta Tennis/Netball	Fibreglass Acrylic system
Mypolonga Netball	"Attack 2000" Netball
Wentworth Netball	"Attack 2000" Netball
Lyndoch Sports Club	Playpave Fibreglass "Attack 2000"
St Josephs Renmark	COLA Multi-sport Synthetic grass
Windsor Vacational College	Multi-sport Synthetic grass
Pinaroo Primary School	Multi-sport Synthetic grass
Donald Primary School	Indoor Synthetic grass
Kyncutta Tennis/Netball	Playpave Fibreglass "Attack 2000"
Xavier College	Playpave "Attack 2000"
Paringa Park Primary	Playpave fibreglass "Attack 2000"
Bainsdale Netball	Cushioned "Attack 2000"
Stansbury Primary School	Playpave "Attack 2000"
Cobdogla Netball Club	Playpave fibreglass "Attack 2000"
Bonnie Doon Netball	Playpave fibreglass "Attack 2000"
Cleve Sporting Association	Playpave fibreglass "Attack 2000"
Tabor Christian college	Constuction /fibreglass/ Synthetic
Murraylands College	Constuction/Fibreglass "Att 2000"
Springton Tennis club	Synthetic grass Tennis x 2
Donald Primary School	Indoor Synthetic grass
Salisbury High School	Multi-sport Synthetic
Star of the sea	Fibreglass "Attack 2000" system
Whyalla High School	Multi-sport Synthetic grass
Le-fevre Primary School	COLA multi-sport Synthetic

Solomontown Primary	Multi-sport Synthetic
Hinke Primary School	Multi-sport Synthetic grass.
Cowandilla Primary School	COLA multi-sport Synthetic
St Alberts Primary	COLA multi-sport Synthetic
Edithburg Primary School	Playpave "Attack 2000"
Port Vincent Primary School	Playpave "Attack 2000"
Memorial Primary School	Multi-sport Synthetic grass
CBC St Kilda	Playpave "Attack 2000"
Craigmore Primary School	3x Multi-sport Synthetic & Construct
Aldinga Primary School	Multi-sport Synthetic & "Attack 2000"
Laura Primary school	Multi-sport Synthetic Grass
Laura Pre-school	Synthetic undercover area.
Maitland Area School	Multi-sport Synthetic grass
CBC St Kilda	Multi-sport "Attack 2000" Acrylic
Tarrington Lutheran school	Multi-sport "Attack 2000" Acrylic
St Josephs Ottaway	Multi-sport Synthetic Grass
Nicholson Primary School	Multi-sport Synthetic Grass
Littlehampton Primary school	Multi-sport Synthetic Grass
Nangawarry Primary School	COLA Multi-sport Synthetic
Terpeena Primary school	COLA Multi-sport Synthetic
Loxton North Primary	COLA Multi-sport Synthetic
Parafield Gardens	COLA Multi-sport Cushioned
Dudley united Netball	"Attack 2000" Netball
Kingscote Netball	"Attack 2000" Netball
Woodside Tennis Club	"Attack 2000" Netball/Tennis
Monash Primary school	COLA Multi-sport Synthetic
Glossop Primary school	COLA Multi-sport Synthetic
Spalding Primary school	COLA Multi-sport Synthetic
Waikerie primary school	Multi-sport Synthetic Grass
Salisbury North West Primary	Multi-sport Synthetic grass (2 Area's)
SACCA Cricket	Indoor Cricket Centre
Streaky Bay Sporting Club	"Attack 2000" Netball/Basketball/Tennis
Theile Primary School	COLA Multi-sport Synthetic
Keith Primary School	COLA Multi-sport Synthetic
Bure College	Multi-sport Synthetic grass
Orrorro Primary School	Multi-sport Synthetic grass
Peterborough High School	Multi-sport Equipment
Nailsworth Primary School	Synthetic grass Volleyball
Munno-Para Primary School	COLA Multi-sport Synthetic
Westport Primary School	COLA Multi-sport Synthetic
Flinders Park School	"Attack 2000" Multi-sport Acrylic
Spalding Sporting Club	"Attack 2000" Netball/Basketball Acrylic
Keith Primary school	"Attack 2000" Netball/Basketball Acrylic
Glenelg Primary School	COLA Multi-sport Synthetic
St Augustines School	Multi-sport Synthetic grass
Rapid Bay Primary	COLA Multi-sport Synthetic
Port Elliot Netball	"Attack 2000" Netball
Warooka Primary school	PU SPORT INDOOR CUSHION
Beachwood Eco Tourist park	Multi-sport Synthetic grass
Linden Park Primary	Multi-sport Acrylic System

Birdsville Tennis Club	"Playpave" Tennis system
Yirara College	"Attack 2000" Multi-sport
Melville Island	"Attack 2000" Basketball
Rostrevor College	"Attack 2000" Acrylic
Balaklava Sports centre	"Attack 2000" Multi-sport
St Columbas Yorketown	Multi-sport Synthetic grass
West Beach Primary	"Attack 2000" Multi-sport/Attack 2000
St John's College	"Attack 2000" fibreglass Multi-sport
Morphetvale Primary	Multi-sport Synthetic grass
Hackham West Primary	Rubber running track to oval
Port August High	"Attack 2000" fibreglass Multi-sport
Davenport Community	Multi-sport Synthetic grass
Marree Community	"Attack 2000" fibreglass Multi-sport
St Joseph's Norwood	Multi-sport Synthetic grass.
Gawler Primary school	Multi-sport Synthetic grass
Arthurton Progress Assoc	-sport fiberglass system
Riverton Netball/Tennis	"Attack 2000" fibreglass Multi-sport
Burra Netball/Tennis	"Attack 2000" fibreglass Multi-sport
Griffith Netball	"Attack 2000" Netball system
CBC College	Multi-sport Synthetic grass
CBC College	Multi-sport Synthetic grass
Peterborough Community courts	Multisport Synthetic/ Attack 2000
Orroro Primary school	Multi-sport Synthetic grass
Marrara Christian College	Multi-sport Synthetic grass
Groote Eylandt	Multi-sport Synthetic grass
Gove/Nhulanbuy School	"Attack 2000" Multi-sport
St Peters Girls school	"Multi-sport" Acrylic
Moomba, Jackson, Tirrawarra, Dillangi	"Multi-sport" Acrylic

Maintenance

Good housekeeping only, removing stones, sticks and general schoolyard debris using a backpack and or electric leaf blower.

Conditions

Access:	To be made available
Power and water:	To be made available by client for duration of works.
Duration of works:	Area 1 should be 7 to 9 days weather permitting.
Insurances:	Certificate of Currency will be submitted on request.
Site safety:	Temporary barrier (Bollards / Bunting) have been allowed for in this quotation if necessary

Supervision on site: Mr. Ben Reshke
Sales / Delivery: Mr. Brett Arriola

Work schedule

Commencement of work: Yet to be determined.

Completion of works: Yet to be determined.

Should you wish to discuss this proposal further, please do not hesitate to contact the undersigned or visit our web page www.advancedsporting.com.au

Hoping the above meets with your approval and look forward to your further advice.

Yours faithfully,

Brett Arriola

11 April 2014

Mr Grantley Switzer
General Manager | Recreation & City Infrastructure
Latrobe City Council
PO Box 264,
Morwell VIC 3840



Tennis Australia
Batman Avenue
Victoria Australia
Private Bag 6060
Richmond Victoria 3121
T +61 3 9914 4000
F +61 3 9650 2743
tennis.com.au

Dear Grantley,

RE: Traralgon Tennis Centre – Draft Master Plan Response from Tennis Australia

Tennis Australia (TA) writes to Latrobe City Council in support of Council's Draft Master Plan for Traralgon Tennis Centre. Traralgon Tennis Centre is considered by TA as one of 75 key regional multi-purpose tennis centres around Australia which deliver key tennis programs, events and drive community participation in the sport. TA considers a future upgrade and development of the venue through the recommendations of the Master Plan as essential and will further grow the high level event capabilities the venue can offer, attracting elite level tennis players from all around the world to the region.

Over the past 18 months, TA and Tennis Victoria (TV) have been working in partnership with the Traralgon Tennis Association to develop a long term vision for the Traralgon Regional Tennis Centre. To assist with this vision TA have developed a concept plan outlining the centres future development potential, as already provided to Council.

The conceptual vision is based on strengthening the centre's event hosting capacity, whilst improving the overall venue, ensuring the township of Traralgon will continue to host leading national events into the future. The vision also incorporates a desire to maximise community access for different user groups utilising the precinct and creating a more sustainable year round operation at the facility. TA believes the Draft Master Plan for this site achieves this vision and allows the facility to continue to grow, supporting not just tennis but the broader community.

In regards to the priority actions outlined within the master plan, the show court/event space is considered an immediate strategic priority for TA, TV and the Traralgon Tennis Association. This event space will allow the Traralgon Tennis Association to grow the capacity of their existing event and improve event delivery at the centre. A event space with capacity to act as a show court would potentially provide a mixture of permanent seating, along with dedicated space to accommodate temporary stands that could accommodate up to 3000 spectators (when required). It would also deliver a venue capable of hosting additional high level tennis events such as Regional Davis of Fed Cup ties, whilst also providing an opportunity to host a range of additional community activities such as moonlight cinema and outdoor theatre performances.

Due to the significant volume of community use and rising demand at the venue, it is proposed as part of a Phase 2 development that the internal layout of the clubhouse be redeveloped as per Council's recommendation for the site within the Draft Master Plan. This will include upgrading the structure for local community use and the Traralgon Tennis Association. A redevelopment of the function centre space would integrate with a future show court to optimise viewing and linkages, whilst creating a greater provision of community space for a range of user groups to access. A second level extension may also be appropriate for use as a function space, providing the Traralgon Tennis Association and Latrobe City Council with additional community spaces for the municipality to utilise.

Tennis Australia Limited
ABN 61 006 281 125

TA supports the additional infrastructure improvements required to the facility, including renewed fencing, lighting and essential court upgrades, particularly as these works benefit the event hosting capability of the venue and the venue's capability to provide elite level training. TA strongly supports providing greater pedestrian and vehicular connectivity around the site and supports a pedestrian connection from Harold Preston Reserve, as the additional car parking on this site will aid event and function demands.

Finally, TA through its National Court Rebate Scheme is able to consider this project as a strategic priority and is committed to assisting with contributing to funding mix for this project, providing the best opportunity for the vision of the master plan to be achieved. Subject to the final project scope and the project meeting eligibility criteria under the National Court Rebate Scheme, this contribution could be in the region of \$100,000.

Overall TA strongly supports the Draft Master Plan for the Traralgon Tennis Centre and views the potential show court and clubhouse redevelopment in Traralgon as a strategic priority for the venue, particularly as this proposal will significantly improve the capacity of the facility and help grow tennis in the Latrobe Valley and Gippsland region.

If you have any questions regarding this submission please feel free to contact me on 9914 4091.

Yours Sincerely,



Paul Cammack
Manager Redevelopment & Places to Play
Tennis Australia



Latrobe City
a new energy

Minutes

Date: 26 MARCH 2014

TRARALGON

TENNIS

Time: 10am

Attendees: Cr. Sandy Kam, Susie Arumley, Adam Cheyne, Paul Cammack
Adam Feiner, Graham Charlton, Jessica Lloyd

- Clubhouse extensions strongly supported by all, with a strong focus on creating a community event space
- Space can be used for formal events for surrounding sports club
- Event space to house multi purpose events - potential for major event attraction
- Plexi cushion surface would be ideal for event space & could be used for Lay Yang event etc.
- Will open up potential for bidding on bigger events
- Lighting upgrades to 2nd, 3rd & 4th bank should come as a priority before 4 Davidson St. courts. → ^{Tournament Ave.} standard → ^{see} ^{work.}
- Shade does let courts down - various locations require it.
- Vehicle access to clubhouse needs to cater for disability access, djs, catering etc. - prioritise over car park formalisation.
- Support for the skate park to be relocated to a safer location.
- Tennis Australia Concept plan very similar footprint of master plan concept.
- Need to consider the life span of asphalt.
- Include fencing as a recommendation, with inclusion of flag infrastructure.



<http://www.latrobe.vic.gov.au/>

From:
Sent: Monday, 7 April 2014 9:07 PM
To: Kristie West
Subject: Rec Plans Submitted

Which plan/s are you submitting Traralgon Outdoor Recreation master plan
 feedback on

First Name

Surname

Please withhold my name from public documents such as Council reports

Street

Town

Post Code

Email Address

Phone Number

My submission is In relation to the Traralgon West Sporting plan - great work, love the intentions to clean up and make great use of such a fabulous city asset! As a young family, our only concern is the placement of the playground being so far from a road or lighting, and a potential target for late night vandals.

Upload... No file attached

Karen Tsebelis

From: Adam Lambert
Sent: Wednesday, 16 April 2014 3:09 PM
To: Karen Tsebelis
Subject: Master Plan - Traralgon West Sporting Complex

Hi Karen,

I have reviewed the master plan (forwarded by Paul Van Iwaarden) and I believe that the various components are practical, will benefit local sporting clubs and provide improved amenity for the local community.

Please keep me informed of future developments with the master plan.

Regards,

Adam Lambert
President West End JFC

Karen Tsebelis

From: NGFNL
Sent: Wednesday, 30 April 2014 9:51 PM
To: Karen Tsebelis
Subject: Traralgon West Sporting Complex Draft Development Plan

Hi Karen

On behalf of the T&DJFL I want to give you feedback on the draft plan for the complex

It goes without saying that we are fully supportive of any developments that are to the benefit of our clubs, their players and supporters

Many of the development items you have listed are certainly on our wish list but perhaps in at a different priority level than you have indicated on the draft plan. Our priorities would be as follows:-

High - Completion of the second story of the Central Pavilion – would provide users endless benefits and the Junior League a Multipurpose facility

High – Resurfacing of JC1 particularly drainage work along what is the North side fence line. We now play 3 matches of U10 football on JC1 and it is in use from 10am to about 3pm. Our most popular grade and well supported by families. The drain along that fence line fills with water and gets muddy and smells. It is our only U10 ground and a better drain system is a must

High – Provision of permanent seating and/or temporary grand stands at JC1 & JC2. There is nothing for spectators at the moment and we see a number of older people now supporting their grand kids and I have been told by some that they will only go to a location like Duncan Cameron because it has seating.

High – Lighting suitable for Football training at Stoddart. With 8 grades of Football, umpires, and Superules training at the Complex, JC1 & JC2 are heavily used and lights on Stoddart would give users more flexibility

High – Car Parking – Better use of current spaces and the conversion of some grassed areas to overflow parking.

I would like to think that if money becomes available for development, we get a further opportunity to prioritise the spending on our specific list of High Priority items above.

Please feel free to contact me for any further information or clarification

Regards

Gordon Bayley
T&DJFL President



Pauline Bayley
Operations Manager North Gippsland
AFL Gippsland
Morwell Recreation Reserve | Morwell | VIC 3840
PO Box 1987 | Traralgon | Victoria 3844
Ph: | Mob: 0407 862 881
Please consider the environment before printing this email

Karen Tsebelis

From: Vanni
Sent: Friday, 4 April 2014 7:59 PM
To: Karen Tsebelis
Subject: Master Plan

Hi Karen,

Many thanks for your email in relation to the draft Master Plan for Stoddart oval and the West end complex.

The Combined Saints Junior Football club strongly supports Council proposed plan to pursue lighting at the Stoddart oval, Traralgon West Sporting complex.

There is significant use of the Stoddart oval during Football season for several junior clubs within our league. The proposed lights will give our club and others the ability to hold training predominantly in a daylight environment particularly mid season when daylight hours are reduced significantly.

Combined Saints Junior Football Club and other T&DJFL Clubs are dedicated to provide the best level of coaching in relation to skill development which is critical in a players junior years, and the ground lighting will certainly enhance the clubs coaches staffs ability to deliver the best training available.

We also support the improvements proposed in the plan at the West end Sporting complex.

I would appreciate if you could kindly acknowledge my submission by email.

Should you require further information, please contact I

Kind Regards

Paul Van Iwaarden
PRESIDENT
COMBINED SAINTS JUNIOR FOOTBALL CLUB

From: Paul Van Iwaarden
Sent: Wednesday, April 2, 2014 4:53 PM
To: _____
Subject: FW: Master Plan

From: Karen Tsebelis [mailto:Karen.Tsebelis@latrobe.vic.gov.au]
Sent: Tuesday, 1 April 2014 1:35 PM
To: Paul Van Iwaarden
Subject: RE: Master Plan

Hi Paul

Thanks for sending me a reminder email. I hadn't forgotten you, just been a little preoccupied!

Please find attached the draft master plan for Traralgon West Complex.

As discussed yesterday, submissions will close on 2 May 2014. In the meantime, please review the document and if you have any questions, please give me or Kat a call.

Karen

Karen Tsebelis

**Coordinator Recreation & Open Space
Latrobe City Council**

<mailto:20Karen.Tsebelis@latrobe.vic.gov.au>
Direct: (03) 5128 5483
Fax: (03) 5128 5427

Phone: 1300 367 700
PO Box 264, Morwell 3840
141 Commercial Rd, Morwell 3840



<http://www.latrobe.vic.gov.au/>

From: Paul Van Iwaarden [<mailto:Paul.VanIwaarden@gippswater.com.au>]
Sent: Tuesday, 1 April 2014 12:50 PM
To: Karen Tsebelis
Subject: Master Plan

Hi Karen,

Thanks for updating me yesterday in relation to the proposed master Plan for Stoddart Oval and the Westend complex. Not sure if you have tried to send me the plan, but I have not received to date?

I have enclosed my email for your reference.

Thanks

Paul

IMPORTANT: This email, including all attachments, is confidential. If you are not the intended recipient, you must not disclose, distribute, copy or use the information contained in this email or attachments. Any confidentiality or privilege is not waived or lost because this email has been sent to you in error. If you have received it in error, please let us know by reply email, delete it from your system and destroy any copies.



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Karen Tsebelis

From:
Sent: Tuesday, 8 April 2014 5:26 PM
To: Kristie West
Subject: Rec Plans Submitted

Which plan/s are you submitting feedback on Traralgon Outdoor Recreation master plan

First Name Brenda

Surname --

Street

Town

Post Code

Email Address

Phone Number

My submission is Concern over outdoor spaces not having enough shade.

Upload... No file attached

COMMUNITY LIVEABILITY

15. COMMUNITY LIVEABILITY

Nil reports

PLANNING AND GOVERNANCE

16. PLANNING AND GOVERNANCE

16.1 REVIEW OF COMMUNITY ENGAGEMENT PLAN 2010/2014

General Manager

Planning and Governance

For Decision

PURPOSE

The purpose of this report is to present to Council the Review of the Community Engagement Plan 2010-2014.

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 2013-2017.

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 – Advocacy and Partnerships

In 2026, Latrobe Valley is supported by diversity of government, agency, industry and community leaders, committed to working together to advocate for an deliver sustainable local outcomes.

Latrobe City Council Plan 2013 - 2017

Theme and Objectives

Theme 4: Advocacy for and consultation with our community

To ensure effective two-way communication and consultation processes with the community in all that we do.

Strategic Direction

Review Council's Community Engagement Plan to ensure effective community consultation and engagement in all that we do.

Strategy & Plans

Community Engagement Plan 2010-2014

BACKGROUND

The purpose of this review is to assess community and employee perceptions of the effectiveness of Council's community engagement processes and activities since the introduction of the Community Engagement Plan (the Plan) in 2010. A copy of the review is attached as Appendix 1.

The review covers the period from October 2010 through to the present and includes:

- an overview of the governance process followed and acknowledgements;
- a summary of the requirements from the current plan;
- progress of the allocated actions;
- highlights and major achievements;
- results of the community and employee surveys (undertaken from October 2013 to December 2013) and comparison of this feedback with the community survey results undertaken in 2009 (used to inform the current plan);
- relevant sections from the State-wide Local Government Services Report, including the Community Satisfaction Survey 2014; and
- conclusions drawn on Council's performance in implementing the Plan.

This review document is the first component of a two-stage process. The first stage, the review document, reflects on the organisations performance and achievements against the Plan. This will then provide key considerations that will inform the second stage of the process. The second stage, separate to the review document, will determine the guiding documents required to lead the organisation in community engagement for the period 2015-2019.

ISSUES

During the past four years, Council has made great effort to increase awareness and provide advice and support to staff undertaking community engagement programs, as well as involve the local community in its community engagement activities and deliver on the actions detailed in the Plan.

The Plan was primarily focussed on building internal capacity of the organisation to provide effective tools and mechanisms for community participation in engagement activities.

The review shows that all of the actions were completed successfully. A number of the actions will be ongoing and may require further implementation and improvement.

A 'report card' review of the actions from the Plan is provided in table format within the review document. It highlights that extensive work has been undertaken by the Community Engagement team and other teams within Council to ensure the successful implementation of the overall Plan and individual actions. In addition, a more detailed summary of a number

**ORDINARY COUNCIL MEETING AGENDA
30 JUNE 2014 (CM441)**

of the key action items is included in the review and covers actions such as training, social media, the website, community sounding board and the citizen's complaint resolution process.

The review shows that teams across the organisation provided many opportunities for community participation in projects/initiatives, and used a range of different tools and methods to encourage involvement. The tools and methods used vary dependent on the community engagement strategy adopted for the project/initiative. A full list of tools and methods of participation is provided within the review. During 2013/2014 there were 27 projects/initiatives requiring community participation. Examples of three community engagement programs implemented during the life of the plan are provided as Appendix A in the review document.

External measurement of the Plan was undertaken through a Community Survey at the end of 2013 (further details are included in the internal/external consultation section of this report). Participants were asked about the actions completed that were visible to them, such as the new website, social media pages and greater opportunities for public participation. Overall, the results are considered to be positive.

Internally, measurement of the Plan was undertaken through an Employee Survey at the end of 2013 (further details are included in the internal/external consultation section of this report). Employees were asked about their awareness of Council's community engagement practices and their confidence in their skills and knowledge for planning and implementing community engagement activities. Positive feedback was received regarding both awareness and confidence levels. Employees who had completed the Community Engagement Training particularly felt that they were in a better position to deliver successful community engagement programs.

Community engagement is an essential undertaking in Council business and many opportunities still exist to enhance best practice and further develop community participation in the decision-making process. This review will be used to guide the future direction of community engagement at Latrobe City Council.

Stage two will:

- further develop the key considerations highlighted from the review;
- explore the format of community engagement documentation from 2015 onwards; and
- deliver the community engagement documentation for the period 2015 onwards.

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.

INTERNAL/EXTERNAL CONSULTATION

The purpose and format that the review document represents has also been considered at Council's internal Project Assurance and Reference Group meetings.

Two surveys were undertaken to measure the implementation of the Plan and identify community and employee perception of Council's progress. The surveys were carried out between October and December 2013.

Community Survey Results 2013

Officers conducted a range of engagement activities to ensure high participation rates in the survey across the municipality. Activities included:

- Pop-up displays in six different venues, specifically chosen to enable contact with a wide variety of community members – enabling face-to-face engagement
- A 'Have Your Say' page on the council website – enabling online engagement at a time and place that suited participants
- Phone surveys enabling contact with new community members – targeted at residents across the municipality
- Council Committees – by invitation.

A total of 554 surveys were received. The participation rate is in-line with the sample size required to represent the population levels of the municipality which is a minimum of n=500 participants.

The complete results are included as Appendix B – Review of Latrobe City Council Community Engagement Plan 2010-2014 and a copy is available upon request.

Employee Survey Results 2013

Latrobe City Council employees were surveyed to determine levels of community engagement literacy, as well as confidence in community engagement planning, delivery and evaluation amongst individuals. The survey also sought to discover opportunities to further improve community engagement practice within the Council.

All Council employees were invited to participate and 109 surveys were received. All surveys were completed online.

**ORDINARY COUNCIL MEETING AGENDA
30 JUNE 2014 (CM441)**

The complete results are included as Appendix C – Review of Latrobe City Council Community Engagement Plan 2010-2014 and a copy is available upon request.

OPTIONS

The options available to Council are as follows:

- 1 That Council note the Review of Latrobe City Council Community Engagement Plan 2010-2014.
- 2 That Council requests further information regarding the Review of the Latrobe City Council Community Engagement Plan 2010-2014.

CONCLUSION

The review of the Community Engagement Plan 2010-2014 has shown that strong foundations have been established for staff and members of the community over the previous four years.

Best practice in community engagement is constantly evolving and changing to meet the needs of community members across the region and many opportunities exist for Council to further enhance community engagement practice to better enable the community to participate in the decision making process.

These opportunities will be further explored in the second stage of this process through the development of the documents that will guide the organisation forward in the community engagement area from 2015 onward.

Attachments

1. Review of Latrobe City Council Community engagement Plan 2010-2014
2. Appendix A - Key Community Engagement Activities

RECOMMENDATION

- 1 That Council notes the Review of Latrobe City Council Community Engagement Plan 2010-2014.
- 2 That Council recommends progression to Stage Two to commence the development of community engagement documentation for 2015 onwards.

16.1

Review of Community Engagement Plan 2010/2014

- 1 Review of Latrobe City Council Community engagement
Plan 2010-2014..... 343**
- 2 Appendix A - Key Community Engagement Activities 383**

REVIEW OF LATROBE CITY COUNCIL COMMUNITY ENGAGEMENT PLAN 2010-2014

June 2014





EXECUTIVE SUMMARY

This document is a review of Latrobe City Council's Community Engagement Plan 2010-2014 (the Plan), which was adopted in October 2010.

During this time the organisation has made great effort to increase awareness and provide advice and support to staff undertaking community engagement programs, as well as involve the local community in its community engagement activities and deliver on the actions detailed in the Plan.

The Plan was primarily focussed on building internal capacity of the organisation to provide effective tools and mechanisms for community participation in engagement activities.

The review showed that all of the actions were completed successfully. A number of the actions will be ongoing and may require further implementation and improvement.

A 'report card' review of the actions within the Plan highlighted that extensive work was undertaken by the Community Engagement team and other teams within Council to ensure the successful implementation of the Plan.

Project teams provided many opportunities for community participation in projects/initiatives, and used a range of different tools and methods to encourage involvement.

External measurement of the Plan was undertaken through a Community Survey at the end of 2013. Participants were asked about the actions completed that were visible to them, such as the new website, social media pages and greater opportunities for public participation. Overall, the results were positive.

Internally, measurement of the Plan was undertaken through an Employee Survey at the end of 2013. Employees were asked about their awareness of Council's community engagement practices and performance, as well as specific training provided to assist with developing their skills and knowledge in community engagement practice. Positive feedback was received and employees felt that Council was effective in community engagement practice. Employees who had completed the Community Engagement Training felt that they were in a better position to deliver successful community engagement programs.

Community engagement is an essential undertaking in Council business and many opportunities still exist to enhance best practice and further develop community participation in the decision-making process. This review will be used to guide the future direction of community engagement at Latrobe City Council.



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APPENDIX A – Key Community Engagement Activities

APPENDIX B – Community Survey Results 2013

APPENDIX C – Employee Survey Results 2013



BACKGROUND

Council recognises the importance of undertaking community engagement. It is committed to open, honest and transparent communication with local community members and is dedicated to increasing community participation in the decision-making process that affects Latrobe City citizens from an environmental, social, economic and cultural perspective.

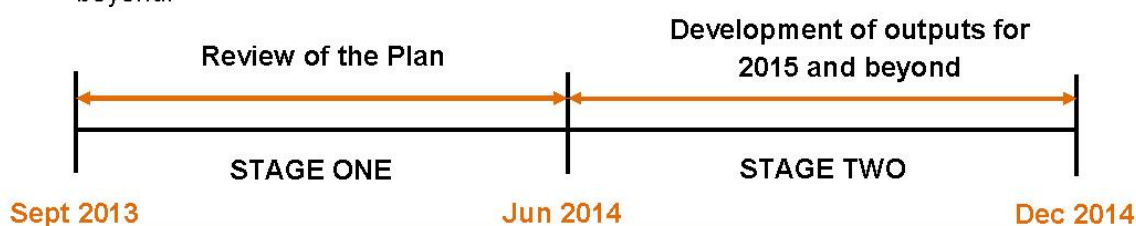
This commitment is reflected in the Council's key strategic documents. Latrobe 2026 – *The Community Vision for the Latrobe Valley* and the Council Plan 2013-2017. As a result of council's commitment to community engagement and a review of the existing community engagement policy and strategy in 2009, the Community Engagement Plan 2010-2014 (the Plan) was adopted.

The purpose of this review document is to assess community and employee perceptions of Council's community engagement processes and activities since the introduction of the Plan in 2010 and consider the overall effectiveness of the Plan.

The review covers the period from October 2010 through to the present. It includes:

- an overview of the governance process followed and acknowledgements;
- a summary of the requirements from the current plan;
- progress of the allocated actions;
- highlights of major achievements;
- results of the community and employee surveys (undertaken from October 2013 to December 2013);
- comparison of this feedback with the community survey results undertaken in 2009 (used to inform the current plan);
- highlights from the State-wide Local Government Services Report, including the Community Satisfaction Survey 2014; and
- conclusions drawn on Council's performance in implementing this plan.

This review document is the first component of a two-stage process. The first stage, the review document, will reflect on the organisations performance and achievements against the Plan. This will then provide key considerations that will inform the second stage of the process. The second stage, separate to this review document, will explore what format will provide the most effective tools and mechanisms for successful community engagement outputs over for 2015 and beyond.





GOVERNANCE

Throughout the implementation of the Community Engagement Plan 2010-2014, the following governance approach was adopted in accordance with Council's Project Governance Policy 11POL-1:



The Community Engagement Plan Board comprises of the General Manager of Planning & Governance and the General Manager of Recreation and Community Infrastructure.

The Community Engagement Project Reference Group comprises of three Councillors and the Community Engagement Project Assurance Group comprises of a number of Council officers.

All of the groups include the Community Relations Manager and Coordinator Community Engagement.

ACKNOWLEDGEMENTS

Assistance provided during the planning and development of this review document is greatly appreciated and special thanks are extended to:



- Acting Coordinator Events & International Relations
- Coordinator Community Strengthening
- Centre Leader Latrobe Leisure Churchill
- Senior Recreation and Open Space Planner
- Coordinator Tourism
- Coordinator Community Information Services
- Community Engagement and Partnerships Officer
- Councillors Peter Gibbons, Sandy Kam and Michael Rossiter.



PROGRESS AND ACHIEVEMENTS

The Community Engagement Plan 2010-2014 was guided by the following objectives:

1. To maintain an effective and ongoing dialogue with the community by both informing and listening.
2. To consult the community in policy development, planning and project delivery.
3. To involve the community in matters that directly affects them in a specific location or in the delivery of a Council service.
4. To collaborate with and empower the community to deliver selected services on behalf of the Council.
5. Ensure the community understands how their input has influenced Council.
6. To continue to develop and improve Latrobe City Council's community engagement capacity.

To assist in the achievement of meeting these objectives a number of actions were established.

The following is a summary of the progress of these actions:



	ACTION	STATUS	COST (if applicable)	COMMENTS
Maintaining a dialogue with the community				
1	Amend the production of LINK publication to be shorter and more frequent		Staff time, publication and distribution costs	The LINK magazine has been shortened and redesigned, with the first new edition delivered in 2011. It is currently produced three times per year and is distributed through the Latrobe Valley Express, as well as Council service centres and selected other locations.
2	Upgrade Council's telephone system		\$505,000 plus staff time and ongoing maintenance and support costs	Council introduced the new telephone system in November 2013, with the roll-out to the broader organisation taking place over a number of months. The new telephone system has resulted in a number of cost and efficiency benefits to the organisation and the enhanced functionality has been well received by staff. Customer benefits include fewer calls transferred to empty desks through visibility of staff availability through the Unified Communications interface and staff phone numbers following their location of work providing increased availability to customers. Additions and improvements to the system will continue to be made on an ongoing basis.
3	Introduce a Community Sounding Board as a means to seek feedback		Staff time plus brochure printing costs	The Community Sounding Board was introduced in May 2013. The monthly newsletter is provided in both email and hardcopy form and is sent directly to the members who have subscribed to this service. Each newsletter highlights future opportunities to take part in Council's community engagement activities. Further details are discussed on page 13.







4	Review Council's complaint resolution policy and procedure		Staff time	A new citizen complaints resolution policy and procedure was adopted by Council at an Ordinary Council Meeting on 20 May 2013. Refer to page 13 for further information.
5	Develop a suite of brochures and fact sheets		Staff time	An audit was conducted of Council brochures and fact sheets to determine what needed development or redesign. Work has been undertaken to create the identified brochures and fact sheets, with additional information resources developed on an as-needs basis. All brochures, factsheets and information relating to community engagement activities are available on the Council website and in hard copy at Council service centres.
6	Upgrade Council's website to ensure ongoing provision of accurate and timely online information, and to ensure support of interactive capabilities and social media tools such as Facebook and Twitter		Research, design, implementation, support and maintenance costs - \$307,150 (to April 2014) plus staff time	After a significant research and development project, the new Council website launched in November 2012. The new website includes a purpose-built engagement hub, additional interactive capabilities and links to Council social media pages. Further details are included on page 11.
7	Trial the provision of a quarterly service display in major shopping centres		Staff time	This action was replaced by the trial of Community Forums following feedback from community groups and direction from the Community Engagement Board. Two community forums were trialled, one in May 2012 and the other in August 2012 at Council headquarters. Following evaluation of the trials this process did not continue.
Community Role in Policy Development, Planning and Project Delivery				



8	Ensure Council's Project Management Framework includes community engagement as a core component of project delivery		Staff time	A new Project Management Framework, incorporating community engagement, was approved by the CEO in December 2013.
9	Develop a workbook for Council staff including templates and proformas in the development of engagement plans		Staff time	A workbook of templates and resources is provided to employees attending the Community Engagement training courses. Templates and proformas are also included in the Project Management Framework.
10	Provide a professional advice and support service for Council staff in the development and engagement plans and implementation of engagement activities		Staff time	The Community Engagement team has consistently provided this service to Council staff since the commencement of the Coordinator Community Engagement in January 2011.
Impacts on Specific Locations and Council Services				
11	Amend the project brief, tender and contract specifications to include the requirement to develop and implement an engagement plan		Staff time	The procurement documents were updated in 2011 to include community engagement where applicable.
12	Develop a policy and procedure for the use of social media by Council employees		Consultant costs of \$46,640* plus staff time <i>*This cost also includes the development and delivery of the staff training program for social media, see following action</i>	The following documents were developed to guide the organisation's use of social media: <ul style="list-style-type: none"> • Strategic Overview • Policy • Operational Framework • Procedure • Training Manual • Business Case Form <p>The range of documents were approved by the CEO over the period late 2011 to early 2012.</p>



13	Implement the use of social media to encourage engagement and promotion of specific council services		Staff time and costs outlined in previous action	The first Facebook page was launched in April 2012, with an additional five Facebook pages and a YouTube channel launched over the following months. A social media induction and training program was developed and implemented, and social media awareness continues to be a feature of the monthly Corporate Induction program. Further details on social media can be found on page 10.
14	Develop case studies of effective community engagement for knowledge sharing across teams		Staff time	Case studies are used in the community engagement training program to enable the sharing of engagement ideas and key learnings among staff. See Appendix A for sample case studies.
15	Provide targeted support to those service areas of council identified as requiring improvement in engagement		Staff time	The Community Engagement team has consistently provided this service to Council.
Community Delivery of Selected Council Services				
16	Undertake a review of all committees and ensure appropriate governance, support and reporting mechanisms are in place		Staff time	The Project Governance Policy was adopted by Council September 2011. Council also uses 'Interplan' as its electronic planning, performance monitoring and reporting system. Review of all committees will be undertaken during 2014/2015.
Developing our Capacity to Engage				



17	Develop a community engagement staff training program to be implemented on an ongoing basis		Consultant fees \$55,000 (includes development and training fees to April 2014) plus staff time	A Foundation and Advanced Training program was tailor made for Latrobe City Council by engagement expert and IAP2 trainer, Michelle Feenan of Engagement Plus. Following a successful pilot with the Community Engagement Project Assurance Group in 2012, the training has been regularly offered throughout the year. See page 9 for further details.
18	Provide an annual report to Council on the progress of the plan		Staff time	Included as part of overall reporting requirements.
19	Conduct a community engagement survey in year two of the plan to determine progress		<\$1,000 plus staff time	The Community Engagement Plan Board decided to complete the community engagement survey in the final year of the plan rather than in year two. This decision was made as at the earlier stage of implementation, many of the actions were still in progress and the results of the work were not yet visible to the community. This action was rescheduled for late 2013 to enable sufficient time for the community to form an opinion on Council's performance. This timing also allowed for the survey results to feed into the review process and inform the development of Community Engagement documents from 2015 onward. In place of the survey, an internal review of progress on the actions was undertaken in October 2012.
20	Undertake a minor review of the plan in year three to check progress and make any adjustments		Staff time	This review document is the output of the final action of the Plan.



There were no specific actions allocated against the theme '*Providing timely and clear feedback on community input*'. However, the Plan did make commitments to the following:

- ensuring that there are a variety of channels available for the community to provide input to Council;
- endeavouring to provide opportunities to enable participants in community engagement activities to identify their preferred feedback process;
- ensuring that follow-up is provided in a timely manner and that commitments to follow-up on particular issues or matters raised during engagement are undertaken within agreed timeframes;
- continue to evaluate feedback activities conducted by Council to ensure that they are accessible by a wide range of community members; and
- reviewing the impact and the processes of community engagement activities including the views of the participants regarding the value of the exchange and whether the methods used were appropriate.

It is standard practice throughout all Council community engagement programs to provide community members with the opportunity to provide their details to be kept informed and be provided with feedback throughout all stages of a project/initiative. The feedback mechanisms will vary dependent upon the level of engagement and individual project requirements.

Examples of three Council Community Engagement programs implemented during the life of the Plan are included as Appendix A.

The current channels available to inform community members of community engagement activities include:

- 'Have your Say' link on council website
- Opportunity to register on the Community Sounding Board on website
- Council Noticeboard in Latrobe Valley Express
- Public Notice/advertisement in target print media
- Links on Council Social Media pages
- Personal invitation to target audience
- Shopping Centre displays

Methods available to participate include:





- On-line survey
- Hard copy survey
- Telephone survey
- One on one meeting with a council officer
- Targeted stakeholder meeting
- Targeted community group meeting
- Written submission in writing or email to a nominated council officer
- Upload Feedback via link on website

The channels and methods available for community engagement participation and providing feedback vary dependent on the community engagement strategy adopted for the project/initiative. During 2013/2014 there have been 27 projects/initiatives requesting community participation.

Through including community engagement as a core component of Council's Project Management Framework, providing employees with training in community engagement practice, and the support and advice available through the Community Relations team, assists Council in meeting its commitments in this area.





KEY HIGHLIGHTS FROM ACTIONS

The following is a summary of the key highlights resulting from delivery of the Community Engagement Plan 2010-2014:

Training

To ensure that adequate support and guidance is provided to staff undertaking community engagement practice, a training program was established. The training program was developed by Michelle Feenan of Engagement Plus in close consultation with Council's community engagement and learning and development departments.

Training is provided in two levels, Foundation and Advanced. The foundation program is open to all staff and targeted to staff who are undertaking a supporting and/or lead role in delivering projects, initiatives, strategies and plans that have a connection to the community. This program provides a good foundation for staff who intend to complete the Advanced Community Engagement training.

The objectives of the foundation program are to:

- Raise awareness and understanding of community engagement at Latrobe City Council
- Develop commitment to Latrobe City Council's community engagement principles
- Provide staff with skills to consider how community engagement may impact their projects and initiatives
- Create community engagement champions throughout the organisation
- Build a positive reputation in the community by building trust, demonstrating transparency and delivering on promise.

The advanced program is particularly important for staff with a lead role in delivering projects, initiatives, strategies and plans. The program provides thorough understanding of how to plan, execute and evaluate community engagement activities.

The objectives of the advanced program are to:

- Provide staff with the skills needed to enhance the planning, execution and evaluation of projects and initiatives
- Reduce risks to timeframe, budget or reputation resulting from ineffective community engagement
- Create community engagement champions throughout the organisation who support staff in their engagement practice



- Enhance connection between the authorising and administrative arms of the organisation in decision making
- Develop a culture of understanding and valuing best practice community engagement at Latrobe City Council
- Build a positive reputation in the community by building trust, demonstrating transparency and delivering on promise.

The training has been in progress since July 2012. During that time 85 staff members attended the foundation program and 79 attended the advanced program through 16 sessions in total. The majority of participants felt that the training was useful and relevant and assisted them to deliver effective community engagement programs.

Social Media

Council is committed to utilising a broad range of community engage tools and methods. Social media provides a highly effective medium to engage in two-way communication with local residents and beyond. Council has harnessed social media to enhance opportunities for engagement, disseminate information in a timely manner and improve two-way communication with its followers. Social media allows a person to keep updated and get involved in Council activities at time and place that suits them.

In preparing to use Social Media effectively as a communications and community engagement tool, The Online Circle, a digital agency specialising in social media, was commissioned to provide an overview of Social Media management. Research was undertaken to identify best practice use of Social Media by other Councils and organisations and a review of Latrobe City Council's current position and capabilities. During the research representatives from The Online Circle met with various Latrobe City Council councillors and staff representing a broad range of job functions and responsibilities to capture their thoughts and expectations. Recommendations included:

- 'Latrobe Today' Facebook Page
- Internal Social Media Operational Framework
- Internal Social Media Induction and Training
- Internal Social Media Policy and Procedure.

Today, Council has a growing number of social media accounts used to communicate and engage with the local community. It has central accounts on Facebook, Twitter and YouTube, as well as specialised Facebook pages for the



Regional Gallery, Performing Arts Centre, Leisure, Events and Tourism, and Youth. The central Twitter page was established in 2011 and currently has 2,052 followers with 625 tweets having been posted by council officers. The central Facebook page was launched in April 2012 and currently has 2,235 likes with growth expected to continue into the future.

A Social Media Operational Framework was also introduced with the aim of providing a set of principles, guidelines and protocols on what is expected from staff members when using social media for personal use and for certified staff who are authorised to develop and manage social media presences on behalf of the Council. It also covers all use of social media during, and out of, work time and is designed to protect the interests of both the employee and Council. To underpin this framework, social media induction and training, and a policy and procedure have also been developed. This is to assist employees have a thorough understanding of Social Media, Council's obligations in relation to the use of social media and their own obligations before using this medium of community engagement.



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Website

Council's main interactive external communications tool is the website. In September 2011, Stamford Interactive (Stamford) were commissioned to undertake a review of its current website with the purpose of implementing a new website. During the research undertaken by Stamford, they were asked to concentrate on the following key areas:

- To improve customer service outcomes
- To provide an engaging user experience
- To provide an accessible experience for all website users
- To provide an efficient and effective user experience
- To allow increased community involvement in Council decision making.

The research involved:

- Familiarisation with project goals
- Review of the current website
- Review of relevant council strategies and plans



- Benchmarking with other council websites both locally and internationally
- Website statistical analysis
- Consultation.

The consultation phase involved two community focus groups (14 community members), four internal workshops (26 participants) with council staff, management and Councillors, and three one-on-one staff interviews. The research findings were used to inform Stamford's recommendations for the format and structure of the website, which were then tested with real community members using a computer simulation.

Based on the findings of the research, Seamless CMS, a Website and Intranet Web CMS Content Management System company, were engaged to design, implement and provide support for the new website.

The new website was launched in November 2012. Today, the website receives over 1,000 views per day, a large increase from over 600 views per day in 2013.

Today, the website includes a custom-built 'Get Involved' section, which includes 'Have Your Say', the Community Sounding Board (explored in detail below) and options for providing feedback. The new 'Have Your Say' section of the website contains a new range of tools to enable effective online engagement. Depending on the requirements of each project and how this aligns to the IAP2 spectrum, the staff member leading the project can select any combination of the following online engagement options:

- Vote (a quick polling tool)
- Survey
- Discuss (a discussion forum tool for generating ideas)
- RSVP (enabling community members to reserve a place in face to face engagement opportunities)
- Upload Feedback (enabling people to provide written submissions online)
- Email Me
- Call Me.

As the organisation continues to grow in the online engagement space, these tools will provide the community with a more robust online engagement experience than ever before. It is important to note that online engagement opportunities are not designed to replace traditional methods of engagement, but rather provide additional options to meet the varied preferences of our diverse community. These new channels are particularly valuable for people who are time poor, mobility limited or choose not to participate in public forums.



Community Sounding Board

The Community Sounding Board was developed to further enhance the range of tools for enabling community participation in council decision making. In line with the broader website review, Council undertook research which consisted of investigating best practice approaches for citizen panels, including case studies, techniques within the International Association for Public Participation (IAP2) model and approaches taken by other Councils across Australia. The options uncovered were further explored with Community Engagement consultant, Michelle Feenan of Engagement Plus, as well as the Community Engagement Plan Project Assurance Group. The chosen model of the Community Sounding Board was primarily based on a similar concept used by Brisbane City Council in Queensland.

The Latrobe City Council Community Sounding Board enables community members to receive a monthly newsletter that includes a list of projects and initiatives open for community engagement. The newsletter is available as an e-newsletter distributed by email or hardcopy newsletter that is posted to the community member's home. Registration can be completed in person at any of Council's service centres or on the Latrobe City Council webpage at www.latrobe.vic.gov.au/Get_Involved/Have_Your_Say. Approval was granted to proceed with this chosen concept at the end of 2012.

A communications strategy was developed to promote the Community Sounding Board. This involved advertising, a media release, letters to a random selection of ratepayers and an internal promotion campaign to ensure staff were aware of the new tool. There are currently 60 people registered to receive the monthly newsletter with a long term target of 300 registrations of interest.

Since the launch there have been 27 opportunities advertised for community members to provide input into a variety of matters such as the Public Open Space Strategy, Municipal Health and Wellbeing Plan 2013-2017 and the Churchill West Development Plan. Further details of the community engagement activities undertaken in these areas are attached as Appendix A.

Citizen Complaint Resolution

To ensure continual improvement in the way Council serves its customers and community members Council updated and formalised its complaints process. This provides transparency both internally and externally on the process for complaints resolution. The most recent Citizen Complaint Resolution Policy and Procedure was adopted by Council in May 2013 and is available on the council website. Below is a summary of formal complaints received in writing over the past year:



All complaints were completed within the timeframes and framework of the Citizen Complaint Resolution Policy and Procedure.

Number of Complaints Received						
Community Liveability	Economic Sustainability	Executive Office	Planning and Governance	Organisational Excellence	Recreation and Community Infrastructure	Total
MAY 2013-APR 2014						
26	16	5	38	6	38	129

To provide some context to the levels of complaints received by Latrobe City Council, a snapshot of overall customer interaction, is provided below. Please note that the snapshot only includes information from the areas of Council that actively track the numbers of people that they come into contact with on a daily basis and is by no means exhaustive.

Contact Point					
Performing Arts & Venues	Latrobe Regional Gallery	Indoor Leisure & Outdoor Pools	1300 number, Service Centres, Libraries and Local Law Requests	Health & Wellbeing	Total
MAY 2013-APR 2014					
149886	13188	404197	446,896	134,386	1,148,553

A comparison of the number of council staff community interactions (1,148,553), which are only a sample of the touch points Council has with community members, against the number of complaints received (129), shows the amount of complaints received to be virtually negligible at 0.01% based on the data provided.



CONSULTATION OVERVIEW

To measure the implementation and effectiveness of the Plan and identify community and employee perception of Council's progress, community and employee surveys were carried out between October and December 2013. The complete community survey results are attached as Appendix B and the employee survey results as Appendix C.

A summary of the key findings are detailed below.

Community Survey Results 2013

Results of this survey will be compared, where possible, with the results from the community survey undertaken by council in 2009.

The community survey sought feedback on the Plan's actions that were visible to the public, including the Council website, social media, Community Sounding Board and LINK magazine. The survey also measured community perceptions and understanding of community engagement opportunities and processes, as well as preferences for future communications and engagement.

During the consultation period, officers conducted a range of engagement activities to ensure high participation rates across the municipality. Activities included:

- Pop-up displays in six different venues – enabling face-to-face engagement
- A 'Have Your Say' page on the council website – enabling online engagement at a time and place that suited participants
- Phone surveys enabling contact with new community members – targeted at residents across the municipality
- Council Committees – by invitation.

A total of 554 surveys were received from face to face, internet and telephone participation. The participation rate is in line with the sample size required to represent the population levels of the municipality, which is a minimum of 500 participants.

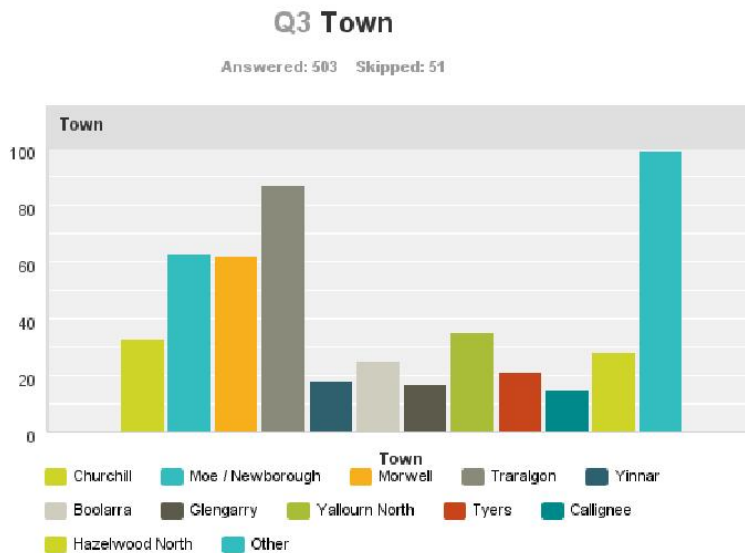
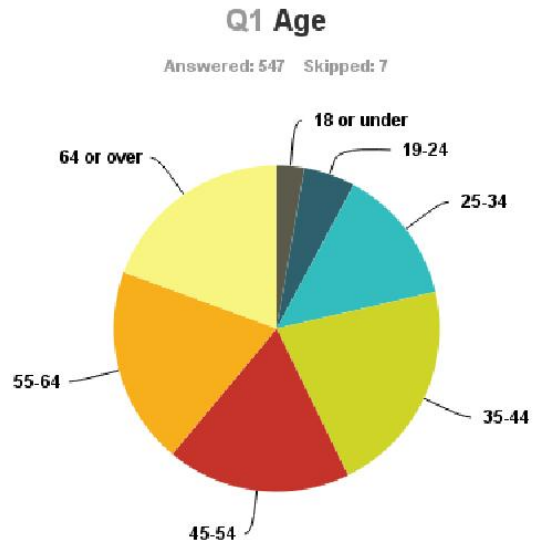


DEMOGRAPHICS

The highest represented age group participants are 35-44 years at 22%. This is different from the 2009 survey where the largest age group participants was 55-64 years at 25% closely followed by 65+ at 24%

As can be seen from the graph, there was a relatively even distribution of participants who took part from across all the age groups. This provided balanced feedback across the age group sectors.

A large number of participants (20%) lived in small town areas of the municipality or areas outside of the region that had a strong connection with Latrobe City through services and employment. A full list is provided in Appendix A.





COMMUNICATION MEDIUMS

During the last 12 months, of those surveyed, 56% had visited the Latrobe City Council website. 77% found the information they needed easily, 84% said that information on the website was clear and easy to understand, and 82% said that information provided on the website met their needs.

COMMENT – *‘This website is one of the easiest to navigate’*

Improvements to the council website and social media usage were actions in the Plan and further details are covered in other sections of this review document.

There were 61% of respondents who were aware that they could find out information and provide their thoughts on council projects and initiatives on the website.

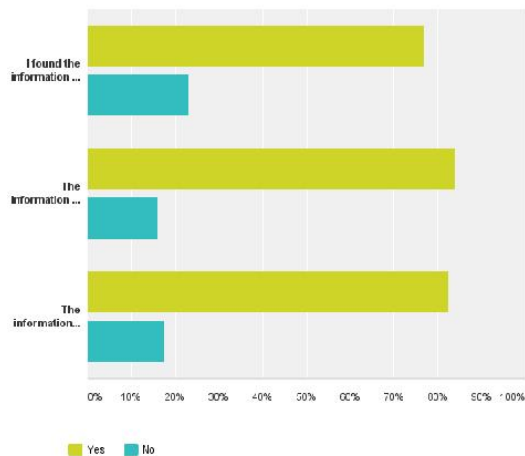
When asked about council’s social media channels, 40% of respondents were aware of council’s Facebook page, 21% of council’s Twitter page and 16% of council’s YouTube activities. Of the respondents who knew of council’s social media channels 21% had interacted with Facebook, 9% with Twitter and 3% with YouTube.

When asked if they read council’s LINK publication inserted into the Latrobe Valley Express, 65% of respondents said yes.

A quarter (25%) of respondents had heard about council’s Community Sounding Board and participation in community engagement activities on council projects/initiatives was 20%. Of those who had actively participated in projects/initiatives examples provided were the Disability Action Plan, the Churchill Ward Development, Traralgon Outdoor Recreation Plan and Moe (Outdoor) Swimming Pool Project.

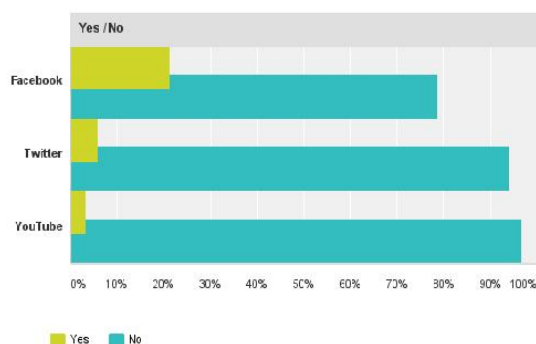
Q5 If yes, please rate your experience:

Answered: 227 Skipped: 327



Q8 If yes, have you interacted with Council on one or more of these social media channels in the last 12 months?

Answered: 193 Skipped: 361





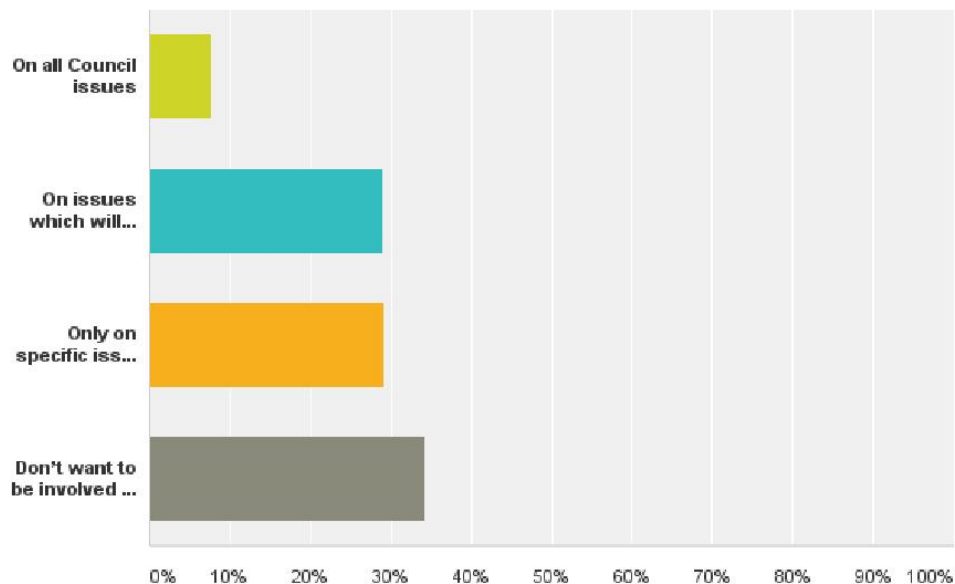
INVOLVEMENT

A small number of respondents want to the opportunity to participate in the decision making process for all council issues (8%). Mostly, people wanted to be involved on issues that impacted the whole region and had direct impact on them (29%) and only on issues specific to them (29%). This reflected responses received in this area in the 2009 survey where respondents generally indicated that they were interested in a range of activities that had meaning to them. Almost 35% of respondents preferred council to make the decisions.

The top three areas of particular interest to people who want to be involved in the council decision making process are Health (57%), Child and Family Services (53%) and Leisure (52%). This also reflects the 2009 survey results where Social and Cultural Wellbeing was a priority. The areas of least interest are Arts and Culture (29%), Business and Industry (30%) and Aged Services (33%). Although these areas scored less than others in the survey results these areas still attracted a reasonable level of interest at around a third of respondents.

Q12 Do you want to have the opportunity to participate in Council decision making:

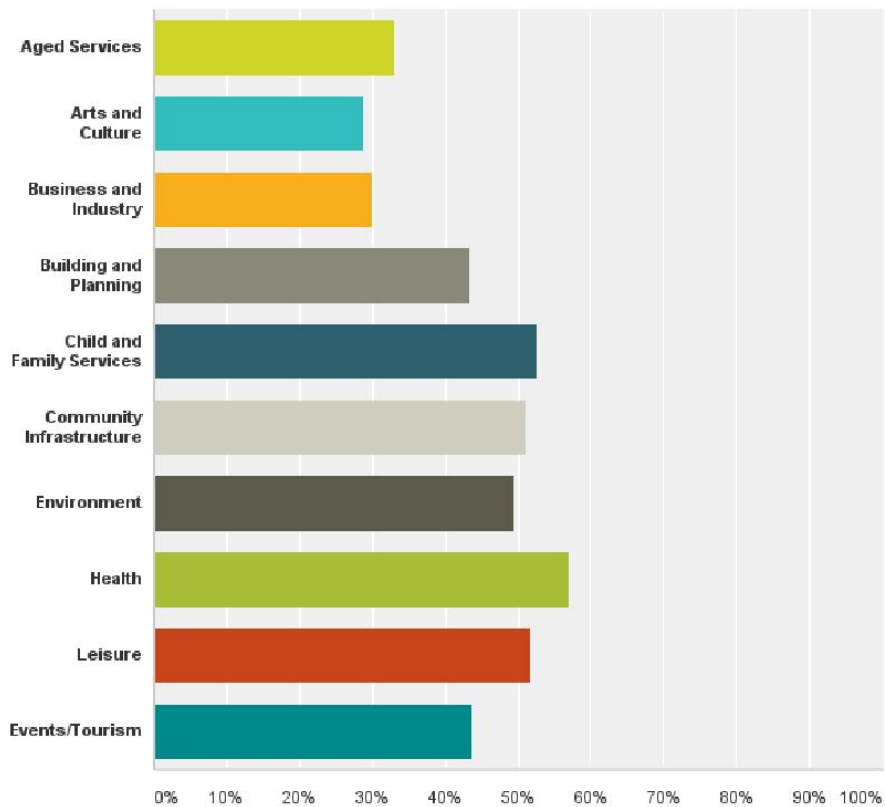
Answered: 521 Skipped: 33





Q13 What Council decisions are you particularly interested in having an opportunity to participate in: [please select all that are relevant]

Answered: 376 Skipped: 178





DECISION MAKING

When asked if they understood council's decision making process, more than two thirds (68%) either did not know or were unsure.

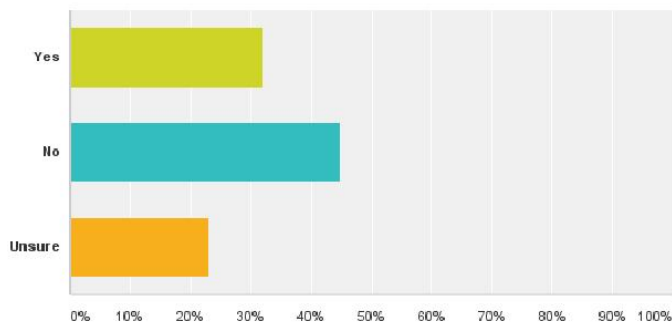
More than half of respondents (55%) did not believe that they could influence decisions made by council however, 58% did believe that council

considered their opinions

when making its decisions. 58% of respondents did not believe that council explains clearly how to participate in council decision making and the same number did not think that council explained how community input was considered when making decisions. Just over half of respondents (52%) did think that council provided appropriate ways to participate in decision making processes.

Q14 Do you understand the current Council decision making process?

Answered: 525 Skipped: 29



(COMMENT) – 'I know it is difficult to communicate to all concerned and hard to get a proper representation of community on all issues but it is difficult to get involved without it being too difficult. Surveys are a good choice.'

(COMMENT) – 'I don't have time to read all the documents so more on-line multi-choice quizzes about issues would help me have my say.'

(COMMENT) – 'If there is an area that should be discussed by the people affected, it should be well publicised so that those people are aware and can have input.'

METHODS OF COMMUNICATION

The top three methods of communication preferred for receiving information regarding community engagement activities or the decisions of council are:

- Email
- Council Noticeboard in the Latrobe Valley Express
- Letter.

Other preferred options are:

- Articles in LINK magazine



- SMS
- Television and radio advertising
- 'Have Your Say' page on Council website
- Face to face communication.

To be invited to participate in a council project/initiative the preferred methods of communication are email, online survey and community meetings. The introduction of the 'Have your Say' page and the Community Sounding Board on Council's website reflects the preferred methods of email and online survey. The least favourite methods are one on one meetings with officers or councillors as well as methods such as flyers in the mailbox and meetings during work hours.

Respondents were asked if they had any suggestions to improve council's community engagement activities. The following is a sample of the responses:

- *'Just be more open and considerate of community input. We feel we are being lost in the scheme of things with decisions being made at a high level.'*
- *'Make community aware of what is happening and how you can make a protest on a matter easier and clearer.'*
- *'Already doing a good job.'*
- *'To engage with the community it is directly affecting and those interested in supporting upcoming initiatives.'*
- *'Please have community meetings before a decision is made instead of after the decision has been made. Councillors do not seem to be representing people's views at the moment.'*
- *'Council need to communicate in layman's terms so that all the public can understand what is going on.'*
- *'More advertising, explaining the process so that people aren't afraid to participate. Encouraging all types of people in the community. Everyone brings something to a community. Also providing feedback and making sure this happens otherwise people become less interested in the future.'*

Summary and Considerations

Members of the community are reasonably high users of the council website and find it easy to navigate. Although, awareness of council social media channels was at 40%, only half of those had interacted with us on Facebook and significantly less on Twitter and YouTube. Increased participation in these areas could be enhanced.

Although there was a general awareness of the Community Sounding Board, participation numbers in this medium is quite low. As the Community Sounding Board is a fairly newly introduced medium further promotion is required to increase awareness and participation levels.



Similar to the results in 2009, community members are more likely to get involved and provide their feedback in projects/initiatives that have meaning and/or have a personal interest to them. However, it does seem that members of the community have difficulty in understanding how their input is utilised in the decision-making process and also, how Council make their decisions. The following methods of communication are preferred:

- Council Noticeboard in the Latrobe Valley Express
- Email
- Letter

Council should continue with these methods but should also use alternative methods available to enable communications to reach as many people as possible.

Overall, the results of the survey highlighted that people are generally satisfied with council community engagement activities but there are still opportunities to further enhance council's community engagement practice.



Employee Survey Results 2013

Latrobe City Council employees were surveyed to determine levels of community engagement literacy, as well as confidence in community engagement planning, delivery and evaluation. The survey also sought to discover opportunities to further improve community engagement practice within the council.

All council employees were invited to participate and 109 surveys were received. All surveys were completed online.

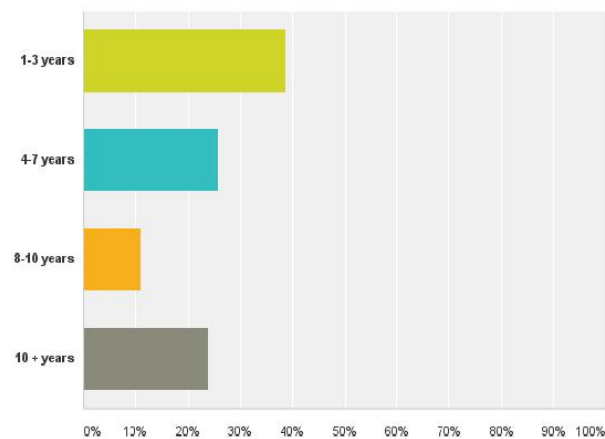
EMPLOYEE INFORMATION

Surveys were received from a cross section of council departments.

The majority of employees surveyed had worked at council between 1-3 years (39%) and 24% of employees for more than 10 years.

Q2 How long have you worked at Council?

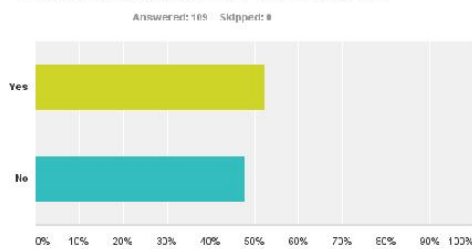
Answered: 108 Skipped: 1



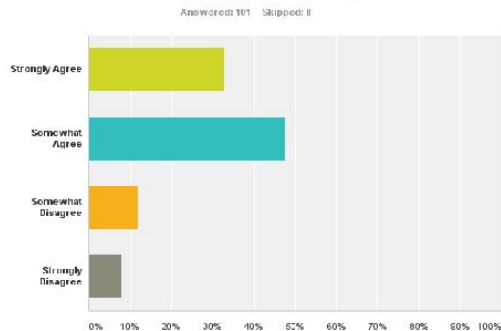


COMMUNITY ENGAGEMENT PARTICIPATION, TRAINING AND AWARENESS

Q3 Over the last 12 months, I have been involved in planning for or undertaking community engagement as part of my job?



Q6 I understand Latrobe City Council's community engagement principles.



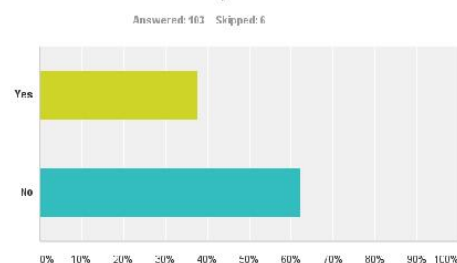
More than half of employees (52%) have been involved in planning for or undertook community engagement activities as part of their role. 38% of employees surveyed had completed council's community engagement training in either the Foundation and/or the Advanced Course.

A large proportion of employees (88%) are aware that council has a Community Engagement Plan and a total of 80% of employees strongly (33%) and somewhat agree (47%) that they understand council's community engagement principles.

When asked if they understood the difference between communicating to stakeholders and undertaking community engagement for a project/initiative, 81% strongly or somewhat agreed that they understood the difference. Similarly, when asked if they understood the difference between delivering customer service and undertaking community engagement for a project/initiative, 86% strongly or somewhat agreed that they understood the difference.

When employees were asked if they were familiar with the IAP2 (International Association of Public Participation) spectrum, over a third (34%) said they were familiar. Employees were also asked if they were aware of council's Community Sounding Board, 59% said they were aware and 76% were aware of the 'Have Your Say' section on Council's website.

Q4 I have completed Latrobe City Council's Community Engagement Training (either the Foundations Course and/or the Advanced Course)?





When asked if they had the appropriate skills and tools to plan for community engagement as part of their projects and initiatives, 72% of respondents strongly and somewhat agreed that they possessed the appropriate skills and tools. Those employees who either disagreed or strongly disagreed that they had the appropriate skills and tools were asked to provide further details on what they required to assist them with community engagement activities in their work. The following are a few examples:

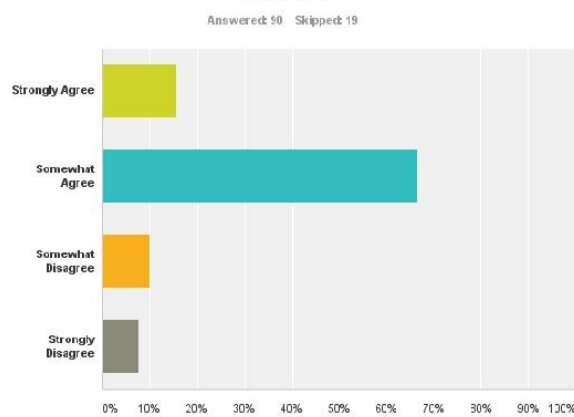
(COMMENT) – *‘Know what community engagement means in regard to council’*

(COMMENT) – *‘Better understanding of strategies and principles of council’*

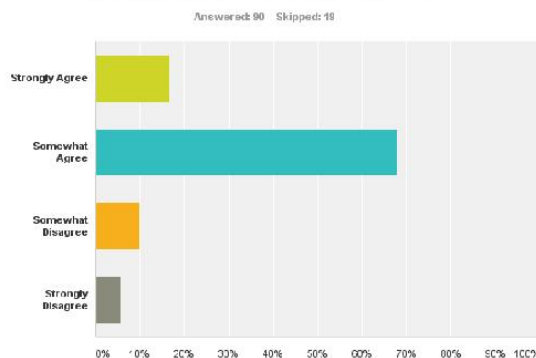
(COMMENT) – *‘Understanding the appropriate level of engagement needed, setting expectations of the community to minimise disappointment’*

Almost three quarters (74%) of employees strongly and somewhat agreed that they had the skills and tools to deliver community engagement activities for their projects and initiatives. Employees who disagreed or strongly disagreed advised that they required training on council standards for community engagement and/or access to a mentor who had already undertaken similar engagement activities.

Q12 I feel that I have the appropriate skills and tools to plan for community engagement as part of my projects and initiatives.



Q13 I feel that I have the appropriate skills and tools to deliver community engagement activities for my projects and initiatives.



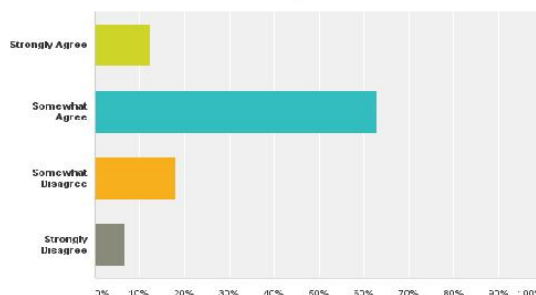


Three quarters (75%) of employees strongly and somewhat agreed that they had the skills and tools to undertake evaluation on their community engagement results. Of those who disagreed or strongly disagreed, they advised that they would require further training in this area. When asked if they had the skills and tools to present their community engagement results to the decision makers, 69%

strongly and somewhat agreed that they did. Again, of those who disagreed or strongly disagreed, they advised that they would need further training.

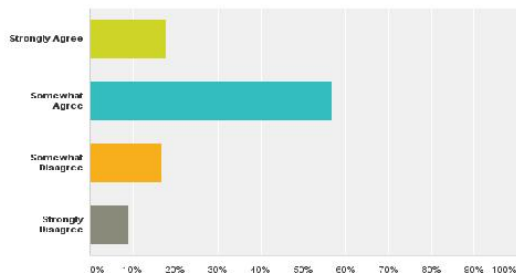
Q14 I feel that I have the appropriate skills and tools to evaluate community engagement results for my projects and initiatives.

Answered: 39 Skipped: 26



Q16 I know how to effectively inform the community on how their input was considered as part of the final decisions for my projects and initiatives.

Answered: 39 Skipped: 19



Employees were asked if they knew how to effectively inform the community on how their input was considered as part of the final decisions. Almost three quarters (74%) strongly and somewhat agreed that they could communicate effectively. Further training was highlighted to assist those who answered disagreed or strongly disagreed.

A large proportion of employees (90%) strongly and somewhat believe that their team embraces community engagement as part of their work and 88% of employees felt supported in undertaking effective community engagement as part of their work.

Further comments received were:

'Since the introduction of the Community Engagement Plan and the foundation and advanced training, there has been a significant and noticeable positive shift in the way in which council approached engagement within our community. A continued focus in this area should embed these principles in council's culture.'

'If I ever need assistance regarding community engagement I am happy to ask for help.'

'If I have any questions or issues around this, the Community Engagement Team are very supportive'



Summary and Considerations

Overall, employees are aware of council's community engagement responsibilities and have a good understanding of community engagement principles in the delivery of plans and activities.

The foundation and advanced training in community engagement that is provided has been highly regarded by those who have participated. Participation by employees in the training should increase over time.

Although employees are largely aware of their community engagement responsibilities as a result of their role in the organisation, it is vitally important that they involve the Community Engagement team early in their planning to ensure successful outcomes



State-wide Local Government Services Report including the Community Satisfaction Survey

Each year the Victorian Government coordinates and develops a Community Satisfaction Survey (the survey) throughout Victorian Local Government areas. Participation in the survey is optional and Latrobe City Council has participated in this survey for 18 years.

Although the Community Satisfaction Survey results provide important data for Council, the measurement and purpose of this survey is more focussed on satisfaction of service delivery within the community and comparison with other local government areas and the State. The questions asked in the Community Satisfaction Survey are not directly related to the Plan and differ from those asked by Council the surveys that have been completed to inform and reflect upon the strategic direction for community engagement.

However, it is important to include these results in this review document to provide an overall picture of community perceptions within the municipality.

The main objectives of the survey are to assess the performance of Council across a range of measures and seek insight into ways to provide improved or more effective service delivery. This survey also provides Council with a means to fulfil some of their statutory reporting requirements as well as acting as a feedback mechanism to the DCPD.

This survey provides an overall view on the performance of Council in the following areas:

- Overall Performance
- Community Consultation and Engagement
- Advocacy (lobbying on behalf of the community)
- Customer Service
- Overall Council Direction.

There were 400 persons who participated in the survey in each year 2014, 2013 and 2012, and 350 persons in years 2011, 2010, 2009 and 2008. The surveys were conducted by Computer Assisted Telephone Interviewing (CATI) as a representative random probability survey of residents 18+ years across the Latrobe City Council region.



Summary of Key Community Satisfaction Index Score Results

EXPLANATION: INDEXED MEAN SCORES

Many of the survey questions ask respondents to rate their Council's performance on a five-point scale from "Excellent" to "Needs a lot of Improvement".

The scales are scored as below:

Results	Score	Index Score
Excellent	5	100
Good	4	80
Adequate	3	60
Needs some improvement	2	40
Needs a lot of improvement	1	20

Core Performance Measures	2014	2013	2012	2011	2010	2009	2008
COMMUNITY CONSULTATION AND ENGAGEMENT	55	50	54	68	69	69	70

Summary and Considerations

It is important to note that there were significant changes to the methodology and content of the survey in 2012 and these results cannot be compared to results from previous years. The results from 2012 onwards are now considered to be the benchmark in relation to future results.

The results from 2008 to 2011 show that community perception on community consultation and engagement at Latrobe City Council was more than adequate. The 2013 and 2012 results reflect a lower rating but it is possible that the changes in the context of the survey have contributed significantly to the change in results. It is also important to note that the results may also be influenced by single events and decisions occurring during the time that community members are surveyed. The



2014 results have shown a marked improvement with an increase of five points from 2013.



CONCLUSION AND KEY CONSIDERATIONS

The review of the Community Engagement Plan 2010-2014 has shown that strong foundations have been established over the past four years to assist staff who are tasked with undertaking community engagement activities as part of their role.

Extensive work has also been undertaken on external communication methods and mediums to assist in the delivery of community engagement programs/initiatives to encourage and increase public participation.

Best practice in community engagement is constantly evolving, changing and developing to meet the needs of the community. Many opportunities exist for Council to further enhance community engagement practice to better enable the community to participate in the decision making process.

Key considerations for the next phase of community engagement at Latrobe City Council include:

- Actively seek to improve levels of awareness and understanding in the community regarding:
 - The opportunities to have a say and the value of participating
 - How and when to provide input
 - How input is used in the decision making process
- Consider methods for further increasing community participation in council engagement platforms, including social media, the website and the Community Sounding Board
- Explore opportunities to enhance the connection between the administrative and authorising arms of the organisation in the decision making process
- Explore opportunities to increase tracking and reporting of community engagement activities
- Determine methods for improving internal knowledge sharing around community engagement
- Revisit the community engagement training program to ensure that it is still meeting the needs of the organisation
- Revisit the tools and templates available to staff to ensure that they are still meeting the organisation's needs
- Develop internal mechanisms to ensure that the Community Engagement team is involved in the early stages of project/initiative planning to provide advice and guidance on appropriate community engagement strategies.

The Council Plan 2013-2017 introduced an additional objective under the theme of 'Advocacy for and consultation with our community'. This is:



'To advocate for and support, cooperative relationships between business, industry and the community'

This objective will also be considered for further development.

These considerations will be explored further in stage two of this process through the development of the documents that will guide the organisation forward in the Community Engagement area from 2015 onward.

APPENDIX 1 - KEY COMMUNITY ENGAGEMENT ACTIVITIES

Numerous community engagement programs have been undertaken during the past few years to ensure that Council meets its obligations in involving community members in the decision-making process. However, it is important to note, that not all decisions required to be made by Council will require broad community consultation or active participation. This may relate to matters where community input cannot influence the decision being made, such as legislative requirements that precludes discussion or consideration of an issue or prior decisions made by Council.

The principles and values developed by the International Association for Public Participation (IAP2) inform best practice in all community engagement activities undertaken by Council and Council officers. IAP2 commitments are reinforced in the organisation through the training program and one-on-one advice provided by the Community Engagement Team.

The following section provides a summary of some of the key Council projects/initiatives that involved community engagement activities:

Public Open Space Strategy

A review of the Latrobe City Public Open Space Plan was a major initiative and key strategic action of the Latrobe City Council Plan 2012-2016. The review focussed on the strategic vision for the future planning and improvement of public open spaces across the municipality with particular focus on the four major townships, Morwell, Traralgon, Moe/Newborough and Churchill, and the seven small townships, Glengarry, Toongabbie, Boolarra, Yinnar, Yallourn North, Tyers and Traralgon South.

A range of community engagement activities were undertaken between 13 February 2012 and 9 March 2012 to inform the development of the draft Public Open Space Strategy. Methods used were:

- Councillor Workshops
- Township Workshops
- Listening Posts
- Key Stakeholder Workshops
- Surveys.

The community 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.

The engagement activities were promoted through:

- Latrobe City Council Noticeboard in the Latrobe Valley Express from 30 January 2012 to 6 March 2012
- 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.

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.

Overall, Latrobe City Council received positive feedback and input from the engagement process for the review of the Public Open Space Strategy and six formal written submissions were received. 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.

The initial consultation process showed 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 provided clear direction for the development of the draft Public Open Space Strategy to include the following key areas:

- Planning
- Enhance what we already have
- Community
- Activation
- Linkages and connections
- Open space settings and functions
- Vision
- Priorities.

The draft Public Open Space Strategy (the draft strategy) was developed and 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.

The draft strategy was presented to Council for consideration on 17 September 2012 and Council agreed that the draft strategy be released for community consultation for a period of six weeks from 30 October 2012 to 17 September 2012.

The following activities were undertaken during this consultation period:

- 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 was placed on Council's webpage, all Latrobe City Council Service Centres from the 30 October 2012 to 14 December 2012 and were able to be requested by community members and sent out at their request
- A factsheet was available at all Latrobe City Council Service Centres and on Council's webpage from 30 October 2012 to 14 December 2012
- A feedback form was available at all Latrobe City Council Service Centres and 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 Council's webpage from 30 October 2012 to 14 December 2012.

A total of 31 submissions were received and 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 received were overwhelmingly positive about the draft Public Open Space Strategy. The public consultation process enabled extensive involvement and feedback. Where appropriate, comments were incorporated into the strategy.

The strategy was adopted by Council on 20 May 2013 and written confirmation of Council's decision was provided by the Mayor to those persons who made a written submission.

Municipal Public Health and Wellbeing Plan 2013-2017

In 2013, in line with their legislative requirements and in consultation with key stakeholders and community members, Latrobe City Council developed the Latrobe City Municipal Public Health and Wellbeing Plan (2013 – 2017) (The Plan). This Plan is the key health and wellbeing strategic planning document for the municipality. The Plan provides an evidence-based approach to preventative health and health promotion activities within Latrobe City.

Community Consultation

Involving the community, as well as internal and external stakeholders, was fundamental in understanding the health and wellbeing needs of Latrobe City.

The community consultation phase entailed a range of activities designed to strengthen the opportunities for community members and key stakeholders to contribute to the development of the Plan.

Structured workshops and interviews were held over a nine week period from the end of March to the end of May 2013. 232 people participated in 45 consultations including 22 community consultations, 10 external stakeholder consultations and 13 internal stakeholder consultations.

Based on extensive research and consultation six strategic directions were identified to inform the Plan. These were:

- Being Active
- Eating Well
- Protecting our Health
- Staying Connected
- Feeling Safe
- Skills for Healthy Communities.

Public Comment

The draft Plan was completed and released for public comment from 8 October to 5 November 2013. Community members and organisations who contributed to the initial consultation process were also sent correspondence, including 114 emails and 17 letters, advising of the public comment period and opportunity to have provide further feedback if required.

A range of communication methods were used to promote the consultation period including the:

- 'Have a Say' page on the Council website
- Advertisements on the Council Notice Board in the Latrobe Valley Express (10 and 14 October 2013)
- Media Release sent to Latrobe Valley Express
- Community Sounding Board email and post
- Council Intranet
- Staff Newsletter.

Comments could be made in the form of:

- Feedback Form (available on the internet or through Council service centres and libraries)
- Email
- Letter.

Three formal submissions were received, two from individual community members and one from a community organisation. The submissions focussed on potential actions to be considered by Council in the development of annual action plans.

Incorporating Community Feedback into Final Plan

The feedback obtained through the public comment period was incorporated into the final Latrobe City Municipal Public Health and Wellbeing Plan (2013 – 2014). This ensured that the strategic directions and objectives of the Plan were reflective of the needs of the community and that all stakeholders were supportive of the overarching directions of the Plan.

Outcome

The Plan was unanimously adopted by Council at an Ordinary Council Meeting on 2 December 2013.

Churchill West Development Plan

The Churchill West Development Plan (CWD Plan) relates to a concept layout on how the land allocated will be developed for residential land use. The CWD Plan identified where future residential lots (669 lots), roads, pathways, open space and physical infrastructure would be located.

A workshop was held on 29 October 2013 with key stakeholders to discuss the proposal prior to the public consultation period. Attendees included representatives of the Department of Transport, VicRoads, Gippsland Water, Tract Consulting and Latrobe City Council officers from Infrastructure, Recreation and Open Space, Environment, Child and Family Services, Environmental Health and Statutory Planning teams.

Community consultation commenced for a period of four weeks from 18 December 2013 to 13 January 2014. Although the community consultation was not required under *the Planning and Environment Act 1987*, Council considered consultation was necessary to ensure awareness of the proposed future development of the site.

Notifications regarding the proposed development were sent to 195 adjoining and adjacent property owners and occupiers, and a range of community groups including: the Churchill District Community Association, the Churchill and District Lions Club, the Churchill and District Lioness Club, the Rotary Club of Hazelwood, the First Churchill Scout Group and the Churchill Neighbourhood Centre.

In addition, a public notice was placed in the Latrobe Valley Express for two issues during the consultation period on 18 November 2013 and 28 November 2013.

The draft CWD Plan documentation was placed on the Council website on the 'Have Your Say' page, with provision for receipt of electronic submissions.

An 'Open House' information session open to the public was also held on November 2013 from 6pm to 8pm in the evening to discuss the CWD Plan. A total of ten people attended the 'Open House' information session.

The proponent also ran their own information sessions to inform the local community of the CWD Plan earlier in the year. On 21 June 2013 a meeting was held to between Latrobe City Council, the proponent and the Churchill District Community Association to discuss the proposal and on 22 August 2013 a community information session was held with the wider community. This was independent of Council's 'Open House' consultation session.

Council received two written submissions during the community consultation period, one submission provided general comment and one submission was an objection that raised concerns.

All comments received throughout the whole consultation process have been considered and incorporated into the draft CWD Plan where practical and appropriate.

The CWD plan was adopted by Council at the Ordinary Council Meeting on 17 February 2014.

**16.2 STRATEGIC PLANNING PROJECTS 2013/14 - HOUSING
STRATEGY AND LATROBE PLANNING SCHEME REVIEW
PROJECT REFERENCE GROUP**

General Manager

Planning and Governance

For Decision

PURPOSE

The purpose of this report is to appoint a new Councillor to the Strategic Planning Projects 2013/14 - Housing Strategy and Latrobe Planning Scheme Review; Project Reference Group.

DECLARATION OF INTEREST

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

STRATEGIC FRAMEWORK

his report is consistent with Latrobe 2026: The Community Vision for Latrobe Valley, Latrobe City Council Plan 2013-2017 and adopted Project Governance Policy.

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.

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 2013 – 2017

Theme 3: Efficient, effective and accountable governance

To provide open, transparent and accountable governance

Strategic Direction - Efficient, effective and accountable governance

Conduct all Council and committee meetings in strict accordance with the law and in an open and transparent manner.

Theme 5: Planning for the future

To provide clear and concise policies and directions in all aspects of planning.

Strategic Direction – Planning for the future

Explore the establishment of a Council planning committee to guide land use planning, development and growth.

Provide efficient and effective planning services and decision making to encourage development and new investment opportunities.

Review our policy and guidelines for new residential development in particular lot density, unit development, road widths and emergency vehicle access.

In consultation with the community, review Council's Municipal Strategic Statement and the Latrobe City Planning Scheme.

Legislation

The discussions and recommendations of this report are consistent with the provisions of the *Planning and Environment Act 1987* and the Latrobe Planning Scheme.

Policy

Latrobe City Council Project Governance Policy (11POL-1)

BACKGROUND

The Latrobe City Council Plan 2013-17 includes both the Housing Strategy and Latrobe Planning Scheme Review as key strategic directions.

The major objectives of the Strategic Planning Projects 2013/14-Housing Strategy and Latrobe Planning Scheme Review Project Reference Group are:

- To provide input into the development of the project brief and stakeholder engagement plan for the Housing Strategy and Latrobe Planning Scheme Review for future Council endorsement;
- To assist in the review and inclusion of community consultation feedback and suggestions to the Housing Strategy and Latrobe Planning Scheme Review;
- To be a key reviewer of draft documentation for the Housing Strategy and Latrobe Planning Scheme Review in accordance with the draft Terms of Reference.

At its Ordinary Council Meeting on 6 November 2013 Council resolved:

That Council adopt the Strategic Planning Projects 2013/14-Housing Strategy and Latrobe Planning Scheme Review Project Reference Group Terms of Reference as attached.

That Council appoints Councillors White, Gibbons, Middlemiss, Gibson and Kam to the Strategic Planning Projects Reference Group.

ORDINARY COUNCIL MEETING AGENDA 30 JUNE 2014 (CM441)

That Council amend the Committee Delegations Register to include the Strategic Planning Projects Reference Group

To date the Project Reference Group has provided essential input to the Planning Scheme Review project including the development of the project brief, the stakeholder engagement strategy and consultation on key issues.

As per the endorsed Project Implementation Plan and Stage 1 Stakeholder Engagement Strategy the Project Reference Group is a key contributor to the Planning Scheme Review project.

The next task of the Project Reference Group will be to review preliminary feedback from stakeholder engagement, followed by input and review of the draft Latrobe Planning Scheme Review documentation.

ISSUES

As per the adopted Terms of Reference (See Attachment One) the Strategic Planning Project Reference Group shall comprise five Councillors representing each respective ward. The Terms of Reference also stipulates the project manager will reschedule the Project Reference Group meeting to an alternate time if two or more councillors are not available to attend.

Councillor Gibbons has resigned from the Strategic Planning Projects 2013/14-Housing Strategy and Latrobe Planning Scheme Review Project Reference Group effective immediately. As per the adopted Terms of Reference the Strategic Planning Project Reference Group it is necessary for Council to appoint a new Councillor to replace Councillor Gibbons.

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 a risk to the Latrobe Planning Scheme Review project meeting the timelines outlined in the endorsed Project Implementation Plan without full membership of the Project Reference Group.

INTERNAL/EXTERNAL CONSULTATION

No consultation has been undertaken in the preparation of this report.

OPTIONS

1. That Council appoints a new councillor to the Strategic Planning Projects 2013/14 - Housing Strategy and Latrobe Planning Scheme Review; Project Reference Group.
2. That Council does not appoint a new Councillor to the Strategic Planning Projects 2013/14 - Housing Strategy and Latrobe Planning Scheme Review; Project Reference Group. This would trigger the need to review the Terms of Reference, which may cause delays in the timeframes outlined in the endorsed Project Implementation Plan.

**ORDINARY COUNCIL MEETING AGENDA
30 JUNE 2014 (CM441)****CONCLUSION**

The Strategic Planning Projects 2013/14 - Housing Strategy and Latrobe Planning Scheme Review; Project Reference Group is a key component of the Latrobe Planning Scheme Review Project. In accordance with the adopted Terms of Reference the Strategic Planning Project Reference Group shall comprise five Councillors representing each respective ward. This report seeks to appoint a new Councillor to replace a now vacant position

Attachments

1. Strategic Planning Projects 2013/14 - Housing Strategy and Planning Scheme Review Project Reference Group Terms of Reference

RECOMMENDATION

That Council appoints Councillor to the Strategic Planning Projects 2013/14 – Housing Strategy and Planning Scheme Review Project Reference Group.

16.2

Strategic Planning Projects 2013/14 - Housing Strategy and Latrobe Planning Scheme Review Project Reference Group

- 1 Strategic Planning Projects 2013/14 - Housing Strategy
and Planning Scheme Review Project Reference Group
Terms of Reference 395**

Strategic Planning Projects 2013/14 – Housing Strategy and Latrobe Planning Scheme Review

Project Reference Group *Terms of Reference*



November 2013





CONTENTS:

1. Preamble
2. Objectives
3. Membership
4. Length of appointment
5. Attendance at meetings
6. Chair
7. Meeting schedule
8. Meeting procedures
9. Voting
10. Minutes of the Meeting
11. Authority and Reporting
12. Administration



1. Preamble

- 1.1. The group shall be known as the **Strategic Planning Projects Reference Group** (hereinafter referred to as the "Project Reference Group").
- 1.2. This group will act in accordance with Latrobe City Council's adopted Councillor Code of Conduct.
- 1.3. This group will act in accordance with Latrobe City Council's adopted **Project Governance Policy**. As per the policy, the function of a Project Reference Group is:
 - 1.3.1. *A group of key stakeholders who are to be engaged at key points throughout the project. Must include at least one Councillor and other critical community and agency stakeholders as identified [that] will be impacted by the project. Must not direct Council officers or consultants in the conduct of the project and does not have authority to approve any stages of a project or to change the scope of a project.*
- 1.4. These Terms of Reference are adopted by resolution of Latrobe City Council at the Ordinary Council Meeting 6 November 2013.

2. Objectives

- 2.1. To provide input into the development of the Strategic Planning Projects 2013/14; Housing Strategy and Latrobe Planning Scheme Review.
- 2.2. To assist in the review and inclusion of community consultation feedback and suggestions.
- 2.3. To be a key reviewer of draft documentation during the development of the Strategic Planning Projects 2013/14; Housing Strategy and Latrobe Planning Scheme Review.

3. Membership

- 3.1. Composition of the Committee

The Strategic Planning Project Reference Group shall comprise representatives including:

 - 3.1.1. Five [5] Councillors; including one each from the respective wards (one Councillor would be nominated Chair);
 - 3.1.2. Respective Council Officers (includes Manager Future Planning and/or General Manager Governance, project managers and administration officer); and
 - 3.1.3. At the request of the Project Reference Group external advice can be provided to the Project Reference Group (i.e. project consultant, project sponsor etc.).



4. Length of appointment

- 4.1. The Project Reference Group shall be in place until the finalisation of the Strategic Planning Projects 2013/14; Housing Strategy and Latrobe Planning Scheme Review. The appointment of members to the Project Reference Group shall be from the date of appointment by Council until the date that the final reports are adopted by Council.

5. Attendance at meetings

- 5.1. The project manager will reschedule the Project Reference Group meeting to an alternate time if 2 or more councillors are not available to attend.

6. Chair

- 6.1. A nominated Councillor shall chair the meetings. If the Chair is unavailable another Councillor will act as chair for that meeting.

7. Meeting schedule

- 7.1. Project Reference Group meetings may consider the Housing Strategy project and Latrobe Planning Scheme Review project issues separately or concurrently.
- 7.2. Project Reference Group meetings will be held as required. These meetings will be scheduled once members are appointed.
- 7.3. The duration of each meeting should not exceed two hours.

8. Meeting procedures

- 8.1. Meetings of the Project Reference Group are not open to the public; however non-members may attend at the invitation of the Project Reference Group.
- 8.2. Councillors not appointed to the Project Reference Group are openly invited to attend any meetings.
- 8.3. Documentation provided in the meeting will remain confidential. The Project Manager will indicate if draft documentation is available for public consultation.

9. Voting

- 9.1. There will be no official voting process. Majority and minority opinions will be presented to Latrobe City Council if necessary through usual reporting methods.

10. Minutes of the Meeting

- 10.1. The Project Manager or authorised agent (e.g. administration officer) shall take the Minutes of each Project Reference Group meeting.



- 10.2. The Minutes shall be in a standard format including a record of those present, apologies for absence, a list of agreed actions and key discussion points of the Project Reference Group.
- 10.3. The Minutes shall be stored in the Latrobe City Council corporate filing system (currently Latrobe Content Management System.)
- 10.4. A copy of the Minutes shall be distributed to all Project Reference Group members and the Strategic Planning Projects Project Board within 5 business days of the close of each Project Reference Group meeting. The minutes will be located in the relevant Councillor Committees Folders.

11. Authority and Reporting

- 11.1. The Project Reference Group's authority sits within a project governance structure and Latrobe City Council's adopted Project Governance Policy.
- 11.2. All recommendations, proposals and advice regarding community engagement for the project must comply with *Council's Community Engagement Plan 2010-2014* and any statutory land-use planning legislative and policy guideline requirements.

12. Administration

- 12.1. The Project Manager or an authorised agent (e.g. administration officer) will receive and distribute communications to the Project Reference Group, arrange meeting venues and prepare and distribute meeting agendas.

ORDINARY COUNCIL MEETING AGENDA 30 JUNE 2014 (CM441)

16.3 ASSEMBLY OF COUNCILLORS

General Manager

Planning and Governance

For Decision

PURPOSE

The purpose of this report is to present to Council, the Assembly of Councillors forms submitted since the Ordinary Council Meeting held 10 June 2014.

DECLARATION OF INTEREST

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

OFFICER COMMENTS

The following Assembly of Councillors took place:

Date:	Assembly Details / Matters Discussed:	In Attendance:	Declaration of Interest Declared:
6 December 2013	Project Reference Group Latrobe Planning Scheme Review	Councillors: Cr Gibson, Cr Kam, Cr White, Cr Middlemiss, Cr Gibbons Officers: Chris Wightman, Jason Pullman, Leanne Khan, Alissa Filippo	NIL
18 February 2014	Project Reference Group Latrobe Planning Scheme Review	Councillors: Cr Gibson, Cr Kam, Cr White, Cr Middlemiss, Cr Gibbons Officers: Gail Gatt, Jason Pullman, Leah Pollard, Yvonne Buntin	NIL
25 March 2014	Project Reference Group Latrobe Planning Scheme Review	Councillors: Cr Gibson, Cr Kam, Cr White, Cr Middlemiss, Cr Gibbons Officers: Gail Gatt, Leanne Khan, Alissa Filippo, Jason Pullman	NIL
7 May 2014	Latrobe Tourism Advisory Board	Councillors: Cr White, Cr Sindt Officers: Jason Membrey, Rachel Callus	NIL
14 May 2014	Latrobe City Cultural Diversity Advisory Committee	Councillors: Cr Gibbons, Cr Kam Officers: Steve Tong, Teresa Pugliese	NIL

ORDINARY COUNCIL MEETING AGENDA 30 JUNE 2014 (CM441)

Date:	Assembly Details / Matters Discussed:	In Attendance:	Declaration of Interest Declared:
15 May 2014	Traralgon CBD Safety Committee Meeting	Councillors: Cr Rossiter, Cr Kam Officers: Andrew Legge, Steve Tong	NIL
22 May 2014	Rail Freight Working Group Meeting	Councillors: Cr Gibbons, Cr Middlemiss Officers: Geoff Hill, Donna Taylor, Henry Morrison	NIL
2 June 2014	Public Presentations 4.1 Consideration of Planning Panel Report And Adoption Of Latrobe Planning Scheme Amendment C82 4.2 Coalville Road - Submission Application 4.3 Planning permit application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon 4.4 Future Development of Brown Coal Power Stations	Councillors: Cr Gibson, Cr Gibbons, Cr Harriman, Cr Kam, Cr Middlemiss, Cr O'Callaghan, Cr Sindt, Cr White. Officers: John Mitchell, Stacey Greenwood, Chris Wightman, Debbie Tyson, Gail Gatt, Leah Pollard, Geoff Hill.	Cr Middlemiss declared a Conflict of Interest in Item 4.1
2 June 2014	Discussion in relation to Planning Matters <ul style="list-style-type: none"> • Consideration of planning panel report and adoption of Latrobe Planning Scheme Amendment C82, Tyers Rezoning • Planning Permit Application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon • Planning Permit Application 2013/7, staged subdivision of land and removal of native vegetation, Coalville Road Moe • 2014/15 Fees and Charges 	Councillors: Cr Gibbons, Cr Kam, Cr Rossiter, Cr Harriman, Cr White, Cr Middlemiss, Cr O'Callaghan, Cr Sindt, Cr Gibbons. Officers: John Mitchell, Chris Wightman, Stacey Greenwood, David Elder, Katrina Pizzi.	Cr Middlemiss declared a Conflict of Interest in discussion item relating to Amendment C82, Tyers Rezoning. Cr Rossiter declared a Conflict of Interest in discussing Planning Permit Application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon

**ORDINARY COUNCIL MEETING AGENDA
30 JUNE 2014 (CM441)**

2 June 2014	<p>Early Years Reference Committee</p> <p>Best Start program update Preschool Committee Review Municipal Early Years Plan Review MAV Patchwork Pilot Project concerns Early Years Reference Committee TOR Social media advertising for preschool enrolments 2015</p>	<p>Councillors: Cr O'Callaghan, Cr Sindt</p> <p>Officers: Ronda Bruerton, Carole Ayres, Kate Northover</p>	NIL
4 June 2014	Latrobe Tourism Advisory Board	<p>Councillors: Cr White</p> <p>Officers: Linda Brock, Jason Membrey</p>	NIL
11 June 2014	Morwell Town Common Development Plan Project Control Group	<p>Councillors: Cr Middlemiss, Cr Sindt</p> <p>Officers: Simon Clarke</p>	NIL

Attachments

1. Attachment 1
2. Attachment 2
3. Attachment 3
4. Attachment 4
5. Attachment 5
6. Attachment 6
7. Attachment 7
8. Attachment 8
9. Attachment 9
10. Attachment 10
11. Attachment 11
12. Attachment 12

RECOMMENDATION

That Council note this report.

16.3

Assembly of Councillors

1	Attachment 1	405
2	Attachment 2	407
3	Attachment 3	409
4	Attachment 4	411
5	Attachment 5	413
6	Attachment 6	417
7	Attachment 7	419
8	Attachment 8	421
9	Attachment 9	423
10	Attachment 10	427
11	Attachment 11	429
12	Attachment 12	431



Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

Assembly details: Project Reference Group

Date: 6/12/13

Time: 1.30 pm

Assembly Location: Meeting Room 6, Latrobe City Council Headquarters
(e.g: Town Hall, TOWN, No. xx ADDRESS, Latrobe City Council Offices).

In Attendance:

Councillors: Councillor Sharon Gibson, Councillor Sandy Kam, Councillor Darrell White, Councillor Graeme Middlemiss, Councillor Peter Gibbons

Officer/s: Chris Wightman, Jason Pullman, Leanne Khan, Alissa Filippo

Matter/s Discussed: Latrobe Planning Scheme Review
(e.g: Proposed Development in TOWN discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at ADDRESS, etc)

Are the matters considered confidential under the Local Government Act: No

Conflict of Interest Disclosures: (refer 3. over page)

Councillors:

Officer/s:

Times that Officers / Councillors left/returned to the room:

Completed by: Alissa Filippo



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

"At an assembly of Councillors, the Chief Executive Officer must ensure that a written record is kept of:

- the names of all Councillors and members of Council staff attending;
- the matters considered;
- any conflict of interest disclosures made by a Councillor attending under subsection (3);
- whether a Councillor who has disclosed a conflict of interest as required by subsection (3) leaves the assembly."

The above required information is:

- to be reported to an Ordinary meeting of the Council; and
- incorporated in the minutes of that Ordinary meeting.

2. Section 76AA definition:

"**Assembly of Councillors** (however titled, e.g: meeting / inspection / consultation etc) is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of staff which considers matters that are intended or likely to be;

- The subject of a decision of the Council; or
- Subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

Brief Explanation:

Some examples of an *Assembly of Councillors* will include:

- Councillor Briefings;
- on site inspections, generally meetings re: any matters;
- meetings with residents, developers, other clients of Council, consultations;
- meetings with local organisations, Government Departments, statutory authorities (e.g. VicRoads, etc);

providing at least 5 Councillors and 1 Council staff member are present and the matter/s considered are intended or likely to be subject of a future decision by the Council OR an officer decision under delegated authority.

Effectively it is probable, that any meeting of at least 5 Councillors and 1 Council staff member will come under the new requirements as the assembly will in most cases be considering a matter which will come before Council or be the subject of a delegated officer's decision at some later time. If you require further clarification, please call the Manager Council Operations – Legal Counsel.

Please note: an Advisory Committee meeting requires only one Councillor to be in attendance. An advisory committee is defined as any committee established by the Council, other than a special committee, that provides advice to:

- the Council; or
- a special committee; or
- a member of Council staff who has been delegated a power, duty or function of the Council under section 98.

3. Section 80A and 80B requirements (re: *Conflict of Interest*):

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

Section 80A(3)

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

- (a) immediately before the matter in relation to the conflict is considered; or
- (b) if the Councillor realises that he/she has a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware of the conflict of interest, leave the assembly whilst the matter is being considered by the assembly."

Section 80B

A member of Council staff who has a conflict of interest (direct or indirect) in a matter in which they have a delegated power, duty or function must:

- not exercise the power or discharge the duty or function;
- disclose the type of interest and nature of interest to the in writing to the Chief Executive Officer as soon as he/she becomes aware of the conflict of interest. In the instance of the Chief Executive Officer having a pecuniary interest, disclosure in writing shall be made to the Mayor.



Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

Assembly details: Project Reference Group

Date: 18/02/14

Time: 10.00 am

Assembly Location: Meeting Room 4, Latrobe City Council Headquarters
(e.g: Town Hall, TOWN, No. xx ADDRESS, Latrobe City Council Offices).

In Attendance:

Councillors: Councillor Sharon Gibson, Councillor Sandy Kam, Councillor Graeme Middlemiss, Councillor Peter Gibbons, Councillor Darrell White

Officer/s: Gail Gatt, Jason Pullman, Leah Pollard, Yvonne Buntin

Matter/s Discussed: Housing Strategy
(e.g: Proposed Development in TOWN discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at ADDRESS, etc)

Are the matters considered confidential under the Local Government Act: No

Conflict of Interest Disclosures: (refer 3. over page)

Councillors:

Officer/s:

Times that Officers / Councillors left/returned to the room:

Completed by: Alissa Filippo



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

"At an assembly of Councillors, the Chief Executive Officer must ensure that a written record is kept of:

- the names of all Councillors and members of Council staff attending;
- the matters considered;
- any conflict of interest disclosures made by a Councillor attending under subsection (3);
- whether a Councillor who has disclosed a conflict of interest as required by subsection (3) leaves the assembly."

The above required information is:

- to be reported to an Ordinary meeting of the Council; and
- incorporated in the minutes of that Ordinary meeting.

2. Section 76AA definition:

"**Assembly of Councillors** (however titled, e.g: meeting / inspection / consultation etc) is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of staff which considers matters that are intended or likely to be;

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Brief Explanation:

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- the Council; or
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- a member of Council staff who has been delegated a power, duty or function of the Council under section 98.

3. Section 80A and 80B requirements (re: *Conflict of Interest*):

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

Section 80A(3)

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

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Section 80B

A member of Council staff who has a conflict of interest (direct or indirect) in a matter in which they have a delegated power, duty or function must:

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Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

Assembly details: Project Reference Group

Date: 25/03/14

Time: 1.00 pm

Assembly Location: Meeting Room 6, Latrobe City Council Headquarters
(e.g: Town Hall, TOWN, No. xx ADDRESS, Latrobe City Council Offices).

In Attendance:

Councillors: Councillor Sharon Gibson, Councillor Sandy Kam, Councillor Darrell White, Councillor Graeme Middlemiss, Councillor Peter Gibbons

Officer/s: Gail Gatt, Jason Pullman, Leanne Khan, Alissa Filippo

Matter/s Discussed: Latrobe Planning Scheme Review
(e.g: Proposed Development in TOWN discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at ADDRESS, etc)

Are the matters considered confidential under the Local Government Act: No

Conflict of Interest Disclosures: (refer 3. over page)

Councillors:

Officer/s:

Times that Officers / Councillors left/returned to the room:

Completed by: Alissa Filippo



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

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3. Section 80A and 80B requirements (re: *Conflict of Interest*):

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

Section 80A(3)

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

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Section 80B

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Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

Assembly details: Latrobe Tourism Advisory Board

Date: 7 May 2014

Time: 5.30pm

Assembly Location: Nambur Wariga meeting room, Latrobe City Council Head Quarters, Morwell
(e.g: Town Hall, *TOWN*, No. xx *ADDRESS*, Latrobe City Council Offices).

In Attendance:

Councillors: Cr Darrell White, Cr Christine Sindt

Officer/s: Jason Membrey, Rachel Callus

Matter/s Discussed: Bushfire Enquiry, Health Study and QR Codes
(e.g: Proposed Development in *TOWN* discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at *ADDRESS*, etc)

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: Nil

Officer/s: Nil

Times that Officers / Councillors left/returned to the room: Nil

Completed by: Rachel Callus



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

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- incorporated in the minutes of that Ordinary meeting.

2. Section 76AA definition:

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- the Council; or
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3. Section 80A and 80B requirements (re: *Conflict of Interest*):

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

Section 80A(3)

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Section 80B

A member of Council staff who has a conflict of interest (direct or indirect) in a matter in which they have a delegated power, duty or function must:

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Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

Assembly details: Latrobe City Cultural Diversity Advisory Committee

Date: 14 May 2014

Time: 5.05 pm to 7.10 pm

Assembly Location: Nambur Wariga Room, Latrobe City Corporate Headquarters
(e.g: Town Hall, *TOWN*, No. xx *ADDRESS*, Latrobe City Council Offices).

In Attendance:

Councillors: Cr Peter Gibbons, Cr Sandy Kam

Officer/s: Steve Tong, Teresa Pugliese

Matter/s Discussed:

Members to speak of their Culture and Customs, Tanveer Hasan, Pakistan

Schedule for Committee members presentations for 2014

Schedule of Latrobe City Citizenship Ceremonies for 2014

Update on the Draft Latrobe City Cultural Diversity Action Plan 2014-2018

(e.g: Proposed Development in *TOWN* discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at *ADDRESS*, etc)

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors:

Officer/s:

Times that Officers / Councillors left/returned to the room:



Completed by: Teresa Pugliese



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

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- incorporated in the minutes of that Ordinary meeting.

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- the Council; or
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- a member of Council staff who has been delegated a power, duty or function of the Council under section 98.

3. Section 80A and 80B requirements (re: *Conflict of Interest*):

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

Section 80A(3)

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

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Assembly of Councillors Record

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Assembly details: Traralgon CBD Safety Committee Meeting

Date: Thursday, 15 May 2014

Time: 9.00 am - 10.00 am

Assembly Location: Traralgon Police Station, Kay Street Traralgon.
(e.g: Town Hall, TOWN, No. xx ADDRESS, Latrobe City Council Offices).

In Attendance:

Councillors: Michael Rossiter, Sandy Kam

Officer/s: Andrew Legge, Steve Tong

Matter/s Discussed: Newsletter Update, CCTV update, Action Plan Update, Latrobe City Local Laws update, Victoria Police Update, LV Bus Lines Report, Victoria Police Report, Latrobe City Update.

(e.g: Proposed Development in TOWN discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at ADDRESS, etc)

Are the matters considered confidential under the Local Government Act: No

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: Nil

Officer/s: Nil

Times that Officers / Councillors left/returned to the room: Nil

Completed by: Andrew Legge



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

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- the Council; or
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3. Section 80A and 80B requirements (re: *Conflict of Interest*):

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Section 80A(3)

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Assembly of Councillors Record

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Assembly details: Rail Freight Working Group Meeting

Date: 22 May 2014

Time: 3.00 pm – 3.45 pm

Assembly Location: Latrobe City Headquarters
(e.g: Town Hall, *TOWN*, No. xx *ADDRESS*, Latrobe City Council Offices).

In Attendance:

Councillors: Cr Gibbons, Cr Middlemiss

Officer/s: Geoff Hill, Acting General Manager Economic Sustainability, Donna Taylor, Acting Manager Economic Development, Henry Morrison, Coordinator Property and Statutory Services

Matter/s Discussed: Request from Morwell transport company to acquire land adjacent to Morwell facility. Proposed development on the Gippsland Logistics Precinct (e.g: Proposed Development in *TOWN* discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at *ADDRESS*, etc)

Are the matters considered confidential under the Local Government Act: YES
(Proposed development)

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: Nil

Officer/s: Nil

Times that Officers / Councillors left/returned to the room: N/A

Completed by: Donna Taylor



Assembly of Councillors Record Explanation / Guide Notes

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1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

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- the Council; or
- a special committee; or
- a member of Council staff who has been delegated a power, duty or function of the Council under section 98.

3. Section 80A and 80B requirements (re: *Conflict of Interest*):

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

Section 80A(3)

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

- (a) immediately before the matter in relation to the conflict is considered; or
- (b) if the Councillor realises that he/she has a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware of the conflict of interest, leave the assembly whilst the matter is being considered by the assembly."

Section 80B

A member of Council staff who has a conflict of interest (direct or indirect) in a matter in which they have a delegated power, duty or function must:

- not exercise the power or discharge the duty or function;
- disclose the type of interest and nature of interest to the in writing to the Chief Executive Officer as soon as he/she becomes aware of the conflict of interest. In the instance of the Chief Executive Officer having a pecuniary interest, disclosure in writing shall be made to the Mayor.



Assembly of Councillors Record

Assembly details: Public Presentations

Date: Monday 2 June 2014

Time: 4:00 - 6.00 PM

Assembly Location: Latrobe Regional Gallery, Morwell.

In Attendance:

Councillors: Cr Gibbons, Cr Gibson, Cr Harriman, Cr Kam, Cr Middlemiss, Cr O'Callaghan, Cr Sindt, Cr White

Officer/s: John Mitchell, Stacey Greenwood, Chris Wightman, Debbie Tyson, Gail Gatt, Leah Pollard, Geoff Hill.

Matter/s Discussed:

- 4.1 Consideration of Planning Panel Report And Adoption Of Latrobe Planning Scheme Amendment C82
- 4.2 Coalville Road - Submission Application
- 4.3 Planning permit application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon
- 4.4 Future Development of Brown Coal Power Stations

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: Cr Middlemiss declared at Conflict of Interest in item 4.1- Consideration of Planning Panel Report and Adoption of Latrobe Planning Scheme Amendment C82

Officer/s: NIL

Times that Officers / Councillors left/returned to the room:

Cr Middlemiss left the room at 4.04pm due to a Conflict of Interest, and returned at 4.32pm.

Geoff Hill entered the room at 5.30pm

Completed by: Katrina Pizzi



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

"At an assembly of Councillors, the Chief Executive Officer must ensure that a written record is kept of:

- the names of all Councillors and members of Council staff attending;
- the matters considered;
- any conflict of interest disclosures made by a Councillor attending under subsection (3);
- whether a Councillor who has disclosed a conflict of interest as required by subsection (3) leaves the assembly."

The above required information is:

- to be reported to an Ordinary meeting of the Council; and
- incorporated in the minutes of that Ordinary meeting.

2. Section 76AA definition:

"**Assembly of Councillors** (however titled, e.g: meeting / inspection / consultation etc) is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of staff which considers matters that are intended or likely to be;

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Brief Explanation:

Some examples of an *Assembly of Councillors* will include:

- Councillor Briefings;
- on site inspections, generally meetings re: any matters;
- meetings with residents, developers, other clients of Council, consultations;
- meetings with local organisations, Government Departments, statutory authorities (e.g. VicRoads, etc);

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- the Council; or
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3. Section 80A and 80B requirements (re: *Conflict of Interest*):

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Section 80A(3)

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Section 80B

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Assembly of Councillors Record

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Assembly details: Councillor discussion

Date: 2 June 2014

Time: 7.00pm – 9.00pm

Assembly Location: Nambur Wariga Room, Latrobe Headquarters

In Attendance:

Councillors: Cr Gibbons, Cr Kam, Cr Rossiter, Cr Harriman, Cr White, Cr Middlemiss, Cr O'Callaghan, Cr Sindt, Cr Gibbons.

Officer/s: John Mitchell, Chris Wightman, Stacey Greenwood, David Elder (left at 8:15 pm), Katrina Pizzi.

Matter/s Discussed:

- Consideration of planning panel report and adoption of Latrobe Planning Scheme Amendment C82, Tyers Rezoning
- Planning Permit Application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon
- Planning Permit Application 2013/7, staged subdivision of land and removal of native vegetation, Coalville Road Moe
- 2014/15 Fees and Charges

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: Cr Middlemiss declared a Conflict of Interest in discussion item relating to Amendment C82, Tyers Rezoning.

Cr Rossiter declared a Conflict of Interest in discussing Planning Permit Application 2013/270, use & development of a convenience restaurant and waiver of the requirement for end of trip facilities at 1-3 Standing Drive, Traralgon



Officer/s:

Times that Officers / Councillors left/returned to the room :

Cr Middlemiss left the room at 7.20 pm and returned at 7.45 pm

Cr Rossiter left the room at 8.29 pm and returned at 8.37 pm

Completed by: Katrina Pizzi



Assembly of Councillors Record Explanation / Guide Notes
Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: Written Record to be made by Council staff member):

Amendments to the Local Government Act 1989 (Section 80A), operative from 2 December 2008 now stipulate:

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- the matters considered;
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2. Section 76AA definition:

"**Assembly of Councillors** (however titled, e.g: meeting / inspection / consultation etc) is a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of staff which considers matters that are intended or likely to be;

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- the Council; or
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3. Section 80A and 80B requirements (re: Conflict of Interest):

Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

Section 80A(3)

"If a Councillor attending an Assembly of Councillors knows, or would reasonably be expected to know, that a matter being considered by the assembly is a matter that, were the matter to be considered and decided by Council, the Councillor would have to disclose a conflict of interest under section 79, the Councillor must disclose either:

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Section 80B

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Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. *{see over for Explanation/Guide Notes}*.

Assembly details: Early Years Reference Committee meeting.

Date: 02/06/2014

Time: 1.00 pm

Assembly Location: Meeting Room 4, Latrobe City Council Headquarters, 141 Commercial Road, Morwell.

In Attendance:

Councillors: Cr Kellie O'Callaghan, and Cr Christine Sindt.

Officer/s:

Ronda Bruerton, a/g Manager Child and Family Services,
Carole Ayres, Executive Assistant Community Liveability,
Kate Northover, Coordinator Early Learning and Care West/Office

Matter/s Discussed:

Best Start program update
Preschool Committee Review
Municipal Early Years Plan Review
MAV Patchwork Pilot Project concerns
Early Years Reference Committee TOR
Social media advertising for preschool enrolments 2015

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors:

Officer/s:

Times that Officers / Councillors left/returned to the room:

Completed by: Carole Ayres, Executive Assistant Community Liveability,
Early Years Reference Committee Secretariat Support.



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

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Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

Assembly details: Latrobe Tourism Advisory Board

Date: 4 June 2014

Time: 5.38pm

Assembly Location: Nambur Wariga meeting room, Latrobe City Council
Head Quarters, Morwell
(e.g: Town Hall, TOWN, No. xx ADDRESS, Latrobe City Council Offices).

In Attendance:

Councillors: Cr Darrell White

Officer/s: Linda Brock, Jason Membrey

Matter/s Discussed: Terms of Reference. Review of the Tourism Advisory Board.
Resignation of one board member.
(e.g: Proposed Development in TOWN discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at ADDRESS, etc)

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)

Councillors: Nil

Officer/s: Nil

Times that Officers / Councillors left/returned to the room: Nil

Completed by: Linda Brock



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

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3. Section 80A and 80B requirements (re: **Conflict of Interest**):

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Section 80A(3)

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Assembly of Councillors Record

This form **MUST** be completed by the attending Council officer and returned **IMMEDIATELY** to the Council Operations Team for filing. {see over for Explanation/Guide Notes}.

Assembly details: Morwell Town Common Development Plan Project Control Group

Date: 11 June 2014

Time: 5:00pm

Assembly Location: Latrobe City Council Headquarters
(e.g: Town Hall, TOWN, No. xx ADDRESS, Latrobe City Council Offices).

In Attendance:

Councillors: Cr Graeme Middlemiss, Cr Christine Sindt.

Officer/s: Simon Clark

Matter/s Discussed:

Correspondence in: Nil.

Correspondence out: Nil.

AAA Playground

Simon distributed the most recent layout plan and reported that the playground equipment had commenced to arrive at the Morwell Depot. The construction phase of the project will commence soon.

Business Arising From Previous Minutes

1.Simon informed the meeting that the damaged trees on Maclean Street would be replaced as soon as the Council nursery has mature seedlings of the same species. Simon at the June 2014 meeting also reported that there may be a change to the trees as part of the Chapel Street carpark project. This change may be in the form of species type however Simon will keep the Committee informed as he receives information. Action – Simon Clark

2.David stated that he will install heavy duty fully attached down pipes on the picnic



shelter. Ongoing Action – David McInnes

3.Simon reported that the cost for the extension of the Rotary fence on White Street was \$4,500. David to put in account from Rotary for payment. Ongoing Action – David McInnes

4.David informed the meeting that the Rotary Club was successful in obtaining a Latrobe City Council Minor Capital Works Community Grant for the installation of 3 phase power at the common. The work will be undertaken in the near future. Completed

5.Simon invited Council's Events and Tourism teams to the meeting to discuss possible avenues for promotion and activation of the common however both officers were unable to attend. Simon will re-invite to the August meeting. Action – Simon Clark

6.Simon informed the meeting that Council's Media Team would be including a historical story about the Town Common in the next edition of Link. The story would be promoting that the Project Control Group wish to receive any items of historical interest for consideration as part of a future historical sign at the Town Common. Cr Middlemiss recommended that Simon also consult Council's Recreation and Open Space Planner regarding the sign design. Ongoing Action - Simon Clark

7.Simon informed the meeting that the Committee would be consulted prior to the installation the signs for the new government legislation regarding prohibiting smoking at playgrounds etc. Simon will organise an onsite meeting to discuss possible locations. Ongoing Action – Simon Clark Please note – Simon has been informed on Thursday 12 June that the signs have already been installed at the playground at each of the three main entrances. If any Committee members have any issues with the location of these signs please inform Simon. Simon apologises for this occurrence.

General Business

1.Simon informed the meeting that the Chapel Street carpark project was approximately forty percent completed.

2.The meeting agreed to revert back to the bi-monthly meeting schedule therefore the next meeting will be on 13 August.

(e.g: Proposed Development in *TOWN* discussion with residents, Planning Permit Application No. xxxx re: proposed xx story development at *ADDRESS*, etc)

Are the matters considered confidential under the Local Government Act: NO

Conflict of Interest Disclosures: (refer 3. over page)



Councillors:

Officer/s:

Times that Officers / Councillors left/returned to the room :

Completed by: Simon Clark



Assembly of Councillors Record Explanation / Guide Notes

Required pursuant to the Local Government Act 1989 as amended.

1. Section 80A requirements (re: *Written Record to be made by Council staff member*):

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Councillors and officers attending an Assembly of Councillors must disclose any conflict of interest.

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ORGANISATIONAL EXCELLENCE

17. ORGANISATIONAL EXCELLENCE

Nil reports

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 18.1 *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 QUESTIONS ON NOTICE - CONFIDENTIAL

Agenda item 18.2 *Questions on Notice - CONFIDENTIAL* 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 CONFIDENTIAL ITEMS

Agenda item 18.3 *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)

18.4 AUDIT COMMITTEE MINUTES REPORT

Agenda item 18.4 *Audit Committee Minutes Report* 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)

**18.5 COMMUNITY GRANTS REQUEST FOR CHANGE TO PROJECT
PROJECT NO MCW131400095**

Agenda item 18.5 *COMMUNITY GRANTS REQUEST FOR CHANGE TO PROJECT PROJECT NO MCW131400095* 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)

**18.6 MAYORAL SPONSORSHIP - GIPPSLAND COMMUNITY
NETWORK BREAKFAST**

Agenda item 18.6 *Mayoral Sponsorship - Gippsland Community Network Breakfast* 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)

**18.7 COUNCILLORS QUARTERLY EXPENSES REPORT - JANUARY
2014 - MARCH 2014**

Agenda item 18.7 *Councillors Quarterly Expenses Report - January 2014 - March 2014* 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)

18.8 BAD DEBTS REPORT - MARCH 2014

Agenda item 18.8 *BAD DEBTS REPORT - MARCH 2014* is designated as confidential as it relates to personal hardship of any resident or ratepayer (s89 2b)

**18.9 FOOD SAMPLING ANALYSIS REPORT - JANUARY TO MARCH
2014**

Agenda item 18.9 *Food Sampling Analysis Report - January to March 2014* 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)

18.10 LCC-175 SUPPLY AND DELIVERY OF QUARRY PRODUCTS

Agenda item 18.10 *LCC-175 SUPPLY AND DELIVERY OF QUARRY PRODUCTS* is designated as confidential as it relates to contractual matters (s89 2d)